

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, February 20, 2012, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 15, 2011.
- (2) President Thomas L. Schaffer 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. Richard Mase, Sr., Mr. Thomas L. Schaffer and Mr. John P. Shott, Mr. Cornell Wilson. Corbett Blouch has resigned from the Lebanon School District Board of School Directors effective February 20, 2012, because of personal obligations and work schedule. Also present were Dr. Marianne T. Bartley, superintendent of schools, Mrs. Mary A. Harrell, secretary; Mr. Curtis O. Richards, business manager and treasurer; and Mr. Harry W. Reed, solicitor.
- (4) Also present were Mr. Craig Boltz, director of buildings and grounds; Mr. Ted Graeff, chief information officer; Fred Shattls, director of ESOL; Mrs. Betty Miller, director of special education; Mr. John Copenhaver, elementary music; Mr. Brian Hartman, assistant director of buildings and grounds; Mr. George Horn, district resident; Mr. John Latimer of the Lebanon Daily News.
- (5) RESOLUTION #14629 - The minutes of the committee meeting held on January 9, 2012, and the regular meeting held January 16, 2012, were offered for consideration. It was moved by Mrs. Kotay and seconded by Mr. Kuhn that the minutes be approved. All members voiced consent and so ordered.
- (6) Dr. Bartley began the superintendent report by sharing that our Steinway Grand Piano is in need of repair. Mr. John Copenhaver shared information from the perspective of our music department. The Steinway Grand has been with us since we opened the high school in 1968. Only two of the nearly two dozen schools in the Lancaster-Lebanon Music Education Association have a Steinway. We have received a ballpark estimate of \$40,000 to completely overhaul this treasured musical instrument. Dr. Bartley shared that she is in favor of restoring the piano to its past glory. The board directed John Copenhaver to obtain other estimates. The district will start a fundraising campaign to help with the cost. Dr. Bartley mentioned that she believes the IU Convention will be held here next year --- this will be a time to highlight our district and students. It would be great to have the Steinway finished for the IU Convention.
- (7) Mrs. Kotay asked if we have an appropriate room to keep the Steinway once it is refurbished. Mr. Copenhaver explained that it would be stored in a climate-controlled room.

- (8) Next, Dr. Bartley explained that we updated several of our Special Education Policies. We had to take a look at our policies as part of compliance monitoring. The revised policies are more in detail.
- (9) Dr. Bartley shared that we would like to open our own autistic support classroom at Northwest Elementary School. We would transfer our students between entities.
- (10) *Beauty and the Beast* will be performed on March 1, 2, and 3 at 7:30 PM. There is discussion about possibly adding a matinee on Sunday.
- (11) Dr. Bartley shared the following students have been selected for the National Technical Honor Society at the Lebanon County Career and Technology Center:
- Elosa Alvarado – Culinary Arts
 - Rachel Geist – Pastry Arts
 - Harley Marquardt – Pastry Arts
 - Isaac Ortiz Montalvo – Pastry Arts
 - Madeline Olivo Andono – Cosmetology
- The Induction Ceremony is scheduled for Thursday, February 23, 2012 at 6 PM in the CTC Cafeteria.
- (12) The following were recognized at Senior Night for the boys basketball team:
- Josh Lopez – Lancaster-Lebanon League All-Star Team
 - Steven Padillas – Section 2 All-Defensive Team (2nd consecutive year)
 - Alex Trautman – Section 2 All-Defensive Team
 - Ben Leibig – Lancaster-Lebanon League Scholar-Athletic Award
 - Brandon Whitman – Lancaster-Lebanon League Scholar-Athletic Award
- The Lancaster-Lebanon League All-Star Game will be held on March 28th, at 7 PM at Hempfield High School.
- (13) Dr. Bartley reported that the Cedar Foundation received the DCNR Grant and the bids did occur. The path will be stone ---- if we decide we want to see it paved we could look at paving it with money from our fund balance.
- (14) RESOLUTION #14630 - The general fund treasurer's report ending January 31, 2012, was presented for consideration. Mr. Kuhn 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.

