

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, July 20, 2015, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 3, 2014.
- (2) President Peter N. Pyles, Jr. called the meeting to order at 7:00 p.m. Everyone participated in the Pledge of Allegiance to the Flag.
- (3) On roll call by the secretary, the following board members were present: Mrs. Debra L. Bowman, Dr. Anne V. Dall, Mr. Joshua G. Gologowski, Mrs. Rose Marie R. Kotay, Mr. Peter N. Pyles, Jr., Mr. Thomas L. Schaffer, Mr. Paul Topping and Mr. Cornell Wilson. Mr. Michael J. Kuhn, arrived at 7:02. Also present were Dr. Marianne T. Bartley, superintendent of schools, Mrs. Mary A. Harrell, secretary; and Mr. Curtis O. Richards, business manager and treasurer; and Mr. Michael Bechtold, solicitor.
- (4) Also present were Dr. Chris Danz, assistant to the superintendent for HR and pupil services; Mr. Ted Graeff, chief information officer; Mr. Brian Hartman, director of buildings and grounds; Mr. Fred Shattls, director of ESOL; Mr. Josh Coatsworth, director of special education; Mr. George Horn and Mr. Rob Okonak, district residents; Mr. John Latimer of the Lebanon Daily News and Ms. Laura LeBeau of WLBR.
- (5) RESOLUTION #15226 - The minutes of the committee meeting held on June 8, 2015 and the regular meeting held on June 15, 2015 were offered for consideration. It was moved by Mr. Schaffer and seconded by Mrs. Kotay that the minutes be approved. All members voiced consent and so ordered.
- (6) Dr. Bartley told the Board that the district is in good shape to withstand the challenges of a stalemate regarding the budget impasse. She feels that we planned well and will be able to cover payroll and pay other bills until a State budget is passed.
- (7) Dr. Bartley shared that she is hoping that the proposals put forth by Governor Wolf will come to fruition and help our district. She feels that while the district can pay its bills during the budget impasse, the district is still feeling the impact of education cuts made several years ago, which resulted in positions being eliminated that have not been replaced.
- (8) Mr. Hartman shared that Mr. Sam Elias, athletic director, has been working hard to get sponsors for the Alumni Stadium scoreboard. The new scoreboard includes LED lights and a message board. It should be installed in time for the first football game of the 2015-2016 school year.

- (9) Dr. Bartley announced changes to Act 153 – now Act 15 of 2015. Revisions to the volunteer policy will be forthcoming and will be consistent with changes in the law.
- (10) Dr. Bartley shared that the Pennsylvania School Boards Association Conference would be held on October 13 to October 16, 2015. The district is allowed to have two voting delegates present.
- (11) The one meeting in August will be held on August 17, 2015.
- (12) RESOLUTION #15227 – The treasurer’s report for the month of June, 2015, was presented for consideration. Mr. Schaffer made a motion, seconded by Mr. Topping, that the board approves the treasurer’s report and records it as a part of the minutes. All members answered aye and the motion carried.
- (13) RESOLUTION #15228 - Acting upon certification of the treasurer, a motion was made by Mr. Schaffer and seconded by Dr. Dall, that the board approves the payment of bills payable for June, 2015 as listed, ratify the payment of invoices mentioned in the letter of certification, and take care of all other matters regarding the payment of invoices, including acceptance of the letter of certification, and record the financial statements as a part of the minutes of this meeting. All members answered aye and the motion carried.
- (14) RESOLUTION #15229 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to accept the Cedar Foundation report for June, 2015; the student activity fund report for June, 2015; the scholarship fund report for June, 2015; the food service report for June, 2015; and Phillips Copy Center report for June, 2015 as presented. All members answered aye and the motion passed.
- (15) There were no communication or solicitor reports.
- (16) RESOLUTION #15230 – Mr. Schaffer made a motion, seconded by Mr. Kuhn to grant approval to submit a 21st Century Community Learning Grant, Cohort 8. All members answered aye and the motion passed.
- (17) RESOLUTION #15231 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval to submit a LifeSkills Training Program Grant for Lebanon Middle School. LST is an evidence-validated substance abuse prevention program proven to reduce the risks of alcohol, tobacco, drug abuse, and violence by targeting the major social and psychological factors that promote the initiation of substance use and other risky behaviors. All members answered aye and the motion passed.
- (18) RESOLUTION #15232 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval to correct the renewal of the PSBA Cyber Liability Insurance Policy through Hoaster, Gebhard & Company at an annual premium of \$10,695 and not \$9,628 as approved in June. The

