

MINUTES OF THE BOARD OF SCHOOL DIRECTORS
LAMPETER-STRASBURG SCHOOL DISTRICT
Administration Building
Lampeter, Pennsylvania 17537
April 7, 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, 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, Mr. Zachariah Mussmon, Mrs. Alicia C. Kowitz, and Mr. Jeffrey T. Smecker; Administrative Assistant/Board Secretary, Mrs. Mary E. Williams; and visitors.

OPPORTUNITY FOR PUBLIC COMMENT ON AGENDA ITEMS

Sarah Cook, West Lampeter Township, regarding Policy 123 Interscholastic Athletics.

MINUTES

Mr. Welk moved and Mrs. Staley seconded the motion to approve the Minutes of the regularly scheduled meetings on March 2 and March 16, 2026.

A voice vote was unanimous in favor of the motion.

COMMUNICATIONS AND RECOGNITION

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

Dr. Peart shared the following communications:

1. Cashaw, Kim R. – a letter requesting an extension to a leave of absence.
2. Frankford, Janette E. – a letter requesting an extension to a leave of absence.
3. Jennings, Michelle R. – a letter of resignation.
4. Lazar, Heather A. – a letter of resignation.
5. Menapace, Lauren E. – a letter of resignation.
6. Montanti, Elizabeth 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, Mr. Knarr 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 \$5,369,949.99, Cafeteria Fund checks in the amount of \$51,469.08, Capital Reserve Fund checks in the amount of \$128,335.00, Capital Projects Fund checks in the amount of \$2,384,234.13, and Athletic Account Officials in the amount of \$4,324.00.

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 March 16, 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 April 13, 2026.

PERSONNEL COMMITTEE – Mrs. Suzanne S. Knowles, Chairperson

Mrs. Knowles reported that the Committee is recommending personnel items 1 through 6 and 9 through 13 as a consent agenda and made a motion to approve those items as presented. Mr. Parido 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. Michelle R. Jennings, special education paraeducator, Martin Meylin Middle School, effective June 3, 2026.
- b. Heather A. Lazar, special education paraeducator, Lampeter-Strasburg Early Childhood Center, retroactively effective to April 2, 2026.
- c. Lauren E. Menapace, Title I assistant, Lampeter-Strasburg Early Childhood Center, effective June 30, 2026.

2. APPROVAL OF EMPLOYMENT – PROFESSIONAL

- a. Cynthia A. McQueen as an extended substitute fifth grade teacher at Hans Herr Elementary School effective May 14, 2026, through June 3, 2026. Ms. McQueen will be compensated \$361.77 per diem based upon Step 1, Level B of the District compensation agreement.
- b. Karen C. Reynolds, as an extended substitute special education teacher to work virtually to provide supports to students from Lampeter-Strasburg High School requiring IEP services/supports for the 2025-2026 school year. Ms. Reynolds will be compensated \$20 per hour based upon the District daily substitute rate.

3. APPROVAL OF EMPLOYMENT – SUPPORT

Cynthia D. Johnson as a part-time kitchen helper at Hans Herr Elementary School retroactively effective to March 23, 2026. Ms. Johnson will become a category D support employee and will be compensated \$16.01 per hour.

4. APPROVAL OF A CHANGE OF STATUS

Jacqueline M. Maule, SACC aide, Lampeter-Strasburg Early Childhood Center. Ms. Maule will have an increase in hours to 1,280 annual and will become a category C support employee retroactively effective to March 1, 2026.

5. APPROVAL OF ADDITIONAL ASSIGNMENT

Rebecca L. McGrath, Title I assistant, Lampeter Elementary School. Ms. McGrath will have the additional assignment of an extended substitute first grade teacher at Lampeter Elementary School retroactively effective to March 9, 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.

6. APPROVAL OF LEAVES OF ABSENCE

- a. Kim R. Cashaw, assistant group supervisor, Lampeter-Strasburg Early Childhood Center, an extension to a leave of absence through on or about April 20, 2026.
- b. Janette E. Frankford, special education paraeducator, Lampeter-Strasburg High School, an extension to a leave of absence through the end of the 2025-2026 school year.
- c. Elizabeth A. Montanti, fourth grade teacher, Hans Herr Elementary School, effective August 18, 2026, through on or about December 1, 2026.

7. APPROVAL OF KINDERGARTEN ASSESSORS

Removed from consent agenda to approve as a separate item.

8. APPROVAL OF KICK OFF TO KINDERGARTEN INSTRUCTORS

Removed from consent agenda to approve as a separate item.

9. APPROVAL OF KICK OFF TO KINDERGARTEN TEACHING ASSISTANTS

Recommend the approval of kick off to kindergarten teaching assistants at the Lampeter-Strasburg Early Childhood Center from June 15 to 18, 2026, to be compensated at the current hourly rate of each staff member per hour, as follows:

Chhat, Jessica M.	\$16.52
Neff, Teresa F.	\$20.80
Tamburrino, Rachel S.	\$17.37

10. APPROVAL OF SUBSTITUTES

2025-2026 substitutes in their respective capacities, as follows:

Certified Substitutes

Woodfill, Georgia P. Elementary K-6

Support Staff Substitutes

Maines, Cozette E.
Swangel, Tammy L.

11. APPROVAL OF VOLUNTEERS

2025-2026 volunteers, as follows:

De Jesus, Jennifer M.
Groff, Nathanael
Hughes, Adam D. L.
Klinger, Jill E.
Leister, Tara D.
Sauder, Daryn L.
Sauder, Meg L.
Wade, John D.
Watkins, Justin S.

