

# LAMPETER-STRASBURG SCHOOL DISTRICT

Lampeter, Pennsylvania 17537

## BOARD WORKSHOP MEETING AGENDA

August 21, 2023

### **FOR BOARD WORKSHOP ACTION**

#### **PERSONNEL COMMITTEE**

##### **1. RECOMMENDATION FOR APPROVAL OF RESIGNATIONS**

Recommend the approval of resignations, as follows:

- a. Eric A. Balak, fifth grade teacher, Hans Herr Elementary School, retroactively effective to August 17, 2023.
- b. Trudy M. Doolittle, attendance secretary, Lampeter-Strasburg High School, effective August 31, 2023.
- c. Julie L. Palmer, SACC group supervisor, Hans Herr Elementary School, retroactively effective to August 9, 2023.
- d. Karen E. Roehm, assistant kitchen manager, Hans Herr Elementary School, effective August 23, 2023.
- e. Tina M. Zellman, SACC assistant group supervisor, Lampeter Elementary School, retroactively effective to August 9, 2023.

##### **2. RECOMMENDATION FOR APPROVAL OF EMPLOYMENT – PROFESSIONAL**

Recommend the approval of employment of the following individuals in professional positions:

- a. Laurel D. Perry, as a long-term substitute fifth grade teacher at Hans Herr Elementary School retroactively effective to August 18, 2023, through the end of the 2023-2024 school year. Ms. Perry is a graduate of West Chester University. Her daily compensation will be \$334.71 based upon Step1, Level B of the District compensation agreement.
- b. Jack B. Smith, as a long-term substitute earth science teacher at Lampeter-Strasburg High, effective August 18, 2023, pending receipt of required documentation. Mr. Smith is a graduate of Pennsylvania State University. His daily compensation will be \$334.71 based upon Step 1, Level B of the District compensation agreement.

##### **3. RECOMMENDATION FOR APPROVAL OF CHANGE OF STATUS**

Recommend the approval of a change of status for the following individuals:

- a. John E. Brands, van driver, Lampeter-Strasburg School District. Mr. Brands will have an increase in hours to 1140 annual hours effective August 22, 2023. He will become a category C support employee with no change in compensation.
- b. Maya K. Pieters, SACC Aide, Lampeter Elementary School. Ms. Pieters is resigning her position as SACC aide at Lampeter Elementary School and will become a special education teacher assistant at Lampeter Elementary School effective August 22, 2023. She will become a category E support employee and will be compensated at \$16.34 per hour.

##### **4. RECOMMENDATION FOR APPROVAL OF ADDITIONAL ASSIGNMENT**

Recommend the approval of an additional assignment for Jennifer L. Harnish, personal care assistant, Martin Meylin Middle School. Ms. Harnish will have the additional assignment as a van driver with an increase of 90 annual hours. She will remain a category C support employee and will be compensated for this role at \$15.00 per hour retroactively effective to August 24, 2022.

##### **5. RECOMMENDATION FOR APPROVAL OF LEAVE OF ABSENCE**

Recommend the approval of a leave of absence for Adriene K. Raymond, math teacher, Martin Meylin Middle School, effective on or about December 25, 2023, through the end of the 2023-2024 school year.

**6. RECOMMENDATION FOR APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS**

Recommend the following additions/deletions to supplemental contracts:

a.	Anne Harnish	eSports Advisor	\$750.00	Addition
b.	Michael Keene	eSports Advisor	\$750.00	Addition
c.	Adam Zurn	Newspaper – Advisor	\$3,740.52	Deletion
d.	Jeremy Messinger	Soccer - Boys - Asst - 50% of 50%	\$1,218.58	Addition
e.	Joseph Miller	Tennis - Girls - 1st Asst - 70%	\$3,800.72	Addition

**7. RECOMMENDATION FOR APPROVAL OF SUBSTITUTES**

Recommend the approval of 2023-2024 substitutes in their respective capacities, as follows:

Certified Substitutes

Weidert, Kimberly K. Biology 7-12

Emergency Certified Substitutes

Klahold, Asher P. All Instructional Areas PK-12  
 Litvin, Adriana R. All Instructional Areas PK-12  
 Lovern, Jamie All Instructional Areas PK-12  
 Parmer, Lance W. All Instructional Areas PK-12  
 Stewart, James P. All Instructional Areas PK-12

Support Staff Substitutes

Pieters, Maya K.  
 Roehm, Karen E.  
 Rubincam, Bruce A. Field House Custodian

**8. RECOMMENDATION FOR APPROVAL OF VOLUNTEERS**

Recommend the approval of 2023-2024 volunteers, as follows:

Schreiner, Marli E.  
Smith, Drew T.