increase in coverage amount was received by our broker on June 24, after previous approval was received. The motion passed.

(19) RESOLUTION #15233 – A motion was made by Mr. Schaffer and seconded by Mrs. Kotay for the Board of School Directors to accept the following personnel items for discussion and action as listed on the agenda:

1. RETIREMENT RESIGNATIONS

- | <u>Name</u> | <u>Assignment</u> | <u>Effective Date</u> |
|---|-------------------|-----------------------|
| A. ADMINISTRATIVE | | |
| B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE | | |
| C. CLERICAL | | |
| D. FOOD SERVICE | | |
| E. MAINTENANCE | | |
| F. PARAPROFESSIONAL | | |

Rine, Mary Ann	HD K4 Paraprofessional 6.5 hours/day	Retirement 30 years	12/23/2015
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- G. SECURITY
- H. OTHER

2. RESIGNATIONS

- | <u>Name</u> | <u>Assignment</u> | <u>Reason</u> | <u>Effective Date</u> |
|---|--------------------------|---------------|-----------------------|
| A. ADMINISTRATIVE | | | |
| B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE | | | |
| Jaworski, Jocelyn | LHS
Mathematics | Personal | 7/23/2015 |
| Livering, Allison | NW
Grade 3 | Personal | 6/15/2015 |
| Mehl, Timothy | LMS
Emotional Support | Personal | 6/24/2015 |
| Ruppert,
Jonathan | LHS
Mathematics | Terminated | 7/20/2015 |
| C. CLERICAL | | | |

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Hollinger, Leah	LHS Emotional Support Paraprofessional 6.5 hours/day	Personal	7/30/2015
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G. SECURITY

H. OTHER

3. NON-ACCEPTANCE

4. APPOINTMENTS

Subject to assignment by the superintendent

<u>Name</u>	<u>Assignment</u>	<u>Prev Emp in LSD</u>	<u>New/ Replace</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
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A. ADMINISTRATIVE

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG TERM SUBSTITUTE

Brightbill, Haylee	NW LTS Grade 2	N	R	\$46,241/yr. prorated for the number of days worked	8/24/2015 – Last Staff Day of the 2015- 2016 school year
Chelius, Jennifer	LMS Science Grade 8	N	R	\$46,241/yr.	8/24/2015
Feldman, Ashley	NW/SW/HH Elementary Librarian	N	N	\$50,110/yr.	8/24/2015
Forry, Christopher	LHS Mathematics	N	R	\$46,241/yr.	8/24/2015
Graban, Stefanie	LHS LTS Biology	N	R	\$46,241/yr prorated for the number of days worked	8/24/2015- Last student day of the 2015-2016 school year

Leas, Nicole	LHS Life Skills	N	R	\$50,110/yr.	8/24/2015
Smith, Rebecca	LMS Health/Physical Education	N	R	\$46,241/yr.	8/24/2015
Zerbe, Crystal	LHS Mathematics	N	R	\$46,241/yr.	8/24/2015

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Carr, Caislin	LHS ESOL Teaching Assistant 7 hours/day	Y	N	\$15.25/hr.	8/24/2015
Rovnak, Phillip	LHS ESOL Teaching Assistant 7 hours/day	N	N	\$15.25/hr.	8/24/2015

G. SECURITY

Heller, Bruce	HD Security Guard 7.5 hours/day	N	R	\$10.05/hr.	8/20/2015
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H. OTHER

