

**EASTERN LEBANON COUNTY SCHOOL DISTRICT
180 ELCO DRIVE, MYERSTOWN, PA 17067**

**School Board Reorganization Meeting
and
Regular Board of Education Voting Meeting**

**District Board Room Hybrid
(In-person and via Zoom)**

December 2, 2025

6:00 p.m. Reorganization and Regular Board of Education Voting Meeting

- I. Call to Order
- II. Moment of Silent Meditation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Board President Communications

REORGANIZATION OF THE BOARD

- VI. Selection of Temporary President – Mr. Jack Kahl
- VII. Reading of Certificates of Election – Lori Mosser, Board Secretary
- VIII. Oath of Office for Elected Board Members – The Honorable Judge Charles Jones
- IX. Nominations for President of the Board – Temporary President
- X. Election of President of the Board – Temporary President
- XI. Nominations for Vice-President of the Board – Newly Elected President
- XII. Election of Vice-President of the Board – Newly Elected President
- XIII. Organizational Matters – Newly Elected President
 - A. Establishment of rules of operation:

Proposed Motion

"That we, the Eastern Lebanon County School Board, adopt operational procedures and rules as outlines in the district policy manual and affirm that we will comply with Act 92 of 1998 (The Sunshine Act)."

XIV. Move to adopt a schedule of meeting dates for board meetings for the 2026 calendar year as follows:

EASTERN LEBANON COUNTY SCHOOL DISTRICT
2026 CALENDAR OF BOARD MEETINGS

Policy Committee Meetings (Monday)

January 12, 2026 (2nd Monday)
February 2, 2026
March 2, 2026
April 7, 2026 (1st Tuesday)
May 4, 2026
June 8, 2026 (2nd Monday)
July 2026 – NO MEETING
August 3, 2026
September 8, 2026 (2nd Tuesday)
October 5, 2026
November 2, 2026

Curriculum/Personnel Committee Meetings (Thurs)

January 15, 2026 (3rd Thursday)
February 5, 2026
March 5, 2026
April 9, 2026 (2nd Thursday)
May 7, 2026
June 11, 2026 (2nd Thursday)
July 2026 – NO MEETING
August 6, 2026
September 10, 2026 (2nd Thursday)
October 8, 2026 (2nd Thursday)
November 5, 2026

Finance/General Services Committee Meetings (Tues)

January 13, 2026 (2nd Tuesday)
February 3, 2026
March 3, 2026
April 8, 2026 (2nd Wednesday)
May 5, 2026
June 9, 2026 (2nd Tuesday)
JULY 2026 – NO MEETING
August 4, 2026
September 9, 2026 (2nd Wednesday)
October 6, 2026
November 3, 2026

Regular Board of Education Voting Meetings

January 21, 2026 (3rd Wednesday)
February 17, 2026 (3rd Tuesday)
March 16, 2026
April 20, 2026
May 18, 2026
June 22, 2026 (4th Monday)
July 2026 – NO MEETING
August 17, 2026
September 21, 2026
October 19, 2026
November 16, 2026
December 1, 2026 – (1st Tuesday)
Re-Organization and Board Meeting

According to the adopted policies of the Board of School Directors, **Committee Meetings** are held on the **first week** of each month and **Regular Board of Education Voting Meetings** are held on the **third Monday** of each month, unless otherwise noted. **The Regular Board of Education Voting Meetings** are held in the Board Room located at the Eastern Lebanon County School District, 180 ELCO Drive, Myerstown, PA, beginning at 6:00 pm, subject to change by action of the Board of School Directors, in advance, with proper notice and legal advertising. Special Board Meetings may be scheduled as provided by the School Laws of Pennsylvania. ***Notice of any other open Board meetings, including Committee meetings, shall be advertised according to Policy 006.***

B. Appoint Board Chairs and Committees:

- Policy
- General Services
- Finance
- Curriculum
- Personnel

C. Appoint a representative and alternate to the Lebanon County Tax Collection Committee.

D. Appoint a representative and alternate to the ELCO Education Foundation.

E. Appoint a representative and alternate to PSBA as School Board Liaison.

F. Appoint a representative and alternate to Lebanon County Career and Technical Center.

XV. Adjournment of Reorganization Meeting

**EASTERN LEBANON COUNTY SCHOOL DISTRICT
REGULAR BOARD OF EDUCATION VOTING MEETING
FOLLOWING DECEMBER 2, 2025
REORGANIZATION MEETING**

XVI. Call to Order

XVII. Public Comments -Items On the Agenda

- 1) 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.
- 2) 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.

