

## SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, October 16, 2017, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 6, 2016.
- (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 L. Bowman, Mrs. Ashley Cessna, Mrs. Rose Marie R. Kotay, Mr. Michael J. Kuhn, Mr. Cesar Liriano, Mr. Robert Okonak, Mr. Peter N. Pyles, Jr., Mr. Thomas L. Schaffer and Mr. Paul Topping. Also present were Dr. Arthur W. C. Abrom, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; and Mr. Curt Richards, business manager and treasurer.
- (4) Also present were Dr. Chris Danz, assistant to the superintendent for HR and pupil services; Mr. Mike Murphy, assistant to the superintendent for assessment & accountability; Mr. Josh Coatsworth, director of special education; Mr. Shawn Canady, chief information officer. Fred Shattls, director of ESOL; Mr. Brian Hartman, director of buildings and grounds; Mr. Todd Kaylor, assistant director of buildings and grounds; Mr. Adam Steckbeck, head custodian; and Mr. George Horn, district resident.
- (5) Mrs. Kotay announced that board members would find at their seat, hearing reports for the following recently conducted disciplinary hearings:
  - Case 2017-2018 – 01
  - Case 2017-2018 – 02
  - Case 2017-2018 – 03
  - Case 2017-2018 – 04
  - Case 2017-2018 – 05
  - Case 2017-2018 – 06
- (6) 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.
- (7) RESOLUTION #15700 – It was moved by Mrs. Kotay and seconded by Mr. Schaffer to accept the committee’s recommendation as set forth in the hearing reports. The motion passed with a unanimous vote. Mrs. Kotay thanked Mr. Pyles and Mr. Okonak for serving as the Board representative for these discipline hearings.
- (8) RESOLUTION #15701 – The minutes of the committee meeting held on September 11, 2017, and the regular meeting held September 18, 2017, 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.

- (9) Dr. Abrom began the superintendent's report by introducing four Student Board Reports: Francesca Padillas, Ghada Mostafa, and Peyton Arnold-Paine. These students will report district happenings to the Board each month.
- (10) Dr. Abrom shared information about the following district events:
- Harding 100<sup>th</sup> Year Celebration – Invitations were given to each Board Member to attend the celebration on Saturday, November 4. A ribbon cutting ceremony will occur at 1 PM.
  - LHS Futures Seminar – Monday, November 6, 2017. We have asked our Juniors about their future interests and we are seating them with an adult who is in the career that they are interested in pursuing after high school. Then we invite a community member who is in that same career to sit with the student during dinner and share something about themselves with the student with whom they will be seated. We will also have a facilitator at each table to help keep the conversations moving along.
  - Rotary 4-Way Speech Contest:
    - Wednesday, October 11 – six students competed
    - Thursday, November 16 – mid-level competition
  - Rotary Students of the Month:
    - Courtney Ahnert
    - Jose Barrios

- (11) Dr. Abrom reported the following music news update:  
 On Saturday morning, September 23, 18 of our Lebanon High School students traveled to J.P. McCaskey High School for the 2017-18 LLMEA County Chorus Auditions. The County Chorus Festival is held each year in winter, and features 200 of the very best choral students from Lancaster and Lebanon counties. This year, 15 students successfully auditioned for the festival. If you see these students in the halls, please congratulate them on their great accomplishment, and for representing Lebanon well.
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|-----------------|------------------|-----------------|
| Ande Maguire    | Molly Payne      | Maggie Hinkel   |
| Hailey Gonzalez | Ilyana Correa    | Maggie Herr     |
| Maliah Mercado  | Paige Hall       | Lismel Montilla |
| Alex Garcia     | Joel Juan        | Elias Laureano  |
| Jacob Collins   | Mariano Santiago | Thomas Stankard |
- Violet Campbell also qualified as a first alternate, just barely missing by one. Thanks for all of your support of the music department!

