

MINUTES OF THE BOARD OF SCHOOL DIRECTORS  
LAMPETER-STRASBURG SCHOOL DISTRICT  
Administration Building  
Lampeter, Pennsylvania 17537  
March 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. 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; Assistant Business Manager, Mrs. Amanda M. Allison; Administrators, Mr. Nathan D. Byler, Mrs. Karen L. Staub, Mr. Zachariah J. Mussmon, and Mrs. Christi L. Henry; Administrative Assistant, Mrs. Mary E. Williams; and visitors.

ABSENT: Board Member, Mr. Matthew E. Parido.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

No comments.

MINUTES

Mr. Welk moved and Mr. McComsey seconded the motion to approve the Minutes of the regularly scheduled meetings on February 2 and February 17, 2026.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

Dr. Peart recognized staff members who are on the agenda this evening for approval of their retirement and thanked them for their years of service.

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

Dr. Peart shared the following communications:

1. Baker, Lecinda F. – a letter requesting a leave of absence.
2. Bopp, Grace I. – a letter of retirement.
3. Breslin, Leigh A. – a letter requesting a leave of absence.
4. Frick, Nora B. – a letter of retirement.
5. Getchis, Michelle R. – a letter of retirement.
6. Gochnauer, Marybeth – a letter requesting a leave of absence.
7. Greenwood, Kristen R. – a letter of retirement.
8. Holliday, June E. – a letter of retirement.
9. Hostetter, Abigail R. – a letter of resignation.
10. Kiefer, Kimberly D. – a letter of retirement.
11. Maly, Marc N. – a letter of retirement.
12. Manion, John B. – a letter of retirement.
13. McMullen, Nancy J. – a letter of resignation.
14. Peters, Sharon L. – a letter requesting an extension to a leave of absence.
15. Puleo, Lorraine B. – a letter of retirement.
16. Richwine, Connie L. – a letter of retirement.
17. Schmertz, Karen A. – a letter requesting a leave of absence.
18. Savoca, Debra A. – a letter of retirement.
19. Shenk, Kimberly I. – a letter of retirement.
20. Smith, Kimberly B. – a letter of retirement.
21. Stoneburner, Sachiko – a letter of retirement.
22. Stutzman, James A. – a letter of retirement.
23. Swangel, Tammy L. – a letter of resignation.
24. Swarr, Katrina K. – a letter of retirement.

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. Knarr 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 \$5,740,477.08, Cafeteria Fund checks in the amount of \$106,882.85, Capital Reserve Fund checks in the amount of \$69,750.04, Capital Projects Fund checks in the amount of \$1,147,802.67, and Athletic Account Officials in the amount of \$2,839.00.

A voice vote was in favor of the motion.

ACADEMIC COMMITTEE – Mr. Matthew E. Parido, Chairperson

No report.

BUILDINGS AND GROUNDS COMMITTEE – Mr. Andrew L. Welk, Chairperson

Mr. Welk reported on the Buildings and Grounds Committee meeting that took place on February 17, 2026.

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 that took place on February 9, 2026.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee is recommending all personnel items as a consent agenda and made a motion to approve all items as presented. 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 RESIGNATIONS

- a. Grace I. Bopp, special education paraeducator, Martin Meylin Middle School, effective June 3, 2026.
- b. Nora B. Frick, reading tutor, Martin Meylin Middle School, effective June 3, 2026.
- c. Michelle R. Getchis, second grade teacher, Lampeter Elementary School, effective June 4, 2026.
- d. Kristen R. Greenwood, third grade teacher, Hans Herr Elementary School, effective June 4, 2026.
- e. June E. Holliday, secretary to the assistant superintendent and special services, administration building, effective June 30, 2026.
- f. Abigail R. Hostetter, long-term substitute first grade teacher, Lampeter Elementary School, retroactively effective to February 6, 2026.
- g. Kimberly D. Kiefer, special education paraeducator, Lampeter-Strasburg High School, effective January 22, 2027.
- h. Marc N. Maly, fourth grade teacher, Hans Herr Elementary School, effective June 5, 2026.
- i. John B. Manion, math teacher, Martin Meylin Middle School, effective June 4, 2026.
- j. Nancy J. McMullen, kitchen helper, Hans Herr Elementary School, retroactively effective to March 1, 2026.
- k. Lorraine B. Puleo, special education paraeducator, Lampeter-Strasburg High School, effective August 1, 2026.
- l. Connie L. Richwine, kitchen manager, Hans Herr Elementary School, effective June 3, 2026.
- m. Debra A. Savoca, English language arts teacher, Martin Meylin Middle School, effective December 31, 2026.

