

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, February 18, 2013, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 5, 2012.
- (2) President Anne Dall 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, Ms. Vanessa A. Fischer, Mrs. Rose Marie R. Kotay, Mr. Michael J. Kuhn, Mr. Peter N. Pyles, Jr., Mr. Thomas L. Schaffer and Mr. Paul Topping, and Mr. Cornell Wilson. 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. Chris Danz, assistant to the superintendent for HR and pupil services; Mr. Mike Murphy assistant to the superintendent for assessment and accountability; Mr. Craig Boltz, director of buildings and grounds; Mr. Ted Graeff, chief information officer; Fred Shattls, director of ESOL; Mr. Brian Hartman, assistant director of buildings and grounds; Ms. Rebecca Young, Esquire; Mrs. Dawn Zatorski and Mrs. Debra Wertz; Mr. George Horn and Mr. John Zatorski, district residents; Mr. John Latimer of the Lebanon Daily News and Ms. Laura LeBeau of WLBR/WQIC.
- (5) RESOLUTION #14879 - The minutes of the committee meeting held on January 14, 2013, and the regular meeting held January 21, 2013, were offered for consideration. It was moved by Mrs. Kotay and seconded by Mr. Schaffer that the minutes be approved. All members voiced consent and so ordered.
- (6) Dr. Bartley began the superintendent report by sharing that the truancy issue appears to be coming to a closure. We have a Resolution on tonight's agenda. A press release, created by our attorney, will be sent to the news media tomorrow. Rebecca Young, Esquire was present to answer any questions.
- (7) Dr. Bartley shared the following student accomplishments:
 - Last month, the Symphonic band had a very successful concert at the middle school.
 - Throughout the winter season, many individual students were accepted to various community honor groups:

Accepted to county band were: Brittany Rittle, Ethan Eckert, Quentin Gable, Kelly Fair, Rylan Yerger, Tristan Burns, and Ben Boyer

- Ben Boyer was the only student accepted to the PMEA District 7 Symphonic Band.
 - Most recently, Laura Cramer, Kelly Fair, Rylan Yerger, Tristan Burns, Elijah Brown, Quentin Gable, and Ben Boyer attended the Susquehanna University Honors band.
 - We now have established a Jazz band at the school. There has not been one for many many years and we are happy to be performing later this term on a concert with the show choir.
- (8) Dr. Bartley explained that she is heading up the Rotary Four-Way Essay and Speech Competition this year. Monica Class, LHS, won 3rd Place in the Essay test. Students from Cornwall-Lebanon and Lebanon Catholic also participated. The Speech Contest will be held in March.
- (9) The Cedar Foundation set up a booth at the Expo for the Lebanon's Bicentennial Celebration. Many informational items were shared at the booth. It was a good celebration.
- (10) Dr. Bartley shared her Mid Year Update Report and District Profile.
- (11) On Monday, March 4, 2013, we will hold a special budget work session to discuss the way our budget is put together.
- (12) RESOLUTION #14880 - The general fund treasurer's report ending January 31, 2013, was presented for consideration. Mr. Pyles made a motion, seconded by Mr. Kuhn, 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 #14881 - 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, 2013 to January 31, 2013, 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.
- (14) RESOLUTION #14882 - A motion was made by Mr. Kuhn and seconded by Mrs. Bowman to accept the Cedar Foundation financial summary report; student activity fund report; scholarship fund; food service report; and Phillips Copy Center report for January, 2013, as presented. All members answered aye and the motion passed.
- (15) There was no communications and no solicitors report.
- (16) RESOLUTION #14883 - Mr. Pyles made a motion, seconded by Mrs. Kotay, to grant permission to approve submission of the Fresh Fruit & Veggies grant. The motion passed with a unanimous vote.
- (17) RESOLUTION #14884 - Mrs. Kotay made a motion, seconded by Mrs. Bowman to grant approval of invoice from Fairchild Services, Inc., in the

amount of \$8,150.00 for additional services through January 7, 2013. The motion passed with a unanimous vote.

