

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
September 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. Melissa L. Swarr, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Dr. Michele B. Westphal, Ms. Jennifer L. Felix; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; 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 August 7 and August 21, 2023.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Peart thanked students, families, and staff for a positive start to the school year.

Dr. Peart shared the following communications:

1. Fluck, Elizabeth A. – a letter of resignation.
2. Lindsley, Deborah M. – 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 Mrs. Steinbacher 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 \$1,897,706.36, Cafeteria Fund checks in the amount of \$39,060.04, Capital Reserve Fund checks in the amount of \$87,428.99, Capital Projects Fund checks in the amount of \$2,431,682.20, and Athletic Account Officials in the amount of \$2,125.25.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

Mr. Parido reported on the Academic Committee meeting that took place early in the evening.

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

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

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr shared that the first meeting of the school year will be October 23, 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 Lauren Livengood, Mr. Truman Horst

Mr. Horst reported on events at Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.

Miss Livengood 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. Elizabeth A. Fluck, first grade teacher, Lampeter Elementary School, effective October 27, 2023.
- b. Deborah M. Lindsley, health room assistant, Lampeter-Strasburg School District, effective September 15, 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 Karen C. Reynolds as an extended substitute special education teacher retroactively effective to August 23, 2023, through the end of the 2023-2024 school year. Ms. Reynolds will work virtually to provide support to students from Lampeter-Strasburg High School requiring IEP services/supports. Ms. Reynolds will be compensated \$20 per hour based upon the District daily substitute rate.

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 the following individuals in support or non-permanent positions:

- a. LouAnn Gmuca, to be employed as a kitchen helper at Martin Meylin Middle School retroactively effective to August 23, 2023. Ms. Gmuca will become a category D support employee and will be compensated \$15.50 per hour.
- b. Megan E. Harnish, to be employed as a personal care assistant at Lampeter Elementary School retroactively effective to September 5, 2023. Ms. Harnish will become a category C support employee and will be compensated \$15.50 per hour.
- c. Sharon L. Krause, to be employed as a kitchen helper at Martin Meylin Middle School retroactively effective to September 5, 2023. Ms. Krause will become a category D support employee and will be compensated \$15.50 per hour.
- d. Christina M. Myers, to be employed as assistant kitchen manager at Lampeter Elementary School retroactively effective to September 5, 2023. Ms. Myers will become a category C support employee and will be compensated at \$16.00 per hour.
- e. Brooke E. Nicodemus, to be employed as a special education teacher assistant at Lampeter Elementary School retroactively effective to August 28, 2023. Ms. Nicodemus will become a category C support employee and will be compensated \$15.50 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 employment status for the following individuals:

- a. Christine M. Brenchley, kitchen helper, Lampeter-Strasburg High School. Ms. Brenchley will become assistant kitchen manager at Hans Herr Elementary School effective September 11, 2023. She will become a category C support employee and will be compensated \$16.20 per hour.
- b. Kim R. Cashaw, SACC aide, Hans Herr Elementary School. Ms. Cashaw will have a decrease in hours to 480 annual hours. She will become a category E support employee with no change in compensation effective August 23, 2023.
- c. Madison H. Witt, SACC assistant group supervisor, Hans Herr Elementary School. Ms. Witt will have an increase in hours to 1,360 annual hours. She will become a category C support employee with no change in compensation effective August 23, 2023.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve 2023-2024 additions/deletions to supplemental contracts, as follows:

a.	Jeffrey Swarr	Baseball - Varsity	\$5,799.80	Deletion
b.	Jeffrey Swarr	Baseball - Varsity	\$6,108.30	Addition
c.	Joseph Sloss	Baseball - 1st Asst - 70%	\$4,059.86	Deletion
d.	Joseph Sloss	Baseball - 1st Asst - 70%	\$4,275.81	Addition
e.	Austen Hannis	Baseball - 2nd Asst - 60%	\$3,479.88	Deletion
f.	Austen Hannis	Baseball - 2nd Asst - 60%	\$3,664.98	Addition
g.	Kristi Truitt	Newspaper - Advisor	\$2,971.92	Addition
h.	John Strange	Soccer - Girls - Asst - 50% of 50%	\$1,141.45	Addition

A voice vote was unanimous in favor of the motion.

APPROVAL OF SUBSTITUTES

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve 2023-2024 substitutes, as follows:

Emergency Certified Substitutes

Gingerich, Mary E.	All Instructional Areas PK-12
Long, Jeffrey R.	All Instructional Areas PK-12

Support Staff Substitutes

Cirrincone, Rylin O.  
 Cramer, Isaac M.  
 Nebel, Hayden  
 Rightnour, Tyler  
 Tatman, Dalton W.  
 Tatman, Olivia M.  
 Wingenroth, Theodore E.

A voice vote was unanimous in favor of the motion.

APPROVAL OF VOLUNTEERS

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve 2023-2024 volunteers, as follows:

Beiler, Jay Crist  
 Cauler, Chad M.  
 Cirrincone, Rylin O.  
 Elser, Jeffrey  
 Griffith, David P.  
 Strange, John A.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EVENT WORKER

Mrs. Knowles moved and Mr. Byrnes seconded the motion to approve Natalie C. Willig as a 2023-2024 event worker.

A voice vote was unanimous in favor of the motion.

APPROVAL AND EXECUTION OF PETITION FOR APPROVAL OF PRIVATE SALE OF FORMER STRASBURG ELEMENTARY UNDER PUBLIC SCHOOL CODE

Mr. Welk move and Mr. Knarr seconded the motion to approve and execute a Petition to the Court of Common Pleas of Lancaster County as required by Public School Code regarding the sale of the former Strasburg Elementary building and property to Benchmark Real Estate LLC, as agent for Designee, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF EXTENSIONS FOR SALE OF FORMER STRASBURG ELEMENTARY

Mrs. Spahn moved and Mr. Knarr seconded the motion to approve extensions to the Settlement Date with Benchmark Real Estate LLC, as posted, and the Listing Contract with High Associates, LTD., for exclusive right to sell the former Strasburg elementary, as posted, through December 20, 2023.

A voice vote was unanimous in favor of the motion.

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

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

- a. eci Construction, LLC    Change Order GC #18    Add \$23,738    Add pavement under-drain by dock area
- b. eci Construction, LLC    Change Order GC #19    Deduct \$24,811    Credit to eliminate eleven cleanouts
- c. eci Construction, LLC    Change Order GC #20    Add \$1,384    Install acid etched glass to HS restroom

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACTS

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

- a. Pequea Valley School District                      1 Student                      \$18,250 annual – income
- b. School District of Lancaster                      1 Student                      \$36,210 annual – expense
- c. Chester County Intermediate Unit                      2 Students                      \$131,000 annual – expense

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

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

- a. Garden Spot FFA to the National FFA Convention in Indianapolis, Indiana from October 30 to November 4, 2023.
- b. Lampeter-Strasburg High School Ski and Snowboard Club to Mount Snow Ski Resort, West Dover, Vermont, from January 18 to 20, 2024.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Dr. Peart reminded Board members of their invitation to the Comprehensive Planning Committee meeting.

NEW BUSINESS

Mrs. Herr reminded Board members of the invitation to sit at the District booth at the fair.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT

The meeting was adjourned at 7:59 p.m.

Mary E. Williams  
Secretary