- n. Kimberly I. Shenk, third grade teacher, Hans Herr Elementary School, effective June 4, 2026.
- o. Kimberly B. Smith, second grade teacher, Lampeter Elementary School, effective June 4, 2026.
- p. Sachiko Stoneburner, baker, Hans Herr Elementary School, effective June 3, 2026.
- q. James A. Stutzman, special education paraeducator, Hans Herr Elementary School, effective June 3, 2026.
- r. Tammy L. Swangel, special education paraeducator, Hans Herr Elementary School, retroactively effective to February 13, 2026.
- s. Katrina K. Swarr, English teacher, Lampeter-Strasburg High School, effective October 19, 2026.

## 2. APPROVAL OF EMPLOYMENT – SUPPORT

- a. Shanelle M. Fowler, as a kitchen helper at Lampeter-Strasburg High School. Ms. Fowler will become a category E support employee and will be compensated \$16.01 per hour retroactively effective to February 6, 2026.
- b. Megan P. Sechrist, as a special education paraeducator at Lampeter-Strasburg High School. Ms. Sechrist will become a category C support employee and will be compensated \$16.52 per hour retroactively effective to February 3, 2026.
- c. Jerry J. Sylvester, as a kitchen helper at Lampeter-Strasburg High School. Mr. Sylvester will become a category E support employee and will be compensated \$16.01 per hour retroactively effective to February 5, 2026.

## 3. APPROVAL OF CHANGES OF STATUS

- a. Janet M. DePaul, kitchen helper, Martin Meylin Middle School. Ms. DePaul will become a special education paraeducator at Hans Herr Elementary School effective March 20, 2026. She will become a category C support staff employee and will be compensated \$16.52 per hour.
- b. Doreen Gonzalez-Anderson, Assistant Director of SACC, Lampeter-Strasburg Early Childhood Center. Ms. Gonzalez-Anderson will become the Director of SACC retroactively effective to February 3, 2026. She will become a 12-month salary exempt employee and will be compensated \$65,933 annually.

## 4. APPROVAL OF ADDITIONAL ASSIGNMENT

Allysen Wagner, Title I assistant, Hans Herr Elementary School. Ms. Wagner will have the additional assignment of an extended substitute third grade teacher at Hans Herr Elementary School retroactively effective to February 25, 2026, through the end of the 2025-2026 school year. She will be compensated \$361.77 per diem based upon Step 1, Level B of the District compensation agreement.

## 5. APPROVAL OF LEAVES OF ABSENCE

- a. Lecinda F. Baker, third grade teacher, Hans Herr Elementary School, retroactively effective to February 25, 2026, through the end of the 2025-2026 school year.
- b. Leigh A. Breslin, special education paraeducator, Hans Herr Elementary School, effective May 7, 2026, through July 30, 2026.
- c. Marybeth Gochnauer, fifth grade teacher, Hans Herr Elementary School, effective May 14, 2026, through on or about June 3, 2026.
- d. Michele A. Higgins, van driver, administration building, effective March 16, 2026, through on or about March 31, 2026.
- e. Sharon L. Peters, custodian, Hans Herr Elementary School, an extension to a leave of absence retroactively effective through February 27, 2026.
- f. Karen A. Schmertz, assistant food service director, Hans Herr Elementary School, February 18, 2026, through on or about April 15, 2026.

6. APPROVAL OF CHANGES TO SUPPLEMENTAL CONTRACTS

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

a.	Ryan Fulmer	Basketball - Girls - Asst - 50% of 50%	\$1,449.00	Addition
b.	Sonja Welsh	Softball - Asst - 50%	\$2,646.00	Addition
c.	Jason McComsey	Track - 2nd Asst - 60%	\$3,666.60	Deletion
d.	Gemma Bruner	Track - 2nd Asst - 60%	\$3,931.20	Addition
e.	Gemma Bruner	Track - Asst - 50%	\$3,276.00	Deletion
f.	Jason McComsey	Track - Asst - 50%	\$3,055.50	Addition

7. APPROVAL OF SUBSTITUTES

2025-2026 substitutes, as follows:

Emergency Certified Substitutes

LaBar, Matthew W. Technology Education 7-12 – Millersville student

Support Staff Substitutes

McMullen, Nancy J.  
Poole, Katherine N.

