

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, February 16, 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, Mrs. Rose Marie R. Kotay, Mr. Michael J. Kuhn, Mr. Peter N. Pyles, Jr., Mr. Thomas L. Schaffer, Mr. Paul Topping, and Mr. Cornell Wilson. Mr. Joshua G. Gologowski was absent. Also present were Dr. Marianne T. Bartley, superintendent of schools, Mrs. Mary A. Harrell, secretary; and Mr. Curtis O. Richards, business manager and treasurer.
- (4) Also present were Dr. Chris Danz, assistant to the superintendent for HR and pupil services; Mr. Mike Murphy assistant to the superintendent for assessment and accountability; Mr. Fred Shattls, director of ESL; Mr. Josh Coatsworth, director of special education; Mr. Ted Graeff, chief information officer; Mr. Brian Hartman, director of buildings and grounds; Mr. Todd Kaylor, assistant director of buildings and grounds; Mr. Bob Hoffman and Mr. Scott Shonk, Beers & Hoffman; Mr. George Horn school district resident; and the following media representative: Mr. John Latimer of the Lebanon Daily News.
- (5) RESOLUTION #15120 - The minutes of the committee meeting held on January 12, 2015, and the regular meeting held January 19, 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) Mrs. Kotay announced that board members would find in their packet board hearing reports for the following recently conducted disciplinary hearings:

Case 2014/2015 - #43
Case 2014/2015 - #44
- (7) Mrs. Kotay, chairperson of the Board Committee on Suspension and Expulsion of Students, stated that a recommendation is included from the committee on suspension and expulsion of students on the hearing reports. A copy of the hearing reports is included with these minutes.
- (8) RESOLUTION #15121 - It was moved by Mr. Topping and seconded by Mr. Schaffer to accept the committee's recommendations as set forth in the hearing reports. The motion passed with a unanimous vote.

(9) Dr. Bartley began the superintendent report by recognizing the following student and staff accomplishments:

- Our Rotary Students of the Month are:
 - Ivonne Mbugua
 - Noah Sanders
- Congratulations to Peter Lazorcik who was accepted to the All State Jazz Band. He will be involved in a concert at the Pennsylvania Music Education Association's State Convention in March. He is one of only two drummers in the entire state that was accepted.
- The following students are Scholastic Art Winners
 - Shelby Lister, 8th Grade
 - 2 Gold Keys and an Honorable Mention for Drawing and Illustration and Digital Art
 - Tamara Cintron, 8th Grade
 - Silver Key – Pop Art Clay Sculpture
 - Yesica Gonzalez, 8th Grade
 - Honorable Mention – Pop Art Clay Sculpture

Students who won Gold and Silver Keys will be invited to a reception and awards ceremony at Harrisburg in February.

- The LHS Musical – *Tarzan: The Stage Musical* will be held on March 12, 13 and 14, at 7:30 PM. Senior night will be March 10.
- Our nurses were recognized by the Hershey Medical Center. The Lebanon School Health Assessment Initiative has been an amazing community health effort between the nurses of Penn State Hershey Medical Center and Lebanon School District. Over 90 nurse leaders from Hershey Medical Center helped with the mass screenings at Lebanon. A big “thank you” to Jeanne Arnold for her support. Without Jeanne this collaboration would not have happened.
- The district celebrated the American Heart Association National Wear Red Day on Friday, February 6, and raised a total of \$1,215.00.

(10) RESOLUTION #15122 - The general fund treasurer's report ending January 31, 2015, was presented for consideration. Mr. Schaffer made a motion, seconded by Mrs. Kotay, 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.

(11) RESOLUTION #15123 - Acting upon certification of the treasurer, a motion was made by Mr. Schaffer and seconded by Mrs. Kotay, that the board approves the payment of bills for the period of January 1, 2015 to January 31, 2015, as listed, ratify the payment of invoices, and take care of all other matters regarding the payment of invoices, and record the financial statements as a part of the minutes of this meeting. All members answered aye and the motion carried.

(12) RESOLUTION #15124 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to accept the Cedar Foundation financial summary report; student activity fund report; scholarship fund; food service report; and Phillips Copy Center report for January, 2015, as presented. All members answered aye and the motion passed.

(13) There was no communications and no solicitors report.