ACTION ITEMS FOR APPROVAL

XVIII. Personnel Committee

- A. Move to accept a "Letter of Retirement" from Travis Bicher, Middle School Social Studies Teacher, effective June 15, 2026.
- B. Move to accept a "Letter of Resignation" from Tamara Showers, Intermediate School Special Education Teacher, effective January 21, 2026.
- C. Move to approve the employment of Lisa Diamond, part-time food service worker, (subject to assignment), at an hourly rate of \$14.28, 5.0 hours/day (10-month position), start date TBD, pending the receipt of all documentation, clearances, and disclosures.
Background: This position is being filled due to a resignation.
- D. Move to approve the official start date of Kaitlyn Berger, Specialized Paraprofessional, effective and retroactive to November 17, 2025.
- E. Move to accept a "Letter of Resignation" from Kaitlyn Berger, Specialized Paraprofessional, effective November 18, 2025.
- F. Move to approve the following individual as a coach for the 2025-2026 Winter Sports Season, retroactive to November 17, 2025, as listed:

Girls' Wrestling	Volunteer Coach	Gannon Ulrey
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- G. Move to approve the following individual as a coach for the 2025-2026 Winter Sports Season, (pending receipt of all required documentation, clearances, and disclosures), as listed:

Girls' Wrestling	Assistant Coach	Gannon Ulrey
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- H. Move to approve a wage adjustment for Kimberly Hackman, Administrative Assistant for Technology, at an increase of \$0.50 per hour, effective December 3, 2025.
Background: The increase provides compensation for additional duties assigned under the restructuring of human resources.
- I. Move to approve a wage adjustment for Tina Kunder, Administrative Assistant to the Assistant Superintendent, at an increase of \$1.00 per hour, effective December 3, 2025.
Background: The increase provides compensation for additional duties assigned under the restructuring of human resources.
- J. Move to approve adding the following individuals to the ELCO volunteer listing for the 2025-2026 school year (noting all required documentation, clearances, and trainings are on file), as listed:

Emily Hess	Joanna Horst	Jeffrey Petersen
Melissa Robinson	Jennifer Robert	

XIX. Curriculum Committee

- A. Move to approve a trip and travel request from Madison Balthaser, FFA Advisor, chaperones, and approximately 48 students to travel and attend the Pennsylvania FFA ACES (Agricultural Cooperation Establishes Success) Conference being held January 31 – February 1, 2026, at the Sheraton Hotel, Harrisburg, PA.
Background: This is an annual leadership conference. The costs have been budgeted.

XX. Finance Committee

- A. Move to grant authorization to pay bills that would normally come due during the month of December 2025, with submission of a list of bills to be presented for approval in January 2026, including General Fund, Cafeteria Fund, Student Activity, Flex Spending, and Capital Reserve Funds.
- B. Move to grant authorization to submit the Treasurer’s Report for approval in January 2026 that would normally be presented during the month of December 2025.

XXI. Superintendent's Report

Upcoming Dates/Announcements:

December 09, 2025 – 7:00 p.m. – Middle School Holiday Concert – HS Auditorium
 December 11, 2025 – 7:00 p.m. – Intermediate School Holiday Concert – HS Auditorium
 December 14, 2025 – 2:00 p.m. – High School Holiday Concert – HS Auditorium
 December 22-23, 2025 – Teacher In-Service - NO School for Students (K-12)
 December 24, 2025 – January 2, 2026 – WINTER BREAK – No School for Students (K-12)
 January 19, 2026 – NO SCHOOL in observance of Martin Luther King, Jr. Day
 January 20, 2026 – 2-Hour Late Start for students K-12
 January 20, 2026 – End of 2nd Marking Period

XXII. 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.

XXIII. Board Announcements/Comments

XXIV. Old Business

XXV. New Business

XXVI. Adjournment