

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, March 20, 2017, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 7, 2016.
- (2) As President Peter N. Pyles, Jr. was absent, Vice-President Tom 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 Bowman, Mrs. Ashley Cessna, Mrs. Rose Marie R. Kotay, Mr. Mike Kuhn, Mr. Cesar Liriano, Mr. Robert Okonak, Mr. Thomas L. Schaffer and Mr. Paul Topping. Mr. Peter N. Pyles, Jr. was absent. Also present were Dr. Marianne T. Bartley, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; and Mr. Curt Richards, business manager.
- (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. Fred Shattls, director of ESL; Mr. Shawn Canady, chief information officer; Mr. Todd Kaylor, assistant director of buildings and grounds; Mr. Adam Steckbeck, head custodian; Ms. Erin Johnson and Mr. George Horn, district residents; and the following media representative: Mr. John Latimer of the Lebanon Daily News; and Ms. Laura LeBeau of WLBR.
- (5) RESOLUTION #15580 – The minutes of the committee meeting held on February 13, 2017, and the regular meeting held February 20, 2017, were offered for consideration. It was moved by Mr. Topping and seconded by Mrs. Cessna that the minutes be approved. All members voiced consent and so ordered.
- (6) During the superintendent report, Dr. Bartley expressed high praise for the cast and crew of Cinderella. This was among one of our finest productions.
- (7) Next, Dr. Bartley reminded everyone about the Patron Benefit Concert with the Little Big Bans on Sunday, April 9. All proceeds will go to the Cedar Foundation.
- (8) In updating the Board about the Great Lebanon Community Project, Dr. Bartley shared Chapter 5 – HOPE. Lebanon Middle School assisted with the writing of this chapter. On Saturday, April 22, 2017, Lebanon School District staff and students will come together for the GLCP/United Way Day of Caring cleanup of the City. Volunteers will begin with breakfast at LHS then go out into the City to clean up designated areas. Dr. Bartley will be reading to children from the GLCP book, at the Lebanon Library. We are working with an Artist in Residence who will work with students to paint a mural on the 7th Street Bridge. The mural will replicate the work being done with the GLCP.

- (9) Dr. Bartley announced that our Rotary Students of the Month for March are Elijah Blauch and Emily Smiley.
- (10) RESOLUTION #15581 - The general fund treasurer's report ending February 28, 2017, was presented for consideration. Mr. Topping 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.
- (11) RESOLUTION #15582 - Acting upon certification of the treasurer, a motion was made by Mr. Topping and seconded by Mrs. Kotay, that the board approves the payment of bills for the period of February 1, 2017 to February 28, 2017, 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.
- (12) RESOLUTION #15583 - A motion was made by Mr. Okonak and seconded by Mrs. Kotay to accept the Cedar Foundation financial summary report; student activity fund report; scholarship fund; food service report; and Phillips Copy Center report for February, 2017, as presented. All members answered aye and the motion passed.

There were no communications and no solicitor's reports.

- (13) RESOLUTION #15584 - Mrs. Cessna made a motion, seconded by Mrs. Kotay to grant approval to submit a grant to the Highmark Foundation. The motion passed with a unanimous vote.
- (14) RESOLUTION #15585 - Mr. Topping made a motion, seconded by Mr. Liriano to grant approval of the following Resolution to withdraw from the Lebanon County Earned Income Tax Bureau, and for dissolution thereof upon withdrawal by all parties to the Joint Operating Agreement:

Background

In 1967, the six Lebanon County school districts entered into a Joint Operating Agreement to create the Lebanon County Earned Income Tax Bureau (the "Bureau"), for the purpose of collecting and distributing earned income taxes and other local taxes for school districts and municipalities in Lebanon County.

The Joint Operating Agreement was amended twice in 1998. The First Amendment, among other things, modified the rules for a party to withdraw from the Bureau, and provided that Lebanon County municipalities for which the Bureau collects earned income taxes shall be provided representation on the Bureau's governing board called the Executive Committee. The Second Amendment provided that the Bureau is authorized to contract for another entity to collect earned income taxes and other local taxes in Lebanon County, if approved by the Executive Committee and the taxing authorities for which such other entity will be collecting taxes.

Pursuant to the Second Amendment and approvals required thereunder, in 2008 the Bureau engaged a private tax collection firm to start collecting earned income taxes and other local taxes for Lebanon County's school districts and municipalities.

