

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
October 7, 2024

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, Mrs. Melissa S. Herr, Mr. Dustin D. Knarr, Mr. Dean E. McComsey, Ms. Kelly A. Osborne, 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, Mr. William E. Griscom, Jr., Mrs. Karen L. Staub, Dr. Benjamin J. Feeney, Mrs. Melissa L. Swarr, Mr. Brandon C. Heuyard, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Michele B. Westphal, Dr. Jeffrey T. Smecker, Ms. Jennifer L. Felix; Buildings and Grounds Director, Mr. Glenn R. Davis; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

ABSENT: Board members, Mrs. Suzanne S. Knowles, Mr. Matthew E. Parido.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mr. Welk moved and Mr. Knarr seconded the motion to approve the Minutes of the regularly scheduled meetings on September 3 and September 16, 2024.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

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

Mrs. Herr and Dr. Feeney recognized September 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 thanked 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 shared the following communications:

1. Harnish, Jennifer L. – a letter of resignation.
2. Harvest, Brandi K. – a letter of resignation.
3. Lucarino, Mary L. – a letter requesting a leave of absence.
4. Minder, Cora R. – a letter of resignation.
5. Slagel, James L. – a letter of resignation.
6. Wingenroth, Theodore E. – a letter of resignation.
7. Wilhelm, Judith A. – a letter requesting a change of status.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mr. McComsey 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 \$5,841,448.80, Cafeteria Fund checks in the amount of \$99,328.07, Capital Reserve Fund checks in the amount of \$582,283.72, Capital Projects Fund checks in the amount of \$76,442.64, and Athletic Account Officials in the amount of \$14,310.00.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

No report.

BUILDINGS AND GROUNDS COMMITTEE – Mr. Andrew L. Welk, Chairperson

Mr. Welk reported on the Buildings and Grounds Committee meeting from September 16, 2024.

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 28, 2024.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Dr. Peart reported that the Committee met this evening and is recommending all personnel items below.

Mr. Welk moved to approve items 1 through 11 as a consent agenda. Ms. Osborne seconded the motion. A voice vote was unanimous in favor of the motion.

1. APPROVAL OF RESIGNATIONS

- a. Jennifer L. Harnish, special education teacher assistant, Lampeter-Strasburg High School, retroactively effective to September 20, 2024.
- b. Brandi K. Harvest, kitchen helper, Martin Meylin Middle School, retroactively effective to September 25, 2024.
- c. Cora R. Minder, swim instructor, Lampeter Elementary School, retroactively effective to September 5, 2024.
- d. James L. Slagel, second shift custodian, Lampeter-Strasburg Early Childhood Center, effective October 11, 2024.
- e. Theodore E. Wingenroth, van driver, Lampeter-Strasburg School District, retroactively effective to July 29, 2024.

2. APPROVAL OF EMPLOYMENT – PROFESSIONAL

- a. Alysha R. Evans as a long-term substitute school counselor at Lampeter-Strasburg High School, to start upon receipt of required documentation. She will be compensated \$382.65 per diem based upon Step 1, Level M of the District compensation agreement.
- b. Karen C. Reynolds, as an extended substitute special education teacher retroactively effective to September 9, 2024, through the end of the 2024-2025 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.

3. APPROVAL OF EMPLOYMENT – SUPPORT

- a. Kristi L. Curry, as building secretary at Lampeter Elementary School retroactively effective to September 12, 2024. Ms. Curry will become a category B support staff employee and will be compensated \$16.75 per hour.
- b. Stephanie Herr, as a part-time extended substitute swim instructor at Lampeter Elementary School retroactively effective to September 10, 2024, until position is filled. Ms. Herr will become a category E support employee and will be compensated \$17.44 per hour.
- c. Kimberly A. Lacock, as a kitchen helper at the Lampeter-Strasburg Early Childhood Center retroactively effective to September 23, 2024. Ms. Lacock will become a category D support employee and will be compensated \$17.25 per hour.

