



Eastern Lebanon County School District  
**Committee Minutes**  
**October 2025**



## Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

October 20, 2025, DO Boardroom, 5:15 pm

Policy Committee Minutes

***Note: The Policy committee meeting took place immediately preceding the Board Meeting. The minutes for this meeting will be included with the minutes of the November committee meetings.***

Policy Committee Chair: Rachel Moyer,

Policy Committee Members: Howard Kramer, Ray Ondrusek, Joya Morrissey;

Board President, Jack Kahl



## Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

District Board Room

October 7, 2025, 5:00 pm

General Services Committee Minutes

General Services Committee Chair: **JP Santos**

General Services Committee Members: **Howard Kramer (attended virtually), Ray Ondrusek, David Ziegler; Board President, Jack Kahl**

### Call to Order and Welcome

- Mr. Santos called the meeting to order at 5:03 pm.

### Discussion Items

- Intermediate School Gym Floor
  - Mr. Frantz shared an update on the Intermediate School gym floor. Work began last week, and it is expected to be finished by October 20th. The High School gym floor was used as a model to achieve a similar feel and color scheme. Communication has been sent to youth basketball teams so they can plan accordingly around the project. The project's timing was considered in light of student safety, and a decision was made to proceed with the project now to ensure student safety throughout the year.
- Velocity Contract
  - Mr. Frantz shared that the renewal for this contract is due in late October. This contract provides the chemical safety sheets for all chemicals used in the district, including those used in cleaning and the chemistry lab.
- Update: Railing Installation at the HS Athletic Entrance
  - The railing near the HS Athletic Entrance will be installed on October 13, 2025, by Woodland Contractors.
- Update: ELCO Legacy Barn
  - Mrs. Vicente shared that the OAC meeting was held on September 24th. To date, we have received more than \$250,000 in pledges for the project. The Class of 1975 has also generously provided a donation.

- Students will visit Bayer, GAF, and Agriteer, where they will deliver a mini presentation of their pitch. These companies will match employee donations.
  - The Barn Committee will meet in late October to finalize the building plans and apply for permits in November, aiming to start construction in late winter/early spring.
  - Additional fundraising for the barn will also be conducted this year.
  - Mr. Ziegler noted that as more people learn about the project, they become increasingly interested in getting involved and contributing to it. There is considerable excitement in the community about the project.
  - Mr. Santos said that it is amazing what can be done when the community comes together.
- The next meeting date is on the election day. The committee asked to move the meeting to Monday, November 3, 2025.

Public Comment:

Mr. Fisher asked what the budget is for the barn. Mrs. Vicente shared that the budget will be determined at the next meeting. The intent is to have the barn completely funded through donations.

Next General Services Meeting: November 3, 2025

Adjournment: Mr. Santos adjourned the meeting at 5:17 pm.

Future General Services Committee Meetings:

Monday, November 3, 2025



## Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

October 7, 2025, DO Boardroom, 6:00 pm

### Finance Committee Minutes

Finance Committee Chair: **Ray Ondrusek**

Finance Committee Members: **Howard Kramer, JP Santos, David Ziegler; Board President, Jack Kahl**

#### Call to Order and Welcome

- Mr. Ondrusek called the meeting to order at 5:23 pm.

#### Discussion Items

- Temperature Monitoring System, as quoted from Digi SmartSense, LLC, by David Ludwig, Food Service Director.
  - Mr. Ludwig shared a plan to implement a temperature monitoring system. He outlined the need for this system to ensure food safety, prevent food loss due to refrigeration equipment failures,
  - In 2023, the district experienced three different freezer malfunctions that resulted in food spoilage and waste. Another one occurred in June this year, but we were fortunate to have someone in our building who noticed the failure. If food is stored outside the threshold temperatures for an extended period, it must be destroyed.
  - We often stock up on frozen food when prices are lower, typically holding \$50,000-\$60,000 in stock in our freezers.
  - This system will monitor walk-ins 24/7 and alert staff when temperatures are detected outside established thresholds. It will also eliminate the need for our staff to manually record temperatures daily.
  - The program also permits the district to expand to Smart Shields, which will enable staff to monitor temperatures in other areas of the serving line and refrigerators, allowing them to make adjustments to food temperatures when they are out of alignment with food safety standards.
  - The cost is \$4,952.12 with \$300 annual monitoring fee per building. This cost is approximately \$0.83 per day.
  - The Smart Sense product was selected because it is the only system that integrates with the point-of-sale system currently in use.

