

## SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, November 18, 2013, at 7:00 p.m. in the board conference room in the senior high school as advertised in the Lebanon Daily News on December 5, 2012.
- (2) President Anne Dall called the meeting to order at 7:05 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: Dr. Anne V. Dall, Ms. Vanessa Fischer, Mrs. Rose Marie R. Kotay, Mr. Peter N. Pyles, Jr., Mr. Thomas L. Schaffer, Mr. Paul Topping, Mr. Cornell Wilson, Mr. Michael J. Kuhn and Mrs. Debra L. Bowman. 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. Bill Reed, solicitor.
- (4) Also present were Mr. Christopher Danz, assistant to the superintendent for HR; Mr. Mike Murphy, assistant to the superintendent for assessment & accountability; Mr. Brian Hartman, director of buildings and grounds; Mr. Todd Kaylor, assistant director of buildings and grounds; Mr. Adam Steckbeck, head custodian; Mr. Ted Graeff, chief information officer; Mr. Fred Shattls, director of ESOL; Mr. Josh Coatsworth, director of special of education; Mr. Michael Bechtold, assistant solicitor; Bill Giovino, high school principal; Mrs. Dawn Connelly, Henry Houck Principal; Paul Lundeen and Brad Remig, bond counsel; Mr. John Dissinger and Mr. George Horn, district residents; and Mr. John Latimer, Lebanon Daily News.
- (5) Dr. Anne Dall announced that the Board would hold an executive session at the conclusion of this meeting to discuss personnel matters.
- (6) Mrs. Kotay announced that board members would find at their seat, hearing reports for the following recently conducted disciplinary hearings:  
  
Case 2013-2014 - 13  
Case 2013-2014 - 14  
Case 2013-2014 - 15
- (7) Mrs. Kotay, chairperson of the Board Committee on Suspension and Expulsion of Students, stated a recommendation is included from the committee on suspension and expulsion of students on the hearing reports. Copies of the hearing reports are included with these minutes. Mrs. Kotay thanked Dr. Anne Dall for attending the hearing.
- (8) RESOLUTION #15061 - It was moved by Mrs. Kotay 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) RESOLUTION #15062 – The minutes of the committee meeting held on October 14, 2013; and the regular meeting held October 21, 2013, 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.
- (10) Dr. Bartley began her superintendent’s report by welcoming Brad Remig and Paul Lundeen. Both will be working with the district in refinancing a 2006 bond. The sale is anticipated to save the district \$250,000, if interest rates remain at their current level when the refinancing is done in January, said Brad Remig, managing director for Public Financial Management Inc.
- (11) Dr. Bartley acknowledged that our November Rotary Students of the Month are: Taylor Hildebrand, Linus Morales and Dially Montalvo, CTC.
- (12) In updating the board about our Athletics, Dr. Bartley shared that Lebanon received the Sportsmanship Award for Section 3 at the Lancaster-Lebanon League Field Hockey Banquet. Also, Terri Johnston was named Coach of the Year.
- (13) In discussing the property tax exoneration request received from Mayor Capello, Peter Pyles said he felt it was unfair to give the City the tax break because the school district includes West Lebanon Township, and it would essentially be passing some of the tax burden onto its residents.

Vice President Peter N. Pyles, Jr. requested to add an item to tonight’s agenda to grant approval to honor the exoneration request from Mayor Capello for the value of taxes on improvements for the Partridge Street Redevelopment Project in the amount of \$15,398.55.

Debra Bowman stated that she is going to abstain from voting because she was on vacation last week when the initial discussion took place.

Cornell Wilson shared information about what \$15,000 would pay for the district.

- (14) Continuing with her report, Dr. Bartley shared that the district has agreed to pay John Fullerton Inc. \$180,000 for electrical work and Frey Lutz \$205,322 for plumbing work. Fullerton had originally billed the district \$372,000 and Frey Lutz \$368,000, prompting the district to hire attorney Michael Winfield to work with district solicitor Bill Reed in preparation for a possible lawsuit, which now will be avoided.
- (15) Attorney Reed reported that the district has reached an agreement with Erie Insurance for the installation of a sprinkler system. The insurance company was the performance bondholder for the original contractor, who went out of business midway through the job.

