

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, July 15, 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 Fischer, 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. 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. Harry W. Reed, solicitor.
- (4) Also present were Mr. Chris Danz, assistant to the superintendent for HR and pupil services; Mr. Brian Hartman, director of buildings and grounds; Mr. Adam Steckbeck, head custodian; Mr. Josh Coatsworth, coordinator of special education; Mr. Bill Giovino, high school principal; Mr. Fred Shattls, director of ESOL; Mr. George Horn, district resident; Mr. Sam Elias, athletic director; Mr. Mike Bechtold, assistant solicitor; Mr. John Latimer of the Lebanon Daily News.
- (5) RESOLUTION #14998 - The minutes of the committee meeting held on June 10, 2013 and the regular meeting held on June 17, 2013 were offered for consideration. It was moved by Mr. Schaffer and seconded by Mr. Pyles that the minutes be approved. All members voiced consent and so ordered.
- (6) Dr. Bartley shared that Lebanon was one of eight educational institutions to receive a \$150,000 grant from Next Generation Learning Challenges. NGLC is a coalition of educational organizations which foster innovative technology based learning initiatives. The grant will be used to help finance our hybrid program which provides individualized education by mixing traditional classroom instruction with supervised online learning.

The amount of the grant could triple because NGLC will add an additional \$150,000 if the district can find an equal amount in matching funds. Dr. Bartley hopes to raise the matching funds from other grants and private sources, and will not take it from the general fund. Dr. Bartley shared that a lot of team effort went into writing this grant and we are proud to receive it.

- (7) Dr. Bartley mentioned that she recently attended the National Superintendent Roundtable meeting in Chicago. The topic for the meeting was *Implementing the Common Core*. Dr. Bartley was the representative for Pennsylvania.
- (8) Dr. Bartley shared that when the state budget was passed, the district received about \$780,000 more in its basic education subsidy than was included in the budget the board passed in June.
- Dr. Bartley was quick to call Senator Folmer, Representative Gingrich and Representative Swanger and thank them for their influence and leadership with the 2013-2014 budget. She shared with them that the extra money is extremely helpful to our district and other urban districts. This increase will enable us to mitigate future rising costs.
- After a lengthy discussion on whether or not to return a portion of the money back to taxpayers, the board unanimously agreed to deposit the unanticipated additional money received from the state this year into the general fund balance for next year's budget.
- Director Peter Pyles stated that he feels we can look at this as a step towards closing the gap that we anticipate next year.
- (9) Mr. Brian Hartman reported that a sewer pipe in the boys' locker room at the high school is clogged beyond repair and must be replaced by digging up a portion of the cement floor. He explained that the responsibility would lie with the flooring contractor who worked on the renovation.
- (10) A second problem reported by Mr. Hartman involved a leak that ruined a large section of the newly laid auxiliary gym floor. The link was traced to duct work on the roof that was not sealed correctly. Again, Mr. Hartman feels the expense of repairs would fall back on the contractor.
- (11) Dr. Bartley shared that the Pennsylvania School Board Association Conference would be held on October 15 to October 18, 2013. The district is allowed to have two voting delegates present.
- (12) The Alumni Scholarship Golf outing will be held on Friday, July 19, 2013. Students were honored at the Steitz Club earlier tonight.
- (13) RESOLUTION #14999 - The treasurer's report for the month of June, 2013, was presented for consideration. Mr. Schaffer made a motion, seconded by Mr. 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.
- (14) RESOLUTION #15000 - Acting upon certification of the treasurer, a motion was made by Mr. Schaffer and seconded by Mr. Pyles, that the board approves the payment of bills payable for June, 2013 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.

(15) RESOLUTION #15001 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to accept the Cedar Foundation report for June, 2013; the student activity fund report for June, 2013; the scholarship fund report for June, 2013; the food service report for June, 2013; and Phillips Copy Center report for June, 2013 as presented. All members answered aye and the motion passed.

(16) There was no communications or solicitors report.

(17) RESOLUTION #15002 - Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant permission for Henry Houck Elementary School to apply for the Early Intervention Literacy Grant in the amount of \$50,000, through the RGK Foundation, for small group intervention and AM Academy. All members answered aye and the motion passed.

(18) RESOLUTION #15003 - Mrs. Kotay made a motion, seconded by Mr. Schaffer to grant approval to contract with Pepper Hamilton, LLP, Attorneys at Law, to represent us in the EIT Litigation at no cost to the district. This arrangement is pursuant to the indemnity provisions of the Intermunicipal Agreement concerning EIT. All members answered aye and the motion passed.

