

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

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

June 3, 2024

The Committee-of-the-Whole Board of Education Meeting was called to order by President, David Ziegler at 6:03 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 Silent Meditation was observed.

The Pledge of Allegiance was led by Mr. Ziegler.

#### 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, Mrs. Mathias, Mrs. DeHaven, Mr. Boltz, Mr. Dresch, ~~Mr. Mealy~~; Lori Mosser, Board Secretary; William Zee, School Solicitor; and faculty/staff and community members (in-person and Zoom).

#### Board President Communications

- Welcomed everyone attending.
- Executive Session was held today at 5:00 p.m., for the purpose of discussing matters involving employment, and terms and conditions of employment.
- Executive Session will be held immediately following adjournment of the Committee-of-the-Whole Board of Education Meeting June 3, 2024, for the purpose of discussing matters involving employment, and terms and conditions of employment.
- Appointed board members – Bonnie Kantner and Rachel Moyer, to the PSBA Delegate Assembly to be held November 2, 2024.

#### Board Committee & Rep Reports

- Personnel Committee – Mr. Howard Kramer
  - No Report.
- Curriculum Committee – Mrs. Joya Morrissey
  - No Report.
- General Services Committee – Mr. Jack Kahl
  - No Report.
- Finance Committee – Mr. Jack Kahl
  - No Report.

- IU13 Rep Report – Mr. Ray Ondrusek
  - Next meeting is June 26, 2024.
  - The IU is in the process of hiring an Assistant Director.
- PSBA Rep Report – Mrs. Bonnie Kantner
  - Board members were made aware of the many on-line learning opportunities offered through PSBA.
  - Nominations for Education/Innovation awards due August 1, 2024.
- CTC Rep Report – Mr. JP Santos
  - Last week for teachers and students.
- Lebanon Co. Tax Collection Rep Report – Mr. Howard Kramer
  - No Report.
- ELCO Education Foundation – Mrs. Joya Morrissey
  - Next meeting will be held June 13, 2024.

### Public Comments – Items On the Agenda

- No comments were made.

### **ACTION ITEMS**

#### Personnel Committee – Mr. Howard Kramer, Chairperson

Item B was requested to be separated from the overall vote.

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

- A. Accepted a “Letter of Resignation” from Angel Jacovidis, full-time Specialized Paraprofessional, effective July 25, 2024.
- B. *Accepted a “Letter of Resignation” from Mara Borrer, full-time Specialized Paraprofessional, effective last day of the 2023-2024 school year.*
- C. Accepted a “Letter of Resignation” from Shannon Graham, High School Family and Consumer Science teacher, effective June 5, 2024.
- D. Accepted a “Letter of Resignation” from Wesley Soto, ELCO Jr. High Girl’s Soccer Coach, effective May 22, 2024.
- E. Accepted a “Letter of Resignation” from Allen Phillips, ELCO Head Softball Coach, effective May 27, 2024.
- F. Approved the employment of Alanna Lebo as a 1<sup>st</sup> 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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

Mr. Kramer made a motion to table Personnel Item B, seconded by Mr. Ziegler and approved by Voice vote 6 – Ayes and 3 - Nays by Mrs. Kantner, Mrs. Morrissey, and Mrs. Moyer.

*B. Tabled a "Letter of Resignation" from Mara Borrer, full-time Specialized Paraprofessional, effective the last day of the 2023-2024 school year.*

Curriculum Committee – Mrs. Joya Morrissey, Chairperson

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

On a motion by Mrs. Morrissey, seconded by Mr. Ferrari, Jr. and approved by Voice vote, all voting Aye, Items A-B were approved:

- A. Approved 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. Approved 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.*

Policy Ad Hoc Committee – Mrs. Rachel Moyer, Chairperson

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

- A. Approved the following policies (revised/reviewed, and/or new) for 2<sup>nd</sup> 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

Finance Committee – Mr. Jack Kahl, Chairperson

Items G, H, and I were separated for Roll Call votes.

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

- A. Approved 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. Approved 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. Approved 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. Approved 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. Approved 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. Approved bank accounts and depositories for the 2024-2025 school year (Board Attachment).  
*Background: This is an annual end of fiscal year motion.*

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

Roll Call

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

- G. Approved Resolution #06-03-2024 I, concerning fund balance designations at June 30, 2024. (Board Attachment) (Roll Call Vote).