- The committee agreed to have this item on the next agenda for full Board consideration.
- **Moody's Rating**
  - Mrs. Mathias shared that the district's rating was downgraded from Aa3 to A1. Factors that could impact a future upgrade include having an 18% Fund Balance, growth in resident income, and/or sustained enrollment growth. Typical ratings for school districts in PA are A1 or A2, indicating good standing.
  - The analysts noted that the district had a large fund balance, and then it decreased. The district needed to answer questions as to why the balance decreased. The analysts cautioned the district not to continue decreasing the fund balance in the future.
- **Update: Bond Restructure**
  - The bond sale, which took place on September 23rd, was highly successful. The projected savings were \$888,666, and the final results were \$1,140,603.
  - The total annual debt service will be kept under \$ 6 million.
- **2025-2026 Budget Impasse**
  - Budget negotiations continue without much forward movement. There have been comments speculating that a budget could be passed later in October.
- **Cash Flow**
  - Mrs. Mathias shared the current cash flow. Through the end of December, the district will have approximately \$13 million in cash, which could sustain the district for a few months beyond December, if necessary.
- **Real Estate Tax Revenue – July, August, September**
  - Mrs. Mathias shared that Real Estate Tax collections are very similar to last year's collection rate.
- **2026-2027 Budget Timeline**
  - Mrs. Mathis presented the tentative budget calendar and timelines. Department budgets will be going out to the administration tomorrow. The Committee approved the budget calendar for 2026-2027.
- **2026-2027 Act 1 index**
  - Mrs. Mathias shared that the base index for 2026-2027 is 3.5% and the ELCO adjusted index is 4.2%
- **Healthworks – October 20, 2025 Presentation**
  - The presentation at the next Board meeting is to outline the plans for an employee health clinic for Lebanon County school districts. The plan includes urgent care, laboratory services, testing, medications, and other benefits to provide employees with healthcare opportunities localized to

Lebanon County. The intent is to save districts money, personalize healthcare, and enhance the quality of healthcare services for employees. The opportunity connects with Penn Medicine. This opportunity would be an add-on benefit for current employees and not a requirement.

- Meeting Date Change - The next meeting is scheduled for Election Day. The committee decided to move the date to November 3.

Public Comment: None

Next Finance Committee Meeting:

- November 3, 2025

Adjournment

- Mr. Ondrusek adjourned the meeting at 6:12 pm.

Future Finance Committee Meetings:

Monday, November 3, 2025



## Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

October 9, 2025, DO Boardroom, 5:00 pm

### Curriculum Committee Minutes

Curriculum Committee Chair: **Bonnie Kantner**

Curriculum Committee Members: Thomas Ferrari, Jr., **Rachel Moyer, Joya Morrissey;**  
**Board President, Jack Kahl**

The meeting was called to order at 5:01 pm by Mrs. Kantner.

#### Discussion Items

- Continuous Improvement Plans
  - ELCO Intermediate School - Michael Gerhart, Principal
    - Dr. Gerhart presented the Intermediate School Improvement Plan for the 2025-2026 school year.
    - Highlights included a review of the data for math and ELA, which was shared. The math data showed a slight increase over three years from 41% to 47% but flatlined in ELA at 43%. In student referral write-ups, there has been a significant decrease from 688 to 380 over three years, reflecting an emphasis on a positive behavior initiative.
    - Goals for 2025-2026 have been set to see a 5% increase in both Mathematics and ELA.
    - A goal was established for school climate/culture with the implementation of rounding conversations.
    - A goal was established to see a 10% decrease in total student discipline write-ups.
    - Points of Pride include BEE TV, Morning Meetings, STEM/Career Night, and the partnership with OnFire Ministries.
  - ELCO Middle School - Jonathan Treese, Principal
    - Mr. Treese presented the Middle School Improvement Plan for the 2025-2026 school year.
    - Highlights included a review of data for math and ELA, which was shared. The math data showed an increase over three years, but

ELA has flatlined and reflects a decline from last year. Science has shown a slight increase.

- Goals for 2025-2026 have been set to see an 8% increase in both Mathematics and ELA.
  - A goal for 2025-2026 has been set to see an 8% increase in ELA.
  - A goal was established for school climate/culture with the implementation of rounding conversations.
  - A goal for attendance improvement was established to decrease the number of truant students by 10%.
  - Points of Pride include an advisory period to enhance student connections with staff, a refurbished planetarium, successful student organizations (TSA, What's So Cool About Manufacturing, and Quiz Bowl), and a decrease in the number of students recommended to summer school.
- PAYS (PA Youth Survey) Survey - Amy Shoemaker, Director of Pupil Services
    - Mrs. Shoemaker presented the opportunity for the school district to participate in the PAYS survey, which is conducted every other year.
    - Mrs. Shoemaker shared the background of the PAYS Survey, which has been administered since the 1990s. The district has consistently participated since the inception of the administration. PCCD, the PA Department of Education, and the PA Department of Drug and Alcohol Programs sponsor the survey.
    - The survey is anonymous and confidential. This year, the survey can be administered in 4th grade; however, we do not recommend that our 4th graders participate. Parents or students can opt out at any time, and students may skip any question at any time.
    - The survey will take approximately 30 minutes to administer.
    - Parents may request a copy of the questions via a provided link.
    - The data is essential to the district as it provides information directly from our students that will assist the District when making determinations about where to focus resources (programs, staff, funds)
    - The results identify the risk and protective factors present within our student population and provide data that can be used when applying for grants and when partnering with outside resources.
    - Mrs. Shoemaker specifically spoke to vaping and food insecurity data and how those results have been used to benefit our students through additional supports and services.
    - Mrs. Moyer shared that Palmyra was not approving the survey and is citing a stipulation in the PA School Code that requires parental opting in for the survey rather than opting out.