- (15) RESOLUTION #14631 - Acting upon certification of the treasurer, a motion was made by Dr. Dall and seconded by Mr. Mase, that the board approves the payment of bills for the period of January 1, 2012 to January 31, 2012, 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.
- (16) RESOLUTION #14632 - A motion was made by Mr. Mase and seconded by Mr. Shott to accept the Cedar Foundation financial summary report; student activity fund report; scholarship fund; food service report; and Phillips Copy Center report for January, 2012, as presented. All members answered aye and the motion passed.
- (17) There was no communications and no solicitors report.
- (18) RESOLUTION #14633 – Mr. Kuhn made a motion, seconded by Dr. Dall, to grant permission to approve submission of the Fresh Fruit & Veggies grant. The motion passed with a unanimous vote.
- (19) RESOLUTION #14634 – Mr. Mase made a motion, seconded by Mr. Kuhn to grant approval of the Resolution authorizing the granting of tax exemptions on the assessed value of certain improvements and new construction to industrial, commercial and other business properties in an area of the City of Lebanon, Lebanon County, Pennsylvania, previously designated for such purpose in accordance with the Local Economic Revitalization Tax Assistance Act (LERTA), as amended; and repealing all prior Resolutions or parts of Resolutions that are inconsistent with this Resolution.

Cornell Wilson abstained from voting for LERTA because he is employed by the City of Lebanon. The motion passed.

- (20) RESOLUTION #14635 – Mr. Mase made a motion, seconded by Mr. Kuhn to grant approval of the following Resolution appointing Berkheimer as the Deputy Tax Collector for the Collection of Real Estate Taxes:

A RESOLUTION OF THE GOVERNING BOARD OF LEBANON SCHOOL DISTRICT, City of Lebanon portion, LEBANON COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING and directing the proper officers of the governing board to execute an agreement with Berkheimer whereunder Berkheimer is APPOINTED as the DEPUTY Tax COLLECTOR for the collection of REAL ESTATE TAXES for the term herein defined, together with such extensions as May be agreed upon, said tax enactment having been adopted under and pursuant to the authority of the Pennsylvania Local Tax COLLECTION LAW.

WHEREAS, 72 P.S. §5453.201 allows for the imposition of a tax upon real estate; and

WHEREAS, LEBANON SCHOOL DISTRICT, LEBANON COUNTY, by Resolution and/or Ordinance, has levied, assessed and provided for the collection of such Real Estate Tax; and

WHEREAS, Section 22 of the Local Tax Collection Law, 72 P.S. §5511.22, allows **LEBANON SCHOOL DISTRICT, LEBANON COUNTY** and its tax collector to appoint in writing one or more tax collectors to receive and collect taxes in a like manner and with like authority as the tax collector appointing them; and

WHEREAS, LEBANON SCHOOL DISTRICT, LEBANON COUNTY, and Berkheimer have negotiated an Agreement whereby and whereunder it will hire Berkheimer as deputy tax collector to collect taxes for **LEBANON SCHOOL DISTRICT, LEBANON COUNTY,**

THEREFORE, BE IT RESOLVED that:
LEBANON SCHOOL DISTRICT, City of Lebanon portion, LEBANON COUNTY, hereby appoints **BERKHEIMER** as its **deputy tax collector** of its **REAL ESTATE TAX** for the initial term commencing **January 1, 2012** and ending **December 31, 2012,** and any subsequent renewal terms thereafter. This appointment resolution shall be deemed to encompass any renewal terms agreed upon by the parties without further reenactment of this resolution or re-appointment

Further, **LEBANON SCHOOL DISTRICT, LEBANON COUNTY,** APPROVES AND ADOPTS the Agreement negotiated with Berkheimer for the collection of the REAL ESTATE TAX.

Any resolution or part of this resolution conflicting with the provisions of this resolution be and the same are hereby repealed to the extent of such conflict.

The motion passed with a unanimous vote.

- (21) RESOLUTION #14636 – Mr. Mase made a motion, seconded by Mr. Kuhn to grant approval to participate in the Hybrid Learning Initiative in conjunction with Dellicker Strategies and IU 13 at a cost of \$3,000, payable to IU 13 for the following six deliverables:

Hybrid Model and Scope Selection
Adaptive Content Evaluation
Professional Development Seminars and Workshops
Grant Development
Cost Benefit Analysis
Communications Support

The motion passed with a unanimous vote.

