

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

Committee-of-the-Whole Board of Education Meeting  
District Board Room  
Hybrid (In-person or via Zoom)

September 3, 2024

The Committee-of-the-Whole Board of Education Meeting was called to order by President, David Ziegler at 6:02 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 Mrs. Kantner.

#### 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, Mrs. Mathias, Mrs. DeHaven, Ms. Haas, Mr. Treese, Dr. Gerhart, Mrs. Ressler, ~~Mrs. Houck~~, ~~Mr. Breeden~~, Mrs. Smith, Mrs. Springborn, Mrs. Shoemaker, ~~Mrs. Hanichak~~, Mr. Ludwig, Mr. Boltz, Mr. Dresch, Mr. Mealy; Mrs. Mosser; Kevin French, School Solicitor; and faculty/staff and community members (in-person and Zoom).

#### Board President Communications

- The Board met in an Executive Session tonight September 3, 2024, at 5:30 p.m., for the purpose of discussing confidential personnel matters.
- Welcome to all that are attending the meeting tonight.

#### 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
  - The next meeting will be held Wednesday, September 11, 2024
- PSBA Rep Report – Mrs. Bonnie Kantner
  - PSBA Leadership Conference will occur October 6-8, 2024
  - PSBA Fall Webinar Series – Data Driven Directors will be offered October through December

- CTC Rep Report – Mr. JP Santos
  - The next meeting will be held Tuesday, September 17, 2024
  - CTC Director, Andra Groller will be retiring this school year
  - ELCO student Landon Kessler placed 3<sup>rd</sup> in a precision machining competition held in Atlanta, GA this past June
- Lebanon Co. Tax Collection Rep Report – Mr. Howard Kramer
  - No Report.
- ELCO Education Foundation – Mrs. Joya Morrissey
  - Horst Signs will not have the Donor Wall ready by Homecoming
  - The next meeting will be held September 12, 2024, at 8:00 a.m. in the board room

#### Public Comments – Items On the Agenda

- Mr. Ed Stock – Policy 142 - Wanted clarification as to what is considered a migrant student.

### **ACTION ITEMS**

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

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

On a motion from Mr. Kramer, seconded by Mr. Santos and approved by voice vote, all voting Aye, Personnel items A – J were approved.

- A. Accepted a “Letter of Resignation” from Alexander Bechtold, short-term High School Social Studies substitute, effective and retroactive to August 22, 2024.
- B. Accepted a “Letter of Resignation” from Benedicta Duncan, Food Service employee, effective and retroactive to August 23, 2024.
- C. Approved a “Letter of Temporary Employment” to Daniel Genova as a short-term High School Social Studies substitute teacher, effective start date TBD, through November 20, 2024, at a daily sub rate of \$155.00.  
*Background: This position is being filled due to a permanent teacher on leave.*
- D. Approved the employment of Kathy Oroark, as a part-time Food Service employee (subject to assignment), at an hourly rate of \$13.79, 5.0 hours/day (10-month position), effective September 16, 2024, pending receipt of all required documentation, clearances, and disclosures.  
*Background: This position is being filled due to a resignation.*
- E. Granted tenure to the following individual, as listed:  
*Background: Per PA School Code 1949 Act 14 – Each board of school directors in all school districts shall hereafter enter into contracts, in writing, with each professional employee initially employed by a school district, on or after June 30, 1996, who has satisfactorily completed three (3) years of service in any school district in the Commonwealth.*

Shannon Graham

- F. Approved the following extra-curricular individuals for the 2024-2025 school year, retroactive to August 20, 2024, (noting all required documentation, clearances, and trainings are on file) as listed:

Marching Band Volunteers: Daryl Grumbine, Frank Hoffman, Corey Leedom, and Bret Righter

G. Approved the following extra-curricular individuals for the 2024-2025 school year, as listed:

Fall Play Director: Elisabeth Putt

Asst. Fall Play Director: David Fair

H. Approved the following individuals to serve as Building Technology Mentors for the 2024-2025 school year to support cohorts of teachers participating in Apple Professional Learning, as listed:  
*Background: These positions were added last year per a Memorandum of Understanding between the Eastern Lebanon County School District and the Eastern Lebanon County Education Association. These positions are budgeted.*

Wendy Kerst  
Amanda Templeton

I. Approved adding the following individuals to the ELCO volunteer listing for the 2024-2025 school year, as listed, (noting all required documentation, clearances, and trainings are on file) as listed:

Daryl Grumbine  
Michele Grumbine  
Quinn McMonagle

J. Approved the following individual as a coach for the 2024-2025 Fall Sports Season, (pending receipt of all required documentation, clearances, and disclosures). (Board Attachment)

Volunteer Football Coach – Cole Thomas

Curriculum Committee – Mrs. Joya Morrissey, Chairperson

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

A. Approved a contract with PowerSchool Group LLC, for an annual contract to continue to provide Naviance services at the High School level in the amount of \$6,679.09. (Board Attachment)

*Background: This software is used to support students' college and career exploration and planning and facilitates the completion of required Career Readiness activities that are part of the Future Ready PA Index. This is an annual contract that is budgeted.*

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 Mr. Santos and approved by Voice vote, all voting Aye, Policy Ad Hoc Items A - U were approved.