(14) RESOLUTION #15125 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval of the following Resolution of the Board of School Directors of the Lebanon School District:

After performing necessary due diligence, considering all data and analysis derived, and reviewing all of the potential and reasonable options regarding the sustainability of Northwest Elementary School, the Board hereby authorizes the following, subject to public approval via the requisite Act 34 Public Hearing, Pennsylvania Department of Education (PDE) and any other government and legal requirements and/or approvals:

1. Construction of a new building at a new location, due to cost effectiveness, equitable considerations and overall efficiency is preferred as compared to renovating the existing Northwest Elementary School building;

2. Grant permission to hire Beers & Hoffman Architecture and their engineering consulting team as part of the design team for the architectural and engineering scope of design and construction phases of the Northwest Elementary School project, subject to approval of contract proposals;

3. Grant permission to hire the construction manager Fidevia Construction Management & Consulting as part of the design team for the construction management scope of the design and construction phases of the Northwest Elementary School project, subject to approval of contract proposals;

4. Grant permission for the District to exercise its purchase option rights with Aspens, Inc. to acquire the necessary land on which to build a new premises, subject to approval of contract terms and conditions, and also conditioned upon the recommendation of the design team regarding acreage on which to build.

The following vote was recorded:

Mrs. Debra Bowman – Yes
Mrs. Rose Marie Kotay – Yes
Mr. Peter N. Pyles, Jr. – Yes
Mr. Paul Topping – Yes
Mr. Cornell Wilson – Yes

Dr. Anne Dall – Yes
Mr. Mike Kuhn – Yes
Mr. Joshua Golgowski – Absent
Mr. Tom Schaffer - Yes

Yes 8 No 0 Absent 1 Abstain 0

The motion passed.

- (15) RESOLUTION #15126 – Mr. Schaffer made a motion, seconded by Dr. Dall to grant approval to apply for a Safe Schools Grant through the Pennsylvania Department of Education. All members answered aye and the motion passed.
- (16) RESOLUTION #15127 – Mr. Schaffer made a motion, seconded by Dr. Dall to grant permission to acknowledge review and approval of PlanCon Part H, Project Financing, by the Department of Education for the Lebanon High School/District Administration Office Additions/Alterations Project 3528. All members answered aye and the motion passed.
- (17) RESOLUTION #15128 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant permission to submit PlanCon Part K, Project Refinancing for General Obligation Bonds, Series A of 2014 and supporting documentation to Division of School Facilities, Pennsylvania Department of Education as prepared by the PFM Group on behalf of Lebanon School District. All members answered aye and the motion passed.
- (18) RESOLUTION #15129 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval of the student transportation services contract between the Lebanon School District and D. B. Fisher School Student Transportation, Inc. effective July 01, 2015 through June 30, 2025. An RFP process was utilized with proposals submitted to ten potential contractors, but only D. B. Fisher responded with a final proposal that includes upgrades in vehicles and new GPS and audio/visual equipment to be provided in all vehicles starting at a lower cost than the current contract with annual cost increases pegged to the Consumer Price Index. All members answered aye and the motion passed.
- (19) RESOLUTION #15130 – Mr. Schaffer made a motion, seconded by Dr. Dall to grant approval of a contract with Cheryl McDonough, Collins Writing Consultant, to provide professional development for staff beginning in September, 2015, and continuing on a monthly basis through the 2015-2016 school year in the amount of \$96,000. This program will be paid from a combination of Title I and high school School Improvement Grant funds. All members answered aye and the motion passed.
- (20) RESOLUTION #15131 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval to accept the settlement agreement between the District and Student’s parent to resolve all claims related to Parent’s due process complaint with the specific terms and conditions as contained in the Agreement. All members answered aye and the motion passed.
- (21) RESOLUTION #15132 – A motion was made by Mr. Kuhn 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 as follows:

1. **RETIREMENT RESIGNATIONS**

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
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- A. ADMINISTRATIVE
- B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE
- C. CLERICAL

Fitzgerald, Joan	LMS 245-Day Guidance Secretary 7.5 hours/day	Retirement 13.5 years	2/20/2015
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- D. FOOD SERVICE
- E. MAINTENANCE
- F. PARAPROFESSIONAL
- G. SECURITY
- H. OTHER

2. RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Reason</u>	<u>Effective Date</u>
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- A. ADMINISTRATIVE
- B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE

Loser, Amy	HH Grade 1	Personal	2/6/2015
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- C. CLERICAL
- D. FOOD SERVICE
- E. MAINTENANCE
- F. PARAPROFESSIONAL
- G. SECURITY
- H. OTHER

3. NON-ACCEPTANCE

4. APPOINTMENTS

Subject to assignment by the superintendent and pending receipt of all required documentation.