In 2009, pursuant to Act 32 of 2008, which changed the method of collecting earned income taxes throughout Pennsylvania, the Lebanon County Tax Collection Committee (the "TCC") was formed for the purpose of arranging and overseeing the collection of earned income taxes and other local taxes in Lebanon County. The TCC in essence took over the role that had been assigned to the Bureau through the Joint Operating Agreement. Principally due to ongoing out-of-county payments due to the Bureau, the Bureau was not dissolved at the time the TCC was formed in 2009.

At this point, there is no longer any need to maintain the Bureau, as it serves no ongoing purpose. Moreover, there are no remaining assets that belong to the Bureau, and there is no business reason or any other reason to continue the legal existence of the Bureau.

In light of the above, all six Lebanon County school districts will be withdrawing from the Bureau pursuant to the terms of the Joint Agreement, which shall have the effect of dissolving the Bureau because there will be no remaining parties to the Joint Agreement.

Resolution

Taking into account the foregoing Background information, which is incorporated herein into this Resolution, it is HEREBY RESOLVED as follows by the Board of School Directors for the School District identified below that has adopted this Resolution (the "School District"):

a. Given the lack of any reason to maintain the Bureau, which serves no ongoing purpose and has no assets, the School District hereby withdraws from the Bureau, and directs its School Board Secretary to promptly give written notice of such withdrawal to the Executive Committee of the Bureau, with the understanding that pursuant to Paragraph 13 of the First Amendment to the Joint Agreement, such withdrawal shall become effective June 30, 2017.

b. Upon withdrawal from the Bureau by all six Lebanon County school districts, there will be no remaining parties to the Joint Agreement, which shall have the effect of dissolving the Bureau.

The motion passed with a unanimous vote.

- (15) **RESOLUTION #15586** – Mr. Topping made a motion, seconded by Mrs. Kotay to grant approval of the 2017-2018 Lancaster-Lebanon Intermediate Unit Budgets: Core Program of Services Budget in the amount of \$1,754,912 (last year's amount \$1,587,884) and the Instructional Media Services Budget in the amount of \$808,640 (last year's amount \$815,550). The following votes were recorded:

Mrs. Bowman aye Mrs. Cessna aye Mrs. Kotay aye

Mr. Kuhn	aye	Mr. Liriano	aye	Mr. Okonak	aye
Mr. Pyles	absent	Mr. Schaffer	aye	Mr. Topping	aye

The motion passed with a unanimous vote.

- (16) RESOLUTION #15587 – Mr. Topping made a motion, seconded by Mrs. Kotay to grant approval to retain the services of Powell, Rogers & Speaks as special collector of delinquent Per Capita and Occupation Flat Taxes and execute the agreement as presented. The motion passed with a unanimous vote.
- (17) RESOLUTION #15588 – Mr. Okonak made a motion, seconded by Mrs. Kotay to grant approval of Change Order No. EC 001 for the Northwest Elementary School New Building Project 3853 for Pagoda Electrical, Inc., for a credit in the amount of (\$2,000). This represents the difference between using Strand light fixture manufacturer, as selected in contract, and using Lehigh brand fixture, as negotiated for lesser cost; Grant approval of Change Order No. GC 003 for the Northwest Elementary School New Building Project 3853 for E. R. Stuebner, Inc., in the amount of \$2,414.13. This is an increase in the amount for installation of a 6” valve in water service piping in area of right of way at Old Forge Road in accordance with recommendation as offered by City of Lebanon Authority; Grant approval of Change Order No. GC 004 for the Northwest Elementary School New Building Project 3853 for E. R. Stuebner, Inc., in the amount of \$4,884.88. This is an increase in the amount for installation of curved steel at exterior canopies in lieu of the less costly straight steel which was provided for in bid day design. The more desirable curved steel condition will result in a cleaner and more desirable installation for aesthetics and maintenance; Grant approval of Change Order No. GC 005 for the Northwest Elementary School New Building Project 3853 for E. R. Stuebner, Inc., in the amount of \$5,170.04. This is an increase in the amount for installation of 7 each precast risers and associated grading related to raising exterior grades on the Northwest and Northeast sides of the proposed building. This work is required to ensure appropriate ground cover is achieved over exterior wall footings at these locations; Grant approval of Change Order No. PC 001 for the Northwest Elementary School New Building Project 3853 for Myco Mechanical, Inc., in the amount of \$4,255.11, for the installation of sink fixture and associated piping in Library Work Room in response to request by Owner; and Grant approval of Change Order No. PC 002 for the Northwest Elementary School New Building Project 3853 for Myco Mechanical, Inc., in the amount of \$5,311.92, for the installation of a drinking fountain fixture and associated piping in the Music Room 152 in response to request by Owner. The motion passed with a unanimous vote.
- (18) RESOLUTION #15589 – Mr. Topping made a motion, seconded by Mrs. Kotay to grant approval for the Special Education Department to host the 2017 Extended School Year for Life Skills and Learning Support students from Monday, June 26, 2017, through Thursday, July 27, 2017. Extended School Year will be conducted Monday through Thursday from 8:30 AM to 11:30 AM, at Lebanon High School; and Grant approval for the Special Education Department to host the 2017 Extended School Year for Autistic Support students from Monday, June 26, 2017, through Thursday, July 27, 2017. 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.