- (12) Dr. Abrom shared the following Northwest Cost Considerations:

**LEBANON SCHOOL DISTRICT**  
Existing Northwest Elementary Cost Considerations – September 2017

	Option #1 Maintain 101,700sf Existing NWES No LSD Occupancy	Option #2 Renovate 101,700sf Existing NWES Partial LSD Occupancy	Option #3 Sell 101,700sf Existing NWES "As-is"	Option #4 Demolish Existing NWES & Hold Land
Sale Price	N/A	N/A	\$ 2,500,000 - \$3,000,000	N/A
Renovation Cost	N/A	\$12,465,900 - \$22,432,500 <sup>1</sup>	N/A	\$325,000 - \$515,000
Soft Costs (Allow 10%)	N/A	\$1,246,590 - \$2,243,250	\$150,000 - \$180,000	\$15,000-\$30,000
ANNUAL COST – Weekly Building Checks	\$9,360	\$9,360	N/A	N/A
ANNUAL COST – Weekly Exterior Cleanup	\$9,360	\$9,360	N/A	N/A
ANNUAL COST – Misc. Minor Repairs	\$10,000 - \$15,000	\$10,000 - \$15,000	N/A	N/A
ANNUAL COST – Snow Removal	\$5,250	\$5,250	N/A	N/A
ANNUAL COST – Security Monitoring	\$1,400	\$1,400	N/A	N/A
ANNUAL COST – Energy Consumption	\$14,200 - \$28,400 <sup>2</sup>	\$28,400 - 142,000 <sup>2</sup>	N/A	N/A
ANNUAL COST - Insurance	\$75,000 - \$90,000 <sup>3</sup>	\$55,000 - \$65,000 <sup>3</sup>	N/A	N/A
UNKNOWN	<sup>4</sup>	<sup>4</sup>	N/A	N/A
<b>Total Cost</b>	\$124,570 - \$158,770	\$13,711,590 - \$24,675,750 plus annual maintenance costs of \$118,770 - \$247,370	Probable Net Sale = \$2,350,000 - \$2,820,000	\$340,000 - \$545,000 <sup>5</sup>

<sup>1</sup> "Option #2 Renovation Costs are schematic figures originally presented to the LSD in 2015 and have not been altered.

<sup>2</sup> \$14,200 - \$28,400 represents 10% - 20% of the energy costs of a fully occupied NWES which is estimated to cost \$142,000 annually.

<sup>3</sup> Insurance Cost projections present several variables which could reduce the projections by \$8,000 - \$9,000

<sup>4</sup> Unknown Probability of needing to perform a major replacement or modification to the aging Mechanic Systems which Moore Engineering estimates a full replacement to cost between \$2,300,000 - \$2,900,000.

<sup>5</sup> There will be smaller annual costs (such as insurance) to hold a vacant parcel of land that need to be ascertained.

Dr. Abrom shared with the Board that his recommendation is to sell the building and property.

- (13) RESOLUTION #15702 – The treasurer’s report for the month of September 2017, was presented for consideration. Mr. Schaffer made a motion, seconded by Mr. Topping, 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 #15703 – Acting upon certification of the treasurer, a motion was made by Mr. Topping and seconded by Mr. Schaffer, that the board approves the payment of bills payable for September, 2017 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 #15704 – A motion was made by Mr. Schaffer and seconded by Mr. Okonak to accept the student activity fund report for September 2017, scholarship fund for September 2017, food service fund for September 2017, Cedar Foundation Fund for September 2017, and Phillips Copy Center report for September 2017, as presented. All members answered aye and the motion passed.
- (16) There were no communications.