<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

Kokas, John	LHS LTS Biology Grade 10	Y	R	\$45,541/yr. prorated for the number of days worked	3/2/2015 – Last student day of the 2014-2015 school year
Mehl, Leah	LHS LTS Learning Support	N		\$45,541/yr. prorated for the number of days worked	3/2/2015 – Last student day of the 2014-2015 school year
Shipkowski, Anthony	LMS LTS Math Grade 8	Y	R	\$45,541/yr. prorated for the number of days worked	3/2/2015 – Last student day of 2014- 2015 school year
Surmacz, Andrew	LMS Social Studies Grade 8	N	R	\$50,275/yr.	2/5/2015

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Cummins, Kathy	SE K4 Paraprofessional 6.5 hours/day	N	R	\$11.00/hr.	2/17/2015
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G. SECURITY

H. OTHER

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 and pending receipt of all required documentation.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective Date</u>
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- A. ADMINISTRATIVE
- B. PROFESSIONAL
- C. FOOD SERVICE
- D. MAINTENANCE
- E. PARAPROFESSIONAL
- F. SECURITY
- G. OTHER

7. CHANGE OF STATUS

Subject to assignment by the superintendent and pending receipt of all required documentation.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective Date</u>
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- A. ADMINISTRATIVE
- B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE

Bleyer, Jordan	Day-to-Day Substitute	LMS LTS Grade 6	\$45,541/yr. prorated for the number of days worked	1/26/2015 – 5/4/2015
Fenstermaker, Susan	Day-to-Day Substitute	HD LTS Grade 2	\$45,541/yr. prorated for the number of days worked	3/4/2015 – 6/4/2015
Walborn, Jamie	Day-to-Day Substitute	HH LTS Grade 1	\$45,541/yr. prorated for the number of days worked	1/26/2015- 2/28/2015

- C. CLERICAL
- D. FOOD SERVICE
- E. MAINTENANCE

F. PARAPROFESSIONAL

Flores, Lourdes	Day-to-Day Substitute	HD Personal Care Assistant 6.5 hours/day	\$9.50/hr.	2/5/2015
Hollinger, Leah	Day-to-Day Substitute	LHS Emotional Support Paraprofessional 6.5 hours/day	\$15.00/hr.	1/26/2015
Ortega- Suarez, Dalinet	Day-to-Day Substitute	HD Personal Care Assistant 6.5 hours/day	\$9.50/hr.	2/17/2015

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>
Ditzler, Bradley	SE Teacher	Consecutive	1/28/2015 – 2/13/2015
Eberly, Stacy	HD Teacher	Consecutive	4/16/2015 – 6/5/2015
Firestone, Herbert	HD Security Guard	Consecutive	1/28/2015 – 3/30/2015
Firestone, Herbert	HD Security Guard	Intermittent	3/31/2015- 1/27/2016
Foster, Rachel	HD Teacher	Consecutive	3/14/2015 – 6/5/2015
Gahres, Erin	Elementary Art	Consecutive	5/5/2015 – 6/5/2015
Horn, Christen	SE Teacher	Consecutive	1/16/2015 – 1/30/2015
Melendez, Lisa	District	Consecutive	2/19/2015 –

	Family Involvement Coordinator		3/16/2015
Remlinger, Elizabeth	HH Custodian	Consecutive	1/5/2015 – 2/17/2015
Schaeffer, Cheryl	LHS Custodian	Intermittent	8/15/2014 – 5/13/2015

11. OTHER PERSONNEL RECOMMENDATIONS

- A. Approve a one year extension to the Act 93 contract to expire on June 30, 2016.
- B. Approve Linda Epright to administer the annual WIDA ACCESS for ELL test effective 2/2/2015 at a rate of \$100/day.
- C. Appoint the following persons as teachers in the 2014-2015 AM Academy at Henry Houck Elementary School from 2/17/2015-4/9/2015 at a rate of \$30/hr:

Name

Dailey, Susan
Danielewicz, Susan
Daub, Heather
Fox, Kristen
Gamon, Deanna
Kohr, Earletta
McNeal, James
Schrader, Dawn

- D. Appoint Ivy Shucker as a paraprofessional at Southeast Elementary School in the 2014-2015 21st Century Program at her 2014-2015 hourly rate.
- E. Appoint Angela Houck and Charlotte Rittle as paraprofessionals in the 2014-2015 AM Academy at Henry Houck Elementary School from 2/17/2015-4/9/2015 at their 2014-2015 hourly rate.
- F. Appoint Rachel Foster as a teacher in the 2014-2015 after-school Title III ESL Tutoring Program at a rate of \$30/hr. effective 2/3/2015.
- G. Appoint Jonathan Ruppert as the 2014-2015 Spring Assistant Weightlifting Coach at a stipend of \$1,245.50/yr.
- H. Appoint Nicholas Watt as the 2014-2015 Summer Assistant Weightlifting Coach at a stipend of \$1,245.50/yr.
- I. Appoint the following persons as Temporary Stage Help for the 2014-2015 LHS Musical at a rate of \$12.00/hr. to work from 2/23/2015-3/16/2015:

Name

Dent, Travis
Dunkelberger, Allison

Dunkelberger, David
Schultz, Mollie
Stine, Edward Michael

- J. Appoint the following persons at the established rate of \$100 per day, as a day-to-day substitute teacher, effective 1/19/2015, subject to assignment by the superintendent and pending receipt of all required documentation:

Name

Deiner, Christy
Franchine, Camille
Saltzer, Bridget
Spitler, Karissa
Sponhouse, Seth
Starry Michael

- K. Appoint the following persons as substitute support staff, as indicated, subject to assignment and pending the required documentation, effective 2/16/2015:

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Fratini, Brenda	Paraprofessional	\$9.00/hr.
Fratini, Brenda	Secretary	\$10.00/hr.
Saurez, Carmen	Paraprofessional	\$9.00/hr.
Scaramuzzino, Patricia	Paraprofessional	\$9.00/hr.

- L. Appoint Patricia A. Johnson and Brian A. Ziats as volunteers under the Lebanon School District Policy #916 Community Volunteers, pending receipt of all required documents.
- M. Rescind Frank Isenberg as the 2014-2015 Spring and Summer Weightlifting Coach.
- N. Rescind the appointment of the following substitute teachers as indicated:

<u>Name</u>	<u>Effective Date</u>
Haak, Shauna	1/19/2015
Harclerode, Jennie	11/17/2014
Kauffman, Ann Marie	11/17/2014
Oellig, Wayne	11/17/2014

- O. Rescind the resignation of Eduardo Muniz effective 12/23/2014.

- P. Remove the following substitutes as indicated:

<u>Name</u>	<u>Effective Date</u>
Leggat, Judy	2/16/2015
Testerman, Tyler	2/16/2015

12. AMEND THE FOLLOWING

- A. Amend Amelia Crespo's hourly rate to \$15.00/hr. effective 12/2/2014 for obtaining her teaching certification.
- B. Amend Julie Blouch's stipend as the 2014-2015 Odyssey of the Mind Advisor at Southwest Elementary School to \$750/yr.
- C. Amend Jamie Walton's position to teacher in the 2014-2015 21st Century Program at a rate of \$30/hr.
- D. Amend Larry Schwalm's approved leave of absence dates to 1/5/2015 - 1/19/2015.
- E. Amend the dates of Tricia Guth's approved long-term substitute teacher assignment in K5 at Southeast to 10/27/2014 - 6/4/2015.

The motion passed with a unanimous vote.

- (22) RESOLUTION #15133 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant permission to accept the following driver from D. B. Fisher Student Transportation to provide transportation service to the Lebanon School District during the remainder of the 2014-2015 school year. Documentation has been provided to the Business Office as required by contract to certify the driver listed meets the requirements to transport students: Douglas Richard
This motion passed with a unanimous vote.
- (23) RESOLUTION #15134 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant final adoption of calendar for the 2015-2016 school year. This motion passed with a unanimous vote.
- (24) RESOLUTION #15135 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of first reading of revised Board Policy #218 - Student Discipline. This motion passed with a unanimous vote.
- (25) RESOLUTION #15136 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of second reading of revised Board Policy #805 - Emergency Evacuation of Schools/Crisis Response Procedures. This motion passed with a unanimous vote.
- (26) RESOLUTION #15137 - A motion was made by Mr. Schaffer and seconded by Dr. Dall to grant approval of second reading of revised Board Policy #302 - Administrative/Supervisory Employees. This motion passed with a unanimous vote.
- (26) RESOLUTION #15138 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of second reading of revised Board Policy #404 - Professional Employees. This motion passed with a unanimous vote.
- (28) RESOLUTION #15139 - A motion was made by Mr. Schaffer and seconded by Dr. Dall to grant approval of second reading of revised Board

Policy #504 – Classified Employees. This motion passed with a unanimous vote.

(29) RESOLUTION #15140 – A motion was made by Mr. Schaffer and seconded by Dr. Dall to grant approval of revised first reading of revised Board Policy #916 – Community Volunteers. This motion passed with a unanimous vote.

(30) With no further business to come before the board at this time, a motion was made Mr. Schaffer and seconded by Mr. Topping that the meeting adjourn. All members voiced consent and President Pyles declared the meeting adjourned at 7:18 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board

Exhibit A
Musical Pit Honorariums
February 17, 2014

<u>Name</u>	<u>Stipend</u>
Christiansen, Alex	\$200
Davis, Sharon	\$300
Groft, Lindsay	\$200
Holt, Linda	\$300
Hoover, Dan	\$300
Johnston, John	\$200
Leibig, Steve	\$300
Lutz, Neil	\$300
Meashey, Steve	\$300
Reber, Anna	\$300
Schwartz, Joe	\$200
Sorensen, Mark	\$200
Witmyer, Krystyn	\$200