

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, November 20, 2017, at 7:00 p.m. in the board conference room in the senior high school as advertised in the Lebanon 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: Mr. Thomas L. Schaffer, Mrs. Rose Marie R. Kotay, Mr. Michael J. Kuhn, Mr. Cesar Liriano, Mr. Peter N. Pyles, Jr., Mr. Robert Okonak, Mrs. Ashley Cessna and Mr. Paul Topping. Mrs. Debra L. Bowman was absent. Also present were Dr. Arthur W. C. Abrom, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; Mr. Curt Richards, business manager and treasurer; and Ms. Kelly Herr, assistant business manager.
- (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. Fred Shattls, director of ESOL; Mr. Shawn Canady, chief information officer; Mr. Brian Hartman, director of buildings and grounds; Mr. Todd Kaylor, assistant director of buildings and grounds; Mr. Adam Steckbeck, head custodian; Adam Browning, business office intern; Mr. Jeff Kowalczyk and Mr. Bob Kaufmann from Barbacane Thornton & Company; and George Horn and Mrs. Tracy Johnsen, community members.
- (5) RESOLUTION #15717 – The minutes of the committee meeting held on October 9, 2017; and the regular meeting held October 16, 2017, were offered for consideration. It was moved by Mr. Schaffer and seconded by Mr. Okonak that the minutes be approved. All members voiced consent and so ordered.
- (6) Dr. Abrom introduced our student board reporters: Peyton Arnold Paine and Ghada Mostafa.

Peyton reported the following events happening at the elementary level:

- Southeast and Harding held successful fall festivals.
- Southeast participated in Red Ribbon week to encourage students to be drug free.
- Northwest held a movie night.
- Southwest's book fair was held on November 8, 9, and 10.
- Each school will present a Holiday Concert. Everyone is encouraged to attend any or all of the concerts.

Ghada reported the following events happening at our middle and high schools:

- Lebanon Middle School is raising money for the annual mini-THON to raise money for kids.
 - This year's high school fall play was Blather, Blarney & Balderdash! It was great!
 - The high school held several dress-down days; they collected 1,000 pounds of canned goods for Veterans.
 - The Rotary Four Way Speech Contest was held at the high school. Students from four area schools participated.
 - Our athletic teams are having a good year.
- (7) Dr. Abrom announced that the November Rotary Students of the Month are Sherouk Heikal and Nick Bradley.
- (8) Next, Mr. Jeffrey Kowalczyk, CPA, Barbacane Thornton & Company presented the draft Audit.
- (9) Dr. Abrom shared that representatives from High Associates and Bering Real Estate are scheduled to attend the December re-organization meeting to present their proposal regarding the old Northwest Elementary building. High Associates will present at 7:30 PM followed by Bering Real Estate at 8:00 PM. Dr. Abrom thanked Brian, Todd and Adam for the tour of Northwest.
- (10) Dr. Abrom reminded everyone that we have only one meeting in December -- the Re-organization meeting on Monday, December 4 at 7 PM in the Boardroom.
- (11) On behalf of the entire Board, President Pyles presented Mr. Paul Topping with a gift; everyone enjoyed cake. Mr. Topping has served as a School Board member for five years. Dr. Abrom also presented Mr. Topping with a gift. We appreciate Mr. Topping serving in this capacity and wish him well.
- (12) Mr. Kuhn gave recognition to Mr. Kurt Phillips, business manager at Cornwall-Lebanon. Mr. Kuhn stated that we owe Mr. Phillips a huge gratitude for all the work he did on the Lebanon County Tax Collection Committee, which replaced the Earned Income Tax Bureau because of the fiasco a few years ago.
- (13) RESOLUTION #15717 - The treasurer's report for the month of October 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 #15718 - Acting upon certification of the treasurer, a motion was made by Mr. Schaffer and seconded by Mr. Topping, that the board approves the payment of bills payable for October 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 #15719 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to accept the Cedar Foundation report; student activity fund

report; scholarship fund report; food service report; and Phillips Copy Center report, all for October, 2017, as presented. All members answered aye and the motion passed.

- (16) There was no communications report.
- (17) RESOLUTION #15720 - Mr. Schaffer made a motion, seconded by Mr. Liriano, to grant approval of the Draft of the Independent Auditors Report from Barbacane, Thornton & Company. The audit covered the period July 1, 2016 through June 30, 2017. All members answered aye and the motion passed.
- (18) RESOLUTION #15721 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant approval to submit PlanCon Part J, Project Accounting Based on Final Costs for the Lebanon High School/District Administration Office additions/alterations Project #3528, to the Pennsylvania Department of Education for their review and approval. All members answered aye and the motion passed.
- (19) RESOLUTION #15722 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant approval to award the high school auditorium lighting bid to McCarty & Son at a total project cost of \$151,872.00. All members answered aye and the motion passed.
- (20) RESOLUTION #15723 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant approval of the following cost per cyber student for participation in athletics, co-curricular, and other extra-curricular activities for the 2017-2018 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**

Elementary, 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.

