

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
February 6, 2023

President Melissa S. Herr called the meeting to order at 7:32 p.m. and opened the meeting with the pledge of allegiance and a moment of silence.

PRESENT: Board Members, Mr. James H. Byrnes, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mrs. Suzanne S. Knowles, Ms. Kelly A. Osborne, Mr. Matthew E. Parido, Mrs. Audra R. Spahn, Mrs. Kari A. Steinbacher, Mr. Andrew L. Welk; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Andrew M. Godfrey; Business Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Amanda M. Allison; Administrators, Mrs. Karen L. Staub, Mr. William E. Griscom, Jr., Dr. Benjamin J. Feeney, Mrs. Eva G. Seckman, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal, Dr. Branden M. Lippy; Administrative Assistant, Mrs. Mary E. Williams; Student Representatives, Miss Maggie Swarr and Miss Lauren Livengood; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Byrnes moved and Mr. Welk seconded the motion to approve the Minutes of the regularly scheduled meetings on January 2 and January 17, 2023.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mrs. Spahn and Mrs. Kowitz recognized January Students of the Month from Martin Meylin Middle School.

Mrs. Spahn and Dr. Feeney recognized January Pioneer Superlatives and Students of the Month from Lampeter-Strasburg High School.

Mr. Stoltzfus recognized student Spencer Swarr for his work taking pictures of the construction progress for the Early Childhood/Kindergarten Center project.

Dr. Peart recognized Hans Herr Elementary students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Dennes, Denise R. – a letter of resignation.
2. Henry, Dana L. – a letter of resignation.
3. Hess, Shawna N. – a letter of resignation.
4. White, Erica L. – a letter requesting an extension to a leave of absence.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

Mr. Stoltzfus read the treasurer's report as attached to these Minutes.

Thereafter, Mrs. Spahn moved and Mrs. Knowles seconded the motion to accept the treasurer's report as submitted and to approve the payment of bills for the General Fund in the amount of \$3,566,212.46, Cafeteria Fund checks in the amount of \$127,287.28, High School Athletic Fund checks in the amount of \$3,576.60, Capital Reserve Fund checks in the amount of \$41,671.34, Capital Projects Fund checks in the amount of \$1,445,007.28, and Athletic Account Officials in the amount of \$6,152.00.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

Mr. Parido reported on the Academic Committee held earlier in the evening.

BUILDINGS AND GROUNDS COMMITTEE – Mr. James H. Byrnes Chairperson

Dr. Peart reported on the Buildings and Grounds Committee meeting from January 17, 2023.

BOARD OF REVIEW COMMITTEE – Mrs. Melissa S. Herr, Chairperson

Mrs. Herr reported that one Board of Review took place on January 17, 2023, and recommended the ratification of the Board of Review decision.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr shared that the Finance Committee will be meeting on February 13, 2023.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee met this evening and recommends all agenda items for approval.

CURRICULAR ISSUES AND FEDERAL PROGRAMS – Dr. Andrew M. Godfrey, Representative

Dr. Godfrey reported on Title I and Federal programs.

STUDENT REPRESENTATIVES – Miss Maggie Swarr, Miss Lauren Livengood

Miss Livengood reported on events at Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.

Miss Swarr reported on events at Lampeter-Strasburg High School.

APPROVAL OF RESIGNATIONS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve resignations from the following individuals:

- a. Denise R. Dennes, kitchen manager, Lampeter-Strasburg High School, retroactively effective to February 3, 2023.
- b. Dana L. Henry, special education teacher assistant, Martin Meylin Middle school, retroactively effective to January 25, 2023.
- c. Shawna N. Hess, van driver, Lampeter-Strasburg School District, retroactively effective to January 9, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the employment of Lauren B. Ambrosino as a special education teacher assistant at Lampeter-Strasburg High School retroactively effective to January 20, 2023. Ms. Ambrosino will become a category C support employee and will be compensated \$15.00 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE OF STATUS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve a change of status for Amber D. Zimmerman, assistant kitchen manager, Martin Meylin Middle School. Ms. Zimmerman will become kitchen manager at Lampeter-Strasburg High School retroactively effective to February 3, 2023. She will remain a category C support employee and will be compensated at \$17.75 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A LEAVE OF ABSENCE

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve an extension to a leave of absence for Erica L. White, science teacher, Lampeter-Strasburg High School, through March 20, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUPPLEMENTAL CONTRACTS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve a 2022-2023 supplemental contract addition in the amount of \$202.00 for Taylor Garraffa, Girls Soccer Coach.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023-2024 COACHES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve new head coaches for the 2023-2024 season, as follows:

- a. Calvin E. Esh Varsity Cross Country Coach
- b. Samantha J. Snyder Varsity Field Hockey Coach

A voice vote was unanimous in favor of the motion.