(19) RESOLUTION #15004 - Mr. Schaffer made a motion, seconded by Mr. Wilson to grant approval to re-open the General Fund Budget for the 2013-2014 School Year. The following roll call vote was recorded:

| | | | | | |
|-------------|----|--------------|----|-------------|----|
| Mrs. Bowman | No | Dr. Dall | No | Ms. Fischer | No |
| Mrs. Kotay | No | Mr. Kuhn | No | Mr. Pyles | No |
| Mr. Topping | No | Mr. Schaffer | No | Mr. Wilson | No |

The motion was unanimously denied.

(20) RESOLUTION #15005 - Mr. Schaffer made a motion, seconded by Mr. Topping to grant approval to authorize the Secretary of the Board to advertise a special meeting on Monday, July 29, at 7 PM, in the Lebanon School District Board Room, to consider any changes to the 2013-2014 General Fund Budget. The following roll call vote was recorded:

| | | | | | |
|-------------|----|--------------|----|-------------|----|
| Mrs. Bowman | No | Dr. Dall | No | Ms. Fischer | No |
| Mrs. Kotay | No | Mr. Kuhn | No | Mr. Pyles | No |
| Mr. Topping | No | Mr. Schaffer | No | Mr. Wilson | No |

The motion was unanimously denied.

(21) RESOLUTION #15006 - Mrs. Kotay made a motion, seconded by Mr. Schaffer to grant approval of enclosed Change Orders for the Lebanon

High School Renovations Project in the amount of \$9,820.52. All members answered aye and the motion passed.

(22) RESOLUTION #15007 – Mr. Schaffer made a motion, seconded by Mrs. Kotay to grant approval of Payment of Invoice #3093, dated 6/30/2013, from Fairchild Services in the amount of \$4,086.06, for services rendered in connection with the Lebanon High School Renovation Project Close Out and Auditorium Renovation. All members answered aye and the motion passed.

(23) RESOLUTION #15008 – Mrs. Kotay made a motion, seconded by Mr. Schaffer to grant approval of Invoice #61, dated June 13, 2012, from Beers and Hoffman, in the amount of \$4,917.46, for post contract services on the high school project from April 27 to June 01, 2013. The work consisted of 29.1 hours for reviewing shop drawings and submittals, special services and project coordination plus reimbursable expenses. All members answered aye and the motion passed.

(24) RESOLUTION #15009 – A motion was made by Mrs. Bowman 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 | | |

| | | | |
|------------------|--|------------|----------|
| Rueppel, Mary | SW Learning Support Paraprofessional 15 years | Retirement | 6/5/2013 |
|------------------|--|------------|----------|

President Dall thanked Mrs. Rueppel for her many years of service to the Lebanon School District.

G. SECURITY

H. OTHER

| | | | |
|---------------------|---|------------|----------|
| Miller, Theodore | District Technology Associate 9.5 years | Retirement | 8/9/2013 |
|---------------------|---|------------|----------|

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
- 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> | Prev Emp in LSD | New/ Replace | Proposed Rate | Effective Date |
|---|--|-----------------------|-----------------|--|--------------------------|
| A. ADMINISTRATIVE | | | | | |
| B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG TERM SUBSTITUTE | | | | | |
| Golden, Kenneth | HH LTS Learning Support | N | R | \$45,041/yr. prorated for the number of days worked | 8/19/2013- 11/22/2013 |
| Kennedy, Nicholas | LMS Itinerant Learning Support | N | R | \$48,461/yr. | 8/19/2013 |
| Neiheiser, Tara | HD Itinerant Learning Support | N | R | \$45,041/yr. | 8/19/2013 |

| | | | | | |
|------------------|----------------------------|---|---|--|---|
| Youndt, Carli | LHS LTS School Nurse | N | R | \$45,041/yr. prorated for the number of days worked | 1/2/2014- End of the 2013-2014 School Year |
|------------------|----------------------------|---|---|--|---|

- C. CLERICAL
- D. FOOD SERVICE
- E. MAINTENANCE
- F. PARAPROFESSIONAL
- 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 | | | | |
| Coomer, Hollis | SW Grade 5 | SW Grade 4 | No Change | 8/19/2013 |
| Palumbo, Jenna | LMS Business | LMS Temporary Technology Integrator | No Change | 8/19/2013- End of the 2013-2014 School Year |

