

EASTERN LEBANON COUNTY SCHOOL DISTRICT
180 ELCO Drive, Myerstown, PA 17067

Committee-of-the-Whole Board of Education Meeting
ELCO District Board Room
Hybrid

May 6, 2024

The Committee-of-the-Whole Board of Education Meeting was called to order by President, David Ziegler at 6:00 p.m.

The Eastern Lebanon County School Board met in a Committee-of-the-Whole Board of Education Session (hybrid – in-person and via Zoom) with President David Ziegler presiding.

Mr. Ziegler noted the District is audio recording the meeting and the audio recording will be posted to the district website. Mr. Ziegler also inquired if anyone in attendance was recording the meeting; no one indicated audio recording the meeting.

A Moment of Silence was observed.

The Pledge of Allegiance was led by Mrs. Moyer.

Roll Call

Board Secretary, Lori Mosser called the roll. The following members were present: Mrs. Kantner, Mrs. Morrissey, Mrs. Moyer; and Messer's Ferrari, Jr., Kahl, Kramer, Santos, and Ziegler. Also, in attendance were the following from the administrative team: Mrs. Vicente, Dr. Davis, Ms. Haas, Mr. Treese, Dr. Gerhart, Mrs. Hower, Mrs. Houck, Mr. Breeden, Mrs. Shoemaker, Mr. Sweigart, Mr. Richards, Mr. Boltz, Mrs. DeHaven, Mr. Dresch, ~~Mr. Mealy~~; Lori Mosser, Board Secretary; Kevin French, School Solicitor; and faculty/staff and community members (in-person and Zoom).

Board President Communications

- Welcomed everyone attending.
- Announced an Executive Session was held today at 5:00 p.m., for the purpose of discussing personnel matters and real estate.

Board Committee & Rep Reports

- Personnel Committee – Mr. Howard Kramer
 - No report.
- Curriculum Committee – Mrs. Joya Morrissey
 - The next meeting will be held May 9, 2024, at 6:00 p.m.
- General Services Committee – Mr. Jack Kahl
 - No report.
- Finance Committee – Mr. Jack Kahl
 - No report.
- IU13 Rep Report – Mr. Ray Ondrusek
 - Next meeting will be May 22, 2024, at the Berle Business Center.

- PSBA Rep Report – Mrs. Bonnie Kantner
 - A.I. Symposium will be held May 9, 2024.
 - Virtual Advocacy Week will be held May 13-17, 2024.
 - PSBA Delegate Assembly to be held November 2, 2024
- CTC Rep Report – Mr. JP Santos
 - Next meeting will be held May 21, 2024.
 - Feasibility Study being done regarding upcoming renovations. This study should be completed in 6-8 months.
- Lebanon Co. Tax Collection Rep Report – Mr. Ferrari, Jr.
 - No report.
- ELCO Education Foundation – Mrs. Joya Morrissey
 - Next meeting will be held May 9, 2024, at 8:00 a.m., in the District Board Room.

Students of the Month

- Jackson Elementary Bus Leaders – Student Job Program
- Fort Zeller Elementary – Poetry Contest Winner and Family Group

At 6:24 p.m. the board took a brief intermission to allow students and parents attending the opportunity to leave prior to the start of the business meeting.

The meeting reconvened at 6:27 p.m.

Presentation

2024-2025 Proposed Final Budget – Mr. Curt Richards, Interim Business Manager

Public Comments – Items On the Agenda

- No comments were made.

ACTION ITEMS

Personnel Committee – Mr. Howard Kramer, Chairperson

No items were requested to be separated from the overall vote.

On a motion by Mr. Kramer, seconded by Mr. Ferrari, Jr. and approved by Voice vote, all voting Aye, Personnel Items A-O, were approved:

- A. Accepted a “Letter of Retirement” from Patricia Swanger, Middle School custodian, effective August 30, 2024.
- B. Approved a five-year contract with Elaine Mathias as Business Manager of the ELCO School District, with a start date TBD. (Board Attachment)
Background: This position was previously approved on March 18, 2024, with the appointment contingent on a contract being approved.
- C. Accepted a “Letter of Resignation” from Melanie Hart, full-time Intermediate School Food Service employee, effective and retroactive to April 24, 2024.
- D. Approved a change in the employment status of Jocabed Robles *from* High School Spanish teacher *to* Intermediate School Autism Support teacher, effective the 2024-2025 school year, with no change in salary.
Background: This position is being filled due to a resignation.

