

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
Lampeter, Pennsylvania 17537  
September 2, 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, Mrs. Suzanne S. Knowles, Mr. Dean E. McComsey, Ms. Kelly A. Osborne, Mrs. Kristin M. Staley, Mrs. Kari A. Steinbacher, Mr. Andrew L. Welk; Superintendent, Dr. Kevin S. Peart; Assistant Superintendent, Dr. Michele B. Westphal; Business Manager, Mr. Keith A. Stoltzfus; Assistant Business Manager, Mrs. Amanda M. Allison; Administrators, Mrs. Karen L. Staub, Mrs. Lisa S. Lyons, Mrs. Alicia C. Kowitz, Mr. Cory S. Robison, Dr. Jeffrey T. Smecker, Mrs. Christi L. Henry, Ms. Jennifer L. Felix; Buildings and Grounds Director, Mr. Glenn Davis; Network Administrator, Mr. Michael Keene; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mr. Welk moved and Ms. Osborne seconded the motion to approve the Minutes of the regularly scheduled meetings on August 4 and August 18, 2025.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Peart thanked students, families and staff for a great start to the school year.

Dr. Peart thanked the administrative team for their work towards a successful start to the school year.

Dr. Peart shared the following communications:

1. Althouse, Jessica M. – a letter of resignation.
2. Curry, Kristi L. – 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. Knarr moved and Mrs. Staley 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 \$4,367,011.22, Cafeteria Fund checks in the amount of \$11,703.43, Capital Reserve Fund checks in the amount of \$40,944.00, Capital Projects Fund checks in the amount of \$4,113,061.51, and Athletic Account Officials in the amount of \$4,023.00.

A voice vote was 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 on the Buildings and Grounds Committee meeting from August 18, 2025.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

No report.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee is recommending all personnel items as a consent agenda. Mrs. Steinbacher made a motion to approve the personnel items as presented and Mr. Parido 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. Jessica M. Althouse, kitchen helper, Lampeter Elementary School, retroactively effective to August 22, 2025.
- b. Kristi L. Curry, building secretary, Lampeter Elementary School, retroactively effective to August 15, 2025.

2. APPROVAL OF EMPLOYMENT – ADMINISTRATIVE

Nathan D. Byler to be employed as technology director for Lampeter-Strasburg School District, effective on or before November 3, 2025, pending receipt of required documentation. His annual compensation will be \$137,253 based upon the District administrative compensation schedule.

3. APPROVAL OF EMPLOYMENT – SUPPORT

- a. Madeline R. Groom, as bookkeeper and buildings and grounds secretary at the District administration building effective September 22, 2025. Ms. Groom will become a category A support employee and will be compensated \$21.00 per hour.
- b. Joseph A. Hojnacki, as a second shift custodian at the Lampeter-Strasburg Early Childhood Center and Lampeter Elementary School retroactively effective to September 2, 2025. Mr. Hojnacki will become a category A support employee and will be compensated \$17.00 per hour.
- c. Rebecca M. Hufford, as the building secretary at Lampeter Elementary School retroactively effective to August 25, 2025. Ms. Hufford will become a category B support employee and will be compensated \$17.00 per hour.
- d. Victoria E. Leonard, as a special education teacher assistant at Lampeter-Strasburg High School retroactively effective to August 18, 2025. Ms. Leonard will become a category C support employee and will be compensated \$17.00 per hour.
- e. Justina L. Martin, as a Title I assistant at Lampeter Elementary School retroactively effective to September 2, 2025. Ms. Martin will become a category D support employee and will be compensated \$21.00 per hour.
- f. Sarah J. McCauley, as a SACC assistant group supervisor at Lampeter Elementary and Hans Herr Elementary Schools effective September 3, 2025. Ms. McCauley will become a category E support employee and will be compensated \$17.01 per hour.
- g. Zachariah T. Swaim, as a special education teacher assistant at Martin Meylin Middle School effective September 2, 2025. Mr. Swaim will become a category C support employee and will be compensated \$16.52 per hour.

4. APPROVAL OF CHANGES OF STATUS

- a. Kristine M. Andeloro, SACC assistant group supervisor, Lampeter Elementary School and Hans Herr Elementary School. Ms. Andeloro will have increase in hours from 400 to 1,400 annual hours effective September 8, 2025. She will become a category C support employee and will be compensated \$17.02 per hour.
- b. Laura A. Hambleton, 10-month guidance secretary, Lampeter-Strasburg High School. Ms. Hambleton will have an increase in annual hours from 1,352 to 1,433 annual hours retroactively effective to July 1, 2025. She will remain a category C support employee with no change in compensation.

- c. Lauren Rinier, SACC assistant group supervisor, Lampeter-Strasburg Early Childhood Center. Ms. Rinier will become a SACC group supervisor at the Lampeter-Strasburg Early Childhood Center retroactively effective to August 18, 2025. Ms. Rinier will remain a category C support employee and will be compensated \$17.50 per hour.

5. APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

2025-2026 additions/deletions to supplemental contracts, as follows:

a. Gerrit Stech	Soccer - Boys - Asst - 50% of 50%	\$1,260.00	Addition
b. Scott Cantrell	Stage Crew - Construction - 30%	\$ 810.90	Addition
c. Benjamin Stiles	Stage Crew - Construction - 70%	\$1,521.10	Addition

6. APPROVAL OF SUBSTITUTES

2025-2026 substitutes, as follows:

Certified Substitutes

De Biasi, James C.	Social Studies 7-12
Hinkle, Christina	Elementary K-6
Horning, Sarah J.	Elementary K-6; Mid-Level Mathematics 6-9
Keares, Chrysanthi D.	Grades PK- 4; Grades 4-8 (All subjects 4-6, Mathematics 7-8); Business, Computer and Information Technology PK-12
St. John, Jacqueline A.	Spanish PK-12
Widmaier, Greta O.	Technology Education PK-12 – Millersville student
Wissler, Donna W.	Elementary K-6; Physical Handicapped K-12

Emergency Certified Substitutes

Ammon, Elizabeth A.	All Instructional Areas PK-12
Clough, Susan B.	All Instructional Areas PK-12
Glah, Joanne	All Instructional Areas PK-12
Kachel, Madeline	All Instructional Areas PK-12
King, Linda S.	All Instructional Areas PK-12
Lovern, Jamie	All Instructional Areas PK-12
Nauman, Rebecca	All Instructional Areas PK-12
Soto, Kaitlyn M.	All Instructional Areas PK-12
Turner, Ruth	All Instructional Areas PK-12
Weitzel, Jennifer A.	All Instructional Areas PK-12

Support Staff Substitute

Turner, Ruth M.

7. APPROVAL OF VOLUNTEER

Krista M. Lewis as a 2025-2026 volunteer.

8. APPROVAL OF EVENT WORKER

Jacqueline A. St. John as a 2025-2026 event worker.

CURRICULAR ISSUES AND FEDERAL PROGRAMS – Dr. Michele B. Westphal, Representative

Dr. Westphal presented on federal programs.

LIAISON REPORTS

Mr. Welk reported on the Lancaster County Career and Technology Center.

STUDENT REPRESENTATIVES –Mr. Shrey Singh, Miss Quinn Flory

Miss Flory reported on events at the Lampeter-Strasburg Early Childhood Center, Lampeter Elementary School, Hans Herr Elementary School, and Martin Meylin Middle School.

Mr. Singh 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 AGREEMENT OF SERVICES

Mr. Welk moved and Mr. Knarr seconded the motion to approve an agreement of services with Winner's Circle Center, Inc.

A voice vote was in favor of the motion.

APPROVAL OF SPECIAL EDUCATION CONTRACTS

Mr. Parido moved and Mrs. Knowles seconded the motion to approve special education contracts as follows:

- |                     |           |                   |                               |
|---------------------|-----------|-------------------|-------------------------------|
| a. New Story        | 2025-2026 | 2 new students    | \$375 and \$415 – daily rates |
| b. The Vista School | 2025-2026 | 1 current student | \$3,660 – annual expense      |

A voice vote was unanimous in favor of the motion.

APPROVAL OF AGREEMENTS FOR TITLE I AND TITLE II NON-PUBLIC SERVICES

Mr. McComsey moved and Mrs. Steinbacher seconded the motion to approve agreements for Title I and Title II non-public services with Lancaster-Lebanon IU13.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH COMPASS MARK

Mr. Parido moved and Mrs. Staley seconded the motion to approve a memorandum of understanding with compass mark, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (SECOND READING)

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

- a. Policy 317 Conduct/Disciplinary Procedures
- b. Policy 317.1 Educator Misconduct

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (FIRST READING)

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

- a. Policy 801 Public Records
- b. Policy 815 Acceptable Use of Internet, Computers and Network Resources
- c. Policy 819 Suicide Awareness, Prevention and Response

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIP

Ms. Osborne moved and Mrs. Staley seconded the motion to approve an overnight field trip for the Garden Spot FFA to the National FFA Convention in Indianapolis, Indiana from October 27 to November 1, 2025.

A voice vote was unanimous in favor of the motion.

NEW BUSINESS

Mrs. Herr reminded all Board members about the opportunity to represent the District at the Lampeter-Strasburg School District booth during the West Lampeter Fair.

OPPORTUNITY FOR PUBLIC COMMENT

Vanessa McCachren, West Lampeter Township, regarding health forms and screenings for students.

MEETING ADJOURNED

The meeting was properly adjourned at 8:03 p.m.

Mary E. Williams  
Secretary