- (22) RESOLUTION #14637 – Mr. Mase made a motion, seconded by Mrs. Kotay to grant approval of invoice from Beers & Hoffman, Ltd. Shonk,

Schwear, & Associates for additional services to the auditorium renovations including ceiling, wall and floor changes in the amount of \$6,985.85.

The motion passed with a unanimous vote.

- (23) RESOLUTION #14638 – Mr. Kuhn made a motion, seconded by Dr. Dall to grant approval for the following cyber school students to participate in the winter sports program:

Austin Diamond, Grade 12	-	HS Bowling	\$900
James Enck, Grade 10	-	HS Bowling	\$900
Michael Enck, Grade 11	-	HS Bowling	\$900
Katelyn Gardner, Grade 9	-	Cheerleading	\$900

- (24) RESOLUTION #14639 – Mr. Mase made a motion, seconded by Mrs. Kotay to grant approval of Change Order #02-10 for Landmark in the amount of (\$359.31); Change Order #04-16 for Fullerton in the amount of \$2,717.88; Change Order's #10-04 through #10-09 for Dauphin Data in the amount of \$9,688.89.

This approval of change orders over \$10,000 is contingent upon their submission to and approval from the Pennsylvania Department of Education through the "Part I: Interim Reporting Board Transmittal" in which the board certifies that the attached materials were approved for submission to the Pennsylvania Department of Education prior to entering into contract for the attached change order(s)/supplemental Contract(s) by board action.

- (25) RESOLUTION #14640 – Mr. Kuhn made a motion, seconded by Dr. Dall to Award contract to Rogele Inc. to complete the base bid of Phase 1B of the Wilhelm Avenue project in the amount of \$254,554, to be paid from Cedar Foundation funds and a DCNR Grant. It is recommended that the board consider awarding bid alternates to protect our investment within the next sixty days.

- (26) RESOLUTION #14641 – A motion was made by Mr. Kuhn and seconded by Mr. Shott 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

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Bastian, Judith	NW Nurse Floater 6 years	5/24/2012
Oliver, Nancy	HH K4 Paraprofessional 8 years	5/24/2012

G. SECURITY

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

Gumble, Christina	HD Grade 4	Personal	2/24/2012
Rottet, Dorothy	LMS Math	Personal	1/27/2012

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Copeland, Dusown	NW 1 st Grade Paraprofessional	Terminated	2/1/2012
Klick, Melanie	SW K4 Paraprofessional	Personal	2/3/2012
Loye, Catherine	SW Personal Care Assistant	Terminated	1/31/2012
Smith, Emily	NW K5 Paraprofessional	Personal	2/10/2012

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>Effect Date</u>
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A. ADMINISTRATIVE

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG TERM SUBSTITUTE

Andriko, George	NW LTS Special Education	N	N	\$41,874/yr. prorated for the number of days worked	1/30/2012- end of 2011- 2012 school year
Faiola, Lori	WSA LTS English	Y	N	\$41,874/yr. prorated for the number of days worked	3/14/2012- end of 2011- 2012 school year
Sementelli, Sara	Community School North ESOL	N	N	\$29/hr. Maximum of 4 hrs/day	2/7/2012- End of 2011- 2012 school year

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Lawrence, Ellen	SE Nurse Assistant	N	R	\$13.00/hr.	1/19/2012
Zubey, Roselle	NW 1 st Grade Paraprofessional	Y	R	\$14.00/hr.	2/21/2012

G. SECURITY

H. OTHER

5. RE-APPOINTMENTS

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>
A. ADMINISTRATIVE				
B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE				
C. PARAPROFESSIONAL				
Fayed, Ashraf	SE Personal Care Assistant	NW Personal Care Assistant	No Change	1/23/2012
D. SECURITY				
E. MAINTENANCE				
Hainley, Marion	SE/SW Custodian	SW 2 nd Shift Custodian	No Change	2/2/2012
Mulero-Brana, Maricela	LHS/WSA 2 nd Shift Custodian	NW 2 nd Shift Custodian	No Change	2/1/2012
F. 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>
A. ADMINISTRATIVE				
B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE				
Comp, Chadd	Day-to-Day Substitute	LMS LTS Special Education	\$41,874/yr. prorated for the number of days worked	1/18/2012- End of the 2011-2012 school year
Coomer, Hollis	Day-to-Day Substitute	HD LTS Grade 4	\$41,874/yr. prorated for the number of days worked	2/27/2012 - End of the 2011-2012 school year