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

| | | | | |
|-------------------------|--|--|--------------|-----------|
| Allwein, Debra A. | NW Learning Support Paraprofessional | NW Autistic Support Paraprofessional | No Change | 8/21/2013 |
| Beamesder fer, Diane | NW Grade 1 Paraprofessional | LHS Personal Care Assistant | No Change | 8/21/2013 |

| | | | | |
|-----------------------|--|---|--------------|--|
| Capello, Cathy | HD Grade 1 Paraprofessional | HD K4 Paraprofessional | No Change | 8/21/2013 |
| Elzek, Ereny | HD Learning Support Paraprofessional | NW K4 Paraprofessional | No Change | 8/21/2013 |
| Friend, Carmella | NW Grade 1 Paraprofessional | NW ESOL Paraprofessional | No Change | 8/21/2013 |
| Hoke, Beverly | SW Grade 1 Paraprofessional | SW Temporary Intervention Paraprofessional SIP Funded | No Change | 8/21/2013- End of the 2013-2014 School Year |
| Kelliher, Billie | NW Grade 1 Paraprofessional | HH Personal Care Assistant | No Change | 8/21/2013 |
| Killian, Rheta | HD Grade 1 Paraprofessional | HD K5 Paraprofessional | No Change | 8/21/2013 |
| Moore, Curtis | SW Bridges Paraprofessional | HH Personal Care Assistant | No Change | 8/21/2013 |
| Petruska, Patricia | HH Grade 1 Paraprofessional | HH Learning Support Paraprofessional | No Change | 8/21/2013 |
| Pflueger, Melissa | NW Grade 1 Paraprofessional | NW Personal Care Assistant | No Change | 8/21/2013 |
| Sellers, Wendy | Grade 1 Paraprofessional | SW Temporary Intervention Paraprofessional SIP Funded | No Change | 8/21/2013- End of the 2013-2014 School Year |
| Tricoche, Jeanette | SE Building Paraprofessional | NW Autistic Support Paraprofessional | No Change | 8/21/2013 |

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

| | | | | |
|--------------------|--------------------------|------------------------|--|---|
| Day, Kaitlyn | Day-to-Day Substitute | SE K4 | \$45,041/yr. | 8/19/2013 |
| Gates, Nina | Day-to-Day Substitute | HD K5 | \$45,041/yr. | 8/19/2013 |
| Greene, Tiffany | Day-to-Day Substitute | LMS LTS Business | \$45,041/yr. prorated for the number of days worked | 8/19/2013- End of the 1 st Semester of the 2013- 2014 School Year |
| Sellers, Nolan | Day-to-Day Substitute | SE Grade 3 | \$45,041/yr. | 8/19/2013 |
| Snyder, Joelle | Day-to-Day Substitute | HH Life Skills | \$45,041/yr. | 8/19/2013 |

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

G. SECURITY

8. EXTRA PAY FOR EXTRA DUTY

| <u>Name</u> | <u>Assignment</u> | <u>Proposed Rate</u> | <u>Effective Date</u> |
|----------------|-------------------|--------------------------|---------------------------|
| 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> |
|----------------|-------------------|-------------|--------------------------|
| Longo, Lindsey | HD Guidance | Consecutive | 8/19/2013 – 11/8/2013 |

11. OTHER PERSONNEL RECOMMENDATIONS

- A. Approve an increase of \$0.75/hr. for the following non-collective bargaining positions as indicated effective 7/1/2013:

Position

ESOL Program Assistant
Nurse Assistant (LPN/RN)

- B. Approve an increase of \$0.50/hr. to the starting rates for the following non-collective bargaining positions effective 7/1/2013:

Position

ESOL Program Assistant
Nurse Assistant (LPN/RN)
Security Guards
Substitute Custodians
Substitute Security Guards
Substitute Secretary