- (19) RESOLUTION #15590 – Mr. Topping made a motion, seconded by Mrs. Cessna to grant approval to conduct the summer credit recovery program for Lebanon High School students to operate from Monday through Thursday, June 12 to June 29, 2017, and July 10 to 27, 2017, from 8:30 AM to 11:30 AM (if enrollment requires). Program paid from building budget. The motion passed with a unanimous vote.
- (20) RESOLUTION #15591 – Mr. Topping made a motion, seconded by Mrs. Kotay to grant approval to conduct the summer remediation program for Lebanon Middle School students to operate Monday through Thursday, July 10 to July 27, from 8:30 AM to 11:30 AM. Program paid from Title I funds. The motion passed with a unanimous vote.
- (21) RESOLUTION #15592 – Mr. Topping made a motion, seconded by Mr. Liriano to grant approval to allow Lincoln Intermediate Unit #12 to offer a migrant education summer program for students held at Southeast Elementary School, Monday through Thursday, from July 10, 2017 to July 28, 2017, from 9:00 AM to 3:00 PM. Final schedule to be determined by IU12 budget. Program paid by IU12. The motion passed with a unanimous vote.
- (22) RESOLUTION #15593 – A motion was made by Mr. Topping and seconded by Mr. Okonak 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
- 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

Trostle, Jeremy	LHS Emotional Support	Personal	3/6/2017
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

Gonzalez, Mark	LMS 2 nd Shift Custodian 8 hours/day	Personal	3/2/2017
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Kreiser, Richard	LHS/NW 2 nd Shift Custodian 8 hours/day	Personal	2/23/2017
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F. PARAPROFESSIONAL

Ream, Cynthia	HD Cafeteria Monitor 3 hours/day	Personal	2/23/2017
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Woodward, Melissa	LHS Emotional Support Paraprofessional	Personal	6/8/2017
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G. SECURITY

H. OTHERS

3. NON-ACCEPTANCE

4. APPOINTMENTS

Subject to assignment by the superintendent and pending required documents

<u>Name</u>	<u>Assignment</u>	Prev Emp in LSD	New/ Replace	Proposed Rate	Effective Date
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- A. ADMINISTRATIVE
- B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG TERM SUBSTITUTE
- C. CLERICAL
- D. FOOD SERVICE
- E. MAINTENANCE
- F. PARAPROFESSIONAL

Negron, Barbara	SW Personal Care Assistant 6.5 hours/day	N R	\$10.00/hr.	3/20/2017
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Flores Palacios, Cristina	LHS Emotional Support Paraprofessional	N R	\$15.75/hr.	8/23/2017- Last student day of the 2017-2018 school year
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Young, Wendy	LHS Personal Care Assistant 6.5 hours/day	N R	\$10.00/hr.	3/14/2017
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G. SECURITY

Hernandez Nieves, Ivelisse	NW Security Guard 7.5 hours/day	N Y	\$10.05/hr.	3/8/2017
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H. 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 and pending required documents

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Rate</u>	<u>Effective Date</u>
A. ADMINISTRATIVE				
B. PROFESSIONAL				
C. CLERICAL				
D. FOOD SERVICE				
E. MAINTENANCE				
Aungst, Tammy	LMS LTS 2 nd Shift Custodian 8 hours/day	LMS 2 nd Shift Custodian 8 hours/day	No Change	3/21/2017
F. PARAPROFESSIONAL				
G. SECURITY				
H. OTHER				
Nixon, Kyra	LMS Nurse Assistant 6.5 hours/day	NW Nurse Assistant 6.5 hours/day	No Change	3/1/2017

7. CHANGE OF STATUS

Subject to assignment by the superintendent and pending required documents

<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				
Hawryluk,	LHS	LHS	\$47,885/yr.	3/27/2017

