

XI. Board Committee and Rep Reports

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

XII. Approval of Minutes from April 22, 2025

XIII. Approval of Treasurer's Report from April 30, 2025

ACTION ITEMS FOR APPROVAL

XIV. Personnel Committee – Mrs. Joya Morrissey, Chairperson

- A. Move to approve the employment of Cindy Hassler, as a part-time Food Service worker (subject to assignment) at an hourly rate of \$13.13, 5.0 hours/day (10-month position) start date effective and retroactive to May 13, 2025, pending receipt of all required documentation, clearances, and disclosures.
Background: This position is being filled due to a resignation.
- B. Move to approve the employment of Brianna Wentzel, full-time Specialized Paraprofessional (subject to assignment), at an hourly rate of \$15.07, 7.5 hours/day (10-month position), start date effective TBD, pending receipt of all required documentation, clearances, and disclosures.
Background: This position is being filled due to a resignation.
- C. Move to approve a change in the employment status of Kimberly Wilson *from* Assistant Director of Food Services/Middle School Manager *to* Assistant Director of Food Services at an hourly rate of \$28.27, 8.0 hours/day (10-month position) effective May 20, 2025.
Background: This change in position title is a result of restructuring in the Food Service Department.
- D. Move to approve a wage adjustment for part-time/full-time Food Service Workers as part of the review of food service wages within the District, effective May 20, 2025. (Board Attachment)
Background: This review was presented to the Personnel Committee in April 2025 and Finance Committee in May 2025; both committees recommend and support the wage adjustments. Compensation adjustments are incorporated into the Food Service budget.
- E. Move to accept a "Letter of Retirement" from Judy Umbenhauer, Technology Integrator, effective July 31, 2025.
- F. Move to accept a "Letter of Resignation" from Kirsten Whitman, Paraprofessional, effective June 5, 2025.
- G. Move to accept a "Letter of Resignation" from Nadia Kazimirova, full-time Specialized Paraprofessional, effective and retroactive to May 15, 2025.

- H. Move to accept a “Letter of Resignation” from Allison Wagner, JV Girls Soccer Coach, effective and retroactive to April 17, 2025.
- I. Move to accept a “Letter of Resignation” from John Carley, Varsity Assistant Football Coach, effective and retroactive to May 14, 2025.
- J. Move to approve the following staff members to assist the Technology Department this summer, beginning July 7, 2025, through August 7, 2025, for 3.5 hours/day at their current hourly rate.
Background: Job responsibilities will include updating, backing up, and preparing student iPads for the beginning of the 2025-2026 school year. This staffing request has been budgeted.

Kelly Blakeslee
Erica Fisher

Leann Clark
Melanie Kauffman

- K. Move to approve the following teachers to serve as ELCO+ summer schoolteachers at a rate of \$155/day from June 23, 2025, through July 31, 2025, as listed:
Background: Teachers will support students enrolled in the secondary ELCO+ credit recovery program.

Kelly Espenshade
Mitchell Gray

Sara Faust
Matthew Landis

- L. Move to approve the following 2025 SPA teachers at a rate of \$155/day, as listed:

Alysha Burkholder
McKenna Kolovani
Haley Thunberg

Kathleen Jackson
Krysta Krause

- M. Move to approve the following 2025 SPA paraprofessionals at a rate of \$60/day, pending receipt of all required documentation (as needed), as listed:

Mary Gassert
Jaycee Schott

Lindsay Layser
Sharon Stewart

- N. Move to approve the following Specialized Paraprofessional to support Extended School Year (ESY) services at their individualized hourly rate for the 2024-2025 school year, during the period of June 23, 2025, through July 24, 2025.
Background: Paraprofessional staff are needed to support district-operated based ESY programs during Summer 2025.

Brianna Wentzel

- O. Move to approve 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 16, 2025, through July 17, 2025, as listed:
Background: This increase in compensation reflects a temporary hourly rate adjustment due to the additional responsibilities while serving as a Specialized Paraprofessional.

Haley Thunberg
Crystal Kimmel

Kiri Arndt

- P. Move to approve 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 16, 2025, through July 17, 2025, as listed:
Background: The District will provide ESY services to students attending district-operated special education programming during Summer 2025.

Diane Beidelspach
Haley Thunberg

Kendra Heck
Kelsey Thorley

- Q. Move to approve a non-precedent setting stipend to Zachary Cook, High School Social Studies teacher, in the amount of \$577.50 for unanticipated work during the period of January 8, 2025, through January 31, 2025.
Background: The additional work was due to a teacher on leave.

