

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
June 5, 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, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal; Administrative Assistant, Mrs. Mary E. Williams; 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 May 1 and May 15, 2023.

A voice vote was unanimous in favor of the motion.

Mrs. Herr shared that Board members met in Executive session was held on Wednesday, May 24, 2023, to discuss the collective bargaining agreement.

COMMUNICATIONS AND RECOGNITION

Mrs. Herr shared that the Board received letters of appreciation for the donations made to the Willow Street Fire Company and the Lancaster Public Library.

Dr. Peart congratulated the graduates and high school staff for a wonderful graduation.

Dr. Peart wished students, staff, and families a safe and healthy summer.

Dr. Peart shared the following communications:

1. Brands, John E. – a letter of resignation.
2. Eby, Kylie M. – a letter of resignation.
3. Garcia, Lena A. – a letter of resignation.
4. Scott, Jody P. – a letter of resignation.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mrs. Spahn moved and Mr. Welk 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 \$2,675,894.39, Cafeteria Fund checks in the amount of \$160,535.42, Athletic Fund in the amount of \$4,413.20, Capital Reserve Fund checks in the amount of \$208,470.42, Capital Projects Fund checks in the amount of \$2,783,035.55, and Athletic Account Officials in the amount of \$6,682.00.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

No report.

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

Mr. Byrnes reported on the May 15, 2023, Buildings and Grounds Committee meeting.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

No report.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Spahn 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.

APPROVAL OF RESIGNATIONS

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

- a. Kylie M. Eby, Title I math assistant, Hans Herr Elementary School, retroactively effective to May 23, 2023.
- b. Lena A. Garcia, SACC Aide, Lampeter Elementary School, retroactively effective to April 27, 2023.
- c. Melissa K. Heisler, kitchen helper, Martin Meylin Middle School, retroactively effective to May 12, 2023.
- d. Jody P. Scott, special education teacher assistant, Lampeter Elementary School, retroactively effective to June 2, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – ADMINISTRATION

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

- a. Jennifer L. Harr as an administrative employee assigned as elementary assistant principal effective July 1, 2023. Ms. Harr earned her Bachelor's degree in Secondary Education English, Master's degree in Educational Leadership, and Principal K-12 certification from York College of Pennsylvania. Her annual compensation will be \$88,000 based upon the District administrative compensation schedule.
- b. Melissa L. Swarr as an administrative employee assigned as an assistant principal at Lampeter-Strasburg High School effective July 1, 2023, pending receipt of required documentation. Ms. Swarr earned her Bachelor of Science and Master of Arts degrees in Spanish from Millersville University, earned her Master of Arts in Educational Administration from the University of Phoenix, and has a Principal PK-12 certification. Her annual compensation will be \$96,000 based upon the District administrative compensation schedule.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – PROFESSIONAL

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

- a. Lynn E. Bongiovanni, a professional employee assigned as an itinerant autistic support teacher at Lampeter Elementary School effective August 9, 2023. Ms. Bongiovanni is a graduate of Millersville University, earned her Master's degree in Special Education from West Chester University, and is certified in Grades PK-4 and Special Education PK-8. Her annual compensation will be \$76,994 based upon Step 9, Level M of the District compensation agreement.
- b. Christopher P. Desilets, as a temporary professional employee assigned as a school psychologist at Lampeter Elementary School effective August 9, 2023. Mr. Desilets is a graduate of Franklin and Marshall College, earned

his Master's degree from the University of Denver, and is certified as School Psychologist PK-12. His annual compensation will be \$81,037 based upon Step 10, Level M15 of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EMPLOYMENT – SUPPORT

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve the employment of the following individuals in support or non-permanent positions:

- a. Nancy J. McMullen, to be employed as a kitchen helper at Hans Herr Elementary School retroactively effective to May 1, 2023. Ms. McMullen will become a category D support employee and will be compensated at \$15.00 per hour.
- b. Lyndsey M. Sherack, to be employed as a kitchen helper at Lampeter Elementary School retroactively effective to May 25, 2023. Ms. Sherack will become a category E support employee and will be compensated at \$15.00 per hour.

A voice vote was unanimous in favor of the motion.

Mrs. Spahn moved and Mr. Welk seconded the motion to approve the employment of Allyson C. Gipe, to be employed as Early Childhood Building and K-12 Special Services Secretary effective August 16, 2023. Ms. Gipe will become a category B support employee and will be compensated at \$17.00 per hour. She will be assigned to the Hans Herr Elementary School for the first year of employment and then the Early Childhood Center in subsequent years.

A voice vote was 8:0:1 in favor of the motion. Mr. Byrnes abstained from the vote.