- Mrs. Vicente cautioned against relying on one district's interpretation of the law when many other districts across the Commonwealth implement the survey in the same way as ELCO. Mrs. Vicente will reach out to the district's solicitor to clarify whether the survey requires parental consent or if the district can continue to administer it as it has in the past.
- A conditional recommendation was given by the committee for approval of the PAYs Survey, with additional information from the solicitor being communicated to the Board before the October 20th meeting.

#### Public Comment:

Brian Fischer:

What version of CKLA is being used in the District? Version 3

Follow Up: Does that version contain House on Mango Street? No, Version 2 contained an excerpt from that book, but that is not part of Version 3; that was the district's purchase.

What is the annual price difference between CKLA and Journeys? The amount budgeted is approximately 80k for CKLA, which includes the MClass benchmark assessments. The cost for Journeys was close to 60k, but additional costs would have been added for further assessments. There is a price difference of approximately 7k between the two. It is not an extra 500k. The detailed breakdown of the costs is on a slide from the April Curriculum Committee meeting and is linked in the minutes.

Megan Schaeffer: Spoke to student transitions from the IS to the MS. Ms. Schaeffer was a part of the advisory committee last year, which addressed the transition process from elementary to the MS. She thanked the administration for listening to the parent concerns and the principals for addressing the expressed concerns.

Megan Schaeffer: The math coach position seemed very beneficial for seeing increased mathematics data. Is there an opportunity for the coach position to come back?

Next Curriculum Committee meeting:

- November 6, 2025

Mrs. Kantner adjourned the meeting at 5:58 pm.

Future Curriculum Committee Meetings:

Thursday, November 6, 2025



## Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

October 9, 2025, DO Boardroom, 6:00 pm

### Personnel Committee Minutes

Personnel Committee Chair: **Joya Morrissey**

Personnel Committee Members: Thomas Ferrari, Jr., **Bonnie Kantner, Rachel Moyer;**  
**Board President, Jack Kahl**

Mrs. Morrissey called the meeting to order at 6:01 pm.

#### Discussion Items

The Committee reviewed a draft agenda for the October 20th, meeting which reflects actions as of the date of the Committee meeting. There will likely be additional items included in the time leading up to the voting Board meeting.

As of October 9th, the following items will appear on the October 20th Board Agenda:

- New hires:
  - New hires, including paraprofessionals, food service, coaches, Middle School health/PE, and K-2 Learning Support
  - An administrative transfer will be on the agenda for the Middle School Technology Education/STEM position to be filled by the current STEM Coach.
  - Mrs. Vicente shared that, similar to the Elementary Math Coach position, the STEM Coach position will remain unfilled. These positions will remain on the books so they can be brought back in the future. The positions have not been eliminated; instead, they are remaining unfilled.
  - In addition, Mrs. Vicente shared that the STEM Coach was also supporting the Technology Department due to a retirement in the technology support in June. With the STEM Coach transitioning into another position, there is a need to hire a technology support person. The Committee supported this hire.

- Mr. Kahl asked if the new Technology Education/STEM position could help to support the planetarium at the Middle School. Mrs. Vicente shared that the person in this position has already begun working to support
- Resignations:
  - To date, there are two resignations
- Staffing Update:
  - The Middle School Math position is still open, and interviews are being conducted.
  - One teacher will be on the agenda for having earned tenure.
- Requested Leaves:

#### Sabbatical Requests

- There is a request for a medical sabbatical, and Mrs. Vicente will be working with the staff member on the sabbatical request.

The Committee moved into an Executive session to discuss an employment issue per Policy 006.

#### Public Comment:

Megan Schaeffer shared that the Foundation has provided additional funding for staff training in the planetarium software.

#### Next Personnel Committee Meeting:

- November 6, 2025

Adjournment: Mrs. Morrissey adjourned the meeting at 6:20 pm.

*\*Please note that the Personnel Committee will move into an Executive Session to discuss confidential Personnel matters.\**

#### Future Personnel Committee Meetings:

Thursday, November 6, 2025

