

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, March 21, 2016, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 9, 2015.
- (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 Bowman, Mrs. Ashley Cessna, Mrs. Rose Marie R. Kotay, Mr. Robert Okonak, Mr. Peter N. Pyles, Jr., and Mr. Thomas L. Schaffer and Mr. Paul Topping. Mr. Michael J. Kuhn was absent; and Mr. Cesar Liriano arrived at 7:03 p.m. Also present were Dr. Marianne T. Bartley, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; and Ms. Kelly Herr, assistant business manager.
- (4) Also present were Mr. Mike Murphy assistant to the superintendent for assessment and accountability; Mr. Fred Shattls, director of ESL; Mr. Shawn Canady, chief information officer; Mr. Joshua Coatsworth, director of Special Education; Mr. Brian Hartman, director of buildings and grounds; Mr. George Horn, district resident; and the following media representative: Mr. John Latimer of the Lebanon Daily News.
- (5) RESOLUTION #15370 – The minutes of the committee meeting held on February 8, 2016, and the regular meeting held February 15, 2016, were offered for consideration. It was moved by Mr. Schaffer and seconded by Mr. Topping that the minutes be approved. All members voiced consent and so ordered.
- (6) During the superintendent report, Dr. Bartley announced the Rotary Students of the Month for March: Luke Fureman and Chelsea Torres.
- (7) Next, Dr. Bartley reminded everyone about the Patron Benefit Concert with the Young Irishers on Sunday, April 10. All proceeds will go to the Cedar Foundation.
- (8) Dr. Bartley shared flyers announcing our multicultural festival, which will be held on Wednesday, April 13, in the LHS atrium.
- (9) RESOLUTION #15371 - The general fund treasurer's report ending February 29, 2016, 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.
- (10) RESOLUTION #15372 - 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 February 1, 2016 to February 29, 2016, 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.

- (11) RESOLUTION #15373 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to accept the Cedar Foundation financial summary report; student activity fund report; scholarship fund; food service report; and Phillips Copy Center report for February, 2016, as presented. All members answered aye and the motion passed.

There were no communications and no solicitor's reports.

- (12) RESOLUTION #15374 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval of the following Resolution concerning the pledge for completion of necessary public improvements as part of the Northwest Elementary School building project:

The Board of Directors of the Lebanon School District will guarantee the amount of \$1,130,600.00, be reserved as part of the Northwest Elementary School Building Project Funds to pay for the completion of necessary public improvements as outlined in the approved site plans provided by the City of Lebanon.

The motion passed with a unanimous vote.

- (13) RESOLUTION #15375 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval to add the Middle School Life Skills Club Account to the student activity. Student advisors are Glen Peralta and Alisha Pettway; staff advisor is Kathleen Dresely. The motion passed with a unanimous vote.

- (14) RESOLUTION #15376 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval for the Special Education Department to host the 2016 Extended School Year for Life Skills and Learning Support students from Monday, June 27, 2016, through Thursday, July 28, 2016. Extended School Year will be conducted Monday through Thursday from 8:30 AM to 11:30 AM, at Lebanon High School. The motion passed with a unanimous vote.

- (15) RESOLUTION #15377 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval for the Special Education Department to host the 2016 Extended School Year for Autistic Support students from Monday, June 27, 2016, through Thursday, July 28, 2016. Extended School Year will be conducted Monday through Thursday from 8:30 AM to 11:30 AM, at Lebanon High School. The motion passed with a unanimous vote.

- (16) RESOLUTION #15378 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant permission to conduct the Elementary Summer Program at Southwest and Harding elementary schools beginning Monday, June 20, 2016, through Thursday, July 28, 2016, from 8:00 AM to 11:30 AM. The program will meet four days per week. Funds for this program will come from the Title I grant; to conduct the Middle School Summer Program for students from Monday, June 13, 2016, through Thursday, June 30, 2016, at Lebanon Middle School, from 8:00 AM to 11:00 AM. Funds for this

program will come from the Title I grant; and to conduct the High School Summer Program for students in two sessions from Monday, June 13, 2016, through Thursday, June 23, 2016, and Monday, July 11, 2016, through Thursday, July 28, 2016, four days per week, from 8:30 AM to 11:30 AM, with students scheduled according to their individual program needs. Funds for this program come from the high school budget. The motion passed with a unanimous vote.