- (21) RESOLUTION #15724 - A motion was made by Mr. Schaffer and seconded by Mr. Topping to grant approval of the following personnel items as presented for discussion and action by the Board of Directors:

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		
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			
Henry, Shawn	LMS Math Grade 8	Personal	1/9/2018
C. CLERICAL			
D. FOOD SERVICE			
E. MAINTENANCE			
F. PARAPROFESSIONAL			
G. SECURITY			
Lampkin Laguer, Sabrina	LMS Security	Terminated	9/19/2017
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 <u>in LSD</u>	New/ <u>Replace</u>	Proposed <u>Rate</u>	Effective <u>Date</u>
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A. ADMINISTRATIVE

B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG TERM SUBSTITUTE

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

Bailey, Robert	SW/LHS 2 nd Shift Custodian		N R	\$15.60/hr.	12/04/2017
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F. PARAPROFESSIONAL

Acosta Morales, Mikela	NW Personal Care Assistant		N R	\$10.25/hr.	10/24/2017
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Garcia, Dalia	NW Personal Care Assistant		N R	\$10.25/hr.	11/13/2017
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Sepulveda, Carlos	SW Personal Care Assistant		N R	\$10.25/hr.	10/24/2017
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G. SECURITY

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				
Adams, Sandra	HD Cooks Helper	LHS Cooks Helper	No Change	12/14/2017
E. MAINTENANCE				
F. PARAPROFESSIONAL				
G. SECURITY				
Yeagley, Jeffrey	LHS Security	NW Security	No Change	10/23/2017
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>
A. ADMINISTRATIVE				
B. PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE				

Arnold, James	Day-to- Day Substitute Teacher	LMS LTS Social Studies, Grade 7	\$48,544/yr., prorated for number of days worked	11/15/2017- 2/07/2018
Gerencser, Steven	Day-to- Day Substitute Teacher	LMS LTS ESOL	\$48,544/yr., prorated for number of days worked	10/23/2017 - 01/24/2018
Greenawalt, Heather	Day-to- Day Substitute Teacher	LMS LTS ESOL	\$48,544/yr., prorated for number of days worked	10/23/2017 - 01/10/2018
Jones, Alison	Day-to- Day Substitute Teacher	LMS LTS Autistic Support	\$48,544/yr., prorated for number of days worked	12/05/2017 - 03/14/2018

C. CLERICAL

D. FOOD SERVICE

E. MAINTENANCE

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>
Blair, Kim	SW 245-Day Secretary	Consecutive	01/13/2018 - 02/23/2018
Bord, Johnna	HH Paraprofessional	Consecutive	12/07/2017 - 02/04/2018

Chinnici, Kristin	Elementary Music Teacher	Consecutive	02/04/2018 – 04/20/2018
Heagy, William	LHS/HH Custodian	Consecutive	11/13/2017 – 01/13/2018
Kemmerling, Sandra	District Office Administrative Assistant	Intermittent	10/24/2017 – 01/18/2018
Lash, Matthew	NW Grade 5	Consecutive	01/02/2018 – 02/09/2018
Leffler, Sue	NW Paraprofessional	Consecutive	11/28/2017 – 02/28/2018
Lucas, Molly	LMS Communication Arts 7 th Grade	Consecutive	01-13-2018 – 04/06/2018
Progin, Amanda	NW Grade 5	Consecutive	11/09/2017 – 12/22/2017
Santiago, Shonda	LMS ESOL	Consecutive	11/21/2017 – 01/05/2018
Smith, Millie	Human Resources Administrative Assistant	Consecutive	09/25/2017 – 12/01/2017
Walton, Jamie	SE School Counselor	Intermittent	10/01/2017 – 12/31/2017

11. OTHER PERSONNEL RECOMMENDATIONS

Subject to assignment by the superintendent and pending required documents

- A. Approve the following persons to receive payment in the amount indicated for the 2017-2018 Musical Pit Honorarium-See Exhibit A.
- B. Appoint Molly Kegerise and Tara Maya as substitute teachers in the 21st Century Program at Harding Elementary School at a rate of \$32/hr.
- C. Appoint the following persons to the 2017-2018 LHS Musical in the position and at the stipend indicated:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Atkinson, Susan	Costume Designer	\$1,285

Bowman, Robert	Sight & Sound	\$2,183
Davis, Sharon	Accompanist	\$1,285
Heefner, Margaret	Drama Coach/Producer	\$2,183
McGrory, Colin	Orchestra Director	\$2,578
Mellott, Dennis	Construction/Set Design	\$1,285
Naimoli, Mark	Director	\$4,365
Naimoli, Mark	Vocal Director	\$2,578
Norman, Michelle	Drama Coach/Producer	\$2,183
Williams-Henry, Judy	Choreographer	\$2,578