APPROVAL OF BEFORE SCHOOL/AFTER SCHOOL READING AND MATH INSTRUCTORS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve before school/after school reading and math instructors at \$25 per hour, as follows:

- Bresch, Jamie L.
- Brubaker, Michelle T.
- Dodson, Jo Carole
- Eshleman, Isaiah S.
- Heyser, Holly A.
- Konkle, Janelle
- Lovern, Jamie
- Stutzman, James A.
- Weaver, Cheryl R.
- Zettlemoyer, Courtney A.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve 2022-2023 substitutes, as follows:

Emergency Certified Substitutes

- Appelgrijn, Rhiannon J. All Instructional Areas PK-12
- Cox, Heidi L. All Instructional Areas PK-12
- Gingerich, Mary E. All Instructional Areas PK-12
- Hummel, Kirk E. All Instructional Areas PK-12
- Kieffer, Margaret M. All Instructional Areas PK-12

Support Staff Substitutes

- Hess, Shawna N.
- Weaver, Cheryl R.
- Woodruff, Michael L.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEER

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the following individuals as 2022-2023 volunteers:

- Book, Ty M.
- Kann, Kimberly S.
- Snyder, Matthew T.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A RESOLUTION FOR BUSINESS MANAGER CONTRACT

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a resolution to notify the District Business Manager, Mr. Keith A. Stoltzfus, that the Board of School Directors intends to retain him for a further term of five years.

A voice vote was unanimous in favor of the motion.

APPROVAL OF IU13 IDEA PART B USE OF FUNDS AGREEMENT

Mrs. Knowles moved and Mrs. Spahn seconded the motion to approve the IU13 IDEA Part B Use of Funds Agreement for the 2022-2023 school year. Note that these are strictly pass-through funds from the Commonwealth of Pennsylvania through the IU13 to Lampeter-Strasburg School District.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACT WITH PEQUEA VALLEY SCHOOL DISTRICT

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve a 2022-2023 special education contract with Pequea Valley School District to provide special education services for two Pequea Valley students attending Life Skills programs at the Lampeter-Strasburg School District.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A CHANGE ORDER FOR CRITICAL CAPITAL PROJECTS

Mr. Welk moved and Mrs. Knowles seconded the motion to approve the following change order for the Early Childhood/Kindergarten Center Project:

Jay R. Reynolds, Inc.	Change Order PC#1	Add \$3,641.00	Add gas regulator to reduce pressure from 2PSI to 14" water column
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A voice vote was unanimous in favor of the motion.

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve the following change order for the Early Childhood/Kindergarten Center Project:

Add 20 days to the contract time at zero cost due to actual adverse weather delay days in excess of contracted anticipated weather delay days from Notice to Proceed (NTP) to December 31, 2022, as follows:

Jay R. Reynolds, Inc.	Change Order PC #2
eci Construction, LLC	Change Order GC #4
McCarty & Sons, Inc.	Change Order EC #1
Frey Lutz Corp.	Change Order MC #1

A voice vote was unanimous in favor of the motion.

APPROVAL OF A MEMORANDUM OF UNDERSTANDING AND TRANSPORTATION PLAN FOR STUDENTS LIVING IN FOSTER CARE

Mr. Welk moved and Mr. Knarr seconded the motion to approve a memorandum of understanding and transportation plan with Lancaster County Children and Youth to provide transportation for students living in foster care, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

RATIFICATION OF BOARD OF REVIEW DECISION

Mr. Byrnes moved and Mr. Parido seconded the motion to ratify the Board of Review decision of January 17, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIP

Mrs. Spahn moved and Mrs. Knowles seconded the motion to approve an overnight field trip for the Garden Spot FFA to attend the ACES Leadership Conference at the Sheraton Hotel in Harrisburg, PA, from February 18 to 19, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023-2024 SCHOOL CALENDAR

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve the 2023-2024 school calendar, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

NEW BUSINESS

Mrs. Herr shared that the Board has established a date for their Board Retreat.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

MEETING ADJOURNED

The meeting was properly adjourned at 8:15 p.m.

Mary E. Williams
Secretary