- (18) RESOLUTION #14885 – Mr. Topping made a motion, seconded by Mrs. Kotay to grant approval of payment of invoices from Beers and Hoffman Ltd. in the amount of \$5089.30 for additional design work done on the high school auditorium for changes to the ceiling, walls and floors. The motion passed with a unanimous vote.
- (19) RESOLUTION #14886 – Mrs. Bowman made a motion, seconded by Mrs. Kotay to grant approval to award SRC Solutions, Inc. a contract to automate the registration process used in Child Accounting beginning April 01, 2013 for a cost of \$28,802.00. A yearly maintenance fee will be paid beginning in year two of a five year contract in the amount of \$14,876.80. The motion passed with a unanimous vote.
- (20) RESOLUTION #14887 – Mr. Kuhn made a motion, seconded by Mrs. Kotay to grant approval to contract with Fairchild Services, Inc., on an hourly basis for Construction Management services required from the February 28, 2013, end date of the existing contract, to the conclusion of the project. Hours to be preapproved through the Lebanon School District facilities department and in no case will monthly charges exceed the monthly rate in the existing contract of \$10,328.00. Hourly rates will be as follows: Project Management Duties - \$50 per hour; Clerical Services - \$25 per hour; and Senior Management Duties - \$80.00 per hour. The motion passed with a unanimous vote.
- (21) RESOLUTION #14888 – Mr. Pyles made a motion, seconded by Mr. Schaffer to grant approval of the enclosed Change Orders for February in the amount of \$119,572.05.

This approval of all change orders over \$18,500 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. The motion passed with a unanimous vote.

- (22) RESOLUTION #14889 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval of the following Resolution Settlement Agreement and Release to resolve litigation initiated against the district

WHEREAS, the Lebanon School District has been named a defendant in certain federal litigation docketed at 1:11-cv-147 in the United States District Court for the Middle District of Pennsylvania in which the plaintiffs sought, inter alia, restitution of certain truancy fines paid by the local courts to the District; and

WHEREAS, the Lebanon School District wishes to resolve the litigation in a manner that is financially prudent while preserving the rights and legal position of the School District; and

WHEREAS, a settlement proposal has been presented to the Board that limits the financial liability of the District and does not require any admission or finding of wrongdoing on the part of the District; and

WHEREAS, the Board believes that resolution of the litigation in the manner presented in the proposed settlement is in the best interest of the District; and

WHEREAS, the terms of the settlement contemplated in this Resolution are subject to final approval by a judge.

NOW, THEREFORE, it is Resolved that the School Board of the Lebanon School District approves resolution of the federal litigation as set forth in the attached Settlement Agreement and Release.

The motion passed with a unanimous vote.

- (23) RESOLUTION #14890 – A motion was made by Mr. Kuhn and seconded by Mrs. Bowman 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> |
|---|-------------------|-----------------------|
| A. ADMINISTRATIVE | | |
| B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE | | |
| C. CLERICAL | | |
| D. FOOD SERVICE | | |
| E. MAINTENANCE | | |
| F. PARAPROFESSIONAL | | |
| G. SECURITY | | |

Trautman, Yvonne	LMS Security 13.5 years	Retirement	2/15/2013
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2. RESIGNATIONS

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

E. FOOD SERVICE

F. MAINTENANCE

F. PARAPROFESSIONAL

Hess, Tonya	LHS Personal Care Assistant	Personal	1/22/2013
Rivera-Melendez, Jose	SW Personal Care Assistant	Terminated	1/24/2013

G. SECURITY

H. OTHER

3. NON-ACCEPTANCE

A. Approve Ruth McCracken's non-acceptance of a substitute paraprofessional position

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

Daugherty, Melinda	NW LTS K5	Y	R	\$43,286/yr. prorated for the number of days worked	1/23/2013- end of the 2012-2013 school year
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Cramer, Jennifer	LHS Personal Care Assistant	Y	R	\$9.00/hr.	2/20/2013
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G. SECURITY

H. OTHER

5. RE-APPOINTMENTS

Fern, Julia	NW LTS Nurse Assistant	Y	Y	\$13.50/hr.	1/23/2013- end of the 2012-2013 school year
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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. CLERICAL
 - D. FOOD SERVICE
 - E. MAINTENANCE

Ferretti, Bonita	LHS 2 nd Shift Custodian	NW 2 nd Shift Custodian	No Change	12/13/2012
Heagy, Ian	LHS 2 nd Shift Custodian	HD 2 nd Shift Custodian	No Change	1/14/2013
Mulero- Branca, Maricela	NW 2 nd Shift Custodian	LHS 2 nd Shift Custodian	No Change	12/13/2012

F. PARAPROFESSIONAL

Fayed, Ashraf	NW Personal Care Assistant	SW Personal Care Assistant	No Change	2/1/2013
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G. SECURITY

H. 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	LMS LTS Special Education	LMS Special Education	\$43,286/yr.	2/18/2013
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Grimes, Gail	SW Personal Care Assistant	Day-to-Day Substitute Paraprofessional	\$8.50/hr.	2/13/2013
Schies, Ryan	Day-to-Day Substitute	NW Personal Care Assistant	\$9.00/hr.	2/11/2013