Attorney Reed shared that Erie eventually bid the remainder of the project to a different contractor, who finished the job at a cost of \$397,000. The district had negotiated a cap of 20% above contract. The cost was over original estimates and, under a takeover agreement negotiated between the district and Erie, the district agreed to pay \$86,250 of that expense. The district saved \$257,000 by having negotiated amounts in there.

- (16) In discussing Policy #707 – Use of School Facilities, Dr. Bartley is recommending that we add the Atrium as a part to rent. This revised policy will be on the January agenda for a first reading.
- (17) Next, Dr. Bartley told the board that she would like to have a community event on February 24, in which representatives from Beers and Hoffman Architects would repeat a presentation about the project made recently with her and board President Anne Dall to the Pennsylvania School Boards Association. That presentation discussed the building's environmental features, like its geothermal heating and cooling system, which earned it LEED -- Leadership in Energy and Environmental Design -- certification, and will ultimately result in energy-cost savings.
- (18) Dr. Bartley reminded everyone that we have only one meeting in December -- the Reorganization meeting on Monday, December 2 at 7 PM in the Boardroom.
- (19) RESOLUTION #15063 – The treasurer's report for the month of October 2013, 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.
- (20) RESOLUTION #14064 – 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 payable for October 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.
- (21) RESOLUTION #14065 – A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to accept the Cedar Foundation report; student activity fund report; scholarship fund report; food service report; and Phillips Copy Center report, all for October, 2013, as presented. All members answered aye and the motion passed.
- (22) RESOLUTION #14066 - In accordance with Revised Policy 903, Public Participation in Meetings, Mr. George Horn, 315 South First Avenue, had applied to speak to the board. Mr. Horn stated the following:
- He thanked Dr. Bartley and the Board for the tremendous job done with the high school renovations.

- He feels that remodeling is a difficult job.
- He feels the district worked as a team to get the job done.
- He thanked Dr. Bartley on the great dedication ceremony.
- He feels that the state should reimburse us for the high special education costs.

(23) There was no solicitor's report.

(24) RESOLUTION #14067 - Mr. Schaffer made a motion, seconded by Mrs. Kotay, to grant approval to appoint Michael Bechtold, Esquire, as solicitor for the Board of School Directors, as of January 1, 2014, at a fee of \$125 per hour for normal school related work, with a rate of \$185 per hour for all litigation work. Fees will include an annual retainer of \$1,500, which would cover attendance at a reasonable number of meetings and availability for advice and consultation on school matters. All members answered aye and the motion passed.

(25) RESOLUTION #14068 - A motion was made by Mrs. Kotay and seconded by Mr. Schaffer to grant approval of invoice #3157 from Fairchild Services, Inc., in the amount of \$5,435.00, for services rendered in connection with Lebanon High School Renovation Project close out and auditorium renovation. All members answered aye and the motion passed.

(26) RESOLUTION #14069 - A motion was made by Mr. Topping and seconded by Mr. Schaffer to grant approval of the following cost per cyber student for participation in athletics, co-curricular, and other extra-curricular activities for the 2013-2014 school year. Excluding our own Lebanon School District Virtual Academy:

Middle School level of participation costs per student for cross country, soccer, field hockey, volleyball, cheerleading, basketball, wrestling, and track & field = **\$575.00**

High School level of participation costs per student for cross country, soccer, field hockey, volleyball, cheerleading, golf, tennis, basketball, wrestling, bowling, baseball, softball, and track & field = **\$900.00**

High School and Middle School level of participation costs per student for football = **\$1750.00**

High School and Middle School level of participation costs per student for other co-curricular activities (including but not limited to) marching band, show choir, indoor drum line, concert choir, school play, school musical, and student athletic training = **\$500.00**

All members answered aye and the motion passed.