- (17) RESOLUTION #15379 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant permission to allow Lincoln Intermediate Unit #12 to conduct the Migrant Summer Program for students beginning Monday, July 11, 2016, through Thursday, July 28, 2016, from 9:00 AM to 3:00 PM each day. The program will utilize Southeast Elementary School and is funded by IU 12. This schedule may be adjusted as the budget for the program is finalized. The motion passed with a unanimous vote.

- (18) RESOLUTION #15380 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval of the 2016-2017 Lancaster-Lebanon Intermediate Unit Budgets: Core Program of Services Budget in the amount of \$1,587,884 and the Instructional Media Services Budget in the amount of \$815,550. The following votes were recorded:

Mrs. Bowman	aye	Mrs. Cessna	aye	Mrs. Kotay	aye
Mr. Kuhn	absent	Mr. Liriano	aye	Mr. Okonak	aye
Mr. Pyles	aye	Mr. Schaffer	aye	Mr. Topping	aye

The motion passed with a unanimous vote.

- (19) RESOLUTION #15381 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval for the filing of E-rate Form 471 for internal network connections. Approval is contingent upon receipt of funding commitment letter from USAC (Universal Service Administrative Company) E-rates Administrative Service. The District’s current discount rate is 85%. Form 471’s are being generated for Dauphin Datacom with a project cost of \$106,955.00, with a district share of \$16,050.00 for access point upgrades and Eplus Technologies with a project cost of \$506,023.00 with a district share of \$75,903.00 for an upgrade to the districts switching infrastructure. The cost of these projects has been included in the 2016-2017 Technology Services budget request. The motion passed with a unanimous vote.

- (20) RESOLUTION #15382 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant permission to take approximately sixty-four 5th Grade students from Southeast Elementary School on an overnight trip to Camp Swatara from Monday, April 25, 2016 to Tuesday, April 26, 2016. Students will be exposed to nature on a new level and participate in authentic activities that promote teamwork while exploring new concepts. The attached letter explains the trip in more detail. Students will be supervised at all times by teachers and approved chaperones. Approximately 10 parent volunteers, a school nurse, three district teachers and a school counselor will be going along. Students will be transported in a bus. Total cost of the trip is approximately \$3,000 and will be paid through Southeast PTT funds and fundraising efforts. The motion passed with a unanimous vote.

(21) RESOLUTION #15383 – Mr. Schaffer made a motion, seconded by Mr. Topping to grant approval to acknowledge receipt of PlanCon Part D: Project Accounting Based on Estimates, for the Northwest Elementary School New Construction Project #3859. The motion passed with a unanimous vote.

(22) RESOLUTION #15384 – 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 as follows:

1. RETIREMENT RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>
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A. ADMINISTRATIVE

Zelinkse, Gary	LHS Assistant Principal 41 years	Retirement 6/30/2016
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President Pyles expressed a hardy thank you to Mr. Zelinske for the many years of service to the Lebanon School District. He feels that these will be big shoes to fill.

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE

C. CLERICAL

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

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Kantner, Jonathan	LMS ESOL Teaching Assistant 7 hours/day	Personal	2/22/2016
Sassani, Michael	HH Personal Care Assistant 6.5 hours/day	Personal	2/29/2016

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

Light, Courtney	LMS LTS Speech	N	N	\$243.37/day	3/21/2016-Last Staff Day of the 2015- 2016 School Year
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C. CLERICAL

D. FOOD SERVICE

B. MAINTENANCE

C. PARAPROFESSIONAL

Blouch, Debra	NW K4 Paraprofessional 6.5 hours/day	N	R	\$11.25/hr.	3/8/2016
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D. SECURITY

E. 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.

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective Date</u>
B. ADMINISTRATIVE				
C. PROFESSIONAL				
D. CLERICAL				
Cruz, Sandra	DO Administrative Assistant for Payroll/Benefit s (Confidential)	DO Administrative Assistant for Employee Attendance (Confidential)	No Change	3/21/2016
E. FOOD SERVICE				
F. MAINTENANCE				
G. PARAPROFESSIONAL				
Johnson, Chelsey	LMS Personal Care Assistant	NW Personal Care Assistant	No Change	3/1/2016

Pagan, Marileen	6.5 hours/day LHS Personal Care Assistant 6.5 hours/day	6.5 hours/day LMS Personal Care Assistant 6.5 hours/day	No Change	3/1/2016
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H. SECURITY

I. 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>
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A. ADMINISTRATIVE