A. Approved Policy 123.1 – Concussion Management for first reading. (Board Attachment)

*Background: Minor language revision to align with Policy 123.2. Policy 123.2 states that an informational meeting shall be held regarding sudden cardiac arrest, whereas Policy 123.1 states an informational meeting “may” be held regarding concussion management. The Committee recommends changing “may” to “shall” for language alignment and to ensure that concussion management information is shared before each athletic season begins.*

B. Approved Policy 123.2 – Sudden Cardiac Arrest for first reading. (Board Attachment)

*Background: Language revisions to provide clarity. PSBA recommends revising the Definition section to define athletic activity and adding a Delegation of Responsibility section.*

- C. Approved Policy 123.3 – Interscholastic Athletic Coaches for first reading. (Board Attachment)  
*Background: While PSBA recommended retiring Policy 123.3, the Committee recommends maintaining this policy.*
- D. Approved Policy 124 – Alternative Instruction for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- E. Approved Policy 125 – Adult Education for first reading. (Board Attachment)  
*Background: Language was added stating that adult education programs may be in collaboration with Lancaster-Lebanon Intermediate Unit 13 and credentialed organizations and/or educational institutes.*
- F. Approved Policy 126 – Class Size for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- G. Approved Policy 127 – Assessment System for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- H. Approved Policy 130 – Homework for first reading. (Board Attachment).  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- I. Approved Policy 137 – Home Education Programs for first reading. (Board Attachment)  
*Background: Current language in Policy 137 under the Guideline section states that a notarized affidavit shall be filed with the Superintendent annually. Language was added to clarify that the District will also accept an unsworn declaration.*
- J. Approved Policy 137.1 – Extracurricular Participation by Home Education Students for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- K. Approved Policy 137.2 – Participation in Co-curricular Activities and Academic Courses by Home Education Students for first reading. (Board Attachment)  
*Background: Minor language revisions were made to the Policy; the following statement was moved from the end of the Policy to the Guideline section for better clarity as to the steps for student participation in cocurricular activities and academic courses: Notice of intent to participate in cocurricular activities and/or academic courses must be done on or before March 1.*
- L. Approved Policy 137.3 – Participation in Career and Technical Education Programs by Home Education Students for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- M. Approved Policy 138 – Language Instruction Educational Program for English Learners for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- N. Approved Policy 140 – Charter Schools for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- O. Approved Policy 140.1 – Extracurricular Participation by Charter/Cyber Charter Students for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*

- P. Approved Policy 142 – Migrant Students for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- Q. Approved Policy 143 – Standards for Persistently Dangerous Schools for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- R. Approved Policy 144 – Standards for Victims of Violent Crimes for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- S. Approved Policy 146 – Student Services for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- T. Approved Policy 146.1 – Trauma-Informed Approach for first reading. (Board Attachment)  
*Background: Policy reviewed by committee. There are no language changes; the review date will change.*
- U. Approved Policy 150 – Title I – Comparability of Services for first reading. (Board Attachment)  
*Background: This is a new Policy to address the equitable distribution of District resources in accordance with federal requirements under Title I. (This is a mandated Policy)*

General Services Committee – Mr. Ray Ondrusek, Acting Chairperson

On a motion by Mr. Ondrusek, seconded by Mr. Kramer and approved by Voice vote, all voting Aye, General Services Item A was approved.

- A. Approved a contract with CSM Consulting, Inc., for assistance in securing E-Rate funding for Category 1 and Category 2 services that include federal reimbursement for Internet Services and bid proposals for networking equipment for the Fund Year rate at \$3,500.00 plus 3.5% of the committed amount for Category 2. (Board Attachment)  
*Background: This is a reoccurring service assisting the district in seeking federal E-Rate funding reimbursement for network equipment that results in federal reimbursement of up to 60% of the cost of equipment. CSM also serves as a consultant for the Lancaster-Lebanon IU13 for E-Rate services of which ELCO is a member of the services for Category 1 WAN services. This is a budgeted expense.*

Finance Committee – Mr. Ray Ondrusek, Acting Chairperson

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

Discussion took place.