- d. Bonnie B. Matheny, as a van aide for Lampeter-Strasburg School District retroactively effective to October 1, 2024. Ms. Matheny will become a category C support employee and will be compensated \$16.01 per hour.
- e. Jersey L. Parker, as a SACC aide at Hans Herr Elementary School effective October 14, 2024. Ms. Parker will become a category E support employee and will be compensated \$16.01 per hour.
- f. Jenna Rohrer, as a Title I assistant at Hans Herr Elementary School retroactively effective to September 17, 2024. Ms. Rohrer will become a category D support employee and will be compensated \$18.53 per hour.
- g. Ella L. Singles, as a special education teacher assistant at Martin Meylin Middle School retroactively effective to September 30, 2024. Ms. Singles will become a category C support employee and will be compensated \$18.50 per hour.
- h. Ella M. Turoczi, as a SACC aide at Hans Herr Elementary School retroactively effective to September 24, 2024. Ms. Turoczi will become a category C support employee and will be compensated \$16.01 per hour.
- i. Debra B. Vital, as a SACC aide at the Lampeter-Strasburg Early Childhood Center retroactively effective to September 16, 2024. Ms. Vital will become a category C support employee and will be compensated \$16.01 per hour.
- j. Samantha M. Whitton, as a kitchen helper at Martin Meylin Middle School retroactively effective to September 26, 2024. Ms. Whitton will become a category D support employee and will be compensated \$16.25 per hour.

#### 4. APPROVAL OF CHANGES OF STATUS

- a. Dennis L. Bailey, second shift lead custodian, Lampeter-Strasburg High School. Mr. Bailey will become a second shift custodian at the Lampeter-Strasburg Early Childhood Center effective October 14, 2024. He will remain a category A support employee with no change in compensation.
- b. Julia S. Bailey, extended substitute itinerant autistic support teacher, Martin Meylin Middle School, intermittently for the 2024-2025 school year. Ms. Bailey will continue as an extended substitute itinerant autistic support teacher at Martin Meylin Middle School and will have a change in compensation to \$347.53 per diem based upon step 1, level B of the District compensation agreement retroactively effective to September 9, 2024, through on or about January 19, 2025.
- c. Kimberly R. Cashaw, SACC aide, Lampeter-Strasburg Early Childhood Center. Ms. Cashaw will become a SACC assistant group supervisor at the Lampeter-Strasburg Early Childhood Center effective October 14, 2024. She will remain a category C support employee with no change in compensation.
- d. Christine M. Brenchley, SACC assistant group supervisor, Lampeter-Strasburg Early Childhood Center. Ms. Brenchley will become a SACC group supervisor at the Lampeter-Strasburg Early Childhood Center retroactively effective to September 18, 2024. She will remain a category C support staff employee with no change in compensation.
- e. Judith A. Wilhelm, kitchen manager, Martin Meylin Middle School. Ms. Wilhelm will become assistant kitchen manager at Hans Herr Elementary School retroactively effective to September 10, 2024. Ms. Wilhelm will remain a category C support employee and will be compensated \$17.00 per hour.

#### 5. APPROVAL OF ADDITIONAL ASSIGNMENTS

- 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 October 29, 2024, through the end of the 2024-2025 school year. Her daily compensation for this additional assignment will be \$261.58 based upon Step 15, Level M60 (50%) of the District compensation agreement.
- b. Amanda R. Kinert, District-wide 50% ELA instructional coach, Martin Meylin Middle School. Ms. Kinert will have the additional assignment of 50% long-term substitute ELA instructional coach effective January 2, 2025, through the end of the 2024-2025 school year. Her daily compensation for this additional assignment will be \$240.25 based upon Step 10, Level M45 (50%) of the District compensation agreement.



## 11. APPROVAL OF SALARIES

Salaries for the 2024-2025 school year, as attached to these Minutes.

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

Dr. Godfrey reported on Title I and Federal programs.

### LIAISON REPORTS

Mr. Welk reported on the Lancaster County Career and Technology Center and introduced Mr. Jeremy King, Principal of the CTC Willow Street Campus, who addressed the Board to publicly thank Officer Covey, the School Resource Officer at Lampeter-Strasburg School District, for his work on September 19.

### STUDENT REPRESENTATIVES – Mr. Truman Horst, Mr. Shrey Singh

Mr. Singh reported on events at the Lampeter-Strasburg Early Childhood Center, Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.