Hurst, Andrew	Day-to-Day Substitute	LMS LTS SAFE Room	\$41,874/yr. prorated for the number of days worked	1/30/2012- End of the 2011-2012 school year
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Drahovsky, Jennifer	Day-to-Day Substitute	SW K4 Paraprofessional	\$10.00/hr.	2/21/2012
Eckert, Wendy	Day-to-Day Substitute	LHS Personal Care Assistant	\$8.50/hr.	1/30/2012
Rivera Melendez, Jose	Day-to-Day Substitute	SW Personal Care Assistant	\$8.50/hr.	2/13/2012
Tricoche, Jeanette	Day-to-Day Substitute	SE Personal Care Assistant	\$8.50/hr.	1/30/2012
Zimmerman, Carolyn	Day-to-Day Substitute	NW 1 st Grade Paraprofessional	\$10.00/hr.	2/21/2012

G. SECURITY

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>
Custer, Nicole	NW	Intermittent	2/6/2012-

	Grade 2		2/6/2013
Hainley, Marion	SW	Intermittent	1/24/2012-
	Custodian		1/24/2013
Heefner, Margaret	LHS	Consecutive	2/13/2012-
	English		2/17/2012
Lenich, Jacqueline	LHS	Consecutive	2/22/2012-
	Paraprofessional		4/9/2012
Sunkel, Wanda	LMS	Consecutive	1/19/2012-
	ESOL		1/31/2012

11. OTHER PERSONNEL RECOMMENDATIONS

- A. Appoint Beth Shaughnessey as a mentor to Lindsey Longo for the 2nd semester of the 2011-2012 school year at a stipend of \$375/yr.
- B. Appoint Donald Burton as a mentor for Joel Ernst and Brandon Hitz at a stipend of \$375/each for the 2nd semester of the 2011-2012 school year
- C. Appoint Kristopher Turner and Ashley Stine as 2011-2012 LHS Stage Help at a rate of \$10.50/hr. as needed
- D. Appoint Robin Light as a counseling intern effective 1/23/2012-End of the 2011-2012 school year
- E. Appoint the following persons to the AM Academy program at Henry Houck Elementary from 1/24/2012-3/16/2012 at the rate and position indicated

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Gamon, Deanna	Teacher	\$29.00/hr.
Woodruff, Karen	Teacher	\$29.00/hr.
Danielwiscz, Susan	Teacher	\$29.00/hr.
Daub, Heather	Teacher	\$29.00/hr.
McNeal, James	Teacher	\$29.00/hr.
Fox, Kristen	Teacher	\$29.00/hr.
Haley, Rebecca	Teacher	\$29.00/hr.
Dianderas, Eneida	Teacher	\$29.00/hr.
Cruz, Belkys	Paraprofessional	\$11.49/hr.
Moyer, Loretta	Paraprofessional	\$15.04/hr.
Houck, Angela	Paraprofessional	\$10.00/hr.

- F. Appoint the following persons at the rate and position indicated

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Chinnici, Kristin	HH Handbell Choir Director	\$1,082/yr.
Johnson, Jessica	NW Handbell Choir Director	\$1,082/yr.

- G. Appoint the following persons to the extracurricular assignments as listed, for the 2011-2012 school year, at the stipend indicated,

subject to assignment by the superintendent and pending receipt of all required documentation-See Exhibit A

- H. Appoint the following substitute support staff, as indicated, subject to assignment and pending the required documentation:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Effective Date</u>
Rivera-Melendez, Jose	Paraprofessional	\$8.00/hr.	1/27/2012

- I. Appoint the following persons at the established rate of \$100.00 per day, as day-to-day substitute teachers, subject to assignment by the superintendent and pending receipt of all required documentation

<u>Name</u>	<u>Effective Date</u>
Derr, Carrie Ann	2/15/2012
McElhaney, Lesley	1/27/2012
Weidman, Kaitlyn	2/15/2012

- J. Appoint the following persons as volunteers under the Lebanon School District Policy #916 Community Volunteers, pending receipt of all required documents

<u>Name</u>
Brown, Joshua S.
Davenport, Amy S.
Grimes, Gail E.
Light, Robin L.
Washington, Albertine P.