Sweigart, Karen	NW Nurse Assistant 6.5 hours/day	Y	R	\$15.10/hr.	8/24/2015
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5. RE-APPOINTMENTS

A. ADMINISTRATIVE

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG TERM SUBSTITUTE

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

G. SECURITY

H. OTHER

6. CHANGE OF ASSIGNMENT

Subject to assignment by the superintendent.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective Date</u>
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A. ADMINISTRATIVE

B. PROFESSIONAL

Bullock, Allison	LMS Math Grade 6	LMS Language Arts Grade 8	No Change	8/24/2015
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McGuigan, Michael	LMS Supplemental Science	LMS Emotional Support	No Change	8/24/2015
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Rausch, Jennifer	NW Grade 4	NW Grade 3	No Change	8/24/2015
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Thomas, Chad	LMS Social Studies Grade 8	LMS SAFE	No Change	8/24/2015
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Wettig, Shawn	LMS SAFE	LMS Math Grade 6	No Change	8/24/2015
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Colon Salgado, Annette	SE ESOL Paraprofessional 6.5 hours/day	District Interpreter/ Translator 7.5 hours/day	\$15.00/hr.	8/3/2015
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G. SECURITY

H. OTHER

7. CHANGE OF STATUS

Subject to assignment by the superintendent.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective Date</u>
A. ADMINISTRATIVE				
B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE				
Bleyer, Jordan	LMS LTS SAFE	LMS Social Studies Grade 8	\$46,241/yr.	8/24/2015
Crespo, Amelia	LHS ESOL Teaching Assistant	LHS LTS English	\$46,241/yr. prorated for the number of days worked	8/24/2015 – Last Student Day of the 2015-2016 school year
Progin, Amanda	NW LTS Grade 2	NW Grade 5	\$46,241/yr.	8/24/2015
C. CLERICAL				
Bowman, Kelly	SE/SW Office Paraprofessional 6.5 hours/day	SW 195-Day Secretary 7.5 hours/day	\$14.50/hr.	8/17/2015
Martin, Janell	Day-to-Day Substitute Secretary	SE 195-Day Secretary 7.5 hours/day	\$14.50/hr.	8/17/2015
D. FOOD SERVICE				
E. MAINTENANCE				
Garrett, Brenda	HD Cafeteria Helper 6.5 hours/day	LHS/Henry Houck 2 nd Shift Custodian 8 hours/day	\$15.10/hr.	7/21/2015

F. PARAPROFESSIONAL

Collins, Tamara	LMS Temporary Library Paraprofessional 7 hours day	LMS Library Paraprofessional 7 hours/day	\$11.25/hr.	8/17/2015
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G. SECURITY

H. OTHER

8. EXTRA PAY FOR EXTRA DUTY

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
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A. RESIGNATION

B. DELETION

C. APPOINTMENT

D. REVISION

9. INCOME PROTECTION

10. LEAVE OF ABSENCE WITH APPROVAL

<u>Name</u>	<u>Assignment</u>	<u>Type</u>	<u>Date</u>
Bucy, Kelly	LHS Special Education Teacher	Consecutive	8/24/2015 – 11/13/2015

11. OTHER PERSONNEL RECOMMENDATIONS

- A. Appoint Trenton Jones as a 2015-2016 Assistant Varsity Football Coach at a stipend of \$5,131/yr.
- B. Appoint Daniel Speraw as the 2015-2016 LHS Mathematics (9-12) Division Level Coordinator at a stipend of \$1,000/yr.
- C. Appoint Kelly Neuin as a substitute teacher in the 2015 summer school program at a rate of \$30/hr.
- D. Appoint Kelly Neuin as the 2015-2016 SW Student Council Advisor at a stipend of \$607/yr.
- E. Appoint Renee Dundore to work as a paraprofessional in the 2015 summer school program at her current hourly rate.

