

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
1600 Book Road  
Lancaster, Pennsylvania 17602  
February 3, 2025

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. Matthew E. Parido, Mr. Dustin D. Knarr, Mr. Dean E. McComsey, Mrs. Suzanne S. Knowles, 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.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mrs. Knowles moved and Ms. Osborne seconded the motion to approve the Minutes of the regularly scheduled meetings on January 6 and January 21, 2025.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Mr. Welk and Mrs. Kowitz recognized December and January Students of the Month from Martin Meylin Middle School.

Mr. Welk and Dr. Feeney recognized December and January Pioneer Superlatives and Students of the Month from Lampeter-Strasburg High School.

Dr. Peart recognized Hans Herr Elementary School students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Brenchley, Christine M. – a letter requesting a leave of absence.
2. Brubaker, Michelle T. – a letter requesting a leave of absence.
3. Garcia, Alicia M. – a letter requesting an extension to a leave of absence.
4. Miller, Tammy M. – a letter of resignation.
5. Thiboldeaux, Julie A. – a letter of resignation.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mr. Welk moved and Mr. McComsey 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 \$3,286,492.70, Cafeteria Fund checks in the amount of \$110,385.09, Capital Reserve Fund checks in the amount of \$93,828.72, Capital Projects Fund checks in the amount of \$513,158.13, and Athletic Account Officials in the amount of \$6,229.00.

A voice vote was unanimous in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

Mr. Parido reported on the Academic Committee meeting that took place earlier in the evening.

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

Mr. Welk reported that the Buildings and Grounds Committee did not meet on January 21, 2025, and shared construction updates.

BOARD OF REVIEW COMMITTEE – Mrs. Melissa S. Herr, Chairperson

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr reported that the next Finance Committee meeting will take place on Monday, February 10, 2025.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee is recommending all personnel items below as a consent agenda. Mrs. Staley seconded the motion. A voice vote was unanimous in favor of the motion to approve the consent agenda as follows:

1. APPROVAL OF RESIGNATIONS

- a. Tammy M. Miller, kitchen helper, Martin Meylin Middle School, effective February 7, 2025.
- b. Julie A. Thiboldeaux, technology specialist, Lampeter-Strasburg High School, effective March 19, 2025.

2. APPROVAL OF EMPLOYMENT – SUPPORT

Magdiel E. Gray, as a kitchen helper at Martin Meylin Middle School retroactively effective to January 9, 2025. Ms. Gray will become a category D support employee and will be compensated \$16.01 per hour.

3. APPROVAL OF CHANGES OF STATUS

- a. Lyndsey M. Keener, part-time (75%) special education teacher, Hans Herr Elementary School, through the end of the first semester of the 2024-2025 school year. Ms. Keener will continue as a part-time (75%) special education teacher at Hans Herr Elementary school through the end of the 24-25 school year. Her annual salary will remain \$63,133.50 based upon Step 10, Level 15 (75%) of the District compensation agreement.
- b. Erica N. Musser, part-time (75%) special education teacher, Hans Herr Elementary School, through the end of the first semester of the 2024-2025 school year. Ms. Keener will continue as a part-time (75%) special education teacher at Hans Herr Elementary school through the end of the 24-25 school year. Her annual salary will remain \$64,910.25 based upon Step 9, Level 30 (75%) of the District compensation agreement.

4. APPROVAL OF ADDITIONAL ASSIGNMENT

Jessica B. Braiterman, Title I assistant, Hans Herr Elementary School. Ms. Braiterman will have the additional assignment as a long-term substitute ESL teacher at Lampeter Elementary School and Martin Meylin Middle School retroactively effective to January 21, 2025, through the end of the 2024-2025 school year. She will be compensated at \$347.53 per diem based upon Step 1, Level B, of the District compensation agreement.

5. APPROVAL OF LEAVES OF ABSENCE

- a. Christine M. Brenchley, SACC group supervisor, Lampeter-Strasburg Early Childhood Center, effective February 11, 2025, through on or about March 25, 2025.
- b. Michelle T. Brubaker, social worker, Hans Herr Elementary School, effective March 4, 2025, through on or about May 5, 2025.
- c. Alicia M. Garcia, learning support teacher, Lampeter-Strasburg Early Childhood Center, effective on or about May 5, 2025, through October 6, 2025. This is an extension to a previously approved leave of absence from May 5, 2025, through the end of the 2024-2025 school year.

6. APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

2024-2025 additions/deletions to supplemental contracts, as follows:

- a. Removed from agenda.
- b. Robert N. Holmberg      Wrestling - 2nd Asst - 50% of 60%      \$2,079.00      Addition

7. APPROVAL OF SUBSTITUTES

2024-2025 substitutes, as follows:

Certified Substitutes

- Shaika, Grant A.      Social Studies 7-12
- Witte mann, Erick A.      Elementary K-6

Emergency Certified Substitute

- Hinkle, Beverley A.      All Instructional Areas PK-12

Support Staff Substitute

- Miller, Tammy M.

8. APPROVAL OF VOLUNTEERS

2024-2025 volunteers, as follows:

- Deckman, Kenneth A.
- Galarza-Rios, Maddy S.
- Sensenig, Austin H.

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.

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 GRADES K-8 SCIENCE CURRICULUM

Mr. Parido moved and Mr. Knarr seconded the motion to approve science curriculum for grades K-8 aligned to the Science, Technology and Engineering, Environmental Literacy and Sustainability (STEELS) Standards.

A voice vote was unanimous in favor of the motion.

APPROVAL OF CONTRACT WITH LANCASTER-LEBANON VIRTUAL SOLUTIONS

Mr. Parido moved and Mrs. Steinbacher seconded the motion to approve a contract for online learning services with Lancaster-Lebanon Virtual Solutions (LLVS) from July 1, 2025, through June 30, 2028.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (FIRST READING)

Mr. Welk moved and Mr. Knarr seconded the motion to approve updated policies (first reading), as follows and as attached to these Minutes:

- a. Policy 805           Emergency Preparedness and Response
- b. Policy 805.1       Relations with Law Enforcement Agencies
- c. Policy 805.2       School Security Personnel (New policy)

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

Mr. Parido moved and Mrs. Staley seconded the motion to approve overnight field trips, as follows:

- a. One Lampeter-Strasburg High School student to attend the PMEA District 7 Orchestra Festival at Manheim Township High School from January 10, 2025, to January 11, 2025, as posted.
- b. One Lampeter-Strasburg High School student to attend the National Association for Music Education (NAfME) All-Eastern Division Honors Ensemble at Sheraton Rocky Hill in Rocky Hill, Connecticut, and The Bushnell Performing Arts from April 24 to April 27, 2025, as posted.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mrs. Herr reminded Board members to turn in Statements of Financial Interests forms.

OPPORTUNITY FOR PUBLIC COMMENT

Mark Sellers, West Lampeter, regarding the Early Childhood Center, STEM classes, and innovation and ideas.

Albert Palmateer, West Lampeter, regarding discipline of staff.

Chris Telesco, West Lampeter, regarding boys' volleyball.

MEETING ADJOURNED

The meeting was properly adjourned at 8:26 p.m.

Mary E. Williams  
Secretary