- K. Rescind the removal of Tabitha Krick and Erica Kinlaw as substitutes effective 1/3/2012

- L. Remove the following substitutes effective 2/1/2012

<u>Name</u>
Bullock, Jeremy
Carrillo Torres, Josephine
Dengler, Barbara
Garrett, Elisabeth
Heckman, Laura
Hornickell, Jennifer
Houck, Chris
Kolacek, Erin
Stohler, Seth
Wolfe, Karen

12. AMEND THE FOLLOWING

- A. Amend Donald Burton's stipend as a mentor for Christina Sterck to \$375/yr. for the 1st semester of the 2011-2012 school year

- B. Amend Laura Clark's return to work date to 05/01/2012
- C. Amend Alaina Pastal's LTS assignment at LHS to end on 05/02/2012
- D. Amend Jessica Bahler's return to work date to 3/23/2012
- E. Amend Pamela Drahovsky's return to work date to 1/9/2012
- F. Amend Deanna Fedor's return to work date to 3/5/2012
- G. Amend Andrew Bahler's return to work date to 2/15/2012
- H. Amend Kelly Bastek's assignment as Acting Special Education Consultant for Elementary Education until the end of the 2011-2012 school year
- I. Amend Larry Schwalm's hourly rate to \$9.25/hr. effective 8/20/2010

Mrs. Rose Marie Kotay abstained from voting on Item D – Amend Jessica Bahler's return to work date to 3/23/2012 and Item G – Amend Andrew Bahler's return to work date to 2/15/2012 because she is related to both. The motion passed.

- (27) RESOLUTION #14642 – A motion was made by Mrs. Bowman and seconded by Mr. Wilson to grant approval to add March 6 as a second home visit day for K4 children, to the 2011-2012 school calendar.

This motion passed with a unanimous vote.

- (28) RESOLUTION #14643 – A motion was made by Mrs. Kotay and seconded by Mr. Kuhn to grant approval of first reading of revised Board Policy #113 – Special Education; approval of first reading of revised Board Policy #113.1 – Discipline of Students with Disabilities; approval of first reading of revised Board Policy #113.2 – Behavior Support; approval of first reading of revised Board Policy #113.3 – Screening and Evaluations; and approval of first reading of revised Board Policy #113.4 – Confidentiality of Special Education Student Information. This motion passed with a unanimous vote.

- (29) RESOLUTION #14644 – A motion was made by Mr. Kuhn and seconded by Mr. Shott to grant permission for the Community Health Council to administer a survey to middle and high school students on a voluntary basis at a date to be determined within the next twelve months. This motion passed with a unanimous vote.

- (30) RESOLUTION #14645 – A motion was made by Dr. Dall and seconded by Mr. Wilson to grant permission for the Lebanon High School French Class to take eligible high school students for an educational trip to France in

Spring 2013 (exact dates TBD). Students will be responsible for missed assignments. This motion passed with a unanimous vote.

- (31) RESOLUTION #14646 – A motion was made by Mr. Shott and seconded by Dr. Dall to accept the resignation of Corbett Blouch from the Lebanon School District Board of School Directors, effective February 20, 2012. This motion passed with a unanimous vote.

President Schaffer stated that the board would miss Corbett.

- (32) RESOLUTION #14647 – A motion was made by Mr. Kuhn and seconded by Dr. Dall to grant permission to move ahead with the necessary procedures to procedures to fill the vacancy on the board by advertising, accepting applications, and interviewing candidates at the scheduled Committee-of-the-Whole Meeting on Monday, March 12, 2012 at 7:00 p.m. in the board conference room in the Lebanon High School; and appointing the new director at the board's business meeting scheduled for Monday, March 19, 2012.

This motion passed with a unanimous vote.

- (33) With no further business to come before the board at this time, a motion was made by Mr. Shott and seconded by Mrs. Kotay that the meeting adjourn. All members voiced consent and President Schaffer declared the meeting adjourned at 7:55 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board