

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
Lampeter, Pennsylvania 17537
November 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, 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; Administrators, Mr. Nathan D. Byler, Dr. Benjamin J. Feeney, Mrs. Alicia C. Kowitz, and Dr. Jeffrey T. Smecker; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mr. Welk moved and Mrs. Staley seconded the motion to approve the Minutes of the regularly scheduled meetings on October 6 and October 20, 2025.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

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

Dr. Peart shared the following communications:

1. Moore, Ethan R. – a letter of resignation.
2. Harden, Melinda A. – a letter requesting a leave of absence.
3. Lucarino, Mary L. – a letter requesting an extension to a leave of absence.
4. Pantano, Debra A. – a letter requesting a leave of absence.

TREASURER'S REPORT – Mr. Keith A. Stoltzfus

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

Thereafter, Mrs. Knowles 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 \$2,122,519.69, Cafeteria Fund checks in the amount of \$100,697.95, Capital Projects Fund checks in the amount of \$2,879,560.49, and Athletic Account Officials in the amount of \$6,412.00.

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 October 20, 2025.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr reported on the Finance Committee meeting from October 27, 2025.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

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

1. APPROVAL OF RESIGNATION

Ethan R. Moore as the Performing Arts Center Technical Director at Lampeter-Strasburg High School, effective November 8, 2025. Mr. Moore will continue as a substitute following that date and be compensated \$60 per hour for any services performed related to the Performing Arts Center Technical Director after November 8, 2025.

2. APPROVAL OF EMPLOYMENT – PROFESSIONAL

- a. Susan F. Fetterolf, as an extended substitute English teacher at Lampeter-Strasburg High School retroactively effective to October 27, 2025, through on or about December 10, 2025. Ms. Fetterolf will be compensated \$499.42 per diem based upon Step 6, Level M60 of the District compensation agreement.
- b. Kelly L. Kohlmaier, as an extended substitute learning support teacher at Martin Meylin Middle School effective November 3, 2025, through on or about November 24, 2025. Ms. Kohlmaier will be compensated per diem at \$361.77 per diem based upon Step 1, Level B of the District compensation agreement.

3. APPROVAL OF EMPLOYMENT – SUPPORT

- a. Lynsey M. Garvin, as a kitchen helper at Martin Meylin Middle School retroactively effective to October 14, 2025. Ms. Garvin will become a category D support employee and will be compensated \$16.01 per hour.
- b. Abigail M. Martin, as a Title I assistant at Hans Herr Elementary School retroactively effective to October 14, 2025. Ms. Martin will become a category D support employee and will be compensated \$19.12 per hour.
- c. Rebecca L. McGrath, as a Title I assistant at Lampeter Elementary School retroactively effective to October 14, 2025. Ms. McGrath will become a category D support employee and will be compensated \$19.75 per hour.
- d. Tammy L. Swangel, as a special education paraeducator at Hans Herr Elementary School, effective November 4, 2025. Ms. Swangel will become a category C support employee and will be compensated \$16.52 per hour.

4. APPROVAL OF CHANGES OF STATUS

- a. Erin R. Landis, custodian, administration building. Ms. Landis will have a decrease in hours to 550 annual hours effective November 3, 2025. She will become a category E support employee with no change in compensation.
- b. Gerald L. Landis, custodian, Martin Meylin Middle School. Mr. Landis will have a decrease in hours to 1,040 annual hours effective November 3, 2025. He will become a category D support employee with no change in compensation.

5. APPROVAL OF AN ADDITIONAL ASSIGNMENT

Erica N. Musser, special education teacher, Martin Meylin Middle School. Ms. Musser will continue to work an additional 6 to 7 hours per week as an itinerant autistic support teacher at Martin Meylin Middle School through on or about December 23, 2025. She will be compensated at her per diem rate for this assignment.

6. APPROVAL OF LEAVES OF ABSENCE

- a. Melinda A. Harden, learning support teacher, Martin Meylin Middle School, effective November 3, 2025, through on or about November 23, 2025.

- b. Mary L. Lucarino, itinerant autistic support teacher, Martin Meylin Middle School, an extension to a leave of absence through on or about January 5, 2026.
- c. Debra A. Pantano, special education paraprofessional/van aide, Lampeter-Strasburg High School, effective November 4, 2025, through on or about February 25, 2026.

7. APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

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

a.	Kalyn Burger	Math Counts - 50%	\$1,113.00	Deletion
b.	Joan Johnson	Math Counts - 50%	\$1,166.00	Deletion
c.	Joan Johnson	Math Counts - 60%	\$1,399.20	Addition
d.	Leroy Nocheck	Math Counts - 40%	\$1,060.00	Addition
e.	Jacob Long	Track - Asst - 50%	\$2,898.00	Deletion
f.	Edwin Murray	Wrestling - 2nd Asst - 60%	\$3,591.00	Addition

8. APPROVAL OF SUBSTITUTES

2025-2026 substitutes, as follows:

Certified Substitute

Martin, Abigail M. Grades PK-4
 Shultz, Jill I. Elementary K-6

Support Staff Substitute

McComsey, Jason S.
 Morrison, Pauline F.
 Reath, Amy E.

9. APPROVAL OF VOLUNTEERS

2025-2026 volunteers, as follows:

Ambrose, Elizabeth J.
 Ingram, Cassidy J.

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 AGREEMENTS FOR SERVICES FOR BILINGUAL EVALUATIONS

Mr. Parido moved and Mrs. Knowles seconded the motion to approve agreements for services with two independent contractors to perform bilingual evaluations, as follows.

- a. Danielle N. Campbell
- b. Mena Falcon

A voice vote was in favor of the motion.

APPROVAL OF THE 2025-2026 LOCAL OCCUPATIONAL ADVISORY COMMITTEE

Mr. Knarr moved and Mr. Parido seconded the motion to approve the 2025-2026 Local Occupational Advisory Committee members, as follows:

- a. Jeremy Brian
- b. Chris Burkhart
- c. Michael Corradino
- d. Benjamin Feeney, Ed.D.
- e. Barry Harnish
- f. Claudine Hart
- g. Dale Hershey
- h. Anita Martin
- i. Maya Noll
- j. Holly Oberholtzer
- k. Katherine Ranck
- l. Laura Rodgers
- m. Brooke Rubincam
- n. Bob Sangrey
- o. Scott Sheely
- p. Benjamin Stiles, Ed.D.
- q. Andrew Welk
- r. Donald Welk, Jr.
- s. Michele Wepstal, Ed.D.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (SECOND READING)

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

Reviewed by Academic Committee

- a. Policy 103 Discrimination/Harassment Affecting Students
- b. Policy 103.1 Nondiscrimination – Qualified Students with Disabilities
- c. Policy 104 Discrimination/Harassment Affecting Staff

Reviewed by Personnel Committee

- a. Policy 320 Freedom of Speech by Employees

Reviewed by full Board at the September Workshop meeting

- a. Policy 823 Opioid Antagonist
- b. Policy 824 Maintaining Professional Adult/Student Boundaries
- c. Policy 827 Conflict of Interest
- d. Policy 830 Security of Computerized Personal Information/Breach Notification
- e. Policy 830.1 Data Governance – Storage/Security (New Policy)

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (FIRST READING)

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

Reviewed by Academic Committee

- a. Policy 105 Curriculum

Reviewed by the Finance Committee

- a. Policy 606 Tax Collection
- b. Policy 607 Tuition Income
- c. Policy 621 Local Taxpayer Bill of Rights
- d. Policy 626 Federal Fiscal Compliance
- e. Policy 626.1 Travel Reimbursement – Federal Programs

Reviewed by full Board at the October Workshop meeting

- a. Policy 903 Public Participation in Board Meetings
- b. Policy 904 Public Attendance at School Events

A voice vote was unanimous in favor of the motion.

DISTRIBUTION OF THE 2025-2030 GROWTH PROJECTION REPORT

Dr. Peart remarked on the 2025-2030 Growth Projection Report.

APPROVAL OF NOMINATING COMMITTEE

Mr. Parido moved and Mr. McComsey seconded the motion to approve Mr. Dustin Knarr and Mr. Andrew Welk to serve as the Nominating Committee to present nominees for the offices of President and Vice President of the Board of School Directors at the December 4, 2025, reorganization meeting.

A voice vote was unanimous in favor of the motion.

OPPORTUNITY FOR PUBLIC COMMENT

Mr. Mark Sellers, West Lampeter Township, regarding Board discussion and use of taxpayer dollars.

MEETING ADJOURNED

The meeting was properly adjourned at 8:16 p.m.

Mary E. Williams
Secretary