

**EASTERN LEBANON COUNTY SCHOOL DISTRICT
180 ELCO DRIVE, MYERSTOWN, PA 17067**

**Committee-of-the-Whole
Board of Education Meeting**

**District Board Room
Hybrid Meeting**

June 3, 2024

5:00 p.m. Executive Session

The Board will meet in an Executive Session for the purpose of discussing matters involving employment, and terms and conditions of employment.

6:00 p.m. Committee-of-the-Whole Board of Education Meeting

I. Call to Order

II. Moment of Silent Meditation

III. Pledge of Allegiance

IV. Roll Call

V. Board President's Communications

- Appointment of representative/s (up to two individuals) to the PSBA Delegate Assembly to be held Saturday, November 2, 2024, at 9:00 am, as a hybrid event at the PSBA Headquarters in Mechanicsburg, PA, and via Zoom.

VI. Board Committees & Rep Reports

- Personnel Committee
- Curriculum Committee
- General Services Committee
- Finance Committee
- IU13 Rep Report
- PSBA Rep Report
- CTC Rep Report
- Lebanon County Tax Collection Committee Rep Report
- ELCO Education Foundation

VII. Public Comments – Items On the Agenda

- A. Residents and taxpayers may make comments concerning items on the agenda pertaining to Board governance or the operation of the District’s schools.
NOTE: Personnel matters are never discussed at public meetings.
- B. Residents and taxpayers desiring consideration of School Board action on a topic not included on the agenda may make a written request to the Superintendent by Thursday, 12:00 noon, prior to the day of the meeting. This is in accordance with Policy 903 in the official policy manual of the School District.

ACTION ITEMS FOR APPROVAL

VIII. Personnel Committee – Mr. Howard Kramer, Chairperson

- A. Move to accept a “Letter of Resignation” from Angel Jacovidis, full-time Specialized Paraprofessional, effective July 25, 2024.
- B. Move to accept a “Letter of Resignation” from Mara Borrer, full-time Specialized Paraprofessional, last day of the 2023-2024 school year.
- C. Move to accept a “Letter of Resignation” from Shannon Graham, High School Family and Consumer Science teacher, effective June 5, 2024.
- D. Move to accept a “Letter of Resignation” from Wesley Soto, ELCO Jr. High Girl’s Soccer Coach, effective May 22, 2024.
- E. Move to accept a “Letter of Resignation” from Allen Phillips, ELCO Head Softball Coach, effective May 27, 2024.
- F. Move to approve the employment of Alanna Lebo as a 1st grade teacher at Fort Zeller Elementary on a “Professional Contract” at a salary of Master’s – Step 13 (\$74,753), effective the beginning of the 2024-2025 school year, pending receipt of all required documentation, clearances, and disclosures.
Background: This position is being filled due to retirement.
- G. Move to approve the employment of Carrie Fitzkee as a Kindergarten teacher at Fort Zeller on a “Temporary Professional Contract” at a salary of Bachelor’s – Step 1 (\$54,114), effective the beginning of the 2024-2025 school year, pending receipt of all required documentation, clearances, and disclosures.
Background: This is a new position that has been created with the approval of Full-Day Kindergarten and has been budgeted.
- H. Move to approve the employment of Maddyrae Kotomski as a Kindergarten teacher at Jackson Elementary on a “Temporary Professional Contract” at a salary of Bachelor’s – Step 2 (\$54,364), effective the beginning of the 2024-2025 school year, pending receipt of all required documentation, clearances, and disclosures.
Background: This is a new position that has been created with the approval of Full-Day Kindergarten and has been budgeted.