- E. Approved the following 2024 ELCO+ Summer School teachers at a rate of \$155 per day, pending receipt of all required documentation (as needed), as listed:

Michelle Atland	Jennifer Behney	Addie Bird	Erin Buffington
Amora Cook	Scott Easteadt	Tom Eberly	Ashley Ellingsworth
Kelly Espenshade	Kristi Gettle	Mitchell Gray	Molly Gray
Heather Kahl	Wendy Kerst	Laura Leonard	Jennifer Lovell
Suzanne Lucky	Gretchen Miller	Becky Shanaman	Madelyn Strickler
Haley Thunberg	Stephanie Tice	Maddyrae Kotomski	Ashley Withrow
Emily Ziegler	Amy Zelinskie		

- F. Approved the following 2024 ELCO+ Summer School Paraprofessionals at a rate of \$60 per day, as listed.

Danielle Burkholder
Hayley Krill

- G. Approved the following Specialized Paraprofessionals to support Extended School Year (ESY) services at their individual hourly rate for the 2023-2024 school year, during the period of June 10, 2024, through August 8, 2024, as listed:

Background: Paraprofessional staff are needed to support district-operated, classroom based ESY programs during Summer 2024.

Leann Clark	Debra Blouch	Kelly Stephenson
Justine Bewley	Jessica Comoglio	Katherine Lane
Kiri Arndt	Tami Bennethum	Melanie Kauffman
Brianna Wentzel	Angel Jacovidis	Danelle Burkholder
Janelle Kramer	Ann Leaman	Stephanie Sheetz

- H. Approved the following Paraprofessionals to serve as Specialized Paraprofessionals with a temporary \$2.00/hour rate increase to support Extended School Year (ESY) services, during the period of June 10, 2024, through August 8, 2024, as listed:

Background: This increase in compensation reflects a temporary hourly rate adjustment because of additional responsibilities while serving as a Specialized Paraprofessional during ESY.

Angela Arnt
Kelly Blakeslee

- I. Approved Chellsie Grube as a Specialized Paraprofessional to support Extended School Year (ESY) services at an hourly rate of \$14.49, during the period of June 10, 2024, through August 8, 2024.

Background: Miss Grube will support district-operated, classroom based ESY programs during Summer 2024.

- J. Approved the following ELCO teachers to provide Extended School Year (ESY) services to students at their individual per diem hourly rate, during the period of June 10, 2024, through August 8, 2024, as listed:

Background: The District will be providing ESY services to students attending district-operated special education programming during Summer 2024.

Robin Anne Kimmey	Christina Ulrey	Amanda VanOverbeke
Jennifer Greene	Jocabed Robles	Madison Breiner
Melanie Haas	Morgan Chapman	Robyn Wentzel
Tara Clauss	Shanon Martin	Scott Easteadt
Kristi Gettle	Toni Mehaffey	

- K. Approved the following individuals as new drivers, noting all drivers are employed directly through Brightbill Transportation, as listed:

Janice Brown
Cruz Maldonado

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

Justin Gassert	Samuel Grube	Derek McElwee
Katelyn Moyer	Donna Reggiani	Holly Ritter
Andrew Robinson	Kurt Stegman	Jeffrey Stehr
Stephaine Garcia-Rodriguez	Kelly Layser	Derek Rabold

- M. Approved Jessica Hutchinson as the District Certified Instructor for Nonviolent Crisis Intervention for the 2023-2024 school year with a stipend in the amount of \$1,500.
Background: The District has entered into an MOU with Eastern Lebanon County Education Association (ELCEA) to create an additional extra-curricular position in the support of staff development related to verbal de-escalation and non-violent physical intervention.

- N. Approved the following individuals as coaches for the 2024-2025 Fall Sports’ season, as listed (pending receipt of all required documentation, clearances, and disclosures): (Board Attachment).

Jr. High Boys’ Soccer	Asst. Coach	Patrick Yeagley
Cross Country	Vol. Asst. Coach	Mitchell Gray Greg Gray

- O. Approved the following staff members to assist the Technology Department this summer beginning on July 8, 2024, through August 8, 2024, for three (3) hours per day at their current hourly rate. (Staffing request has been budgeted).
Background: Job responsibilities will include updating, backing up, and preparing student iPads for the beginning of the 2024-2025 school year.

Melanie Kauffman	Erica Fisher
Kelly Blakeslee	Leann Clark

Curriculum Committee – Mrs. Joya Morrissey, Chairperson

On a motion by Mrs. Morrissey, seconded by Mrs. Moyer and approved by Voice vote, all voting Aye, Curriculum Item A was approved:

- A. Approved a trip and travel request from Jonathan Bickel, High School English Teacher, to travel and participate in the 2024 National Teacher Leadership Conference to be held July 24-26, 2024, in Denver, CO.
Background: Mr. Bickel was a 2024 PA Teacher of the Year Finalist and invited to attend the conference, along with other finalists from Pennsylvania. Costs will be paid by a grant awarded from the PA Dept. of Education. No expenses will be incurred by the District.