- F. Appoint the following persons as substitute paraprofessionals in the 2015 Summer School Program at \$9/hr. until 6/30/2015 and \$9.30/hr. after 7/1/2015.

Name

Rittle, Allison
 Vasquez, Serenity

- G. Appoint the following persons to work as 2015 summer help through the special education internship program with the Buildings & Grounds department at a rate of \$7.50/hr. effective 6/30/2015

Name

Ramos, Diamond
 Rodriguez, Andrew

- H. Appoint Daniel Gruber as the 2015 Special Education Summer Internship Program Supervisor at a rate of \$30/hr.
- I. Appoint Christa Ribera and Sharray Kleinfelter as mentors during the 2015-2016 school year at a stipend of \$750 per mentee.
- J. Appoint Elizabeth Keaton as a speech therapist for the 2015 Extended School Year Program at a rate of \$30/hr.
- K. Appoint JoAnn Eiceman as a substitute paraprofessional in the 2015 Summer School Program at her 2014-2015 hourly rate until 6/30/2015 and her 2015-2016 hourly rate effective 7/1/2015.
- L. Appoint the following persons to work as personal care assistants in the 2015 Extended School Year program at their current hourly rate

Name

Hollinger, Leah
 Moore, Curtis
 Tricoche, Jeanette

- M. Appoint the following persons to the extracurricular activities as indicated for the 2015-2016 school year at the stipend indicated-See Exhibit A.
- N. Appoint the following persons as substitutes at the rate and position indicated:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective Date</u>
Bowman, Kelly	Secretary	\$10.00/hr.	6/9/2015 – 6/30/2015
		\$10.30/hr.	7/1/2015- 8/14/2015

Difava, Chelsea	Nurse Assistant	\$12.75/hr.	7/20/2015
Martin, Janell	Secretary	\$10.30/hr.	7/20/2015- 8/14/2015
Phillips, Paige	Secretary	\$10.00/hr. \$10.30/hr.	6/9/2015 – 6/30/2015 7/1/2015- 8/14/2015

- O. Approve to pay a stipend in the amount of \$3,500 to Annette Colon Salgado for required skills necessary for translating and interpreting.
- P. Approve the starting rate, as indicated, for the following substitute positions effective 7/1/2015:

<u>Name</u>	<u>Starting Rate</u>
Custodians	\$10.05/hr.
Nurse Assistant-LPN	\$12.75/hr.
Nurse Assistant-RN	\$15.25/hr.
Paraprofessional	\$9.30/hr.
Personal Care Assistant	\$9.30/hr.
Secretary	\$10.30/hr.
Security	\$9.30/hr.
Teacher	\$110/day

- Q. Rescind the appointment of the following substitutes as indicated:

<u>Name</u>	<u>Effective Date</u>
Gifford, Caitlin	9/15/2015
Giordano, Melissa	10/17/2013
Martin, Brooke	8/18/2014
Mengel, Denali	8/5/2014
Rankin, Michele	4/22/2014

- R. Rescind Abigail Leibig as a speech therapist for the 2015 Extended School Year Program.
- S. Remove Andrew Rodriguez as 2015 summer help through the special education internship program with the Buildings & Grounds department effective 7/14/2015.
- T. Remove the following substitutes as indicated:

<u>Name</u>	<u>Effective Date</u>
Cruz, Yolanda	3/5/2015
Huskinson, Diane	2/22/2014
Inch, Kristen	3/28/2014
Kazi, Christopher	5/21/2013
Kelley, Sheila	3/21/2014

Miller, Nydia	12/20/2013
Morgan, Michele Ann	5/13/2014
Nunez-Lopez, Ivette	1/8/2013
Petley, Nathaniel	5/22/2014
Rassouli, Francine	9/27/2013
Rose-Lied, Melinda	4/25/2014
Ruoss, Rebecca	4/23/2014
Smith, Allison	9/18/2013
Smith, Lacey	1/10/2014
Southwick, Janice	12/13/2013
Wells, Melanie	5/28/2013
Wilson, Neil	5/16/2014

12. AMEND THE FOLLOWING

- A. Amend the approved leave of absence dates for Susan Danielewicz to 5/18/2015 – 6/4/2015.
- B. Amend the stipend amount for Margaret Heefner as the 2015-2016 LHS Musical Drama Coach/Producer to \$2,065/yr.
- C. Amend Kelley Kyle's annual salary to \$47,224/yr. effective 8/24/2015.
- D. Amend Ted Graeff's retirement date to 9/11/2015.