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE

Burger, Amy	Day-to-Day Substitute	LHS LTS Social Studies	\$243.37/day	4/1/2016 - 6/3/2016
Ober, Kaila	Day-to-Day Substitute	LMS LTS Supplemental Science	\$243.37/day	3/9/2016 - 5/27/2016
Rexrode, Elicia	Day-to-Day Substitute	SW LTS K5	\$243.37/day	2/19/2016 - 4/22/2016

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

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>
Cooper, Neil	HD/SE Teacher	Consecutive	2/12/2016 – 2/22/2016
Grove, Timothy	LHS Teacher	Consecutive	4/5/2016 – 6/3/2016
Hellenthal, Chad	LHS Teacher	Consecutive	2/29/2016 – 3/18/2016
Nordall, Jennifer	LHS Principal	Consecutive	8/1/2016 – 10/21/2016
Ortega, Dalinet	LHS PCA	Consecutive	3/22/2016 – 4/19/2016
Oswalt, Erica	SW Teacher	Consecutive	2/23/2016 – 3/20/2016
Pukay, Bradley	LMS Teacher	Consecutive	4/23/2016 – 5/6/2016
Rausch, Jennifer	NW Teacher	Consecutive	2/4/2106 – 2/16/2016
Rennecker, William	LHS Counselor	Consecutive	3/10/2016 – 5/27/2016
Sattazahn, Jennifer	NW Teacher	Consecutive	5/21/2016 – 6/6/2016
Stevenson, Adrianna	NW Teacher	Intermittent	1/23/2016 – 3/29/2016
Worrell, Carl	NW Teacher	Consecutive	4/24/2016 – 5/6/2016

11. OTHER PERSONNEL RECOMMENDATIONS

- A. Appoint Bradley Swavely as a 2015-2016 Volunteer Assistant Varsity Baseball Coach
- B. Appoint Jennifer Garver as a mentor to Benjamin Andrews from 1/19/2016-end of the 2015-2016 school year at a stipend of \$375/yr.
- C. Appoint Elijah Navarro as an intern for the Technology Services Department to work 16 hours per week 3/22/2016 to 6/10/2016, at a rate of \$9.50/hr. Funding by NGLC Grant
- D. Appoint the following persons as teachers to the 2015-2016 21st Century Program at a rate of \$30/hr. effective 2/1/2016

Name

Alright, Jeffrey
Itzen, Erik
Marks, Michael
Mueller, Brenda Kristen
Wolbrette, Lisa

- E. Appoint the following persons at the established rate of \$110 per day, as a day-to-day substitute teacher, subject to assignment by the superintendent

<u>Name</u>	<u>Effective Date</u>
Anuscavage, Haley	3/21/2016
Bixler, Donald	3/21/2016
Bomgardner, Raymond	3/2/2016
Devia, Maria	3/2/2016
Dorsey, Adele	3/2/2016
Doss, Jennifer	3/2/2016
Gunnells, Janice	3/21/2016
Hall, Douglas	3/21/2016
Harris, Noell	3/21/2016
Henderson, Francine	3/21/2016
Kalbach, Jason	3/21/2016
Lindsey, Chad	2/22/2016
Mears, Heidi	2/29/2016
Miller, Eric	3/2/2016
Mohler, Sheila	3/21/2016
Paxton, Steven	3/2/2016
Peden Proschold, Lynne	3/21/2016
Reilly, James	2/29/2016
Rowell, Heather	3/21/2016
Snyder, April	3/21/2016
Timlin, Ryan	3/2/2016

- F. Appoint Bradley Swavely as a teacher to the 2015-2016 21st Century Program at a rate of \$30/hr. effective 3/1/2016
- G. Appoint the following substitute support staff, as indicated, subject to assignment

<u>Name</u>	<u>Assignment</u>	<u>Rate</u>	<u>Effective Date</u>
Hartzell, Tracy	Security Guard	\$9.30/hr.	3/21/2016
Hubbard, Darius	Security Guard	\$9.30/hr.	3/9/2016

- H. Appoint the following persons as volunteers under the Lebanon School District Policy #916 Community Volunteers

Name
 Clauser, Lisa R.
 Eisenhower, Susan K.
 Galarza-Rodriguez, Omayra
 Gibbel, Amy L.
 Hoyer, Crystal L.
 Jocham, Jennifer L.
 Kelley, Morgan H.
 Landis, Mary Jane
 McClish, Darryl
 Murphy, Ruthann
 Orea-Sourwine, Leticia M.
 Ritter, Amber N.
 Swanson, Robert M.
 Unger, Christie L.
 Wagner, Jeannette M.
 Weikel, Jory A.
 Whitman, Samantha L.
 Winters, Kimberly L.
 Wisestough, Lisa E.
 Wisestough, Ronald J.
 Witherson, Afton