- (17) RESOLUTION #15705 - A motion was made by Mr. Schaffer and seconded by Mr. Okonak to grant permission to acknowledge review and approval of PlanCon Part H, Project Financing, by the Department of Education for the New Construction of Northwest Elementary School Project 3853. All members answered aye and the motion passed.
- (18) RESOLUTION #15706 - A motion was made by Mr. Schaffer and seconded by Mr. Okonak to grant approval to submit General Obligation Bonds, Series of 2017 PlanCon Part K, Project Refinancing, documents to PDE as prepared by the PFM Group on behalf of the Lebanon School District. All members answered aye and the motion passed.
- (19) RESOLUTION #15707 - A motion was made by Mr. Schaffer and seconded by Mr. Okonak to grant approval of Change Order #004 for the Northwest Elementary School Project 3853 from Myco Mechanical in the amount of \$2,953.88, for the addition of a 3" roof drain; and Change Order #16 for the Northwest Elementary School Project 3853 from E. R. Stuebner, Inc., in the amount of \$3,915.24, for roof separation per RFI #45 response. All members answered aye and the motion passed.
- (20) RESOLUTION #15708 - A motion was made by Mr. Schaffer and seconded by Mr. Liriano to grant approval of a new Student Activity Account for the LHS Quiz Bowl Team. Stefanie Graban will be the advisor. Students have been participating in the Quiz Bowl games on a regular basis. All members answered aye and the motion passed.
- (21) RESOLUTION #15709 - A motion was made by Mr. Schaffer and seconded by Mrs. Cessna to grant approval of a new Student Activity Account for the LMS Cedars Chess Club. Stephen Richards will be the volunteer advisor. All members answered aye and the motion passed.
- (22) RESOLUTION #15710 - A motion was made by Mrs. Kotay and seconded by Mr. Topping to grant approval to add another item to tonight's agenda. All members answered aye and the motion passed.
- (23) RESOLUTION #15711 - A motion was made by Mr. Kuhn and seconded by Mrs. Kotay to grant approval to adopt the recommendation to seek RFP's for potential sale of Northwest Elementary School and entire property. All members answered aye and the motion passed.
- (24) RESOLUTION #15712 - A motion was made by Mr. Schaffer and seconded by Liriano 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

Clark Dinkel, Laura	LHS Mathematics	Personal	11/22/2017
Melendez, Lisa	Family Involvement Coordinator	Personal	10/10/2017

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

Dougherty, Paula	LMS Itinerant Learning Support	N R	\$49,051/yr.	10/19/2017
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Suarez, Jeffrey	HD Personal Care Assistant	N R	\$10.25/hr.	10/16/2017
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G. SECURITY

Neitz, Jacqueline	NW Security Guard	N R	\$10.25/hr.	10/10/2017
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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>
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A. ADMINISTRATIVE

B. PROFESSIONAL

Gonzalez, Maribel	LMS SAIP Coordinator	Family Involvement Coordinator	No Change	10/11/2017
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

G. SECURITY

Rodriguez, Martha	NW Security Guard	LMS Security Guard	No Change	10/23/2017
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H. OTHER

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>
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A. ADMINISTRATIVE

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE

Capello, Jason	Day-to-Day- Substitute Teacher	LMS LTS Science	\$48,544/yr., prorated for the number of days worked	10/3/2017
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C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

F. PARAPROFESSIONAL

Morales, Marta	Day-to-Day Substitute Paraprofessional	HH Personal Care Assistant	\$10.25/hr.	10/10/2017
Silkowski-Velazquez, Yelitza	Day-to-Day Substitute	LMS ESOL Teacher Assistant	\$15.75/hr.	9/21/2017

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>
Book, Lara	LMS/LHS ESL	Consecutive	09/11/2017 – 10/09/2017
Comp, Chadd	LMS Grade 6 Science	Consecutive	10/20/2017 – 11/03/2017
Comp, Chad	LMS Grade 6 Science	Intermittent	11/30/2017 – 02/28/2018
Hurst, Joelle	HH Life Skills	Consecutive	01/17/2018 – 04/06/2018
Kneasel, Amanda	LHS Tech Admin. Asst.	Consecutive	09/18/2017 – 11/06/2017
Monk, Robert	LMS Grade 6 Science	Consecutive	10/20/2017 – 11/17/2017

11. OTHER PERSONNEL RECOMMENDATIONS



Subject to assignment by the superintendent and pending required documents

- A. Appoint James Gardner as a 2017-2018 Volunteer Swim Coach
- B. Appoint Jennifer Garver as the 2017-2018 School Psychologist Coordinator at a stipend of \$500/yr.
- C. Appoint the following persons to the 21<sup>st</sup> Century Program in the position, School and rate indicated-See Exhibit A
- D. Appoint the following persons as site coordinators in the 21<sup>st</sup> Century Program at the school and stipend indicated

<u>Name</u>	<u>School</u>	<u>Stipend</u>
Fairbanks, Christopher	HD	\$500/yr.
Williams, Lauren	HD	\$500/yr.
Brenner, Kelly	HH	\$1,000/yr.
Sherk, Alison	LHS	\$500/yr.
Strauser, Rachel	LHS	\$500/yr.
Sauer, Melissa	NW	\$1,000/yr.
Ditzler, Bradley	SE	\$500/yr.
Siegrist, Kathryn	SE	\$500/yr.
Spangler, Lisa	SW	\$1,000/yr.