Mrs. Bowman abstained from voting for Kelly Bowman's Change of Status under #7 Item C; and voting for Kelly Bowman's appointment as a substitute secretary under Other Personnel Recommendations, Letter N, because she is related to Kelly Bowman.

Mr. Topping abstained from voting for the appointment of Luke Topping as the Artists Guild Master on Exhibit A. The motion passed.

- (20) RESOLUTION #15234 – A motion was made by Mr. Schaffer and seconded by Mrs. Bowman to grant permission to appoint up to two voting delegates to participate in the PSBA Legislative Policy Council meeting to be held on Tuesday, October 13, 2015, during the School Leadership Conference 2015 in Hershey. Board secretary must submit delegate name(s) to PSBA by July 31, 2015.

The motion passed with a unanimous vote.

- (21) RESOLUTION #15235 – A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant permission to take members of the high school boy's basketball team to East Stroudsburg University from Friday, July 10 to Sunday, July 12, 2015, to work on team building and skill building. The motion passed with a unanimous vote.

- (22) RESOLUTION #15236 – A motion was made by Mr. Schaffer and seconded by Mrs. Bowman to grant permission to take members of the high school football team to Millersville University from Saturday, July 25 to

Monday, July 27, 2015, to prepare for the upcoming football season. The motion passed with a unanimous vote.

- (23) With no further business to come before the board at this time, a motion was made by Mr. Schaffer and seconded by Mrs. Kotay that the meeting adjourn. All members voiced consent and President Pyles declared the meeting adjourned at 7:22 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board

Exhibit A
Extracurricular
July 20, 2015

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Brady, Morgan	LMS All-Star Singers	\$607.50/yr.
Brady, Morgan	LMS Stage Manager	\$567/yr.
Myer, Devon	LHS Senior Class Dean	\$2,065/yr.
Naimoli, Mark	LHS Musical Director	\$4,128/yr.
Naimoli, Mark	LHS Show Choir Director	\$4,128/yr.
Naimoli, Mark	LHS Musical Vocal Director	\$2,439/yr.
Nordall, Robert	LHS National Honor Society Co-Advisor	\$303.50/yr.
Dietz, Christy	LHS National Honor Society Co-Advisor	\$303.50/yr.
Norman, Michelle	LHS Fall Play Director	\$2,065/yr.
Norman, Michelle	LHS Musical Coach/Producer	\$2,065/yr.
O'Byle, Amy	LHS Tri-Hi-Y Advisor	\$203/yr.
O'Byle, Staci	LHS Tri-Hi-Y Advisor	\$203/yr.
Rau, Daniel	LDC Coordinator	\$1,000/yr.
Reigert, Francy	SE Elementary Student Council Advisor	\$303.50/yr.
Roberts, Roseanne	LMS Student Government Advisor	\$394.50/yr.
Roberts, Roseanne	LMS Yearbook Advisor	\$394.50/yr.
Seyfert, Paul	Just Say No Advisor	\$607/yr.
Seyfert, Paul	LHS Student Government Advisor	\$789/yr.
Seyfert, Paul	LHS Youth & Government Advisor	\$2,439/yr.
Seyfert, Paul	LHS Interact Club	\$607/yr.
Topping, Luke	Artists Guild Master	\$607/yr.
Travis, Kenneth	NW Elementary Student Council Advisor	\$607/yr.
Uzar, Cathy	LHS Tri-Hi-Y Advisor	\$203/yr.

