

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
1600 Book Road
Lancaster, Pennsylvania 17602
October 2, 2023

President Melissa S. Herr called the meeting to order at 7:31 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; 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. Knowles seconded the motion to approve the Minutes of the regularly scheduled meetings on September 5 and September 18, 2023.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

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

Mrs. Steinbacher and Mrs. Kowitz recognized August and September Students of the Month from Martin Meylin Middle School.

Mrs. Herr shared a letter the Board received from Martin Meylin Middle School special education staff members recognizing the leadership of Mrs. Alicia Kowitz and Mr. Cory Robison at Martin Meylin Middle School.

Dr. Peart thanked Mrs. Anne Harnish for her work organizing the District fair table and the Board members and administrators who volunteered their time representing the District.

Dr. Peart recognized Martin Meylin Middle School students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Hearn, Kylie J. – a letter requesting a leave of absence.
2. Major, Carla M. – a letter of resignation as bookroom assistant.
3. McDermott, Joanne – 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. Byrnes 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 \$4,857,992.75, Cafeteria Fund checks in the amount of \$57,473.69, Capital Reserve Fund checks in the amount of \$84,052.68, Capital Projects Fund checks in the amount of \$2,004,501.66, and Athletic Account Officials in the amount of \$11,351.50.

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 earlier in the evening.

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

Mr. Byrnes reported on the Buildings and Grounds Committee meeting from September 18, 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 personnel items below as a consent agenda, with the exception of item 2b. Mrs. Spahn seconded the motion. A voice vote was unanimous in favor of the motion to approve the following personnel items:

1. APPROVAL OF RESIGNATION

Joanne McDermott, kitchen helper, Martin Meylin Middle School, retroactively effective to September 26, 2023.

2. APPROVAL OF EMPLOYMENT – PROFESSIONAL

Cheryl R. Weaver as a long-term substitute employee assigned as a first grade teacher at Lampeter Elementary School effective October 30, 2023, through the end of the 2023-2024 school year. Her daily compensation will be \$334.71 based upon Step 1, Level B, of the District compensation agreement.

3. APPROVAL OF EMPLOYMENT – SUPPORT

- a. Beverly J. Daily to be employed as a special education teacher assistant and van driver, Hans Herr Elementary School, retroactively effective to October 2, 2023. Ms. Daily will become a category C support employee and will be compensated \$15.50 per hour.
- b. *Removed from consent agenda.
- c. Crosby Renninger to be employed as a SACC assistant group supervisor at Lampeter Elementary School effective October 3, 2023. Ms. Renninger will become a category E support employee and will be compensated \$15.50 per hour.
- d. Beth L. Seitchik to be employed as a SACC group supervisor at Lampeter Elementary School effective October 3, 2023. Ms. Seitchik will become a category E support employee and will be compensated \$15.50 per hour.
- e. Albert C. Storm, Jr. to be employed as a swimming assistant at Lampeter Elementary School effective October 3, 2023. Mr. Storm will become a category E support employee and will be compensated \$16.88 per hour.
- f. Delinda D. Walter to be employed as a SACC assistant group supervisor at Hans Herr Elementary School retroactively effective to September 27, 2023. Ms. Walter will become a category E support employee and will be compensated \$15.50 per hour.

4. APPROVAL OF CHANGE OF STATUS

Carla M. Major, elementary bookroom clerk and Title I reading assistant at Hans Herr Elementary School. Ms. Major is resigning her position as elementary bookroom clerk and will have an increase of annual hours as a Title I reading assistant at Hans Herr Elementary School to 1,000 annual hours retroactively effective to September 15, 2023. She will remain a category D support employee with no change in compensation.

5. APPROVAL OF ADDITIONAL ASSIGNMENT

Kelby E. Hodge, cafeteria assistant, Hans Herr Elementary School. Ms. Hodge will have the additional assignment of elementary division bookroom clerk effective October 3, 2023. She will become a category D support employee with no change in compensation.

6. APPROVAL OF A LEAVE OF ABSENCE

Kylie J. Hearn, physical education teacher, Lampeter-Strasburg High School, effective on or about March 19, 2024, through May 24, 2024.

7. APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

2023-2024 Additions/deletions to supplemental contracts, as follows:

a. Emma Dean	Band - Marching - Percussion Writer/Instruction	\$1,844.64	Addition
b. Robin Feaster	Softball - Assistant - 50%	\$2,282.90	Deletion
c. Michelle Diffendarfer	Track – Jr. High – 60%	\$3,702.00	Deletion
d. Amy Beard	Track – Jr. High Assistant – 45%	\$2,776.50	Deletion
e. Matthew Hoover	Pioneer Days	\$ 461.16	Deletion
f. Jeffrey Nolt	Trout in the Classroom/Field Trip Coordinator	\$ 461.16	Addition
g. Sarah Harsh	Girls Wrestling - 100%	\$3,393.50	Addition

8. APPROVAL OF MENTORS

Mentors to new employees at \$750 for the 2023-2024 school year:

<u>Mentor – High School</u>	<u>New Teacher</u>
Erica White	Jack Smith
<u>Mentor – Hans Herr</u>	<u>New Teacher</u>
Daniel Colvin	Laurel Perry

9. APPROVAL OF BEFORE-SCHOOL/AFTER-SCHOOL READING AND MATH INSTRUCTORS

2023-2024 Before-school/after-school reading and math instructors at \$25 per hour, as follows:

- Frego, Maria M.
- Gast, Dawn M.
- Johnson, Joan S.
- Kinert, Amanda R.
- Long, Paula D.
- McComsey, Barbara L.
- Pieters, Michelle L.
- Sangiama, Brianna
- Seace, Susan L.
- Smyth, Patricia A.
- Wenger, Bonnie S.

10. APPROVAL OF SUBSTITUTES

2023-2024 Substitutes in their respective capacities, as follows:

Certified Substitutes

Berryman, Diane L.	Health & Physical Education
Esbin, Colton A.	Technology Education PK-12 – Millersville student
Heller, Morgan S.	Grades PK-4
Herr, Nicole R.	Elementary K-6
Kuhn, Jeffrey D.	Mathematics 7-12
McCabe, Megan D.	Grades PK-4 – Millersville student
Spencer, Vanessa L.	Grades PK-4

Emergency Certified Substitutes

Ammon, Elizabeth A.	All Instructional Areas PK-12
Gawne, Jennifer A.	All Instructional Areas PK-12
Schultz, Marcia L.	All Instructional Areas PK-12
Thompson, Peyton E.	All Instructional Areas PK-12

Support Staff Substitutes

Baxendell, Jacquelyn M.
Clark-Trask, Jessica E.
Herr, Lauren C.
Hess, Jamie K.
Lindsley, Deborah M.
Nieli, Jessica L.
Reichert, Jill L.
Sangrey, Holden M.
Seitchik, Beth L.
Sweger, Sheila

11. APPROVAL OF VOLUNTEERS

2023-2024 Volunteers, as follows:

Lau, Margaret G.
Sprout, Rebecca K.

12. APPROVAL OF EVENT WORKERS

2023-2024 Event workers, as follows:

Ammon, Elizabeth A.
Gawne, Jennifer A.
Smith, Jack B.

13. APPROVAL OF SALARIES

2023-2024 Salaries, as posted.

Thereafter, Mrs. Knowles made a motion to approve personnel item 2b. as follows:

Brigid H. Hillen to be employed as attendance secretary at Lampeter-Strasburg High School retroactively effective to October 2, 2023. Ms. Hillen will become a category B support employee and will be compensated \$17.00 per hour.

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

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.

SUPERINTENDENT’S REPORT – Dr. Kevin S. Peart

Dr. Peart reported that all personnel items were approved during the Personnel Committee report.

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

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

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|----|-----------------------|---------------------|-------------|---|
| a. | eci Construction, LLC | Change Order GC #20 | Add \$6,723 | Modifications to fence and concrete at Hans Herr playground and basketball court entrance |
| b. | Jay R. Reynolds, Inc. | Change Order PC #6 | Add \$1,584 | Install three additional valves to isolate kitchen |

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPONSORSHIP AGREEMENT

Mr. Byrnes moved and Mr. Welk seconded the motion to approve a sponsorship agreement with Orthopedic Associates of Lancaster, LTD. for press box signage.

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 8:05 p.m. to meet privately to receive information from its counsel. The sole purpose of the meeting was to obtain legal advice. No deliberations on the School District business took place, and no official action was taken.

MEETING RECONVENED AND ADJOURNED

The meeting reconvened and was properly adjourned at 9:10 p.m.

Mary E. Williams
Secretary