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

Name  
Caraballo, Keishla I.  
Ceresini, Gina M.  
Koehler, Shirley J.  
Martin, Keith  
Mason, Dolores J.  
Otero, Stephanie E.  
Rosario, George L.  
Self, Andrea K.  
Strohman, Sherie A.

- F. Appoint the following person at the established rate of \$125 per day, as a day-to-day substitute teacher, subject to assignment by the superintendent:

<u>Name</u>	<u>Effective Date</u>
Antar, Amani	10/16/2017
Beitler, Barbara	09/25/2017
Capello, Jason	09/13/2017
Constant, Jennifer	09/20/2017
Falk, Jeffrey	09/25/2017

Gerencser, Steven	09/25/2017
Lovell, Jennifer	10/04/2017
Miller, Kimberly	10/10/2017
Potter, Brenda	10/11/2017
Torres-Salinas, Monika	09/27/2017

- G. Approve Michelle Shepps to work an additional one-half hour to work breakfast duty at Harding Elementary School for the 2017-2018 school year
- H. Rescind the appointment of Mark Wasakoski as the 2017-2018 LMS Odyssey of the Mind Advisor
- I. Remove the following substitutes effective 10/02/2017:

<u>Name</u>	<u>Position</u>
Heagy, Benjamin	Custodian
Johnson, Chelsey	Paraprofessional
Moyer, Katy	Paraprofessional
Saltzer, Carol	Security

**12. AMEND THE FOLLOWING**

- A. Amend Joel Ernst’s resignation date to 10/2/2017
- B. Amend Jennifer Rebecca Chelius’s end date to 10/6/2017
- C. Amend Robin Lerch start leave date to 11/09/2017
- D. Amend Shonda Santiago return leave date to 09/15/2017
- E. Amend Danielle Martin return leave date to 10/10/2017
- F. Amend Cathy Capello return date to 10/10/2017

All members answered aye and the motion passed.

(25) RESOLUTION #15713 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant permission to submit the District Response to the Auditor General’s Performance Audit Report for the Fiscal Years Ending June 30, 2016, 2015, 2014 and 2013. All members answered aye and the motion passed.

(26) RESOLUTION #15714 - A motion was made by Mr. Schaffer and seconded by Mrs. Kotay to grant permission to take music students who qualify at auditions, on the following overnight trips:

- PMEA District 7 Band: January 12-13, 2018 – Central Dauphin High School
- PMEA Region 5 Band: February 22-24, 2018 – Middletown Area High School
- PEMA District 7 Chorus: January 25-27, 2018 – Susquehanock High School

- PMEA Region 5 Chorus: March 1-3, 2018 – Annville-Cleona High School
- PMEA District 7 Orchestra: February 9-10, 2018 – Cedar Cliff High School
- PMEA Central Region Orchestra: March 22-24, 2018 – Messiah College
- PMEA All State Band/Chorus/Orchestra: April 19-21, 2018 – Lancaster
- Susquehanna University Honor Band: February 16-18, 2018 – Susquehanna University

All members answered aye and the motion passed.

- (27)        RESOLUTION #15715 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant approval of Second Reading of Revised Board Policy #246 – Student Wellness. All members answered aye and the motion passed.
- (26)        With no further business to come before the board at this time, a motion was made by Mr. Okonak and seconded by Mr. Topping that the meeting adjourn. All members voiced consent and President Pyles declared the meeting adjourned at 7:29 p.m.