- R. Move to approve a non-precedent setting stipend to Richard Casterline, High School Social Studies teacher, in the amount of \$157.50 for unanticipated work during the period of January 8, 2025, through January 17, 2025.
Background: The additional work was due to a teacher on leave.

- S. Move to approve the following individuals as 2025 Summer Weight Room Monitors, as listed:

Robert Miller

Robert Williams

- T. Move to approve 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):

Eric Brandt
Benjamin Fisher
Lauren Shuey
Emily VanOverbeke
Amy Grube
Stephanie Eachus
Stephanie Sayer
Nicole Yohn

Mary Drahovsky
Zachary Kuhn
Tyler Stricker
Donna Zercher
Autumn Brungart
DeAndre Clark
Mikayla Sampson
Khyle Keener

Stephanie Ebersole
Joshua Melendez
Travis Thome
Brian Marquette
Hayley Bollinger-Bucher
Tynea Holloman
Kyle Foore
Altigracia Pena

XV. Curriculum Committee – Mrs. Bonnie Kantner, Chairperson

- A. Move to approve a trip and travel request from Madison Balthaser, FFA Advisor, chaperones and approximately 30 FFA students, to travel and participate in the State FFA Convention to be held June 10-13, 2025, at Penn State University, State College, PA.
Background: This is an annual event. The costs have been budgeted.
- B. Move to approve a trip and travel request from Liana Raihl, Varsity Head Cheerleading Coach, chaperones, and approximately 27 students, to travel and participate in the Pine Forest Cheerleading Team Camp, to be held June 14-17, 2025, Pine Forest Camp, Greeley, PA.
Background: The costs of this trip will be shared by both students/parents and the Booster Club.
- C. Move to approve a trip and travel request from Matthew Fittery, Varsity Head Wrestling Coach, Craig Ziegler, Assistant Coach, and approximately 40 students, to travel and participate in the Lycoming College Wrestling Team Camp, to be held June 21-24, 2025, Lycoming College, Williamsport, PA.
Background: The costs of this trip will be shared by both students/parents and the Booster Club.

- D. Move to approve a trip and travel request from Brad Conners, Head Varsity Basketball Coach, Wes Soto and Doug Strickler, Assistant Coaches, and approximately 20 students to travel and participate in the Jack McCloskey Basketball Camp to be held July 18-20, 2025, at Alvernia College, Reading, PA.
Background: The costs of this trip will be shared by both students/parents and the Booster Club.
- E. Move to approve the listing of the 2025 graduating seniors, pending successful completion of all requirements. (Board Attachment)
- F. Move to approve Eastern Lebanon County School District Resolution #05-19-2025-I. (Board Attachment) (Roll Call Vote)
Background: This was discussed in Curriculum Committee and is moving forward on their recommendation. This resolution was created as part of the Purple Star School application process.

XVI. Policy Committee – Mrs. Rachel Moyer, Chairperson

- A. Move to approve Policy 701 – Facilities Planning for the first reading. (Board Attachment)
Background: This policy was reviewed by committee. There are no revisions to the policy; the review date will change.
- B. Move to approve Policy 702 – Gifts, Grants, Donations for first reading. (Board Attachment)
Background: This policy was reviewed by committee. There are no revisions to the policy; the review date will change.
- C. Move to approve Policy 702.1 – Crowdfunding for first reading. (Board Attachment)
Background: This is a new policy being recommended by PSBA. The committee reviewed the draft policy and recommended moving forward to first reading.
- D. Move to approve Policy 703 – Sanitary Management for first reading. (Board Attachment)
Background: This policy was reviewed by committee. There are no revisions to this policy; the review date will change.
- E. Move to approve Policy 704 – Maintenance for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Added recommended language on maintaining an inventory of critical spare parts.
- F. Move to approve Policy 705 – Facilities and Workplace Safety for first reading. (Board Attachment)
Background: This policy was reviewed by committee. The policy title was changed to “Safety and Loss Control” to more accurately reflect the updated policy content. Removed redundancy of language more appropriately addressed in Policy 805: Emergency Preparedness and Response. Language was also added to comply with health and safety plans.
- G. Move to approve Policy 705.1 – School Police Equipment for first reading. (Board Attachment)
Background: This policy was reviewed by committee. PSBA recommends retiring this policy, but the committee decided to keep this as a stand-alone policy due to the fact that ELCO does have a police force. No revisions were made to current policy.
- H. Move to approve Policy 706 – Property Records for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Minor language changes to reflect a timeframe in which inventory should be completed.