- I. Move to approve the employment of Kevin Weitzel as Intermediate School Counselor on a “Professional Contract” at a salary of Masters – Step 4 (\$61,546), effective the start of the 2024-2025 school year, pending receipt of all required documentation, clearances, and disclosures.
Background: This position is being filled due to a resignation.
- J. Move to approve a change in the employment status of Vicki Eckel *from* part-time Paraprofessional *to* full-time Specialized Paraprofessional (subject to assignment), at an hourly rate of \$14.45, 7.5 hours/day (10-month position) effective the start of the 2024-2025 school year. All required documentation, clearances, and disclosures are on file.
Background: This position is being filled due to a resignation. This hourly rate will be adjusted to reflect new rates approved for the 2024-2025 school year.
- K. Move to approve a non-precedent setting stipend to Melodie Fair, in the amount of \$1,120.00 for unanticipated work during the 2023-2024 school year.
Background: This additional work was due to a vacancy in the Music department and covers the time period December 5, 2023, through May 14, 2024.
- L. Move to approve the following 2024 ELCO+ Summer School teacher at a rate of \$155 per day, all required documentation, clearances, and disclosures are on file.

Matthew Landis

- M. Move to approve the following nurses to provide services during Extended School Year (ESY), ELCO+, and SPA programs, at their individual hourly rate, for the period of June 17, 2024, through August 1, 2024, as listed:
Background: Nursing staff are needed to support students attending summer programs. One nurse is scheduled each day to cover students across all summer programs.

Abigail Beatty
Pamela Furlow
Melissa Ramler

- N. Move to approve the following individuals as Book Mobile staff at a rate of \$50.00 per event, effective June 4, 2024, through August 22, 2024, as listed (noting all required documentation, clearances, and disclosures are on file):

Katie Jackson	Alyse Crandall	Anissa Mogel
Kristin Hartman	McKenna Kolovani	Ashley Withrow
Laura Leonard	Megan Worley	Jonelle Edris
Hannah Kibby	Aleesa Groff	Michelle Zurick
Jennifer Axarlis		

- O. Move to approve adding the following individuals to the ELCO volunteer listing for the 2023-2024 school year, as listed, (noting all required documentation, clearances and trainings are on file):

Callie Salem
Alden Stickler – retroactive to May 21, 2024

IX. Curriculum Committee – Mrs. Joya Morrissey, Chairperson

- A. Move to approve a trip and travel request from Pamela Rittle, High School Science teacher to travel and participate in an Advanced Placement Environmental Science Conference to be held at Wilkes University, Wilkes Barre, PA, on July 15-18, 2024.

Background: This is a budgeted expense.

- B. Move to approve a trip and travel request from Richard Casterline, High School Social Studies teacher to travel and participate in the Advanced Placement Summer Institute – AP Macroeconomics to be held at the University of Alabama, Tuscaloosa, AL, on July 8-11, 2024.

Background: This is a budgeted expense.

X. Policy Ad Hoc Committee – Mrs. Rachel Moyer, Chairperson

- A. Move to approve the following policies (revised/reviewed, and/or new) for 2nd Reading, as listed: (Board Attachments):

1. Policy 000 – Board Policy/Procedures/Administrative Regulations
2. Policy 001 – Name and Classifications
3. Policy 002 – Authority and Powers
4. Policy 003 - Functions
5. Policy 004 - Membership
6. Policy 005 - Organization
7. Policy 006 - Meetings
8. Policy 006.1 – Attendance at Meetings via Electronic Communications
9. Policy 007 – Policy Manual Access
10. Policy 008 – Organizational Chart
11. Policy 011 – Principles for Governance and Leadership

XI. Finance Committee – Mr. Jack Kahl, Chairperson

- A. Move to approve the annual insurance renewal program in the total amount of \$352,810.00 for the 2024-2025 school year. (Board Attachment).

Background: Increases were incurred in property coverage due to increased property values being insured. All other policy renewal premiums remained relatively stable. This is a budgeted expense.

- B. Move to approve a change request in the amount of \$11,472.50 for data cabling of the modular classrooms being supplied by Modular Genius. (Board Attachment).