**BUSINESS AND FINANCE COMMITTEE**

**9. RECOMMENDATION FOR APPROVAL OF CHANGE ORDERS FOR THE EARLY CHILDHOOD/KINDERGARTEN CENTER PROJECT**

Recommend the approval of change orders for the Early Childhood/Kindergarten Center project, as follows:

a.	eci Construction, LLC	Change Order GC #15	Add \$12,014	Added expansion joints – per code review
b.	eci Construction, LLC	Change Order GC #16	Add \$1,782	Additional fencing at Hans Herr playground
c.	eci Construction, LLC	Change Order GC #17	Deduct \$180,495	Credit to eliminate sidewalk replacement across campus
d.	McCarty & Son, Inc.	Change Order EC #4	Add \$746.37	Repair to forced main sewer lateral

**MISCELLANEOUS**

**10. RECOMMENDATION FOR APPROVAL OF TRANSPORTATION**

Recommend the approval of round-trip transportation for full day private kindergarten for Aralyn Mazzola, daughter of District residents Faro and Acnery Mazzola.

**11. DISCUSSION OF PSBA PRINCIPLES FOR GOVERNANCE AND LEADERSHIP**

Dr. Peart will lead a discussion of PSBA Principles for Governance and Leadership, as posted.



# Pennsylvania School Boards Association PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Pennsylvania school boards are committed to providing **every** student the opportunity to grow and achieve. Our actions, as elected and appointed board members, ultimately have both short- and long-term impact in the classroom. Therefore, we pledge that we will...



## LEAD RESPONSIBLY

- Prepare for, attend and actively participate in board meetings
- Work together with civility and cooperation, respecting that individuals hold differing opinions and ideas
- Participate in professional development, training and board retreats
- Collaborate with the superintendent, acknowledging their role as the 10th member of the board and commissioned officer of the commonwealth



## ACT ETHICALLY

- Never use the position for improper benefit to self or others
- Avoid actual or perceived conflicts of interest
- Recognize school directors do not possess any authority outside of the collective board
- Accept that when a board has made a decision, it is time to move forward collectively and constructively



## PLAN THOUGHTFULLY

- Implement a collaborative strategic planning process
- Set annual goals that are aligned with comprehensive plans, recognizing the need to adapt as situations change
- Develop a comprehensive financial plan and master facilities plan that anticipates short- and long-term needs
- Allocate resources to effectively impact student success



## EVALUATE CONTINUOUSLY

- Make data-informed decisions
- Evaluate the superintendent annually
- Conduct a board self-assessment on a recurring basis
- Focus on student growth and achievement
- Review effectiveness of all comprehensive and strategic plans



## COMMUNICATE CLEARLY

- Promote open, honest and respectful dialogue among the board, staff and community
- Acknowledge and listen to varied input from all stakeholders
- Promote transparency while protecting necessary confidential matters
- Set expectations and guidelines for individual board member communication



## ADVOCATE EARNESTLY

- Promote public education as a keystone of our commonwealth
- Engage the community by seeking input, building support networks and generating action
- Champion public education by engaging local, state and federal officials



## GOVERN EFFECTIVELY

- Establish and adhere to rules and procedures for board operations
- Develop, adopt, revise and review policy routinely
- Align board decisions to policy, ensuring compliance with the PA School Code and other local, state and federal laws
- Remain focused on the role of governance, effectively delegating management tasks to the administration

Represented by the signatures below, adoption of these principles assures the school board and individual school directors adhere to the same principles across our commonwealth.

Adopted on: \_\_\_\_\_

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____