12. APPROVAL OF 2026-2027 HOURLY, SALARY EXEMPT AND ADMINISTRATIVE SALARY RANGES

Approval of hourly support staff, salary exempt, and administrative 2026-2027 salary ranges based on the PSBA Market Movement.

13. APPROVAL OF SETTING OF "P" AND "P+" VALUES

Approval of setting the "P" value at 3.9% and "P+" value at 4.4% for the 2026-2027 school year.

Thereafter, Mrs. Knowles moved and Mr. Welk seconded the motion to approve items 7 and 8 as shown below.

7. APPROVAL OF KICK OFF TO KINDERGARTEN INSTRUCTORS

Kick off to kindergarten instructors at the Lampeter-Strasburg Early Childhood Center from June 15 to 18, 2026, to be compensated \$25.00 per hour, as follows:

McComsey, Barbara L.
McNaul, Lisa A.
Pieters, Michelle L.

8. APPROVAL OF KICK OFF TO KINDERGARTEN TEACHING ASSISTANTS

Recommend the approval of kick off to kindergarten teaching assistants at the Lampeter-Strasburg Early Childhood Center from June 15 to 18, 2026, to be compensated at the current hourly rate of each staff member per hour, as follows:

Chhat, Jessica M.	\$16.52
Neff, Teresa F.	\$20.80
Tamburrino, Rachel S.	\$17.37

A voice vote was 8:0:1 in favor of the motion. Mr. McComsey abstained from the vote.

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 SERVICES AGREEMENT WITH CCRES

Mr. Parido moved and Mr. Welk seconded the motion to approve a services agreement for Marc Maly as a paraprofessional at a cost of \$38.95 per hour for the 2026-2027 school year.

A voice vote was in favor of the motion.

APPROVAL OF COPIER CONTRACT WITH MARCO

Mr. Knarr moved and Mrs. Knowles seconded the motion to approve a 60-month lease agreement with Marco for copier equipment and services at a monthly rate of \$6,123.54.

A voice vote was unanimous in favor of the motion.

APPROVAL OF LANCASTER-LEBANON IU13 PROPOSED GENERAL OPERATING BUDGET

Mr. Stoltzfus led a discussion on the Lancaster-Lebanon IU13 Proposed General Operating Budget for the fiscal year July 1, 2026, to June 30, 2027. Thereafter, Mr. Welk moved and Mrs. Staley seconded the motion to approve the Lancaster-Lebanon IU13 Proposed General Operating Budget as presented.

A voice vote was unanimous in favor of the motion.

APPROVAL OF DUAL/EARLY ENROLLMENT AGREEMENTS

Mr. Parido moved and Mrs. Knowles seconded the motion to approve dual and early enrollment agreements, as follows:

- a. West Virginia University – Dual Enrollment
- b. Messiah University – Dual Enrollment
- c. Thaddeus Stevens – Dual Enrollment & Early Enrollment

A voice vote was unanimous in favor of the motion.

APPROVAL OF AGREEMENT WITH SLIPPERY ROCK UNIVERSITY

Mrs. Steinbacher moved and Ms. Osborne seconded the motion to approve a five-year agreement with Slippery Rock University, as posted.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH CARON FOUNDATION

Mr. Welk moved and Mrs. Knowles seconded the motion to approve a Memorandum of Understanding with Caron Foundation.

A voice vote was unanimous in favor of the motion.

APPROVAL OF A MEMORANDUM OF UNDERSTANDING WITH LANCASTER COUNTY CHILDREN AND YOUTH

Mrs. Knowles moved and Mrs. Steinbacher seconded the motion to approve a Memorandum of Understanding for a Transportation Services Agreement with Lancaster County Children and Youth.

A voice vote was unanimous in favor of the motion.

APPROVAL OF FACILITY USAGE

Ms. Osborne moved and Mrs. Staley seconded the motion to approve facility usage for ASA Softball Association to use the Hans Herr Baseball Field, Junior Varsity Softball Field, South High School PE Baseball Field, and Varsity Softball Field on Saturday, May 30 through Sunday, May 31, 2026, and Saturday, September 19 through Sunday, September 20, 2026.

A voice vote was unanimous in favor of the motion.

APPROVAL OF FIELD TRIPS

Mrs. Knowles moved and Mrs. Steinbacher seconded the motion to approve overnight field trips, as follows:

- a. One Lampeter-Strasburg High School Student to attend the PMEA State Conference and PMEA Future Educator's Honors Symposium at the Kalahari Convention Center, Pocono Manor, PA, from April 22 to April 25, 2026.
- b. Lampeter-Strasburg High School Quiz Bowl team to attend the National Championship Tournament in Atlanta, Georgia, from May 22 to May 24, 2026.

A voice vote was unanimous in favor of the motion.

APPROVAL OF UPDATED BOARD POLICIES (SECOND READING)

Mr. Welk moved and Mr. Parido seconded the motion to approve updated policies (second 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 UPDATED BOARD POLICIES (FIRST READING)

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

Reviewed by full Board at the March Workshop meeting

- a. Policy 200 Enrollment of Students
- b. Policy 202 Eligibility of Nonresident Students
- c. Policy 203 Immunizations and Communicable Diseases
- d. Policy 204 Attendance

A voice vote was unanimous in favor of the motion.

OLD BUSINESS

Mr. Welk recognized Dr. Feeney and the high school music department for a successful trip.

OPPORTUNITY FOR PUBLIC COMMENT

Amanda Zuschmidt, West Lampeter Township, regarding a unified track and field team.

MEETING ADJOURNED

The meeting was properly adjourned at 8:17 p.m.

Mary E. Williams
Board Secretary