- I. Approve Jeremy Umbenhauer to receive a payment of \$300 for the 2015-2016 Musical Pit Honorarium
- J. Approve to pay Jerry Lampkin and Jeffrey Yeagley \$20/hr. to work security during the 2015-2016 PMEA district-wide band concert. Funding will be provided by PMEA
- K. Approve Zackeraya Elmarzouky as an Interpreter at the rate of \$25.00/hr. effective March 22, 2016

L. Approve Debra Blouch to work an additional one half hour, as needed, during the 2015-2016 school year, due to additional responsibilities at Northwest Elementary School

M. Rescind the following substitutes as indicated:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Boatwright, Rachel	Teacher	9/21/2015
Cieselka, Louise	Teacher	11/17/2014
Drill, Cindy Ann	Teacher	9/21/2015
Echavarria, Crystal	Teacher	10/27/2015
King, Matthew	Teacher	9/21/2015
Marko, Autumn	Teacher	9/25/2015
Miles, Erin	Teacher	9/25/2015
Ray, Terry	Teacher	9/21/2015
Reppert, Emily	Teacher	11/21/2014
Stokes, Richard	Teacher	9/21/2015

N. Remove the following substitutes as indicated:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Enck, Dillan	Teacher	3/6/2015
Gasper, Victoria	Security Guard	2/17/2016
Hinkley, Susan	Teacher	10/27/2014
Kolacek, Erin	Athletic Trainer	2/1/2012
Madsen Sides, Aja	Athletic Trainer	5/16/2013
Medina-Rivera, Katty	Nurse Assistant	10/29/2015
Paradis, Marilyn	Teacher	1/22/2015
Pfleuger, Melissa	Paraprofessional	1/6/2016

12. AMEND THE FOLLOWING

A. Amend the dates of Alyssa Clemens's approved leave of absence to 3/14/2016 - 6/7/2016

B. Amend the dates of Megan Fetzer's approved leave of absence to 1/25/2016 - 3/7/2016

C. Amend the dates for Deanna Gamon's approved leave of absence to 4/4/2016 - 6/6/2016

D. Amend the dates of Maribel Gonzalez's approved leave of absence to 12/17/2015 - 2/12/2016

E. Amend the dates of Jennie Gonzalez's approved leave of absence to 8/17/2015 - 04/04/2016

F. Amend the return to work date of Ragna Kelly's approved leave of absence to 2/16/2016

- G. Amend the dates of Brittany Le's approved leave of absence to 3/20/2016 – 5/20/2016
- H. Amend the dates of Amanda Matarazzi's approved leave of absence to 3/7/2016 – 5/6/2016
- I. Amend the dates of Kelly Newswanger's approved leave of absence to 4/11/2016 – 6/6/2016
- J. Amend the dates of Tiffani Rhen's approved leave of absence to 4/4/2016 – 6/6/2016

All members answered aye and the motion carried.

- (23) RESOLUTION #15385 – A motion was made by Mr. Schaffer and seconded by Mrs. Cessna to grant approval of second reading of revised Board Policy #218 – Student Discipline. The motion passed with a unanimous vote.
- (24) RESOLUTION #15386 – A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of second reading of new Board Policy #218.3 – Sexting. The motion passed with a unanimous vote.
- (25) RESOLUTION #15387 – A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of second reading of new Board Policy #218.4 – Child Pornography. The motion passed with a unanimous vote.
- (26) RESOLUTION #15388 – A motion was made by Mr. Schaffer and seconded by Mr. Liriano to grant approval of second reading of revised Board Policy #806 – Child Abuse. The motion passed with a unanimous vote.
- (27) RESOLUTION #15389 – A motion was made by Mr. Schaffer and seconded by Mr. Okonak to grant approval of the 2016-2017 District Assessment Schedule. The motion passed with a unanimous vote.
- (28) The president announced that no executive session would be needed.
- (29) With no further business to come before the board at this time, a motion was made by Mr. Schaffer and seconded by Mr. Topping that the meeting adjourn. All members voiced consent and President Pyles declared the meeting adjourned at 7:16 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board