(27) RESOLUTION #14070 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of (i) the Settlement Agreement and Release prepared by the District's Special Construction Counsel, providing for payment to John E. Fullerton, Inc. in the amount of \$180,000 in full satisfaction of any and all claims arising out of or relating to the Sr. High School Renovation and New Construction Project; (ii) to authorize the President of the Board of School Directors to execute the Settlement Agreement; and (iii) to authorize payment of the settlement proceeds to John E. Fullerton, Inc. All members answered aye and the motion passed.

(28) RESOLUTION #14071 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of (i) the Settlement Agreement and Release prepared by the District's Special Construction Counsel, providing for payment to Frey Lutz Corp. in the amount of \$205,322 in full satisfaction of any and all claims arising out of or relating to the Sr. High School Renovation and New Construction Project; (ii) to authorize the President of the Board of School Directors to execute the Agreement; and (iii) to authorize payment of the settlement proceeds to Frey Lutz Corp. All members answered aye and the motion passed.

(29) RESOLUTION #14072 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval of the enclosed change orders for the high school renovation project for November, 2013, in the amount of \$40,488.87.

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.

All members answered aye and the motion passed.

(30) RESOLUTION #14073 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant approval to honor the exoneration request from Mayor Capello for the value of taxes on improvements for the Partridge Street Redevelopment Project in the amount of \$15,398.55.

The following roll call vote was recorded:

Mrs. Bowman	abstained because she was absent last week				
Dr. Dall	no	Ms. Fischer	no		
Mrs. Kotay	no	Mr. Kuhn	no	Mr. Pyles	no
Mr. Schaffer	no	Mr. Topping	no	Mr. Wilson	no

With a vote of 8 no and 1 abstention, the motion did not pass.

(31) RESOLUTION #14074 - A motion was made by Mr. Schaffer and seconded by Mr. Kuhn 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		
Brubaker, Gerri Anne	LMS ESOL 7 years	Retirement 6/5/2014
Epright, Linda	LMS ESOL 11 years	Retirement 6/5/2014
Woodruff, Karen	HH Grade 3 39 years	Retirement 6/5/2014

President Anne Dall recognized our retirees for their many years of service to the district.

- 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>
A. ADMINISTRATIVE			
B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE			
C. CLERICAL			
D. FOOD SERVICE			
E. MAINTENANCE			
F. PARAPROFESSIONAL			

Wolfe, Judy	HD K5 Paraprofessional	Personal	9/2/2013
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G. 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

Bozell, Dawn	LMS Supplemental Science	N	R	\$53,387/yr.	11/25/2013
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

G. SECURITY

H. OTHER

Watkins, Rhys	Technology Intern	N	N	\$12.00/hr. funded through NGLC	11/19/2013
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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>
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- A. ADMINISTRATIVE
- B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE
- C. CLERICAL
- D. FOOD SERVICE
- E. MAINTENANCE
- F. PARAPROFESSIONAL

Capello,	HD	HD	No	8/26/2013
Cathy	K4	K5	Change	
	Paraprofessional	Paraprofessional		
Dundore,	HD	HD	No	8/26/2013
Renee	K5	K4	Change	
	Paraprofessional	Paraprofessional		

- 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>
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- A. ADMINISTRATIVE
- B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE
- C. CLERICAL
- D. FOOD SERVICE
- E. MAINTENANCE

Kreiser,	Day-to-day	LHS	\$14.70/hr.	11/19/2013
Richard	Substitute	2 <sup>nd</sup> Shift		
	Custodian	Custodian		

- F. PARAPROFESSIONAL
- G. SECURITY

Stine, Michael	Day-to-day	LMS	\$9.75/hr.	10/28/2013
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Substitute      Security  
Security Guard    Guard