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. RESIVION

9. INCOME PROTECTION

10. LEAVE OF ABSENCE WITH APPROVAL

<u>Name</u>	<u>Assignment</u>	<u>Type</u>	<u>Date</u>
Attig, Leslie	LMS School Nurse	Intermittent	2/8/2013 – 2/8/2014
Hernandez Fields, Naomi	LHS Guidance	Consecutive	1/10/2013 – 1/21/2013
Kercher, Michael	LHS Custodian	Consecutive	1/30/2013 – 2/6/2013
Lenich, Jacqueline	LHS Special Education Paraprofessional	Consecutive	1/21/2013 – 4/19/2013
Mason, Douglas	LMS	Consecutive	1/11/2013 –

	Social Studies Teacher		1/18/2013
Miller, Kelly	LMS Café Manager	Consecutive	2/12/2013 – 2/24/2013
Mong, James	District Maintenance	Intermittent	1/5/2013 – 2/14/2013
Morgenstern, Kelly	HD K4	Consecutive	3/30/2013 – 6/5/2013
Rine, Mary Ann	HD K4	Consecutive	2/13/2013 – 2/27/2013
Rodriguez, Crystal	Paraprofessional HH Personal Care Assistant	Consecutive	1/31/2013 – 2/28/2013
Rohland, Tracy	NW K4 Paraprofessional	Consecutive	1/21/2013 – 2/17/2013
Stellar, Jeffrey	LHS Physical Education Teacher	Consecutive	3/26/2013 – 4/5/2013
Stellar, Magdeline	NW Grade 1 Teacher	Consecutive	3/26/2013 – 5/17/2013
Tucker, Susan	Administrative Assistant to the Director of Buildings & Grounds	Consecutive	2/27/2013 – 3/13/2013
Worrell, Carl	NW Physical Education Teacher	Consecutive	3/11/2013 – 3/22/2013

11. OTHER PERSONNEL RECOMMENDATIONS

- A. Appoint the following persons to the 2012-2013 21st Century Program at the position and rate indicated

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Dianderas, Eneida	Teacher	\$30/hr.
Gonzalez, Tiffani	Substitute Teacher	\$30/hr.
Hemperly, Rebecca	Teacher	\$30/hr.
Houck, Angela	Paraprofessional	\$10.75/hr.
Moyer, Loretta	Paraprofessional	\$15.79/hr.
Schrader, Dawn	Teacher	\$30/hr.
Yearly, Charmaine	Paraprofessional	\$10.75/hr.

- B. Appoint the following persons to the extracurricular assignments as listed, for the 2012-2013 school year, at the stipend indicated, subject to assignment by the superintendent and pending receipt of all required documentation-See Exhibit A
- C. Appoint Molly Miller as game help effective 2/1/2013

- D. Appoint the following persons as Guidance Counselor interns at the school indicated effective the second semester of the 2012-2013 school year

<u>Name</u>	<u>School</u>
Arroyo, Soledad	LHS
Gardner, Mary	HH
Walsh, Katelyn	LMS

- E. Appoint Andrea McAllister as a substitute teacher at the rate of \$100/day, (outside regular work hours) effective 2/1/2013

- F. Appoint the following persons to the 2012-2013 21st Century morning Program at Henry Houck Elementary School at the position and rate indicated

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Danielewicz, Susan	Teacher	\$30/hr.
Fox, Kristen	Teacher	\$30/hr.
McNeal, James	Teacher	\$30/hr.

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

Name
 Bailey, Kerri E.
 Barto, Sheila L.
 Gardner, Mary R.
 Kline, Amanda L.
 Krouse, Joyce
 Rodriguez, Benito
 Velez, Tiesha L.

- H. 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>
Ahlstrom, Anna	2/4/2013
Behling, Carole	2/18/2013
Fourman, Annie	2/18/2013
Haggard, Laura	2/4/2013

- I. 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>
Boyer, Ashley	Paraprofessional	\$8.50/hr.	2/13/2013
Coughlin, Laura	Paraprofessional	\$8.50/hr.	2/18/2013
Martinez, Samuel	Custodian	\$9.30/hr.	2/4/2013
Rutter, Rebecca	Paraprofessional	\$8.50/hr.	1/21/2013
Testerman, Michelle	Nurse Asst LPN	\$12.50/hr.	2/4/2013

Viozzi, Erin	Nurse Asst LPN	\$12.50/hr.	2/4/2013
Wolfe, Kevin	Custodian	\$9.30/hr.	2/4/2013
Zimmerman, Nicholas	Custodian	\$9.30/hr.	2/4/2013