Respectfully submitted,

Mary A. Harrell  
Secretary of the Board

Exhibit A  
2017-2018 21<sup>st</sup> Century Program  
October 16, 2017

<u>Name</u>	<u>Position</u>	<u>School</u>	<u>Rate</u>
Delahunt, Suzanne	Teacher	All	\$32/hr.
Rife, Elaine	Teacher	All	\$32/hr.
Batchler, Caroline	Teacher	HD	\$32/hr.
Breeden, Sharon	Teacher	HD	\$32/hr.
Daughtery, Melinda	Teacher	HD	\$32/hr.
Dundore, Renee	Paraprofessional	HD	current hourly rate
Eiceman, JoAnn	Paraprofessional	HD	current hourly rate
Fairbanks, Christopher	Teacher	HD	\$32/hr.
Groff, Cynthia	Teacher	HD	\$32/hr.
Ingram, Michelle	Teacher	HD	\$14/hr.
Moore, Kara	Teacher	HD	\$32/hr.
Williams, Lauren	Teacher	HD	\$32/hr.
Ashworth, Jessica	Teacher	HH	\$32/hr.
Brenner, Kelly	Teacher	HH	\$32/hr.
Dailey, Susan	Teacher	HH	\$32/hr.
Davis, Jean	Paraprofessional	HH	current hourly rate
Miller, Donna	Paraprofessional	HH	current hourly rate
Rittle, Charlotte	Paraprofessional	HH	current hourly rate
Rule, Jody	Teacher	HH	\$32/hr.
Shrefler, Joan	Teacher	HH	\$32/hr.
Crowe, Jamie	Paraprofessional	LHS/LMS	\$14/hr.
Forry, Christopher	Teacher	LHS/LMS	\$32/hr.
Henning, Antoinette	Teacher	LHS	\$32/hr.
Hufnagle, Eric	Teacher	LMS	\$32/hr.
Marker, Danielle	Teacher	LHS	\$32/hr.
O'Byle, Amy	Teacher	LHS	\$32/hr.
Pukay, Bradley	Teacher	LMS	\$32/hr.
Robinson, Rebecca	Teacher	LMS	\$32/hr.

Sherk, Alison	Paraprofessional	LHS	current hourly rate
Shucker, Lisa	Teacher	LHS	\$32/hr.
Strauser, Rachel	Teacher	LHS	\$32/hr.
Brown, Tammy	Teacher	NW	\$32/hr.
Dimond, Lindsey	Teacher	NW	\$32/hr.
Kahler, Melissa	Teacher	NW	\$32/hr.
Miller, Judy	Teacher	NW	\$32/hr.
Murry, Tiffany	Teacher	NW	\$32/hr.
Ribera, Christa	Teacher	NW	\$32/hr.
Sauer, Melissa	Teacher	NW	\$32/hr.
Shay, Laurie	Teacher	NW	\$32/hr.
Travis, Kenneth	Teacher	NW	\$32/hr.
Wealand, Paige	Teacher	NW	\$32/hr.
Wolbrette, Lisa	Teacher	NW	\$32/hr.
Worrell, Carl	Teacher	NW	\$32/hr.
Ditzler, Bradley	Teacher	SE	\$32/hr.
Geesey, Albert	Paraprofessional	SE	current hourly rate
Harned, Vanessa	Teacher	SE	\$32/hr.
Hoffman, Wanda	Teacher	SE	\$32/hr.
Kaley, David	Teacher	SE	\$32/hr.
Patches, Kendra	Teacher	SE	\$32/hr.
Shucker, Ivy	Paraprofessional	SE	current hourly rate
Siegrist, Kathryn	Teacher	SE	\$32/hr.
Arnt, Angela	Paraprofessional	SW	current hourly rate
Damiano, Elizabeth	Teacher	SW	\$32/hr.
Engle, Barbara	Paraprofessional	SW	current hourly rate
Getch, Jodi	Paraprofessional	SW	current hourly rate
Guth, Tricia	Teacher	SW	\$32/hr.
Herr, Gregory	Teacher	SW	\$14/hr.
Kennedy, Rachael	Teacher	SW	\$32/hr.
Neuin, Kelly	Teacher	SW	\$32/hr.
O'Neil, Ginny	Paraprofessional	SW	current hourly rate
Spangler, Lisa	Teacher	SW	\$32/hr.