APPROVAL OF CHANGE OF STATUS

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve a change of employment status for the following individuals:

- a. John E. Brands, special education teacher assistant, Lampeter-Strasburg High School, and van driver, Lampeter-Strasburg School District. Mr. Brands has resigned from his position as special education teacher assistant at Lampeter-Strasburg High School. He will remain employed as a van driver and will become a category E support employee with no change in compensation retroactively effective to May 24, 2023.
- b. Jenna M. Fargo, long-term substitute kindergarten teacher, Lampeter Elementary School. Ms. Fargo will become a permanent professional employee assigned as a kindergarten teacher at Lampeter Elementary School effective August 18, 2023. Her annual compensation will be \$64,920 based upon Step 3, Level B, of the District compensation agreement.
- c. Cathy L. Galante, assistant kitchen manager, Lampeter Elementary School. Ms. Galante will become a part-time kitchen helper at Lampeter Elementary School effective July 1, 2023. She will become a category D support employee and with no change in compensation.

A voice vote was unanimous in favor of the motion.

APPROVAL OF ADDITIONAL ASSIGNMENT

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve additional assignments as follows:

- a. Joan S. Johnson, District-wide 50% math instructional coach, Martin Meylin Middle School. Ms. Johnson will have the additional assignment of 50% long-term substitute math instructional coach effective for the 2023-2024 school year. Her daily compensation for this additional assignment will be \$253.06 based upon Step 15, Level M60 (50%) of the District compensation agreement.
- b. Amanda R. Kinert, District-wide 50% English language arts instructional coach, Martin Meylin Middle School. Ms. Kinert will have the additional assignment of 50% long-term substitute English language arts instructional coach effective for the 2023-2024 school year. Her daily compensation for this additional assignment will be \$220.97 based upon Step 9, Level M30 (50%) of the District compensation agreement.
- c. Jody F. Stauffer, art teacher, Lampeter Elementary School. Ms. Stauffer will have the additional assignment of 20% long-term substitute art teacher at Lampeter-Strasburg High School effective for the 2023-2024 school year.

Her daily compensation for this additional assignment will be \$94.75 based upon Step 15, Level M30 (20%) of the District compensation agreement.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EXTENDED SCHOOL YEAR (ESY) SPECIAL EDUCATION SERVICES

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve Nicole Betancourt to provide home-based (1:1) extended school year (ESY) special education services, as needed, effective June 19, 2023, through July 27, 2023. She will be compensated at her per diem rate for this assignment.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTE KINDERGARTEN TRANSITION CAMP TEACHER

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve Ashli A. Flury as a substitute kindergarten transition camp teacher from June 19 to June 29, 2023, at Lampeter Elementary School at \$25.00 per hour.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

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

Certified Substitutes

Gohnauer, Emma M.	Grades PK-4; Special Education PK-8 – Bloomsburg University
Rinier, Olivia R.	Grades PK-4

Support Staff Substitutes

Garcia, Lena A.	
Rubincam, Bruce A.	(For the purpose of part-time/weekend custodial coverage – fieldhouse)

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEER

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

Grandizio, Julie L.
Lefever, Michael L.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EVENT WORKER

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve Andrea L. Mylin as a 2022-2023 event worker.

A voice vote was unanimous in favor of the motion.

APPROVAL OF COLLECTIVE BARGAINING AGREEMENT

Mrs. Spahn moved and Mr. Byrnes seconded the motion to approve the Collective Bargaining Agreement, with the updated terms of agreement. The term of the updated Agreement shall begin on July 1, 2024, and, except as otherwise noted, shall continue in full force and effect until June 30, 2029.

A voice vote was unanimous in favor of the motion.

APPROVAL OF RESOLUTION IMPLEMENTING HOMESTEAD AND FARMSTEAD EXCLUSION FOR THE 2023-2024 FISCAL YEAR

Mr. Byrnes moved and Mr. Parido seconded the motion to approve a resolution implementing the Homestead and Farmstead exclusion for the 2023-2024 fiscal year, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

ADOPTION OF BUDGET AND APPROVAL OF TAXES

Mr. Knarr moved and Mrs. Spahn seconded the motion to approve adoption as follows and as attached to these Minutes:

BE IT RESOLVED that the budget of the Lampeter-Strasburg School District as accepted at the Board Meeting of said district held on May 1, 2023, is the same as hereby adopted as the budget for the fiscal year beginning July 1, 2023.

BE IT RESOLVED that the Board of Lampeter-Strasburg School Directors hereby ratifies the action taken at previous meetings levying a wage tax of one (1%) percent with municipalities taking 50 percent of the one (1%) percent, and real estate transfer tax of one (1%) percent with municipalities taking 50 percent of the one (1%) percent.

BE IT RESOLVED that the Board of Lampeter-Strasburg School Directors hereby levies a tax on real estate property at the rate of 17.9629 mills at \$17.9629 for each \$1,000 of the total assessed valuation of property taxable for school purposes in the school district.