H. OTHER

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>
Coomer, Hollis	SW Teacher	Consecutive	10/7/2013 – 11/15/2013
Reppert, Glenn	HH Security Guard	Consecutive	10/22/2013 – 1/6/2014
Santana- Perez, Shaira	HH Personal Care Assistant	Consecutive	10/22/2013 – 11/1/2013
Stichler, LuAnn	LMS Library Paraprofessional	Consecutive	10/1/2013 – 12/20/2013

11. OTHER PERSONNEL RECOMMENDATIONS

A. Appoint the following persons to the 2013-2014 21<sup>st</sup> Century Program at the Position and rate indicated:

<u>Name</u>	<u>Position</u>	<u>Rate</u>
Bailey, Ashley	Teacher	\$30/hr.
Eiceman, JoAnn	Paraprofessional	current hourly rate
Figueroa, Kathrine	Teacher	\$30/hr.

B. 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>
Giordano, Melissa	10/28/2013
Mock, Donald	11/01/2013
Nicholson, Mark	10/28/2013

Stroup, Dana	10/24/2013
Southwick, Janice	10/28/2013

- C. 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>
Hepler, Michael	Custodian	\$9.80/hr.	11/19/2013
Pierre, Edy	Paraprofessional	\$9.00/hr.	11/25/2013
Rittle, Rhonda	Paraprofessional	\$9.00/hr.	10/17/2013
Rittle, Rhonda	Secretary	\$10.00/hr.	10/17/2013
Rodriguez, Jennifer	Paraprofessional	\$9.00/hr	11/06/2013
Snavley, William	Custodian	\$9.80/hr	11/19/2013
Zombro, Laura	Paraprofessional	\$9.00/hr.	10/25/2013

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

Name  
 Abbas, Khaled M.  
 Campbell, Erin N.  
 Diaz, Evelyn  
 Diaz, Kayla Y.  
 Elnager, Safia K.  
 Emerich, Heather R.  
 Glant, Katrina L.  
 Hamilton, Rebecca J.  
 Harding, Elizabeth A.  
 Hollinger, Stacie M.  
 Kaylor, Kerry E.  
 Miranda, Crystal F.  
 Morse, Brittany C.  
 Schauer, Larry B.

- E. Appoint the following persons to the 2013-2014 LHS Musical in the positions and stipend indicated:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Davis, Sharon	LHS Musical Accompanist	\$1,200/yr.
McGrory, Colin	LHS Musical Orchestra Director	\$2,299/yr.
Naimoli, Mark	LHS Musical Director	\$3,891/yr.
Naimoli, Mark	LHS Musical Vocal Director	\$2,299/yr.
Williams Henry, Judy	LHS Musical Choreographer	\$2,299/yr.
Bulley, Corinne	LHS Musical Costume Designer	\$1,500/yr.
Albright, Amanda	LHS Musical Producer/Publicist	\$1,946/yr.

- F. Appoint Megan Strohman as a 2013-2014 Volunteer Varsity Assistant Girls Basketball Coach.
- G. Appoint Cameron Gill as a 2013-2014 Volunteer Varsity Assistant Wrestling Coach.
- H. Appoint Joshua Gates as a 2013-2014 Volunteer Junior High Assistant Boys Basketball Coach.
- I. Appoint Judy Wolfe as a 2013-2014 Harding intervention tutor at the rate of \$12.25/hr. effective 9/3/2013-4/16/2014.
- J. Appoint the following persons as interpreters at the rate of \$25/hr. (outside regular work hours) as needed, effective November 11, 2013:

Name

Colon Salgado, Annette  
 Figueroa, Ana  
 Perez, Brenda  
 Pierre, Edy  
 Tiru, Karen  
 Tricoche, Jeanette

- K. Appoint Luke Topping as the 2013-2014 Artists Guild’s Guild Master at a stipend of \$573/yr.
- L. Approve Libertad Colon to extend her hours by an additional 30 minutes Monday through Thursday to work with the Title III after-school tutoring program at LMS effective 11/4/2013-end of the 2013-2014 school year. Her entire salary is funded by Title III and will be of no expense to the district.
- M. Remove the following substitutes:

<u>Name</u>	<u>Effective Date</u>
Clark, Matthew	10/22/2013
Colon Salgado, Annette	9/16/2013
Fourman, Annie	11/01/2013
MacNamara, Charlotte	11/01/2013
Morasco, Sarah	11/14/2013
Ramos, Joel	11/01/2013
Verhagen, Jennifer	11/01/2013

**12. AMEND THE FOLLOWING**

- A. Amend Jason Dermes’ salary from bachelor’s level to master’s level effective 1/23/2007.