Background: This change request is required for the two classroom units to be installed at Jackson Elementary and the construction fund will cover this expense.

- C. Move to approve Change Order #20 to the High School Renovation and Additions project in the amount of \$15,570.17. (Board Attachment).

Background: Lobar GC-19 is to remove and replace a section of existing sewer line and install one additional support frame.

- D. Move to approve an agreement with Wellspan Sports Medicine to provide on-site athletic training services to district students at a rate of \$35.00 per hour, effective July 1, 2024 through June 30, 2025. (Board Attachment).

Background: This agreement will provide athletic training services in the event our ELCO athletic trainer is not available or additional services are needed, as appropriate.

- E. Move to approve Budget Transfers and Journal Entries for the 2023-2024 fiscal year that may be required by the local auditors subsequent to June 30, 2024.
Background: This is a annual end of fiscal year motion.
- F. Move to approve bank accounts and depositories for the 2024-2025 school year (Board Attachment).
Background: This is an annual end of fiscal year motion.
- G. Move to approve Resolution #06-03-2024 I, concerning fund balance designations at June 30, 2024. (Board Attachment) (Roll Call Vote).
- H. Move to approve Resolution #06-03-2024 II, setting Homestead/Farmstead exemptions for the 2024-2025 school year. (Board Attachment) (Roll Call Vote).
- I. Move to approve Resolution #06-03-2024 III, adopting the Final 2024-2025 ELCO School District General Fund Budget. (Board Attachment) (Roll Call Vote).
Background: The 2024-2025 Budget includes a 5.0 % millage increase.

NON-ACTION ITEMS FOR DISCUSSION

XII. Personnel Committee – Mr. Howard Kramer, Chairperson

- No items for discussion.

XIII. Curriculum Committee – Mrs. Joya Morrissey, Chairperson

- A. Recommend for approval digital resources contracted by the school district, as listed: (Board Attachment).
Background: These resources are budgeted and have yearly or multi-year contracts that require board approval. This action will allow these resources to be added to a published list of digital resources indicating that they are contracted and therefore school board approved to use.

Acadience Learning (Grades K-5)	Get More Math (Grades 6-12)	Microsoft - 365 Education (Excel, PowerPoint, Word) (Grades 6-12)	Schoology (Grades K-12)
Adobe Create Suite (Illustrator, InDesign, Photoshop) (Grades 9-12)	IU13 IMS Services (AccessPA, BrainPop, CultureGrams, Discovery Education, Gale Cengage Learning, Power Library, Sora) (Grades K-12)	NoodleTools (Grades 6-12)	Securly - Pass (Grades 6-12)
ClassLink (Grades K-12)	IXL (Grades K-12)	PowerSchool (Grades K-12)	Smart Futures (Grades K-8)
Don Johnston Suite (CoWriter, Snap&Read) (Grades K-12)	LinkIt! (Grades K-12)	PowerSchool Naviance (Grades 9-12)	
Follette Software (Grades K-12)	MakeMusic - Smart Music (Grades 6-12)	Really Great Reading (Grades 3-5)	

XIV. General Services Committee – Mr. Jack Kahl, Chairperson

- No items for discussion

XV. Finance Committee – Mr. Jack Kahl, Chairperson

- No items for discussion

XVI. Superintendent's Report

- Principal Reports
- Athletic Director's Report

Upcoming Dates/Announcements:

June 4, 2024 – Last Student Day (early dismissal)

June 4, 2024, 12:45 p.m. – End-of-Year Staff Recognition/Appreciation Program

June 4, 2024, 6:00 p.m. – High School Commencement

June 17, 2024, 6:00 p.m. – Regular Board of Education Meeting

June 20, 2024, 6:00 p.m. – Policy Ad Hoc Committee Meeting

XVII. Public Comments – Items On/Off the Agenda

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XVIII. Board Announcements/Comments

XIX. Old Business

XX. New Business

XXI. Adjournment