Policy Ad Hoc Committee – Mrs. Rachel Moyer, Chairperson

No items were requested to be separated from the overall vote.

On a motion by Mrs. Moyer, seconded by Mrs. Kantner and approved by Voice vote, all voting Aye, Policy Ad Hoc Item A was approved:

A. Approved the following policies (revised/reviewed/and/or new) for 1st reading, as listed:

1. Policy 249 – Bullying/Cyberbullying
2. Policy 251 – Students Experiencing Homelessness, Foster Care and Other Educational Instability
3. Policy 626.1 – Travel Reimbursement – Federal Programs
4. Policy 707 – Use of School Facilities
5. Policy 819 – Suicide Awareness, Prevention and Response
6. Policy 918 – Title I Parent and Family Engagement

General Service Committee – Mr. Jack Kahl, Chairperson

No items were requested to be separated from the overall vote.

On a motion by Mr. Kahl, seconded by Mr. Santos and approved by Voice vote, all voting Aye, General Service Items A-B, were approved:

- A. Approved the 2024-2025 Keystone Purchasing Network fuel bid to Petroleum Traders Company for #2 Fuel Oil Firm Tank Transport and Ultra Low Sulfur Diesel Firm Tank Transport and to Diesel Direct Mid-Atlantic LLC for 87 Octane Unleaded Firm Tank Wagon, as listed in the bid award document. This is a budgeted expense. (Board Attachment).
Background: The bid was awarded on April 30, 2024, per the KPN bid process. Fort Zeller bid 22,500 gallons of #2 heating oil at a firm price of \$2.6101, the District bid for Brightbill Transportation, who reimburses the District for 30,500 gallons of diesel fuel at a firm price of \$2.6807, and 59,400 gallons of 87 octane gas at a firm price of \$2.8896. The price represents OPIS/NYMEX pricing plus the differential in the awarded bid.
- B. Approved Miller Flooring Company to provide coating and sealing to the main gyms at the Middle School, Intermediate School, Fort Zeller Elementary, and Jackson Elementary at a total cost of \$11,025. (Board Attachment).
Background: Annual summer gym coating and sealing to be contracted with Miller Flooring with the pricing structure based upon Costars. This is a budgeted expense.

Finance Committee – Mr. Jack Kahl, Chairperson

Items A, K and L were requested to be separated from the overall vote for Roll Call vote.

On a motion by Mr. Kahl, seconded by Mr. Kramer and approved by Voice vote, all voting Aye, Finance Items B-J, were approved:

- A. *Approved a new eight-year agreement with two one-year extensions for transportation services with Brightbill Transportation, Inc. effective July 1, 2024, (Board Attachment).
Background: This new agreement was negotiated with a net cost increase in year one at 5% and a minimum increase for inflation in future years of 2.75%.*
- B. Approved a Special Education Agreement with New Story Schools, effective and retroactive to April 18, 2024, for the remainder of the 2023-2024 school year.
Background: Special Education placement needed because of a recent enrollment in the District.

- C. Approved a three-year contract with Navigate360 for the Emergency Management Suite. The cost for the 2024-2025 school year, which includes a one-time implementation fee which is \$7,671.23. (Board Attachment).

Background: This suite will be used to build, maintain, and disseminate the All Hazards Plan, provide staff with easy access to emergency protocol flipcharts, manage and report safety and security drills, manage the student-friendly reunification process, provide information to first responders, and house digital interactive building floor plans. The 2024-2025 cost will be fully covered by the 2024 Meritorious School Safety and security Grant which was awarded to the District by the PA Commission on Crime and Delinquency.

- D. Approved a one-year contract with AMES Janitorial Services for supplemental custodial staff at a cost of \$30 per hour, effective July 1, 2024. (Board Attachment).

Background: Ames has provided supplemental support for both custodial and food service staff. The cost will remain the same as the current school year.

- E. Approved a one-year contract with AMES Janitorial Services for supplemental Food Service staff at a cost of \$30 per hour effective, July 1, 2024. (Board Attachment).

Background: Ames has provided supplemental support for both custodial and food services staff. The cost will remain the same as the current school year.

- F. Approved Change Order #18 to the High School Renovations and Additions project in the amount of \$147,124.10. (Board Attachments).

