

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
April 2, 2024

President Melissa S. Herr called the meeting to order at 7:38 p.m. and opened the meeting with the pledge of allegiance and a moment of silence.

PRESENT: Board Members, Mrs. Melissa S. Herr, Mrs. Suzanne S. Knowles, Mr. Dean E. McComsey, Ms. Kelly A. Osborne, Mr. Matthew E. Parido, Mrs. Kristin M. Staley, 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, Dr. Benjamin J. Feeney, Dr. Scott K. Rimmer, Mrs. Melissa L. Swarr, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Michele B. Westphal, Dr. Jeffrey T. Smecker; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

ABSENT: Board Member, Mr. Dustin Knarr.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comment.

MINUTES

Mr. Welk moved and Mr. McComsey seconded the motion to approve the Minutes of the regularly scheduled meetings on March 4 and 18, 2024.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

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

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

Dr. Peart shared the following communications:

1. Brenchley, Christine M. – a letter requesting a leave of absence.
2. Burkhart, Emily N. – a letter requesting a leave of absence.
3. Florig, Carol W. – a letter requesting a leave of absence.
4. Musser, Erica N. – a letter requesting a leave of absence.
5. Ridenour, Victor J. – a letter requesting a leave of absence.
6. Wingenroth, Theodore E. – 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 \$3,822,548.60, Cafeteria Fund checks in the amount of \$96,869.88, Capital Reserve Fund checks in the amount of \$109,276.11, Capital Projects Fund checks in the amount of \$798,271.10, and Athletic Account Officials in the amount of \$3,043.75.

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. Andrew L. Welk, Chairperson

Mr. Welk reported on the Buildings and Grounds Committee meeting held on March 18, 2024.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Stoltzfus reported that the Finance Committee will meet on April 8, 2024, at 6:30 p.m.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee is recommending all personnel items below as a consent agenda. Mr. Parido seconded the motion. A voice vote was unanimous in favor of the motion to approve the following personnel items:

1. APPROVAL OF CHANGE OF STATUS

- a. Alicia M. Garcia, Learning Support Teacher, Hans Herr Elementary School. Ms. Garcia will become a kindergarten learning support teacher at the Early Childhood Center effective July 1, 2024. Her annual compensation will be \$77,064 based upon Step 6, Level M of the District compensation agreement.
- b. Deborah K. Long, kitchen helper, Martin Meylin Middle School. Ms. Long will become assistant kitchen manager at Martin Meylin Middle School retroactively effective to March 26, 2024. She will become a category C support employee and will be compensated \$16.20 per hour.
- c. Theodore E. Wingenroth, special education teacher assistant and van driver, Hans Herr Elementary School. Mr. Wingenroth has resigned as special education teacher assistant at Hans Herr Elementary School retroactively effective to March 18, 2024. He will remain employed as a van driver for the District. He will become a category D support employee with no change in compensation.

2. APPROVAL OF ADDITIONAL ASSIGNMENT

Lyndsey Keener, itinerant autistic support teacher (50%), Hans Herr Elementary School. Ms. Keener will have the additional assignment of three hours per day as extended substitute special education teacher at Hans Herr Elementary School retroactively effective to March 18, 2024, through on or about March 27, 2024. Ms. Keener will be paid an hourly rate of \$53.24 for this assignment.

3. APPROVAL OF LEAVES OF ABSENCE

- a. Christine M. Brenchley, assistant kitchen manager, Hans Herr Elementary School, retroactively effective to March 26, 2024, through on or about May 7, 2024.
- b. Emily N. Burkhardt, English language arts teacher, Martin Meylin Middle School, effective on or about August 16, 2024, through the end of the 24-25 school year.
- c. Carol W. Florig, SACC group supervisor, Hans Herr Elementary School, retroactively effective to February 27, 2024, through on or about April 9, 2024.
- d. Erica N. Musser, special education teacher, Hans Herr Elementary School, retroactively effective to March 18, 2024, through on or about March 27, 2024.
- e. Victor J. Ridenour, speech teacher, Martin Meylin Middle School, retroactively effective to March 4, 2024, through on or about April 1, 2024.