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

ADOPTION OF RESOLUTION TO IMPLEMENT GASB 54 FUND BALANCES AS OF JUNE 30, 2023

Mr. Byrnes moved and Mr. Welk seconded the motion to approve a resolution implementing June 30, 2023, GASB 54 Fund Balances, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF INVESTMENT SERVICES

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve awarding investment services to invest Lampeter-Strasburg School District funds in accordance with the District's Investment of Funds Policy 609 and the 2023-2024 Invest Plan, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023-2024 CAFETERIA PRICES

Mrs. Spahn moved and Mr. Knarr seconded the motion to approve 2023-2024 cafeteria prices, as follows:

Elementary Lunch:	\$2.85
Middle School Lunch:	\$3.00
High School Lunch:	\$3.25
Adult Lunch:	\$5.00
Elementary Breakfast:	\$1.75
Middle School Breakfast:	\$1.90
High School Breakfast:	\$2.00
Adult Breakfast:	\$3.00

A voice vote was unanimous in favor of the motion.

APPROVAL OF MEAL SERVICES CONTRACT WITH LANCASTER-LEBANON IU13

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve a contract with Lancaster-Lebanon IU13 for continuation of meal services for the Willow Valley School-to-Work Program for the 2023-2024 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EXTENDED SCHOOL YEAR (ESY) CONTRACT WITH VANGUARD SCHOOL

Mr. Byrnes moved and Mrs. Spahn seconded the motion to approve an Extended School Year (ESY) contract with The Vanguard School for one student in the amount of \$7,800.00.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACT WITH LANCASTER-LEBANON IU13.

Mr. Byrnes moved and Mrs. Steinbacher seconded the motion to approve a 2023-2024 special education contract with Lancaster-Lebanon IU13, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023-2024 SPECIAL EDUCATION CONTRACTS

Mr. Welk moved and Mr. Byrnes seconded the motion to approve 2023-2024 special education renewal contracts, as follows:

- a. Eastern Lancaster County School District 6 Current Students \$280,156.00 annual plus related services – expense
- b. New Story 4 Current Students Daily expense per student.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2023-2024 CONTRACTS WITH BTI SCHOOL SERVICES, LLC

Mr. Byrnes moved and Mr. Knarr seconded the motion to approve 2023-2024 renewal contracts with BTI School Services, LLC, as follows:

- a. Board Certified Behavior Analyst (BCBA) – \$125 per hour
- b. Registered Behavior Technician (RBT) – \$60 per hour

A voice vote was unanimous in favor of the motion.

APPROVAL OF STUDENT ASSISTANCE PROGRAM LETTER OF AGREEMENT

Mr. Byrnes moved and Mr. Welk seconded the motion to approve the Student Assistance Program Letter of Agreement with Pennsylvania Counseling Services for the 2023-2024 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE ORDERS FOR THE EARLY CHILDHOOD/KINDERGARTEN CENTER PROJECT

Mr. Knarr moved and Mr. Byrnes seconded the motion to approve change orders for the Early Childhood/Kindergarten Center project, as follows:

- a. eci Construction, LLC Change Order GC #11 Deduct \$9,211 Credit to delete miter cuts on metal wall panels
- b. Jay R. Reynolds, Inc. Change Order PC #4 Deduct \$3,802 Credit to delete 5 wall hydrants and associated piping

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGE ORDER FOR THE CRITICAL CAPITAL PROJECT

Mr. Byrnes moved and Mrs. Spahn seconded the motion to approve a change order for the critical capital project as follows:

- a. Garden Spot Mechanical Change Order HC #3 Add \$2,100 Add floor drain

A voice vote was unanimous in favor of the motion.

APPROVAL OF CURRICULUM DOCUMENTS

Mr. Parido moved and Mrs. Knowles seconded the motion to approve curriculum documents, for the following courses:

- a. Physical Education Grade 6
- b. Physical Education Grade 7
- c. Physical Education Grade 8

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIP

Mr. Welk moved and Mr. Byrnes seconded the motion to approve an overnight field trip for the Garden Spot FFA to attend the Career and Leadership Development Event at Penn State University, State College, PA from June 13 through June 15, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED POLICY (SECOND READING)

Mr. Byrnes moved and Mrs. Spahn seconded the motion to approve Policy 808 Food Services (second reading), as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF PSBA VOTING DELEGATE

Dr. Peart led a discussion on appointing a PSBA Voting Delegate. Thereafter, Mr. Byrnes moved and Mr. Knarr seconded the motion to appoint Mrs. Audra Spahn as the PSBA Voting Delegate from Lampeter-Strasburg School District to attend PSBA Delegate Assembly on Saturday, November 4, 2023, with Mrs. Suzi Knowles as the alternate delegate.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Byrnes moved and Mrs. Spahn seconded the motion to approve a sponsorship agreement for corporate sponsorship of the varsity baseball field with Rip Lawhead State Farm Insurance Agent.

A voice vote was unanimous in favor of the motion.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session at 8:12 p.m. to plan, review or discuss matters related to school safety, the disclosure of which, if conducted in public, would be reasonably likely to impair the effectiveness of such measures; or create a reasonable likelihood of jeopardizing the safety or security of an individual or school, including a building, public utility, resource, infrastructure, facility, or information storage system.

MEETING RECONVENED AND ADJOURNED

The meeting reconvened and was properly adjourned at 8:40 p.m.

Mary E. Williams
Secretary