Heather	Special Education Paraprofessional	LTS Emotional Support Teacher	prorated for the number of days worked
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

Bartal, Keith	Day-to-Day Substitute Custodian	LTS LMS 2 nd Shift Custodian 8 hours/day	\$15.35/hr.	3/21/2017- 5/13/2018
Clark, Jim	Day-to-Day Substitute Custodian	LHS/NW 2 nd Shift Custodian 8 hours/day	\$15.35/hr.	3/21/2017

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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9. INCOME PROTECTION

10. LEAVE OF ABSENCE WITH APPROVAL

<u>Name</u>	<u>Assignment</u>	<u>Type</u>	<u>Date</u>
Bahler, Jess	HH Special Education Teacher	Consecutive	04/20/2017 – 04/20/2018
Leitz, Linda	LHS 245-Day Secretary	Consecutive	03/03/2017 – 03/17/2017
O’Byle, Staci	NW Assistant Principal	Consecutive	08/01/2017 – 10/04/2017

11. OTHER PERSONNEL RECOMMENDATIONS

Subject to assignment by the superintendent and pending required documents

- A. Appoint the following persons as 2016-2017 coaches as indicated and spring game help effective 3/17/2017:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Giannotti, Emily	Volunteer Assistant Varsity Track & Field	
Hower, William	Assistant Weight Training Coach (Spring)	\$1,320/yr.
Smith, Rachel	Volunteer Assistant Varsity Softball Coach	

- B. Appoint Christopher M. Danz, Ed.D. as Assistant to the Superintendent for Human Resources and Pupil Services for the term beginning July 1, 2017 through June 30, 2022.
- C. Appoint Jillian Barsh at the established rate of \$120 per day, as a day-to-day substitute teacher, effective 3/20/2017, subject to assignment by the superintendent.
- D. Appoint Lynda Loeper and Rebecca Smith as stage help for the 2016-2017 LHS Musical from 2/21/2017 through 3/18/2017 at a rate of \$12/hr.
- E. Appoint the following substitute support staff, as indicated, subject to assignment and pending the required documentation:

<u>Name</u>	<u>Assignment</u>	<u>Rate</u>	<u>Effective Date</u>
DiScuillo, Frank Sr.	Security	\$9.60/hr.	03/20/2017
Neidigh, Ronald	Nurse Assistant	\$13.05/hr.	03/06/2017
Ramirez-Sierra, Keny	Paraprofessional	\$9.60/hr.	03/08/2017
Torres, Ivette	Paraprofessional	\$9.60/hr.	03/14/2017
Tschudy, Tina	Paraprofessional	\$9.60/hr.	03/13/2017
Yeagley, Kathy	Paraprofessional	\$9.60/hr.	03/20/2017

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

Name
 Aungst, Alyssa N.
 Aviles-Oviedo, Indialisse
 Becker, Elizabeth A.
 Class, Monica L.
 Fake, Mark R.
 Fenstermaker, Susan J.
 Johnson, Joseph A.
 Kantner, Bonnie L.
 Lister, Rebecca C.
 Mendez, Nydia
 Secoges, Karen S.
 Strohm, Amanda J.
 Yerger, Austyn W.
 Yerger, Matthew W.

- G. Appoint Timothy Speraw as spring game help effective March 17, 2017.
- H. Approve Se Young Um to receive a payment of \$300 for the 2016-2017 Musical Pit Honorarium.
- I. Rescind the appointment of David Hipple as the 2016-2017 Weight Training Coach (Spring).
- J. Remove the following substitutes as indicated:

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>
Christopher, Samantha	Teacher	03/10/2017
Khalil, Marwa	Teacher	03/01/2017
Varney, Lauren	Teacher	03/10/2017

12. AMEND THE FOLLOWING

- A. Amend Miranda Jumper’s coaching position to Head Junior Varsity Softball Coach at a stipend of \$3,249/yr.
- B. Amend Melissa Allwein Leave of Absence date to 02/21/2017 - 05/12/2017

Mrs. Kotay abstained from approving the Leave of Absence of Jess Bahler. The motion passed.

- (23) RESOLUTION #15594 – A motion was made by Mr. Topping and seconded by Mr. Okonak to grant approval of the 2017-2018 District Assessment Schedule. The motion passed with a unanimous vote.
- (24) The president announced that no executive session would be needed.
- (25) With no further business to come before the board at this time, a motion was made by Mr. Topping and seconded by Mrs. Kotay that the meeting adjourn. All members voiced consent and Vice President Schaffer declared the meeting adjourned at 7:16 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board