

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
May 1, 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. 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, Dr. Scott K. Rimmer, Mrs. Eva G. Seckman, Mrs. Alicia C. Kowitz, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal; Director of Buildings and Grounds, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; Student Representative, Miss Maggie Swarr; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Byrnes moved and Mrs. Spahn seconded the motion to approve the Minutes of the regularly scheduled meetings on April 3 and April 17, 2023.

A voice vote was unanimous in favor of the motion.

Mrs. Herr shared that an executive session was held on Monday, April 24, 2023, to discuss a matter involving the evaluation of performance of a specific public officer or employee employed or appointed by the School District.

COMMUNICATIONS AND RECOGNITION

Mrs. Knowles and Mrs. Kowitz recognized April Students of the Month from Martin Meylin Middle School.

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

Dr. Smecker recognized the third grade STEM Bowl Team from Hans Herr Elementary School.

Dr. Peart recognized Lampeter-Strasburg High School students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Higgins, Tobijah A. – a letter of resignation.
2. Seckman, Eva G. – a letter of resignation.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mr. Welk moved and Mr. Byrnes 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 \$2,635,940.79, Cafeteria Fund checks in the amount of \$68,301.92, Capital Reserve Fund checks in the amount of \$208,015.43, Capital Projects Fund checks in the amount of \$2,987,770.60, and Athletic Account Officials in the amount of \$7,953.00.

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 of April 17, 2023.

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

Mrs. Herr reported that one Board of Review took place on April 5, 2023.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr reported on the Finance Committee meeting from 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 Swarr reported on events at Lampeter Elementary School, Hans Herr Elementary School, Martin Meylin Middle School, and Lampeter-Strasburg High Schools.

Mrs. Herr recognized Miss Swarr for serving as a student representative to the Board of School Directors.

APPROVAL OF RESIGNATIONS

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

- a. Tobijah A. Higgins, personal care assistant, Hans Herr Elementary School, effective June 2, 2023.
- b. Eva G. Seckman, assistant principal, Lampeter-Strasburg High School, effective June 30, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the employment of the following individuals in professional positions:

- a. Frank Dell'Estate, as a long-term substitute Spanish teacher at Lampeter-Strasburg High School effective January 19, 2024, through the end of the 2023-2024 school year. He will be compensated daily at \$458.45 based upon Step 6, Level M60 of the District compensation agreement.
- b. Mary L. Knapp, as an extended substitute third grade teacher at Hans Herr Elementary School retroactively effective to March 1, 2023, through March 24, 2023. She will be compensated at a daily rate of \$313.19 based upon Step 1, Level B of the District compensation agreement.
- c. Jacqueline A. St. John, as a long-term substitute Spanish teacher at Lampeter-Strasburg High School effective August 18, 2023, through the end of the 2023-2024 school year. She will be compensated daily at \$377.43 based upon Step 6, Level B24 of the District compensation agreement.

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 Angela M. Wolf as a kitchen helper at Martin Meylin Middle School. Ms. Wolf will become a category D support employee and will be compensated at \$15.00 per hour retroactively effective to April 17, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF ADDITIONAL ASSIGNMENT

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve an additional assignment for Ellen M. Hixson, extended substitute art teacher, Lampeter Elementary School (80%) and Lampeter-Strasburg High School (20%). Ms. Hixson will extend her role as extended substitute art teacher through the end of the 2022-2023 school year. Daily compensation will remain \$313.19 based upon Step 1, Level B of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TEACHERS FOR EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION SERVICES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the following teachers to provide special education extended school year services at various district locations and based upon student IEPs, paid at their per diem rates, effective June 19, 2023, through July 27, 2023, as needed:

Class-based ESY:

Canty, Kristina A.	Martin Meylin Middle School
Frick, Nora B.	Martin Meylin Middle School
Henry, Christi L.	Hans Herr Elementary School
Ingram, Kimberly K.	Lampeter-Strasburg High School
Kuchinski, Clarissa M.	Lampeter Elementary School
Schatzmann, Michelle L.	Lampeter-Strasburg High School
Shoffler, Lynn D.	Lampeter Elementary School
Smith, Jessica N.	All Buildings
Swarr, Jeffrey P.	Lampeter-Strasburg High School

Home-based (1:1) ESY:

Harden, Melinda A.
Harnish, Katrina J.
Kortright, Brittany L.
Lau, Elisabeth D.
Miller, Alicia M.
Sidorov, Abbey E.
Welsh, Rachel M.

A voice vote was unanimous in favor of the motion.