Background: This is for a total of five (5) change orders as follows: Lobar GC-16: paving per the Highway Occupancy Permit at a cost of \$109,821.13; Lobar GC-17: room revisions at a credit of \$13,405.99; Jay R. Reynolds PC-5: copper line to the stadium at a cost of \$9,236.00; Jay R. Reynolds PC-6: kitchen revisions at a cost of \$18,309.00; and Cedar Electric EC-5: additional electrical shop and room revisions at a cost of \$23,163.96.

- G. Approved breakfast and lunch prices for the 2024-2025 school year, as listed:

Background: Student breakfast is currently free through State funding, and it is hoped the state will continue to provide reimbursement to allow the District to continue to offer students free breakfast. Student and Adult breakfast prices were increased by \$.20; Student lunch prices were increased by \$.25 and Adult lunch prices increased by \$.50.

Elementary (K-5): \$2.00 for breakfast, \$3.05 for lunch

Secondary (6-12): \$2.00 for breakfast, \$3.25 for lunch

Adult \$3.00 for breakfast, \$5.50 for lunch

- H. Approved a consulting contract renewal with Marketing on the Move (#Social School4EDU) for the period of July 1, 2024, through June 30, 2027, at a cost of \$11,000 per year. This is a budgeted expense. (Board Attachment).

Background: Marketing on the Move will manage Facebook, and Instagram platforms for the school district, monitoring all platforms 365 days a year, maximizing engagement to our community by sharing good news, events, and strengthening communications.

- I. Approved and establish an ELCO School District Girls' Wrestling Program and Team beginning in the 2024-2025 school year that will adhere to board policies and the PIAA rules and regulations.

Background: On May 17, 2023, the PIAA officially sanctioned girls' wrestling as a sport.

- J. Approved the Club Chartering Application and account for the ELCO Class of 2027 Council, noting that required By-Laws/Constitution and list of officers has been submitted.

On a motion from Mr. Kahl, seconded by Mr. Ferrari and approved by a voice vote, 8-Ayes, 0-Nays, and 1–Abstain from Mrs. Moyer, Item A was Approved.

- A. Approved a new eight-year agreement with two one-year extensions for transportation services with Brightbill Transportation, Inc. effective July 1, 2024, (Board Attachment).
Background: This new agreement was negotiated with a net cost increase in year one at 5% and a minimum increase for inflation in future years of 2.75%.

On a motion by Mr. Kahl, seconded by Mr. Santos, and approved by Roll Call vote, 9-0, Item K was approved:

Roll Call vote:

Mr. Ziegler – Aye
 Mrs. Moyer – Aye
 Mrs. Kantner – Aye
 Mr. Ferrari – Aye
 Mr. Kramer – Aye
 Mr. Kahl – Aye
 Mrs. Morrissey – Aye
 Mr. Ondrusek – Aye
 Mr. Santos - Aye

- K. Approved the 2024-2025 Lebanon County CTC Budget. (Board Attachment; Roll Call Vote).
Background: The 2024-2025 Lebanon County CTC Budget reflects an increase of 4.8% or \$43,965.00 for the ELCO School District.

On a motion by Mr. Kahl, seconded by Mr. Kramer and approved by Roll Call vote, 5-4, Item L was approved:

Roll Call vote:

Mr. Santos – Aye
 Mr. Kramer – Aye
 Mr. Ferrari – Nay
 Mr. Ziegler – Aye
 Mrs. Moyer – Nay
 Mrs. Morrissey – Nay
 Mr. Ondrusek – Nay
 Mrs. Kantner – Aye
 Mr. Kahl - Aye

- L. Approved the Proposed Final 2024-2025 ELCO School District General Fund Budget. (Board Attachment; Roll Call Vote).

NON-ACTION ITEMS

Personnel Committee – Mr. Howard Kramer, Chairperson

- No Items for discussion.

Curriculum Committee – Mrs. Joya Morrissey, Chairperson

- No Items for discussion.

General Services Committee – Mr. Jack Kahl, Chairperson

- No Items for discussion.

Finance Committee – Mr. Jack Kahl, Chairperson

- No Items for discussion.

