

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

President Melissa S. Herr called the meeting to order at 7:30 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. 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, Dr. Scott K. Rimmer, Mrs. Eva G. Seckman, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal; 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 February 6 and February 21, 2023.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mr. Knarr and Mrs. Kowitz recognized February Students of the Month from Martin Meylin Middle School.

Mr. Knarr and Dr. Feeney recognized February Pioneer Superlatives and Students of the Month from Lampeter-Strasburg High School.

Dr. Peart recognized Lampeter Elementary School students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Appelgrijn, Rhiannon J. – a letter requesting a leave of absence.
2. Depew, Angela M. – a letter requesting a sabbatical leave of absence.
3. Driscoll, Annmarie T. – a letter of retirement.
4. Lambert, Charles H. – a letter of retirement.
5. Lebo, Emily A. – a letter requesting a leave of absence.
6. Maule, Jacqueline M. – a letter of resignation.
7. Musser, Erica N. – a letter requesting a leave of absence.
8. Pletcher, Kerri J. – a letter of resignation.
9. Rehm, Allison L. – a letter requesting a leave of absence.
10. St. John, Jacqueline A. – a letter of retirement.
11. Tyson, Katherine E. – a letter of resignation.
12. Watterson, Cynthia A. – a letter of retirement.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mr. Byrnes 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 \$4,627,908.16, Cafeteria Fund checks in the amount of \$24,193.99, High School Athletic Fund checks in the amount of \$1,810.00, Capital Reserve Fund checks in the amount of \$136,651.57, Capital Projects Fund checks in the amount of \$56,360.05, and Athletic Account Officials in the amount of \$2,547.00.

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

Mr. Byrnes reported on the Buildings and Grounds Committee meeting from February 21, 2023.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr reported on the Finance Committee meeting from February 13, 2023, and shared that the next Finance Committee meeting has been scheduled for April 11, 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. Welk seconded the motion to approve resignations from the following individuals:

- a. Annmarie T. Driscoll, kitchen helper, Lampeter Elementary School, effective at the end of the 2022-2023 school year.
- b. Charles H. Lambert, English language arts teacher, Martin Meylin Middle School, effective on the last contractual day of the 2022-2023 school year.
- c. Jacqueline M. Maule, van driver, Lampeter-Strasburg School District, and kitchen helper, Hans Herr Elementary School, effective March 9, 2023.
- d. Kerri J. Pletcher, special education teacher assistant, Hans Herr Elementary School, retroactively effective to February 28, 2023.
- e. Jacqueline A. St. John, Spanish teacher, Lampeter-Strasburg High School, effective on the last contractual day of the 2022-2023 school year.
- f. Katherine E. Tyson, kitchen helper, Martin Meylin Middle School, effective March 9, 2023.
- g. Cynthia A. Watterson, library assistant, Lampeter-Strasburg High School, effective December 31, 2023.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF EMPLOYMENT – SUPPORT

Mrs. Knowles moved and Mr. Welk seconded the motion to approve the employment of Kimberly A. Schoff as a special education teacher assistant at Martin Meylin Middle School retroactively effective to February 21, 2023. Ms. Schoff will become a category D 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. Welk seconded the motion to approve a change of employment status for the following individuals:

- a. Jennifer M. Rimert, long term substitute school nurse, Lampeter-Strasburg High School. Ms. Rimert will become a temporary professional employee assigned as school nurse at Lampeter-Strasburg High School retroactively effective to December 1, 2022. Her annual compensation will be \$60,043 based upon Step 2, Level B of the District compensation agreement.
- b. Stacy M. Zweizig, kitchen helper, Martin Meylin Middle School. Ms. Zweizig will become assistant kitchen manager at Martin Meylin Middle School retroactively effective to February 21, 2023. She will become a category C support employee and will be compensated at \$15.57 per hour.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF ADDITIONAL ASSIGNMENT

Mrs. Knowles moved and Mr. Welk seconded the motion to approve an additional assignment for Lyndsey M. Keener, special education teacher (50%), Lampeter Elementary School. Ms. Keener will have the additional assignment of two hours per day as extended substitute special education teacher at Hans Herr Elementary School retroactively effective to February 13, 2023, through on or about March 3, 2023. Ms. Keener will have an additional daily rate of \$100.93 based upon Step 8, Level M of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF BEFORE-SCHOOL/AFTER-SCHOOL NURSE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve Pamela S. Fliegel as a before-school/after-school nurse retroactively effective to February 14, 2023. Ms. Fliegel will be compensated at \$25 per hour for this assignment.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF LEAVES OF ABSENCE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a leave of absence for the following individuals:

- a. Rhiannon J. Appeltgrijn, Title I reading assistant, Martin Meylin Middle School, retroactively effective to February 23, 2023, through on or about April 6, 2023.
- b. Emily A. Lebo, speech teacher, Lampeter Elementary School, a partial leave of absence retroactively effective to February 20, 2023, through the end of the 2022-2023 school year.
- c. Erica N. Musser, special education teacher, Hans Herr Elementary School, from February 13, 2023, through on or about March 1, 2023.
- d. Allison L. Rehm, athletic trainer, Lampeter-Strasburg School District, from on or about August 28, 2023, through November 28, 2023.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SABBATICAL LEAVE OF ABSENCE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a half-year, half-pay sabbatical leave of absence for Angela M. Depew, English language arts/Gifted teacher, Lampeter-Strasburg High School, for the first semester of the 2023-2024 school year.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF A CORRECTION TO A LEAVE OF ABSENCE

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a leave of absence extension for Erica White, science teacher, Lampeter-Strasburg High School. The extension to the leave of absence for Ms. White will go through March 24, 2023.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SUPPLEMENTAL CONTRACTS

Mrs. Knowles moved and Mr. Welk seconded the motion to approve a 2022-2023 supplemental contract to be awarded to John Achille, Lacrosse – Girls – 1st Assistant – 70%, \$3,152.87.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SUBSTITUTES

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

##### Certified Substitutes

Brown, Kayla J.	English – Millersville Student
Smith, Jessica N.	Grades PK-4; Special Education K-8 – Millersville Student
Taylor, Brittney J.	Grades PK-4 – Lancaster Bible College Student
Tucci, Amanda M.	Grades PK-4 – Millersville Student
Williamson, Annie V.	Art – Millersville Student

##### Support Staff Substitutes

Heyser, William M.  
Maule, Jacqueline M.  
Pickel, Connie L.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF VOLUNTEERS

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

Long, Jacob T.  
Martin, Anita K.

A voice vote was unanimous in favor of the motion.

#### DISCUSSION AND APPROVAL OF CONTRACT OF SERVICES WITH HARRIS EDUCATION SOLUTIONS

Dr. Godfrey led a discussion on the contract of services with Harris Education Solutions for software and services related to curriculum and assessment services, and student achievement data management. Thereafter, Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve the contract of services with Harris Education Solutions.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF SPECIAL EDUCATION PLAN

Mr. Welk moved and Mrs. Knowles seconded the motion to approve the Lampeter-Strasburg Special Education Plan.

A voice vote was unanimous in favor of the motion.

#### APPROVAL OF POLICIES (FIRST READING)

Mr. Byrnes moved and Mrs. Knowles seconded the motion to approve updated and new policies (first reading), as follows:

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|---------------------|--|
| a. Policy 137       | Home Education Program   |
| b. Policy 137.1     | Extracurricular Participation by Home Education Students                                 |
| c. Policy 137.2 NEW | Participation in Cocurricular Activities and Academic Courses by Home Education Students |
| d. Policy 137.3 NEW | Participation in Career and Technology Education Programs by Home Education Students     |

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

Mr. Welk moved and Mrs. Steinbacher seconded the motion to approve overnight field trips, as follows:

- a. Lampeter-Strasburg High School Garden Spot FFA, State Legislative Leadership Conference, Harrisburg, PA, from March 26 to 28, 2023.
- b. Lampeter-Strasburg High School Spanish students, Spain, dates to be determined for June, 2024, as posted.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023 GRADUATION DATE

Mr. Byrnes moved and Mr. Parido seconded the motion to approve Friday, June 2, 2023, as the graduation date for the Class of 2023.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mr. Stoltzfus provided an update on the sale of Strasburg Elementary.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

MEETING ADJOURNED

The meeting was properly adjourned at 8:07 p.m.

Keith A. Stoltzfus  
Assistant Secretary