- J. Approve Yvonne Jones to assist in the administration of the SAT test at a cost of \$200/test, up to six tests per year. The district is reimbursed by Education Testing Service (ETS) for this expense
- K. Rescind the appointment of Jean Davis as the HH Site Coordinator for the 21st Century Program
- L. Remove the following substitutes

<u>Name</u>	<u>Effective Date</u>
Krouse, Joyce	1/14/2013
Messina-McCoy, Rhiannon	1/21/2013
Perez-Acosta, Abdiel	1/22/2013
Tobias, Jill	2/1/2013
Torres Martinez, Annet	2/1/2013

12. AMEND THE FOLLOWING

- A. Amend Craig Boltz's consecutive leave end date to 1/21/2013
- B. Amend Doug Mohl's consecutive leave end date to 1/17/2013
- C. Amend James Mong's consecutive leave end date to 1/4/2013
- D. Amend Lisa Spangler's consecutive leave end date to 1/29/2013
- E. Amend Thomas Stout from volunteer status to a Business Office intern effective the second semester of the 2012-2013 school year
- F. Amend Kerri Bailey from volunteer status to an Occupational Therapy intern at Henry Houck effective the second semester of the 2012-2013 school year
- G. Amend Nina Gate's LTS assignment as an Elementary Gifted Teacher to extend through 2/22/2013
- H. Amend Allison Bullock's stipend as 2012-2013 LHS Musical Choreographer to \$837/yr.
- I. Amend Marybeth Lavery's stipend as 2012-2013 LHS Musical Choreographer to \$1,395/yr.

Mr. Paul Topping abstained from voting on Item B under Other Personnel Recommendations: approve Luke Topping as an assistant varsity boys volleyball coach at an annual stipend of \$2,889. The motion passed.

- (24) RESOLUTION #14891 – A motion was made by Mr. Schaffer and seconded by Mr. Pyles to grant approval of second reading of Board Policy #248, Unlawful Harassment - Students. This motion passed with a unanimous vote.
- (25) RESOLUTION #14892 – A motion was made by Mr. Schaffer and seconded by Mr. Kuhn to grant approval of first reading of Board Policy #212, Reporting Pupil Progress. This motion passed with a unanimous vote.
- (26) RESOLUTION #14893 – A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant approval of first reading of Board Policy #213, Grading of Student Progress. This motion passed with a unanimous vote.
- (27) RESOLUTION #14894 – A motion was made by Mr. Schaffer and seconded by Mr. Kuhn to grant final adoption of calendar for the 2013-2014 school year. This motion passed with a unanimous vote.
- (28) 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 Dall declared the meeting adjourned at 7:23 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board

Exhibit A
Coaches
February 18, 2013

Baseball

Nordall, Robert	Head Baseball Coach	\$4,445
Norman, Robert	Assistant Varsity Baseball Coach	\$2,889
Nelson, Dale	Head JV Baseball Coach	\$2,889
Gonzalez, Frederick	Assistant JV Baseball Coach	\$2,222
Sanchez, Carlos	Volunteer Varsity Assistant Baseball Coach	
Eisenhower, Randy	Volunteer Varsity Assistant Baseball Coach	
Rada, Greg	Volunteer Varsity Assistant Baseball Coach	

Softball

Hower, William	Head Softball Coach	\$4,445
Crater, Angela	Assistant Varsity Softball Coach	\$2,889
Norman, Michelle	Head JV Softball Coach	\$2,889
Kortright, Danielle	Assistant JV Softball Coach	\$2,222
Uhler, Samuel	Volunteer Assistant Varsity Softball Coach	

Boys Tennis

Uzar, Cathy	Head Boys Tennis Coach	\$3,334
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Boys Volleyball

Albright, Jeffrey	Head Boys Volleyball Coach	\$4,445
Topping, Luke	Assistant Varsity Boys Volleyball Coach	\$2,889

Track and Field

Watt, Nicholas	Head Track and Field Coach	\$5,557
Shucker, Lisa	Assistant Varsity Track and Field Coach	\$3,612
Richards, Stephen	Assistant Varsity Track and Field Coach	\$3,612
Rau, Daniel	Assistant Varsity Track and Field Coach	\$3,612
Kern, Stephanie**	Assistant Varsity Track and Field Coach	\$1,806
Peck, Kathleen **	Assistant Varsity Track and Field Coach	\$1,806
Lucas, Aaron	Head JH Track and Field Coach	\$3,612
Monk II, Robert	Assistant JH Track and Field Coach	\$2,778
Rhinier, Amanda**	Assistant JH Track and Field Coach	\$1,389
Comp, Chadd **	Assistant JH Track and Field Coach	\$1,389
Robinson, Matthew	Volunteer Varsity Track And Field Coach	

**Splitting the position