APPROVAL OF ASSISTANTS FOR EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION SERVICES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve extended school year (ESY) services for students with IEPs to be provided by the following special education teacher assistants from June 19, 2023, through July 27, 2023, at the hourly compensation and school indicated:

Lampeter Elementary

Dunlap, Sherry A.	\$15.00 (2022-23); TBA (2023-24)
Tamburrino, Rachel S.	\$15.50 (2022-23); TBA (2023-24)

Hans Herr Elementary School

Bender, Geoffrey L.	\$15.00 (2022-23); TBA (2023-24)
Irwin, Linda M.	\$15.00 (2022-23); TBA (2023-24)

Martin Meylin Middle School

Bopp, Grace I.	\$15.35 (2022-23); TBA (2023-24)
Harnish, Jennifer L.	\$15.57 (2022-23); TBA (2023-24)
Hollern, Faith A.	\$15.00 (2022-23); TBA (2023-24)
Kreider, Katrina J.	\$15.00 (2022-23); TBA (2023-24)
Lawson, Lisa B.	\$15.00 (2022-23); TBA (2023-24)
Marcroft, Cheryl Lee	\$15.00 (2022-23); TBA (2023-24)

Lampeter-Strasburg High School

Rose, Monica J.	\$15.00 (2022-23); TBA (2023-24)
-----------------	----------------------------------

A voice vote was unanimous in favor of the motion.

APPROVAL OF NURSES FOR EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION SERVICES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve the following nurses for extended school year (ESY) services from June 19, 2023, through July 27, 2023, at Lampeter Elementary School, Hans Herr Elementary School, Martin Meylin Middle School or Lampeter-Strasburg High School, paid at their per diem rates:

Bitler, Donna S.
Fliegel, Pamela S.
Vestermark, Mary R.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TITLE I SUMMER READING AND MATH CAMP INSTRUCTORS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve Title I Summer Reading and Math Camp instructors at \$25 per hour, as follows (Reading Camp will be held June 19 through June 29, 2023; Math Camp will be held July 10 through July 20, 2023. Camps will be held at Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.):

Allen, Lisa A.
Bailey, Julia S.
Blair, Emilie J.
Braiterman, Jessica B.
Burkhart, Kari L.
Dodson, Jo Carole
Eberly, Kerri A.
Fargo, Jenna M.
Gast, Dawn M.
Greenwood, Kristen R.
Heyser, Holly A.
Henry, Christi L.
Hoover, Matthew T.
Johnson, Joan S.
Kinert, Amanda R.
Knapp, Mary L.
Major, Carla M.
Martin, Keith P.
McComsey, Barbara L.
McNaul, Lisa A.
Pieters, Michelle L.
Risser, Jennifer L.
Sangiamo, Brianna
Shehan, Lindsay L.
Smyth, Patricia A.
Spealman, Amanda K.
Stutzman, James A.
Wenger, Bonnie S.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TITLE I SUMMER READING AND MATH CAMP ASSISTANTS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve Title I Summer Reading and Math Camp assistants at their current rates of pay as follows:

Fink, Amie M.	\$15.07
Horner, Tara E.	\$17.37
Lapp, Rebecca S.	\$17.66
Machowski, Cynthia L.	\$17.33
Pieters, Maya K.	\$15.00
Rinier, Diane S.	\$18.65
Stutzman, James A.	\$18.05
Welk, Patricia A.	\$15.58

A voice vote was unanimous in favor of the motion.

APPROVAL OF TITLE I SUMMER READING AND MATH CAMP NURSING SERVICES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve Title I summer reading and math camp nursing services to be provided by the following individuals at \$25 per hour:

- Bitler, Donna S.
- Fliegel, Pamela S.
- Lindsley, Deborah M.
- Rimert, Jennifer M.
- Vestermark, Mary R.

A voice vote was unanimous in favor of the motion.

APPROVAL OF KINDERGARTEN TRANSITION CAMP ASSESSORS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve kindergarten transition camp assessors at Lampeter Elementary School, June 5 to 8, 2023, as follows and at the hourly rates indicated below:

- Carter, Tina M. \$25.00
- McComsey, Barbara L. \$25.00
- Pieters, Michelle L. \$25.00

A voice vote was unanimous in favor of the motion.

APPROVAL OF KINDERGARTEN TRANSITION CAMP TEACHERS AND TEACHING ASSISTANTS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve kindergarten transition camp teachers and teaching assistants from June 19 to June29, 2023, at Lampeter Elementary School as follows and at the hourly rates indicated below:

Teachers

- McNaul, Lisa A. \$25.00
- Menapace, Lauren E. \$25.00
- Pieters, Michelle L. \$25.00
- Potter, Jaclyn F. \$25.00
- Spealman, Amanda K. \$25.00

Assistants

- Fink, Amie M. \$15.07
- Pieters, Maya K. \$15.00
- Rinier, Diane S. \$18.65

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUMMER CUSTODIAL EMPLOYEES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve summer employees at the hourly compensation indicated:

Lampeter-Strasburg High School

- Bruner, Elly L. \$14.00
- Bruner, Aleah K. \$14.00
- Cashaw, Kim R. \$15.00
- Cirrincione, Rylin O. \$13.50
- Griscom, Olivia F. \$14.00
- Lantz, Lisa M. \$15.00
- Maines, Cozette E. \$14.00
- Messinger, Chase A. \$13.00
- Messinger, Brady M. \$13.00
- Nitchie, Lisa M. \$15.00
- Rinier, Kim A. \$15.00
- Shelley, Collin A. \$13.00
- Stoltzfus, Kyle J. \$13.50
- Stoltzfus, Erin N. \$14.50
- Tatman, Dalton W. \$13.50
- Tatman, Olivia M. \$13.00

Hans Herr Elementary School

- Stoneburner, Sachi \$15.00
- Shaffer, Brianna M. \$13.50
- Richwine, Connie L. \$15.00
- McAlear, Milissa S. \$15.00
- Wert, Benjamin C. \$13.50
- Bender, Geoffrey L. \$15.00
- Stauffer, Wesley E. \$13.00
- Stauffer, Bradley L. \$13.00
- Allison, Jackson W. \$13.00
- Maines, Landry G. \$13.00

Lampeter Elementary School

- Smecker, Ryan J. \$14.00
- Kuhns, Anna R. \$15.00
- Gonzalez, Doreen \$15.00
- Cramer, Isaac M \$13.00

Zuber, Brooke M. \$13.50

Martin Meylin Middle School

Heisler, Melissa K. \$15.00
Maines, Owens R. \$13.50
Nebel, Hayden E. \$14.00
Nebel, Vitalli A. \$13.00
Raub, Ally J. \$14.00
Savoca, Maura V. \$13.00
Styer, Vicki L. \$15.00
Teeter, Emerson J. \$14.00
Wilhelm, Judith A. \$15.00

Summer Camp Custodial Help

Hartman, Noah \$13.50

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:

Certified Substitute

Anderson, Raquel D. Music PK-12

Support Staff Substitute

Snyder, Samantha J.

A voice vote was unanimous in favor of the motion.

RECOGNITION OF GRANTING OF TENURE

Dr. Peart recognized that tenure was granted to the following individuals in compliance with the laws of the Commonwealth of Pennsylvania:

Emilie J. Blair
Kaitlyn L. Martin

APPROVAL OF CONTRACT

Mrs. Knowles moved and Mrs. Spahn seconded the motion to approve a contract for Keith A. Stoltzfus, Lampeter-Strasburg School District Business Manager, effective July 1, 2023, to June 30, 2028.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LANCASTER COUNTY ACADEMY 2023-2024 PROPOSED BUDGET

Mr. Knarr moved and Mr. Welk seconded the motion to approve the 2023-2024 Lancaster County Academy Proposed Budget.

A voice vote was unanimous in favor of the motion.

APPROVAL TO ADOPT 2023-2024 PROPOSED FINAL BUDGET

Mr. Knarr moved and Mr. Parido seconded the motion to approve to adopt the 2023-2024 proposed final budget, as attached to these Minutes.

A roll call vote was 8:1:0 in favor of the motion. Ms. Osborne opposed the motion.

APPROVAL OF AGREEMENT OF SERVICES

Mrs. Knowles moved and Mrs. Steinbacher seconded the motion to approve an agreement of services with Winner's Circle Center, Inc.

A voice vote was unanimous in favor of the motion.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TEXTBOOKS

Mr. Parido moved and Mr. Byrnes seconded the motion to approve textbooks to support current curriculum, as follows:

- a. Sociology: A Brief Introduction, McGraw Hill
- b. The Nystrom World Atlas 5th Edition, Nystrom Education (Grade 6)
- c. The Nystrom World Atlas 3rd Edition, Nystrom Education (Grade 7)

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 April 5, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF OVERNIGHT FIELD TRIPS

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

- a. One Lampeter-Strasburg High School student to attend the PMEA Future Music Educators Symposium at Kalahari Resort and Conference Center, Pocono Manor, PA, retroactively from April 19 to April 22, 2023.
- b. Martin Meylin Middle School students to Cape Henlopen State Park, Lewes, Delaware, from July 2 to July 5, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED POLICY (FIRST READING)

Mr. Welk moved and Mr. Knarr seconded the motion to approve Policy 808 Food Services (first reading).

A voice vote was unanimous in favor of the motion.

APPROVAL TO APPOINT BOARD TREASURER

Mrs. Spahn moved and Mr. Knarr seconded the motion to approve Mr. Keith A. Stoltzfus to serve as School Board Treasurer for a term of one year, effective July 1, 2023, for the 2023-2024 school year.

A voice vote was unanimous in favor of the motion.

NEW BUSINESS

Mrs. Herr recognized the principals of each building.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

MEETING ADJOURNED

The meeting was properly adjourned at 8:38 p.m.

Mary E. Williams
Secretary