- I. Move to approve Policy 706.1 – Disposal of Surplus Property for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Minor language changes for better clarity.
- J. Move to approve Policy 707 – Use of School Facilities for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Revisions were made to remove the brand name of tobacco or vaping products from the policy.
- K. Move to approve Policy 708 – Lending Equipment and Books for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Language was removed from the district's purpose statement to eliminate redundancy for requests submitted in writing.
- L. Move to approve Policy 709 - Building Security for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Language specific to audio recordings or recording devices in locker rooms and restrooms was removed due to concerns with the law, including privacy protections under FERPA.
- M. Move to retire Policy 709.1 – Camera Surveillance for first reading. (Board Attachment)
Background: This policy was reviewed by committee. PSBA recommends retiring this policy. Language related to camera surveillance has been included in Policy 709.
- N. Move to approve Policy 710 – Use of Facilities by Staff for first reading. (Board Attachment)
Background: This policy was reviewed by committee. There are no revisions to this policy; the review date will change.
- O. Move to approve Policy 716 – Integrated Pest Management for first reading. (Board Attachment)
Background: This policy was reviewed by committee. There are no revisions to this policy; the review date will change.
- P. Move to approve Policy 717 – Cellular Telephones and Radios for first reading. (Board Attachment)
Background: This policy was reviewed by committee. The committee decided to maintain the current policy, "Cellular Telephones and Radios," and to retain the language about radios.
- Q. Move to approve Policy 718 – Service Animals in Schools for first reading. (Board Attachment)
Background: This policy was reviewed by committee. There are no revisions to this policy; the review date will change.
- R. Move to approve Policy 621 – Local Taxpayer Bill of Rights for first reading. (Board Attachment)
Background: This policy was reviewed by committee. Minor revisions were made to the policy and the Administrative Regulation to reflect the current eligible taxes.
- S. Move to approve Policy 317 – Conduct/Disciplinary Procedures for first reading. (Board Attachment)
Background: This policy was reviewed by committee. The policy was updated to reflect the Code of Professional Practice and Conduct for educators.
- T. Move to approve Policy 317.1 – Educator Misconduct for first reading. (Board Attachment)
Background: This policy was reviewed by committee. This policy contains minor language updates to comply with current regulations.

- U. Move to approve the following policies (revised/reviewed/and/or new) for 2nd reading.
(Board Attachment)

1. Policy 614 – Payroll Authorization
2. Policy 615 – Payroll Deductions
3. Policy 616 – Payment of Bills
4. Policy 617 – Petty Cash
5. Policy 618 - Student Activity Funds
6. Policy 619 – District Auditing
7. Policy 620 – Fund Balancing
8. Policy 622 - GASB Statement 34
9. Policy 624 - Taxable Fringe Benefits
10. Policy 625 – Credit Cards
11. Policy 626.1 – Travel Reimbursement
12. Policy 715- Commercial Advertising, Partnerships, Sponsorships and Naming Rights
13. Policy 807.1 – Display of Flags

XVII. General Services Committee – Mr. JP Santos, Chairperson

- A. Move to approve Miller Flooring Company to provide coating and sealing to the High School, Middle School, and the Intermediate School gymnasiums at a total cost of \$14,330.00. (Board Attachment)
Background: Annual summer gym coating and sealing to be contracted with Miller flooring with the price structure based upon Costars. This is a budgeted expense.
- B. Move to approve a proposal with NRG Building Services. LLC to purchase and install three (3) heat pump controllers at the Intermediate School at a cost of \$6,420.00. (Board Attachment)
Background: The current heat pump controllers are not operating; this is the cost to replace and install. This is a budgeted expense.
- C. Move to approve an agreement with Shenk Audio Design at a total cost of \$7,770.00, for audio and video solutions for the High School Music area. (Board Attachment)
Background: The agreement is for wall mounted speakers, amplifier, audio tuner, and wiring to projection units that were not part of the high school construction project and should be included in order to equip the band room, music lab, and choral room for instructional needs. This quote also included a short-throw projection unit for the band room due to the ceiling height. Costs have been budgeted.
- D. Move to allow administration to enter into a 60-month retail adder agreement for electricity and an initial energy hedge for 50% of FY 2026 and 25% of FY 2027, 2028, 2029, and 2030, between (supplier – Constellation) (URA – School District Energy) and Eastern Lebanon County School District for all electric accounts. (Board Attachment)
Background: This motion will instruct Utility Rate Analysts (URA – School District Energy) to lock in prices when they are at or below the quotes provided in the agreement. The supplier will determine when the prices are locked in.
- E. Move to allow administration to enter a 48-month fixed agreement for natural gas, between (supplier – WGL Energy) (URA – School District Energy) and Eastern Lebanon County School District for the High School, Middle School, and Maintenance Building and between (supplier – NRG) (URA – School District Energy) and Eastern Lebanon County for Jackson Elementary and Intermediate School.
Background: This motion will instruct Utility Rate Analysts (URA – School District Energy) to lock in prices when they are at or below the quotes provided in the agreement. The supplier will determine when the prices are locked in.