D. Appoint the following coaches as indicated for the 2017-2018 school year:

<u>Name</u>	<u>Position</u>	<u>Stipend</u>
Eisenhauer, Randy	Volunteer Ass't Varsity Baseball Coach	
Kreiser, Bradley	Head JV Baseball Coach	\$3,338
Kreiser, Greg	Assistant JV Baseball Coach	\$2,568
Luciotti, Darren	Assistant Varsity Baseball	\$3,338
Schies, Ryan	Volunteer Assistant Bowling	
Shepps, Todd	Volunteer Assistant Varsity Baseball	
Trautman, Anthony	Ass't Varsity Boys Basketball	\$2,712.50

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

Name
 Bundy, Latisha M.
 Gross, Heather N.
 Newman, Melody A.
 Roman, Virginia
 Sanchez, Janera
 Santiago, Wilfredo
 Stachowicz, David H.
 Truax, Trisha

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>
Leal, Joey	11/15/2016
Norman, Zachariah	10/26/2017

G. 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>
Coomer, Zachary	Custodian	\$10.50/hr.	11/21/2017
Glant, Kristine	Paraprofessional	\$9.90/hr.	11/16/2017

Harris, Malik	Custodian	\$10.50/hr.	11/21/2017
Massar, Lori	Custodian	\$10.50/hr.	11/21/2017

- H. Rescind the appointment of Chris Firestine as the 2017-2018 Varsity Assistant Boys Basketball Coach.
- I. Rescind the appointment of Laura Clark Dinkel as a 2017-2018 Tri-Hi-Y Co-Advisor.
- J. Remove the following substitutes effective:

<u>Name</u>	<u>Position</u>	<u>Date</u>
Enders, Stephen	Teacher	11/02/2017
Howard, Carole	Paraprofessional	10/18/2017
Ramirez, Keny	Paraprofessional	11/09/2017
Wolfe, Kelly	Teacher	11/23/2017

- K. Motion to terminate the employment of Middle School teacher David Haninchick for willful neglect of duties and persistent negligence in the performance of duties pursuant to School Code Section 1122.

The following roll call vote was recorded for this motion:

Mrs. Debra Bowman – Absent	Mrs. Ashley Cessna – Yes
Mrs. Rose Marie Kotay – Yes	Mr. Mike Kuhn – Yes
Mr. Cesar Liriano – Yes	Mr. Robert Okonak – Yes
Mr. Peter N. Pyles, Jr. – Yes	Mr. Tom Schaffer - Yes
Mr. Paul Topping – Yes	

Yes 8 No 0 Absent 1 Abstain 0

12. AMEND THE FOLLOWING

- A. Amend the appointment of Jacqueline Neitz to LMS Security Guard, effective 10/23/2017.
- B. Amend the change of assignment for Martha Rodriguez to LHS Security Guard, effective 10/23/2017.
- C. Amend the leave of absence end date for Chadd Comp to 10/31/2017.
- D. Amend the leave of absence end date for Dawn Zatorski to 11/07/2017.
- E. Amend the leave of absence end date for Lara Book to 11/17/2017.
- F. Amend the leave of absences dates for Eric Hufnagle to 11/14/2017 - 02/05/2018.

- G. Amend the leave of absence end date for Amanda Kneasel to 01/08/2018.
- H. Amend Natasha Cruz's hourly rate as a teacher in the 2017-2018 21st Century Program to \$32/hr. effective 10/1/2017.
- I. Amend the appointment of Alison Sherk as the 2017-2018 Tri-Hi-Y Co-Advisor to 2017-2018 Tri-Hi-Y Advisor at a stipend of \$642/yr.
- J. Amend Shawn Henry's stipend for his appointment as the 2017-2018 Mathematics (6-8) Division Level Coordinator to \$500/yr.

The motion passed; roll call vote recorded for item K under Other Personnel Matters.

- (22) RESOLUTION #15725 – Mr. Schaffer made a motion, seconded by Mr. Topping, 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 2017-2018 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:

Tammy Mease	Kelly Shadle	Maritza Vazquez
Kenneth Lightner	Martha Sutherlen	

The motion passed with a unanimous vote.

- (23) RESOLUTION #15726 – Mr. Schaffer made a motion, seconded by Mr. Topping, to grant approval for the Lebanon High School French Class to take eligible high school students on an educational trip to France from Friday, April 12, 2019 to Saturday, April 19, 2019. The motion passed with a unanimous vote.

- (24) RESOLUTION #15727 – Mr. Topping made a motion, seconded by Mr. Liriano, to grant approval to appoint Tom Schaffer as the initial chairperson to preside over the Board Reorganization Meeting on Monday evening, December 4, 2017, at 7:00 p.m. in the board room at Lebanon High School. The motion passed with a unanimous vote.

- (25) President Pyles stated that no executive session is needed.

- (26) 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 Pyles declared the meeting adjourned at 7:37 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board