Superintendent's Report

- Principal Reports
 - Ms. Jennifer Haas – ELCO High School
 - AP Exams are starting today. We will administer a total of 146 exams across 11 AP courses. Also, the Keystone Exams will be administered. The High School will operate on a two-hour delay schedule for the six days of Keystone Exams.
 - National Society Members will be completing a service project on the two-hour delay days.
 - Excellence in Education event this Wednesday, May 8, 2024, will honor the top 5% of the graduating classes from each of the Lebanon County High Schools and CTC.
 - High School Awards Program will be held Tuesday, May 21, 2024, in the Middle School Forum.
 - Lebanon County CTC will hold their Certificate and Awards Ceremony on Thursday, May 23, 2024, at the Lebanon Expo Center.
 - Mr. Jonathan Treese – ELCO Middle School
 - 14 students competed at the Pennsylvania State Technology Student Association in Western PA. There were more the 1500 students from 48 middle schools. ELCO had many students earning a top 10 finish, with two students Braylon Miller and Dominic Pavenski becoming National Qualifiers.
 - SPARC mobile science labs will be visiting our school on May 15, 2024. Each student will participate in their own unique lab experiment.
 - Dr. Michael Gerhart – ELCO Intermediate School
 - Our 5th grade musical, “Lion King, Jr.” took place last weekend and was a great success.
 - Intermediate Band Concert will be held this Thursday, May 9, 2024, a 7:00 p.m.
 - Mrs. Tam Hower - Jackson Elementary School
 - The Barn Hill Animal Preserve treated our students to a live animal presentation. Our students learned about bearded dragons, chinchillas, owls, and many other animals.
 - Friday, May 3, 2024, was my last prom with our Jackson students and families. Our theme was “Prom for PAWS” our families brought in donations for the Lebanon County Humane Society.
 - Mrs. Jodi Houck – Fort Zeller Elementary School
 - Throughout the month of May, our students have been completing the end of year assessments. The assessments help our teachers identify areas that we need to work on in our curriculum.
 - May 10, 2024, we will have our Fun in the Sun Day and May 17, 2024, we will have Field Day. Also, we will have move-up days at the end of the month, where students get to meet next year’s teachers.
 - Mrs. Vicente on behalf of Mr. Tommy Mealy – Athletic Director
 - ELCO had four students named Lebanon County Athlete of the Week. Gabby Smith (softball), Gavin Bicher (baseball), Chad Keller (Track & Field), Alivia Kline (Unified Sports).
 - Our Military Appreciation Day baseball game will be held this Friday, May 10, 2024, at Lyle Krall Field. Start time 4:15 p.m.
 - Congratulations to our Unified Track & Field Team for qualifying for the League Championship Meet. This event will be held on Monday, May 13, 2024 at Manheim Township High School.

Mrs. Vicente reported on the following:

- Teacher Appreciation Week is this week, May 6 -10, 2024.
- The School Safety and Security Commission awarded grant monies to ELCO School District for the following amounts: \$40,000 Meritorious Award, \$129,791 Mental Health Award, and ELCO is the only school district in the IU13 to be awarded a Competitive Award in the amount of \$356,670. Thank you to Amy Shoemaker and Megan Hanichak for their work on this grant.
- Sunday, June 2, 2024 from 1:00 p.m. – 3:00 p.m. we will be hosting a Community Drop-In Retirement Celebration for Tam Hower, Jackson Elementary Principal. A district wide invitation will be sent out this week.

Upcoming Dates/Announcements:

May 7, 2024, 6:00 p.m. – Policy Ad Hoc Committee Meeting
 May 9, 2024, 6:00 p.m. – Curriculum Committee Meeting
 May 20, 2024, 6:00 p.m. – Regular Board of Education Meeting
 May 24, 2024 – Teacher Exchange Day (NO School K-12)
 May 27, 2024 – Memorial Day, School is CLOSED

Spring Concert Dates:

May 7, 2024, 7:00pm – Middle School Spring Concert, Middle School Gymnasium
 May 9, 2024, 7:00pm – Intermediate School Spring Concert, Middle School Gymnasium

Public Comments – Items On/Off the Agenda

- No Comments were made.

Board Announcements/Comments

- Mr. Kahl enjoyed hosting a forklift training program for ELCO students on April 20, 2024, at Bridge Distribution.
- Mr. Kramer – Commented on how well the FFA Banquet was received. He enjoyed the High School Spring Concert and commented on the talent of the students who participated.
- Mr. Ferrari, Jr., thanked the Kramer family for hosting the FFA banquet and how impressed he was with the students who were in attendance. Thanked teachers for the service to the district.
- Mrs. Morrissey commented on how well she enjoyed the FFA Banquet and how amazed she was with the student involvement.
- Mrs. Moyer commented on how much she enjoyed the FFA Banquet and how much her family enjoyed “The Lion King, Jr.”. It was a fantastic show.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Mrs. Moyer, seconded by Mrs. Morrissey and approved by a Voice vote, all voting Aye, President Ziegler adjourned the meeting at 7:49 p.m.

Respectfully submitted,

Lori Mosser
Board Secretary