8. APPROVAL OF VOLUNTEERS

2025-2026 volunteers, as follows:

Geidel, Zachary A.  
Kingsley, Jeffrey S.  
Kingsley, Sharon K.  
Nafziger, Kristen J.  
Will, Rebekah L.  
Zimmerman, Dylan 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.

ACCEPTANCE OF 2024-2025 FINANCIAL STATEMENTS AND AUDIT

Mr. Welk moved and Ms. Osborne seconded the motion to approve the 2024-2025 financial statements and audit as presented by CliftonLarsonAllen, LLP, at the November 17, 2025, Board Workshop meeting.

A voice vote was in favor of the motion.

APPROVAL OF IU13 IDEA PART B AND SECTION 619 USE OF FUNDS AGREEMENTS

Mr. Knarr moved and Mrs. Knowles seconded the motion to approve the IU13 IDEA Part B and Section 619 Use of Funds Agreements for the 2025-2026 school year. Note that these are strictly pass-through funds from the Commonwealth of Pennsylvania through the IU13 to Lampeter-Strasburg School District.

A voice vote was unanimous in favor of the motion.

APPROVAL OF PUBLIC SCHOOL FACILITY IMPROVEMENT GRANT RESOLUTION

Mr. Welk moved and Ms. Osborne seconded the motion to approve the resolution to request a Public School Facility Improvement Grant in the amount of \$2,000,000 for use towards the Lampeter Elementary School ground source heat pump project, as attached to these Minutes.

A voice vote was unanimous in favor of the motion.

APPROVAL OF THE SCHOOL AGE CHILD CARE (SACC) HOURLY TUITION RATE FOR THE 2026-2027 SCHOOL YEAR

Mr. Knarr moved and Mrs. Steinbacher seconded the motion to approve to set the hourly rate for School Age Child Care (SACC) to \$5.75 for the 2026-2027 school year.

A voice vote was unanimous in favor of the motion.

APPROVAL OF AGREEMENT RENEWAL WITH PSBA INSURANCE TRUST FOR UNEMPLOYMENT COMPENSATION CLAIMS MANAGEMENT SERVICES

Mr. Welk moved and Mrs. Staley seconded the motion to approve a one-year renewal agreement for Unemployment Compensation Claims Management services with the Pennsylvania School Boards Association Insurance Trust at an estimated annual cost of \$3,200.

A voice vote was unanimous in favor of the motion.

APPROVAL OF SPECIAL EDUCATION PLAN

Mrs. Knowles moved and Mrs. Steinbacher seconded the motion to approve the Lampeter-Strasburg School District 2026-2029 Special Education Plan.

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

Mr. Welk moved and Mr. McComsey seconded the motion to approve overnight field trips, as follows:

- a. Lampeter-Strasburg High School Garden Spot FFA students to attend the State Legislative Leadership Conference (SLLC) at the Harrisburg/Hershey Sheraton in Harrisburg, PA, from March 22 to 24, 2026.
- b. Martin Meylin Middle School Cape Henlopen Trip, Cape Henlopen State Park, Lewes, Delaware, from June 9 to June 12, 2026.

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 full Board at the January Workshop meeting

- a. Policy 913 Nonschool Organizations/Groups/Individuals
- b. Policy 916 Volunteers

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (FIRST READING)

Ms. Osborne moved and Mrs. Knowles seconded the motion to approve updated policies (first reading), as follows and as attached to these Minutes:

Reviewed by Academic Committee

- a. Policy 102 Academic Standards
- b. Policy 105.2 Exemption from Instruction

Reviewed by full Board at the February Workshop meeting

- a. Policy 122 Extracurricular Activities
- b. Policy 123 Interscholastic Athletics
- c. Policy 123.2 Sudden Cardiac Arrest

A voice vote was unanimous in favor of the motion.

APPROVAL OF 2026 GRADUATION DATE

Mr. Knarr moved and Mrs. Knowles seconded the motion to approve Friday, May 29, 2026, as the graduation date for the Class of 2026.

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mr. Welk thanked staff and PTO that attended the mini-THON.

OPPORTUNITY FOR PUBLIC COMMENT

No comments.

MEETING ADJOURNED

The meeting was properly adjourned at 8:08 p.m.

Mary E. Williams  
Secretary