- C. Appoint Charlotte Rittle as a Paraprofessional at Henry Houck Elementary School in the 2013-2014 Summer School Program at her 2013-2014 hourly rate.
- D. Appoint Carol Jacobs as a volunteer under the Lebanon School District Policy #916 Community Volunteers, pending receipt of all required documents.
- E. Appoint Stephanie Warlow as a secondary teacher in the ESOL Summer School Program from 6/25/2013-8/15/2013 at a rate of \$30/hr.
- F. Appoint Wanda Sunkel as an elementary teacher in the ESL Summer School Program from 7/15/2013-7/26/2013 and from 8/5/2013 to 8/8/2013, at a rate of \$30/hr.
- G. Appoint Shonda Bare as an elementary teacher in the ESL Summer School Program on an as needed basis, at a rate of \$30/hr.
- H. Appoint Ivette Ruiz de Porrás to the 2013 Extended School Year Program from 6/24/2013-8/1/2013 as a Personal Care Assistant at the rate of \$9.00/hr.
- I. Appoint John Copenhaver as the 2013-2014 Music (K-12) Division Level Coordinator at a stipend of \$1,274/yr.
- J. Appoint Bruce Barry as a 2013-2014 LMS Stage Co-Manager at a stipend of \$534/yr.
- K. Appoint Carol Jacobs as a substitute paraprofessional at \$8.50/hr. effective 8/19/2013, subject to assignment and pending the required documentation.

- L. Appoint the following persons as indicated for the 2013 summer school program at Lebanon Middle School at a rate of \$30/hr:

| <u>Name</u> | <u>Position</u> |
|----------------|--------------------|
| Fedor, Deanna | Teacher |
| Henry, Shawn | Teacher |
| Marley, Nicole | Teacher |
| Rice, Roseanne | Substitute Teacher |

- M. Appoint Tricia Guth as a substitute teacher at \$100/day effective 8/19/2013, subject to assignment and pending the required documentation.

- N. Remove the following substitutes effective 7/1/2013:

| <u>Name</u> |
|------------------------|
| Boyer, Ashley |
| Kastrava, Stanley |
| Newell-Seyfert, Hannah |
| Parr, Barbara |

- O. Rescind the furlough of Ryan Schies as a Personal Care Assistant.
- P. Rescind the appointment of Ryan Schies as a day-to-day substitute.
- Q. Rescind the appointment of Hollis Coomer as a 2013-2014 SW Student Government Advisor.

12. AMEND THE FOLLOWING

- A. Amend Christine DeRosa's 2013-2014 salary to \$50,271/yr. (M+15)
- B. Amend the stipend for Nicole Yeagley and Corinne Bulley as 2013-2014 LMS Stage Co-Manager to \$534/each.
- C. Amend Corey Wenger's salary to \$73,736/yr. effective 7/1/2013.
- D. Amend the stipend for Tracey Maulfair and Stephanie Paine as 2013-2014 SW Student Government Advisors to \$286.50/each.

The motion passed with a unanimous vote.

- (25) RESOLUTION #15010 – A motion was made by Mr. Topping and seconded by Mrs. Kotay to grant final adoption of the following new textbooks for the 2013-2014 school year for the high school:

Advanced Computer Technology: Microsoft Office 2010 Advanced. (2011)
Author or Editor: Shelly, Vermaat ((Shelly Cashman Series); Publisher: Course Technology, Cengage Learning

Honors Accounting 2: Fundamental Accounting Principles (2013) Author or Editor: Wild, Shaw, Chiappetta; Publisher: McGraw Hill/Irwin

The motion passed with a unanimous vote.

- (26) RESOLUTION #15011 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant tentative adoption of the following new textbooks for the 2013-2014 school year for the high school:

Biology of Humans: Concepts, Applications and Issues. (2014) Author or Editor: Judith Goodenough and Betty McGuire; Publisher: Pearson

Environmental Science – Toward a Sustainable Future (12 ed) (2014) Author or Editor: Richard T. Wright and Dorothy Boorse; Publisher: Benjamin Cummings

The motion passed with a unanimous vote.

- (27) RESOLUTION #15012 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of the School Improvement Plan for Lebanon High School. The motion passed with a unanimous vote.

- (28) RESOLUTION #15013 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of first reading of Board Policy 122, Co-Curricular Activities. The motion passed with a unanimous vote.

- (29) RESOLUTION #15014 - A motion was made by Mrs. Kotay and seconded by Mr. Topping to grant approval of first reading of Board Policy 123, Interscholastic Athletics. The motion passed with a unanimous vote.

- (30) RESOLUTION #15015 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant permission to appoint up to two voting delegates to participate in the PSBA Legislative Policy Council meeting to be held on Thursday, October 15, 2013, during the School Leadership Conference 2013 in Hershey. The motion passed with a unanimous vote.

- (31) With no further business to come before the board at this time, a motion was made by Mr. Topping and seconded by Mr. Schaffer that the meeting adjourn. All members voiced consent and President Dall declared the meeting adjourned at 8:18 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board