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

Roll Call

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

- H. Approved Resolution #06-03-2024 II, setting Homestead/Farmstead exemptions for the 2024-2025 school year. (Board Attachment) (Roll Call Vote).

On a motion by Mr. Kahl, seconded by Mr. Kramer and approved by Roll Call vote 5- Ayes, 4 – Nays by Mr. Ferrari, Jr., Mrs. Morrissey, Mrs. Moyer, and Mr. Ondrusek, Item I was approved:

Roll Call

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

- I. Approved 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

Personnel Committee – Mr. Howard Kramer, Chairperson

- No Items for Discussion

Curriculum Committee – Mrs. Joya Morrissey, Chairperson

*The board reviewed and discussed the following item:*

- 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)	

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

- Mrs. Tam Hower - Jackson Elementary School
  - We had a visit from Flower Truck author Jessica Malloy who taught our students about different flowers and how Rosie became the main character in her book.
  - Teachers and staff gave our second-grade students a wonderful “send-off” ceremony attended by family and friends.
- Mrs. Jodi Houck – Fort Zeller Elementary School
  - We had Career Day at Fort Zeller earlier this month. The students heard from six different professions and learned a lot. Thank you to Mrs. Brosius for organizing the event.
  - Mrs. Faust spoke with each grade about summer reading opportunities. Each student was provided with a schedule for the Book Mobile, a summer reading calendar, and the local library calendar of events.
- Dr. Michael Gerhart – ELCO Intermediate School
  - 5<sup>th</sup> Grade Camp Swatara trip - 180 students participated in numerous outdoor educational workshops over the 2 days.
  - Move up Day for our 5<sup>th</sup> graders – visiting the Middle School and the 2<sup>nd</sup> graders visiting the Intermediate School.
- Mr. Jonathan Treese – ELCO Middle School
  - We had our grade level recognition assemblies. We highlight student academic achievement, but also other positive aspects of being a successful middle schooler.
  - Tuesday, June 4, we will hold our Raider Rally Assembly where we will recognize academics, attendance and student organizations for their contribution to the middle school.
- Ms. Jennifer Haas – ELCO High School
  - Commencement will be Tuesday, June 4, and will be live streamed on the district website. Thank you to all the staff who volunteered to help with the ceremony in various ways.
  - Our RaiderTHON Color Run was held last week, and the final total of funds raised this year are \$14,126.00
- Mrs. Vicente on behalf of Mr. Tommy Mealy - Athletic Director
  - ELCO Baseball team finished as the District III 4A Runner-Up. They qualified for the PIAA State Tournament with the first-round game at Dallas High School.
  - Congratulations to McKenna Haas for placing 9<sup>th</sup> in the state in the triple jump. McKenna also broke three ELCO school records this spring in the triple jump, long jump, and the 4X100 relay.
  - Congratulations to the ELCO Unified Track and Field team for finishing 3<sup>rd</sup> in the Lancaster League Championship.
  - Congratulations to senior Camden Marquette for winning the prestigious Lancaster-Lebanon League’s A. Landis Brackbill Award. Camden is the first male in ELCO history to win this award.

Mrs. Vicente reported on the following:

- Recognized the 2024 ELCO retirees:
  - Patti Erby – Jackson Elementary Custodian – 32 years of service
  - Jenelle Himmelreich – Director of Food Services – 6 years of service
  - Tam Hower – Jackson Elementary Principal – 8 years of service
  - Scott Laicha – Middle School Math Teacher – 23 years of service
  - Jan Orgurcak – Fort Zeller Elementary 1<sup>st</sup> Grade Teacher – 30 years of service
  - Elizabeth Quenzer – Intermediate School Nurse – 15 years of service
  - Sara Shirato – Jackson Elem. Life Skill Support Teacher – 12 years of service

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

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mr. Kramer thanked Dr. Gerhart and all staff who helped make the Camp Swatara trip a success.
- Mr. Ziegler commented on the many end-of-year activities and programs that recognize students and staff.
- Mrs. Morrissey thanked the administration and staff for their service this school year.

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 7:00 p.m.

Executive Session

- The Board met in an Executive Session immediately following the adjournment of the Committee-of-the-Whole Board of Education Meeting for the purpose of discussing matters involving employment, and terms and conditions of employment.

Respectfully submitted,

Lori Mosser  
Board Secretary