4. APPROVAL OF CHANGE TO SUPPLEMENTAL CONTRACTS

- a. Nathaniel J. Patterson, IV. Lacrosse - Boys - 1st Asst - 70% \$1,341.98 Addition

5. APPROVAL OF SUBSTITUTES

2023-2024 substitutes, as follows:

Certified Substitutes

Doutrich, Sarah M. Grades PK-4 – Eastern University Student

Support Staff Substitutes

Harnish, Donna M.  
Wagner, Kyle M.

6. APPROVAL OF VOLUNTEERS

2023-2024 volunteers, as follows:

Gmuca, LouAnn  
Nogan, John D.  
Sauer, Pamela R.  
Wade, John D.  
Whitehead, Caleb C.  
Zahm, Jason R.

CURRICULAR ISSUES AND FEDERAL PROGRAMS – Dr. Andrew M. Godfrey, Representative

Dr. Godfrey reported on Title I and Federal programs.

LIAISON REPORTS

Mr. Welk provided a report on the Lancaster County Career and Technology Center.

STUDENT REPRESENTATIVES – Miss Lauren Livengood, Mr. Truman Horst

Mr. Horst reported on events at Lampeter Elementary School, Hans Herr Elementary School, Martin Meylin Middle School, and 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 2024-2025 SPECIAL EDUCATION CONTRACT

Mr. Welk moved and Mrs. Knowles seconded the motion to approve a 2024-2025 special education contract, as follows:

- a. TherAbilities                      2 Students                      \$92.00 – per hour, up to 50 hours each

A voice vote was unanimous in favor of the motion.

APPROVAL OF LANCASTER-LEBANON IU13 PROPOSED GENERAL OPERATING BUDGET

Mr. Stoltzfus led a discussion of the Lancaster-Lebanon IU13 Proposed General Budget for the fiscal year July 1, 2024, to June 30, 2025. Thereafter, Mr. Parido moved and Mr. Welk seconded the motion to approve the budget as presented.

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIP

Mr. Welk moved and Ms. Osborne seconded the motion to approve an overnight field trip for two high school students to attend the PMEA All-State Chorus at the Bayfront Convention Center, Sassafras Pier, Erie, PA, from April 17 to 20, 2024.

A voice vote was unanimous in favor of the motion.

APPROVAL OF BOARD OPERATIONS GUIDELINES (SECOND READING)

Mr. Parido moved and Mrs. Knowles seconded the motion to approve Board Operations Guidelines (second reading), as follows and as attached to these Minutes:

- a. 003-BOG-0 Development of Board Procedures/Policy
- b. 003-BOG-1 Board Procedure/Policy Development Process
- c. 003-BOG-2 Policy Deliberation Questions
- d. 003-BOG-3 Exception to Board Policy/Administrative Regulation

- e. 003-BOG-4 Request for Exception to Board Policy
- f. 003-BOG-5 Request for Exception to Administrative Regulation

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (FIRST READING)

Mr. Welk moved and Mrs. Steinbacher seconded the motion to approve updated policies (first reading), as follows and as attached to these Minutes:

- a. Policy 006 Meetings
- b. Policy 006.1 Attendance at Meetings Via Electronic Communications
- c. Policy 113.1 Discipline of Students with Disabilities
- d. Policy 113.4 Confidentiality of Special Education Student Information

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2024-2025 BOARD GOALS

Mrs. Knowles moved and Mr. McComsey seconded the motion to approve the 2024-2025 Board Goals as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mrs. Herr shared contents of the Board folders.

OPPORTUNITY FOR PUBLIC COMMENT

No comment.

ADJOURNMENT TO EXECUTIVE SESSION

The Board adjourned to Executive Session for discussion of a matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency.

MEETING RECONVENED AND ADJOURNED

The meeting reconvened and properly adjourned at 8:35 p.m.

Mary E. Williams  
Secretary