

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
Lampeter, Pennsylvania 17537  
February 2, 2026

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 (remotely), 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, Mrs. Karen L. Staub, Mrs. Lisa S. Lyons, and Ms. Jennifer Felix; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mrs. Steinbacher moved and Mr. Welk seconded the motion to approve the Minutes of the regularly scheduled meetings on January 5 and January 20, 2026.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Peart thanked the maintenance staff for their work clearing the snow and neighboring farms for use of their equipment. Dr. Peart also thanked transportation coordinator, Mr. Matt Greenwood, for his work clearing off all of the district vans.

Dr. Peart recognized Martin Meylin Middle School students who have artwork displayed in the Board room.

Dr. Peart shared the following communications:

1. Bleacher, R. Scott – a letter requesting a leave of absence.
2. Cashaw, Kim R. – a letter requesting a leave of absence.
3. Davis, Glenn R. – a letter of retirement.
4. Diehl, Chelsea M. – a letter requesting a leave of absence.
5. Frankford, Janette E. – a letter requesting a leave of absence.
6. McClune, Megan E. – a letter of resignation.
7. Reyna, Ana A. – 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 Mr. Parido 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 \$3,278,263.08, Cafeteria Fund checks in the amount of \$15,201.85, Capital Reserve Fund checks in the amount of \$77,600.68, Capital Projects Fund checks in the amount of \$1,748,962.01, and Athletic Account Officials in the amount of \$5,471.00.

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 that took place on January 20, 2026.

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

No report.

FINANCE COMMITTEE – Mr. Dustin D. Knarr, Chairperson

Mr. Knarr shared that the Finance Committee will be meeting on Monday, February 9, 2026, at 6:30 p.m.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Dr. Peart reported that the Committee is recommending all personnel items as a consent agenda. Mr. McComsey moved to approve the personnel items as presented and Mrs. Staley 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. Glenn R. Davis, buildings and grounds director, administration, effective June 30, 2026.
- b. Megan E. McClune, Title I assistant, Martin Meylin Middle School, retroactively effective to January 19, 2026.
- c. Ana A. Reyna, second shift custodian, Lampeter-Strasburg High School, retroactively effective to January 16, 2026.

2. APPROVAL OF EMPLOYMENT – SUPPORT

- a. Janet M. Depaul, as a kitchen helper at Martin Meylin Middle School. Ms. Depaul will become a category D support staff employee and will be compensated \$16.01 per hour retroactively effective to January 7, 2026.
- b. Mary L. Todd, as a special education paraeducator at Lampeter-Strasburg High School. Ms. Todd will become a category C support employee and will be compensated \$17.00 per hour retroactively effective to January 12, 2026.

3. APPROVAL OF ADDITIONAL ASSIGNMENTS

- a. Joan S. Johnson, District-wide 50% instructional coach, Hans Herr Elementary School. Mrs. Johnson will have the additional assignment of 50% long-term substitute instructional coach retroactively effective to January 20, 2026, through the end of the 2025-2026 school year. Her daily compensation for this additional assignment will be \$271.17 based upon Step 15, Level M60 (50%) of the District compensation agreement.
- b. Amanda R. Gustafson, District-wide 50% instructional coach, Lampeter-Strasburg High School. Mrs. Gustafson will have the additional assignment of 50% long-term substitute instructional coach retroactively effective to January 20, 2026, through the end of the 2025-2026 school year. Her daily compensation for this additional assignment will be \$252.15 based upon Step 11, Level M45 (50%) of the District compensation agreement.
- c. Jennifer L. Risser, District-wide 50% instructional coach, Hans Herr Elementary School. Mrs. Risser will have the additional assignment of 50% long-term substitute instructional coach retroactively effective to January 20, 2026, through the end of the 2025-2026 school year. Her daily compensation for this additional assignment will be \$252.21 based upon Step 15, Level M30 (50%) of the District compensation agreement.

4. APPROVAL OF LEAVES OF ABSENCE

- a. R. Scott Bleacher, van driver, administration, retroactively effective to January 5, 2026, through on or about January 28, 2026.
- b. Chelsea M. Diehl, fourth grade teacher, Hans Herr Elementary School, effective on or about May 14, 2026, through December 1, 2026.
- c. Janette E. Frankford, special education paraeducator, Lampeter-Strasburg High School, retroactively effective to January 22, 2026, through on or about March 5, 2026.

- d. Kim R. Cashaw, SACC assistant group supervisor, Lampeter-Strasburg Early Childhood Center, retroactively effective to January 8, 2026, through on or about March 30, 2026.

5. APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

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

- a. Megan Burkholder Elementary Grade Level Chairperson – Sp. Ed./Program Sp. \$1,000.00 Deletion
- b. Rebecca Yocum Elementary Grade Level Chairperson – Sp. Ed./Program Sp. \$1,000.00 Addition

6. APPROVAL OF SUBSTITUTES

2025-2026 substitutes, as follows:

Certified Substitute

- Burkhart, Emily N. English 7-12
- Garrett, Joey R. Industrial Arts/Technology Education
- Martin, Abigail M. Grades PK-4

Emergency Certified Substitute

- Bailey, Camryn F. Grades PK-4 – Millersville student
- McCubbin, Kylie N. Grades PK-4 – Millersville student
- Moore, Emily E. All Instructional Areas PK-12
- Parker, Jersey L. Grades PK-4 – Millersville student

7. APPROVAL OF VOLUNTEERS

2025-2026 volunteers, as follows:

- Dubbert, Troy C.
- Greiner, Timothy J.
- Nocheck, Elizabeth 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

No reports.

SUPERINTENDENT'S REPORT – Dr. Kevin S. Peart

Dr. Peart reported that all personnel items were approved during the Personnel Committee report.

APPROVAL OF AGREEMENT WITH IPF INVESTMENTS LLC

Mr. Welk moved and Mr. Knarr seconded the motion to approve an agreement with IPF Investments LLC regarding real estate taxes for the rebuilt Hershey Farm Restaurant.

A voice vote was in favor of the motion.

APPROVAL OF VENDING AGREEMENT

Mr. Welk moved and Mr. McComsey seconded the motion to approve an agreement with Vitality Vending.

A voice vote was unanimous in favor of the motion.

PRELIMINARY APPROVAL OF FOREIGN TRIP

Mrs. Steinbacher moved and Mr. Parido seconded the motion for preliminary approval of a foreign trip to Germany in the summer of 2027 for German students at Lampeter-Strasburg High School.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (SECOND READING)

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

Reviewed by the Buildings and Grounds Committee

- a. Policy 705 Facilities and Workplace Safety
- b. Policy 709 Building Security

Reviewed by full Board at the November Workshop meeting

- a. Policy 909 Municipal Government Relations

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 full Board at the January Workshop meeting

- Policy 913 Nonschool Organizations/Groups/Individuals
- Policy 916 Volunteers

A voice vote was unanimous in favor of the motion.

OPPORTUNITY FOR PUBLIC COMMENT

No comments.

MEETING ADJOURNED

The meeting was properly adjourned at 7:53 p.m.

Mary E. Williams  
Secretary