



Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

March 2, 2026, DO Boardroom, 5:00 pm

Policy, Curriculum, and Personnel
Committee Minutes

POLICY COMMITTEE

Policy Committee Chair and Board President: **Rachel Moyer**,

Policy Committee Members: **Jack Kahl, Bonnie Kantner, Ray Ondrusek**;

Megan Schaeffer, JP Santos, Howard Kramer, Jordan Weaver, and Joya Morrissey were also in attendance.

The meeting was called to order at 5:00 pm by Mrs. Moyer.

The following policies were discussed and will move forward for a first reading.

- Policy 005 - Organization
 - Committee members discussed the section of the policy that guides the appointment of committee members. Mrs. Moyer shared that the policy requires members to serve for one year after appointment and that there are no stipulations in the policy allowing changes to committee assignments once appointed.
 - Mr. Kahl stated that the committee members who requested to be reassigned to different committees did so because of their expertise in those areas. He asked that the committee consider what is best for the district and honor the committee members' requests by placing the most experienced people in positions to support the school.
 - The committee made no changes to the policy.
- Policy 102 – Academic Standards
 - Mrs. Vicente shared that the changes recommended for Policy 102 include updating the Academic Standards listed in the policy.
 - The committee agreed with the changes, and this policy will move forward for first reading.
- Policy 105 – Curriculum

- Mrs. Vicente shared that the changes to this policy include the addition of special observances such as Constitution Day, Citizenship Day, Arbor Day, and Bill of Rights Week.
- The committee agreed with the changes, and this policy will move forward for first reading.
- Policy 320 – Freedom of Speech in Non-school Settings
 - The title of the policy has been changed to "Freedom of Speech by Employees".
 - Mrs. Vicente shared that the revised policy enhances the current policy by adding details explaining employees' freedom of speech.
 - The committee agreed with the changes, and this policy will move forward for first reading.

Public Comment:

- Megan Schaeffer asked what would happen if a committee member steps down from a committee appointment. Would a resignation from a committee allow the President to replace that person?
- Mrs. Moyer stated that they could be replaced, but Mr. Ondrusek said the position would remain vacant. Mrs. Moyer said they would need to consult the solicitor.
- JP Santos recommended that the policy include a time frame for changing committee appointments, setting it at 2 months.

Next Policy Meeting:

- April 7, 2026

The meeting adjourned at 5:17 pm.

Future Policy Committee Meetings:

May 4, 2026
June 8, 2026

August 3, 2026
September 8, 2026
October 5, 2026
November 2, 2026

CURRICULUM COMMITTEE

Curriculum Committee Chair: **Bonnie Kantner**

Curriculum Committee Members: **Joya Morrissey, Howard Kramer, Jordan Weaver; Board President, Rachel Moyer**

Megan Schaefer, Jack Kahl, Ray Ondrusek, and JP Santos were also in attendance.

Call to Order and Welcome

- Mrs. Kantner called the meeting to order at 5:20 pm.

Discussion Items

- Chapter 339 Plan
 - Mrs. Amy Shoemaker and Mrs. Katherine Brosius presented the revisions to the Chapter 339 plan. This plan requires approval of the Board. The plan outlines the comprehensive guidance plan, including counseling services and alignment of curriculum and activities with the Career Education and Work Standards.
 - The following components were highlighted from the plan:
 - Prevention, intervention, and responsive school counseling services
 - Career development plan - is aligned with ELCO's Comprehensive Plan, specifically the goal for Readiness for College, Career, and Life. Grade-level bands are required to include evidence of career activities. These activities are reported as part of the Future Ready PA Index. The goal is for 98% of students at each grade band to meet these standards. ELCO meets or exceeds this goal.
 - The counseling plan is aligned with PDE expectations for providing services to students. A calendar of tiered activities is included in the plan, with Tier I activities delivered to all students at a grade level (for example, career lessons) and Tier II activities planned for students with specific needs (for example, grief groups). Individual support for students is also defined within the plan.
 - Curriculum action plan - details the topics taught during each month of the school year with the alignment to the Career Education and Work Standards and American School Counseling Association Standards.

- Counseling program goals - developed each year with monitoring for completion throughout the year. These goals are shared with the Advisory Council, made up of District stakeholders.
 - A High School Academic/Career Plan and Portfolio is required for each high school student.
- Field Trip Request
 - A field trip request is being brought before the Board for approval to meet the registration deadlines for students who have qualified to attend the competition. The Technology Student Association competition is being held at Seven Springs. Student club accounts and school budgets cover the cost.

Public Comment:

- Megan Schaeffer shared positive comments about the impact of the career awareness activities on her daughter.
- Ray Ondrusek thanked Mrs. Shoemaker and Mrs. Brosius for what they do to help students find what they like to do and how it can impact their career path. He asked to learn more about how counselors serve as agents of systemic change. Mrs. Shoemaker shared that it encourages counselors to get involved at the school level to make changes when needed.

Next Curriculum Committee Meeting: April 7, 2026

Adjournment: Mrs. Kantner adjourned the meeting at 5:48 pm.

Future Curriculum Committee Meetings:

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June 8, 2026

August 3, 2026
September 8, 2026
October 5, 2026
November 2, 2026

PERSONNEL COMMITTEE

Personnel Committee Chair: **Jack Kahl**

Personnel Committee Members: **Bonnie Kantner, Joya Morrissey, Jordan Weaver; Board President, Rachel Moyer**

Ray Ondrusek, JP Santos, Megan Schaeffer, and Howard Kramer were also in attendance.

Mr. Kahl called the meeting to order at 5:50 pm.

Discussion Items

The Committee reviewed a draft agenda for the March 16, 2026, meeting, which reflects actions as of the Committee meeting date. There will likely be additional items included in the lead-up to the voting Board meeting.

As of March 2, the following items will appear on the March 16 Board Agenda:

- New hires:
 - New hires include a food service worker, an IS special education, and two 2nd shift custodians
- Resignations:
 - Two retirements and a resignation
- Requested Leaves:
 - No leaves were requested, but Mrs. Vicente shared that several employees have exhausted their available days, so she anticipates some AWOP days next month.

Public Comment: None

Next Personnel Committee Meeting:

- April 7, 2026

Adjournment: Mr. Kahl adjourned the meeting at 5:53 pm.

Please note that the Personnel Committee will move into an Executive Session to discuss confidential Personnel matters per Policy 006.

Future Personnel Committee Meetings:

May 4, 2026
June 8, 2026

August 3, 2026
September 8, 2026
October 5, 2026
November 2, 2026