Mr. Horst 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 MARTIN MEYLIN MIDDLE SCHOOL CONSTRUCTION BIDS OPENED SEPTEMBER 25, 2024

Mr. Knarr moved and Mr. Welk seconded the motion to approve Martin Meylin Middle School renovation/construction bids, subject to acceptable completion of final contract documents, as follows:

- 1) General Contract – Award to Lobar Inc as lowest responsible bidder
  - a. Base \$20,062,000
  - b. Alternate GC-1 Unclassified Construction Add \$18,000
  - c. Alternate GC-4 Extend Toilet Partition Heights Add \$21,000
  - d. Alternate GC-5 Expand Outdoor Classroom Add \$142,500
  - e. Alternate GC-9 Mill and Overlay Paving Add \$16,500
  - f. accepting Unit Prices
- 2) Mechanical Contract – Award to North Bay Mechanical LLC as lowest responsible bidder for Base \$7,444,000 and accepting Unit Prices
- 3) Plumbing Contract – Award to Jay R Reynolds Inc. as lowest responsible bidder
  - a. Base \$4,627,000
  - b. Alternate PC-1 Unclassified Construction Add \$125,000
  - c. accepting Unit Prices
- 4) Electrical Contract – Award to Boro Construction as lowest responsible bidder
  - a. Base \$6,750,000
  - b. Alternate EC-1 Unclassified Construction Add \$10,000
  - c. Alternate EC-2 Aluminum Feeders Deduct \$130,000
  - d. Alternate EC-3 Expand Outdoor Classroom Add \$20,000
  - e. accepting Unit Prices

A voice vote was unanimous in favor of the motion.

### APPROVAL OF AGREEMENT FOR OWNER'S REPRESENTATIVE SERVICES FOR THE RENOVATIONS OF MARTIN MEYLIN MIDDLE SCHOOL

Mr. Welk moved and Mrs. Steinbacher seconded the motion to approve an agreement with 16-6 Consultants, LLC for owner's representative services for the renovations at Martin Meylin Middle School at an estimated amount of \$5,200 per month / \$130,000 total project.

A voice vote was unanimous in favor of the motion.

APPROVAL OF AGREEMENT WITH WILLSCOT FOR THE DELIVERY, INSTALLATION, LEASE AND REMOVAL OF MODULAR CLASSROOMS FOR THE MARTIN MEYLIN MIDDLE SCHOOL RENOVATION PROJECT

Mr. Knarr moved and Mrs. Staley seconded the motion to approve an agreement for services and modular classroom leasing at an estimated cost of \$1,200,000 for 18 months with WillScot per Omnia Contract Number R210503.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SERVER CO-LOCATION AGREEMENT WITH LANCASTER-LEBANON INTERMEDIATE UNIT 13

Mr. Welk moved and Ms. Osborne seconded the motion to approve to continue the server co-location agreement with Lancaster-Lebanon Intermediate Unit 13, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CURRICULUM UPDATES

Mr. McComsey moved and Mr. Welk seconded the motion to approve updates to the social studies curriculum for grades 6-8, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF TEXTBOOK REQUEST

Mr. Knarr moved and Mrs. Steinbacher seconded the motion to approve Advanced Placement (AP) English Literature (Literature & Composition, Essential Voices, Essential Skills, Third Edition), as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF COURSE WEIGHT CHANGE

Mr. Welk moved and Mr. McComsey seconded the motion to approve a course weight change for the course Mass Media at Lampeter-Strasburg High School, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF AGREEMENT WITH ELIZABETHTOWN COLLEGE

Mr. Welk moved and Ms. Osborne seconded the motion to approve an agreement with Elizabethtown College for student teaching, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF INTERIM SOLICITOR

Mr. Welk moved and Mrs. Steinbacher seconded the motion to approve 2024-2025 interim solicitor services to be provided by Stock and Leader Attorneys at Law, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPONSORSHIP RENEWAL AGREEMENT

Mr. McComsey moved and Mrs. Staley seconded the motion to approve a sponsorship renewal agreement for Pioneer Stadium with J.K. Mechanical, Inc., as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICY (SECOND READING)

Mr. Welk moved and Mr. Knarr seconded the motion to approve updated Policy 803 School Calendar (second reading), as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2025 PSBA OFFICER CANDIDATES

Mr. Welk moved and Mr. McComsey seconded the motion to approve the 2025 PSBA Slate of Candidates, as follows:

- a. President Elect: Sabrina Backer
- b. Vice President: Matt Vannoy
- c. Eastern Zone Representative (3-yr term) Holly Arnold
- d. PSBA Insurance Trustees (3 yr. term – choose up to 3) Nathan Mains  
Richard Frerichs  
William LaCoff

A voice vote was unanimous in favor of the motion.

OPPORTUNITY FOR PUBLIC COMMENT

No comments.

MEETING ADJOURNED

The meeting was properly adjourned at 8:32 p.m.

Mary E. Williams  
Secretary