- B. Amend the stipend amount for Corinne Bulley and Nicole Kafferlin to \$1,149.50/each as 2013-2014 LMS Musical Co-Directors.
- C. Amend Matthew Clark's long-term substitute assignment to end on 10/21/2013.
- D. Amend Sarah Morasco's long-term substitute assignment to end on 11/8/2013.
- E. Amend Lydia Benn's long-term substitute assignment to end on 11/11/2013.
- F. Amend Tiffany Tarleton's leave of absence dates to 3/8/2014 – 5/2/2014.
- G. Amend Nydia Miller's long-term substitute assignment to begin on 10/7/2013.
- H. Amend Angela Houck's leave of absence end date to 10/25/2013.
- I. Amend Gail Grimes's removal as a day-to-day substitute date to 2/13/2013.
- J. Amend Crystal Rodriguez's leave of absence end date to 11/1/2013.
- K. Amend the hourly rate for Amanda Keeny as a Title III After School Tutor to \$15/hr.
- L. Amend Annette Colon DeMendoza's name to Annette Colon Salgado.

Mr. Paul Topping abstained from voting to approve Luke Topping as the 2013-2014 Artists Guild's Guild Master because Luke is Paul's son. The motion passed.

- (32) RESOLUTION #15075 – Mr. Schaffer made a motion, seconded by Mrs. Kotay, to appoint Thomas Schaffer as initial chairperson to preside over the Board Reorganization Meeting on Monday evening, December 2, 2013, at 7:00 p.m. in the conference room. The motion passed with a unanimous vote.
- (33) RESOLUTION #15076 – Mr. Topping made a motion, seconded by Mr. Schaffer, to grant permission for the “We Represent Faith Club” to change their name to “Multicultural Club”. The motion passed with a unanimous vote.
- (34) RESOLUTION #15077 – Mr. Kuhn made a motion, seconded by Mr. Topping, to grant permission approval for the Lebanon High School French Class to take eligible high school students on an educational trip to France from Friday, March 27, 2015 to Saturday, April 4, 2015. Because of the holiday, students will miss 4

days of school and will be responsible for missed assignments. The motion passed with a unanimous vote.

- (35) RESOLUTION #15078 – Mr. Schaffer made a motion, seconded by Mr. Kuhn, to grant approval of the Lebanon School District Comprehensive Plan for 07/01/2014 through 06/30/2017. The motion passed with a unanimous vote.
- (36) RESOLUTION #15079 – Mr. Schaffer made a motion, seconded by Mrs. Kotay, to grant permission to accept the following drivers from D. B. Fisher Student Transportation to provide transportation service to the Lebanon School District during the 2013-2014 school year. Documentation has been provided to the Business Office as required by contract to certify the drivers listed meet the requirements to transport students:
- Gregory Heist                      Saskia Caroline Malandra
- The motion passed with a unanimous vote.
- (37) RESOLUTION #15080 – Mr. Schaffer made a motion, seconded by Mrs. Kotay, to grant approval of first reading of Revised Board Policy #137 – In-Home Instruction. The motion passed with a unanimous vote.
- (38) RESOLUTION #15081 – Mr. Schaffer made a motion, seconded by Mr. Topping, to grant approval of second reading of Revised Board Policy #217 – Graduation Requirements. The motion passed with a unanimous vote.
- (39) President Dall requested that board members remain for an executive session to discuss personnel matters.
- (40) 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 Dall declared the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Mary A. Harrell  
Secretary of the Board