- F. Move to approve the January 29, 2025, and the April 23, 2025, meeting minutes of the ELCO Agricultural Occupational Advisory Committee (OAC). (Board Attachment)
- G. Move to approve the 2024-2025 ELCO Agricultural Occupational Advisory Committee (OAC) members. (Board Attachment)

XVIII. Finance Committee – Mr. Ray Ondrusek, Chairperson

- A. Move to approve payment of bills as found listed and attached to the May 19, 2025, Board Agenda for payments made April 2025, in the amounts indicated: (Board Attachment)

General Fund payments in the amount of	\$2,594,461.85
Cafeteria Fund payments in the amount of	\$189,141.50
Capital Reserve Fund payments in the amount of	\$0.00
Debt Service payments in the amount of	\$0.00
Construction Fund payments in the amount of	\$107,980.70
Flex Spending Payments in the amount of	\$837.98
Student Activity payments in the amount of	\$30,190.52

- B. Move to approve the renewal to the “Wellspan Sports Medicine and Physician Services Agreement” with Wellspan Medical Group for sport medicine and physician services for the period of July 1, 2025, to June 30, 2026, with no change in rates or services. (Board Attachment)

Background: This is an annual approval for services which have been budgeted for the 2025-2026 school year. This agreement was initially board approved in July 2024. This is a budgeted expense.

- C. Move to approve an agreement with John Paul II Learning Center to provide Extended School Year (ESY) services for two (2) secondary students.

Background: This is an approval for ESY services from June 23, 2025, through August 7, 2025. This is a budgeted expense.

- D. Move to approve a contract with Asset Control Solutions to provide an on-site assets inventory service to inventory, evaluate and report on the building’s movable assets and site improvements at a cost of \$7,250.00 (Board Attachment)

Background: This service is needed to provide GASB 34 values for the annual audit. The inventory and valuation process will include an inspection of all five (5) of our building locations. This is a budgeted expense.

- E. Move to approve a three-year contract with Thomson Reuters CLEAR to provide a software platform to research student residency at a cost not to exceed \$13,406.60 annually. (Board Attachment)

Background: This tool will be used to research and verify student residency within the boundaries of the ELCO school district. This is a budgeted expense.

- F. Move to accept a donation from emuamericas, llc in the amount of \$12,375.00 for 99 chairs.

- G. Move to approve Budget Transfers for the 2024-2025 fiscal year. (Board Attachment)

- H. Move to grant authorization to submit the Treasurer’s Reports for approval in September that would normally be presented during the months of June, July, and August.

- I. Move to approve Resolution #05-19-2025 II to extend the life of the Lancaster-Lebanon Joint Authority for the period ending May 1, 2075. (Board Attachment) (Roll Call Vote)

- J. Move to approve the Proposed Final 2025-2026 ELCO School District General Fund Budget. (Board Attachment) (Roll Call Vote)

XIX. Superintendent's Report

- Principal's Report
- Director's Report

Upcoming Dates/Announcements:

May 20, 2025 – 6:00 p.m. – High School Awards Program

May 22, 2025 – 6:30 p.m. – Lebanon CTC Awards Program, Lebanon Expo Center

May 23, 2025 – In-Service Exchange Day – NO SCHOOL for students K-12

May 26, 2025 – SCHOOL CLOSED in observance of Memorial Day

May 27, 2025 – 7:00 p.m. Baccalaureate at Millcreek Lutheran Church, Newmanstown

May 29, 2025 – 6:00 p.m. – Commencement

June 5, 2025 - Last Day for Students (Early Dismissal)

June 6, 2025 – Records and Reports Day for teachers

June 9, 2025 – 5:30 p.m. – Policy Committee Meeting

June 10, 2025 – 5:00 p.m. - General Services Committee Meeting

June 10, 2025 – 5:45 p.m. – Finance Committee Meeting

June 12, 2025 – 5:00 p.m. – Curriculum Committee Meeting

June 12, 2025 – 6:00 p.m. – Personnel Committee Meeting

June 23, 2025 – 6:00 p.m. – Regular Board of Education Voting Meeting

XX. Public Comments – Items On/Off 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.

XXI. Board Announcements/Comments

XXII. Old Business

XXIII. New Business

XXIV. Adjournment