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

- A. Approved a Special Education Supplemental Contract with Ephrata Area School District for the 2024-2025 school year for special education and related services to be provided at the Ephrata High School.  
*Background: This is an approval for contracted services for the 2024-2025 school year for one (1) educational placement.*

On a motion from Mr. Ondrusek, seconded by Mr. Kramer and approved by voice vote, all voting Aye, Finance Items B – C were approved.

- B. Approved Change Order #24 for Weatherproofing Technologies, Inc., in the amount of \$58,053.89. (Board Attachment)

*Background: This is for an additional roof extension on the locker room and new bathroom area in the amount of \$77,458.39; for tapered insulation in the locker room area in the amount of \$19,115.29; a credit for 22 unused inspection days to be reallocated for additional work in the amount of \$20,423.33; and a credit for a temporary roof that is no longer needed in the amount of \$18,096.46. The credits that total \$38,519.79 offset the costs of \$96,573.68 resulting in a net cost of \$58,053.89.*

- C. Approved Change Order #25 to the High School Renovation and Additions project in the amount of \$270,640.16. (Board Attachment)

*Background: Lobar GC-22 is for additional excavation, structural fill, and geogrid needed in the teacher parking lot due to unsuitable soils.*

## **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
  - Mrs. Megan Ressler - Jackson Elementary School
    - On Tuesday, August 20, the Jackson Staff welcomed the incoming kindergartners and their families to an open house.
    - This week we will start administering our beginning of the year assessments.
  - Mrs. Vicente on behalf of Mrs. Jodi Houck – Fort Zeller Elementary School
    - We had an amazing first week of school. I am thankful to the entire staff for making our students feel welcome, comfortable, and happy.
    - Open House for 1<sup>st</sup> and 2<sup>nd</sup> grade families will be held on Wednesday, September 11, 2024, from 6:00 p.m. – 7:00 p.m.
    - Holly Serio will be back to perform at an assembly on Friday, September 27. I am thankful to our PTO for providing this opportunity.
  - Dr. Michael Gerhart – ELCO Intermediate School
    - The Intermediate School had a good start to the school year.
    - Benchmark testing will start this week.
    - PBIS Assembly to discuss student expectations for the school year.

- Mr. Jonathan Treese – ELCO Middle School
  - On Thursday, September 5 the Middle School will hold an Open House from 6:00 p.m. – 8:00 p.m.
  - Staff and students all came together to discuss expectations for the upcoming school year.
- Ms. Jennifer Haas – ELCO High School
  - Thankful to all staff for getting the building ready for opening day.
  - Back to School Night will be held Wednesday, September 4, 2024, from 6:00 pm – 7:30 p.m.
  - RaiderTHON is hosting another Gold Rush event at the October 11 football game.
- Mr. Tommy Mealy - Athletic Director
  - ELCO community can follow all athletic results on our social media outlets – X, Instagram and Facebook under “ELCO Athletics”.

Mrs. Vicente reported on the following:

- Safety Drills must be conducted within the first 90 days of school. We will be emailing parents to make them aware when these drills will take place.
- We will have PDE mandated Safe2Say training for grades 5 -12. Information regarding this training is on the ELCO website.
- Renovations continue in the kitchen area, locker room and weight room area, library and gymnasium.

Upcoming Dates/Announcements:

September 11, 2024 – 5:00 p.m. – General Services Committee Meeting

September 11, 2024 – 6:00 p.m. – Finance Committee Meeting

September 12, 2024 – 6:00 p.m. – Curriculum Committee Meeting

September 16, 2024 – 6:00 p.m. – Regular Board of Education Meeting

September 19, 2024 – 5:30 p.m. – Policy Ad Hoc Committee Meeting

September 24, 2024 – 2-hr. Late Start for students K-12

Public Comments – Items On/Off the Agenda

- No comments were made.

Board Announcements/Comments

- Mr. Ziegler congratulated staff and administration for a smooth school opening this year.
- Mr. Kramer wanted to recognize Harold Donley, a former ELCO Biology teacher and ELCO coach, who recently passed away and his many positive contributions to the school district.
- Mr. Ziegler stated that Market Street Sports has rescinded the proposal it submitted earlier this year.
- Mr. Kramer commented that having the Market Street Sports proposal rescinded was a missed opportunity for the school district.

Old Business

- No Old Business was discussed.

New Business

- No New Business was discussed.

Adjournment

On a motion by Mrs. Moyer, seconded by Mr. Santos and approved by a Voice vote, all voting Aye, President Ziegler adjourned the meeting at 6:49 p.m.

Respectfully submitted,

Lori Mosser  
Board Secretary