

## SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, April 15, 2019, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 6, 2018.
- (2) President Robert G. Okonak 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. Ashley Cessna, Ms. Heather Eggert, Mrs. Tracy Johnsen, Mrs. Rose Marie R. Kotay, Mr. Michael J. Kuhn, Mr. Cesar Liriano, Mr. Robert Okonak, Mr. Peter N. Pyles, Jr. Mrs. Debra Bowman was absent. Also present were Dr. Arthur W. C. Abrom, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; and Mr. Curt Richards, business manager and treasurer and 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 and accountability; Ms. Amber Hilt, director of ELD; Mr. Shawn Canady, chief information officer; Mr. Josh Coatsworth, director of special education; Mr. Brian Hartman, director of buildings and grounds; Mr. Adam Steckbeck, head custodian; Mr. Bill Giovino, high school principal; Mrs. Dawn Connelly, middle school principal; Mr. Pedro Cruz, Henry Houck Principal; Mr. Neil Young, Northwest Principal; Mr. Mike Habecker, Southeast Principal; Mr. Craig Coletti, Southwest Principal; Mr. Robert Nordall, Assistant Principal, Lebanon High School; Mrs. Jen Nordall, Northwest Assistant Principal; Mr. Sam Elias, Athletic Director; Mr. Keith Varney, and Mr. George Horn, community resident.
- (5) RESOLUTION #15984 - The minutes of the special meeting held on March 4, 2019, the committee meeting held on March 11, 2019, and the regular meeting held March 18, 2019, were offered for consideration. It was moved by Mr. Pyles and seconded by Mrs. Kotay that the minutes be approved. All members voiced consent and so ordered.
- (6) Mrs. Kotay announced that board members would find in their packet a hearing report for the following recently conducted disciplinary hearing:  
  
Case 2018-2019 - #32
- (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 report. A copy of the hearing report is included with these minutes. Mrs. Kotay thanked Mr. Okonak for attending the hearing.

- (8) RESOLUTION #15985 - It was moved by Mrs. Kotay and seconded by Mr. Kuhn to accept the committee's recommendations as set forth in the hearing reports. The motion passed with a unanimous vote.
- (9) Our student reporters, Peyton Arnold-Paine and Ghada Mostafa provided a report about events happening in our schools throughout the month of April.
- (10) Dr. Abrom shared that our track team won their meet today! This is the first time since 2010. Everyone shared in the excitement!
- (11) Dr. Abrom announced that WellSpan GSH Hospital will again donate \$84,000 for the 2019-2020 school year. The funds will allow us to keep the middle school nurse that we hired last year, with the funds from WellSpan GSH.
- (12) The WellSpan Summer Program is a therapeutic after school program that we will pilot in the summer. This is a county-wide program.
- (13) Sam Elias and Keith Varney provided information about the Penn State Athletic Team Physician services.
- (14) April's Rotary Students of the Month are Violet Campbell and Collin Mentzer.
- (15) Dr. Abrom shared the following important dates:
- The District Spelling Bee will be held at Northwest Elementary School on Thursday, May 2 at 6:00 p.m. First, second and third place winners will receive monetary gifts from our PTA: 1<sup>st</sup> - \$25.00; 2<sup>nd</sup> - \$15.00; 3<sup>rd</sup> - \$10.00.
  - Art Show – Friday, May 3 – 5 to 8 PM – Lebanon Valley Council of the Arts
  - Best of the Best – Dr. Abrom and the Board will recognize the top 5% and Rotary Students at the May 13 board meeting. The meeting will begin in the auditorium.
- (16) Dr. Abrom and the Board thanked Mr. Richards and Mrs. Herr for the great job they are doing in preparing our 2019-2020 budget. The budget books were distributed to all Board members and Cabinet. A Budget PowerPoint was shared and is part of these minutes.
- (17) RESOLUTION #15986 - Mr. Liriano made a motion, seconded by Mr. Pyles, to grant approval of the 2019-2020 Lancaster-Lebanon Intermediate Unit Budgets: Core Program of Services Budget in the amount of 1,828,499 (last year's amount \$1,786,585) and the Instructional Media Services Budget in the amount of \$1,156,643 (last year's amount \$1,110,512). All members answered aye and the motion carried.

(18) RESOLUTION #15987 - Mr. Liriano made a motion, seconded by Mrs. Kotay to grant approval of the Lebanon County CTC Operating Budget for the 2019-2020 School Year. All members answered aye and the motion carried.

(19) RESOLUTION #15988 - Ms. Eggert made a motion, seconded by Mrs. Kotay to grant permission to approve the following tax motions:

- Exonerate H.A. Berkheimer, Inc., Lebanon City Tax Collector for Lebanon School District from further collection of the 2018-2019 Per Capita and Occupation Flat Taxes and authorize H. A. Berkheimer, Inc. to begin delinquent collections of the outstanding 2018-2019 Per Capita and Occupation Flat Taxes.
- Exonerate Lebanon County Treasurer, West Lebanon Township Tax Collector for Lebanon School District from further collection of the 2018-2019 Per Capita and Occupation Flat Taxes and authorize H. A. Berkheimer, Inc. to begin delinquent collections of the outstanding 2018-2019 Per Capita and Occupation Flat Taxes.

All members answered aye and the motion carried.

(20) RESOLUTION #15989 - Mr. Liriano made a motion, seconded by Mrs. Kotay to grant approval of the following Food Service motions:

- Renew the food service operation contract with Nutrition Group for the 2019-2020 school year. The operational budgets are based upon the National School Lunch Program guidelines. The Nutrition Group is recommended to be renewed for the second year of a possible five-year contract, originally awarded for the 2018-2019 school year.
- Breakfast and lunch prices for the 2019-2020 school year as follows:
  - Breakfast
    1. Students-Universal Free (through the Community Eligibility Program, all students must utilize Point of Sale system for appropriate District subsidy credit)
    2. Adults - \$1.95
  - Lunch
    1. Students-Universal Free (through the Community Eligibility Program, all students must utilize Point of Sale system for appropriate District subsidy credit)
    2. Adults - \$3.70
    3. Milk - \$.50
    4. Ala Carte

All members answered aye and the motion carried.

(21) RESOLUTION #15990 - Mr. Pyles made a motion, seconded by Mrs. Kotay to grant approval of a five-year Athletic Team Physician contract with Penn State Health at the following annual costs: 2019.20 - \$5,560; 2020.21 - \$5,727; 2021.22 - \$5,899; 2022.23 - \$6,076 and 2023.24 - \$6,258. All members answered aye and the motion carried.

(22) RESOLUTION #15991 - Ms. Eggert made a motion, seconded by Mrs. Kotay to grant approval to enter into a 3 year agreement with Lancaster-Lebanon Intermediate Unit 13 to participate in the Lancaster-Lebanon Virtual Solutions (LLVS). LLVS negotiates with Virtual School Vendors to provide competitive pricing and support for our Lebanon Virtual Academy. This is a renewal of our current contract with IU13. All members answered aye and the motion carried.

(23) RESOLUTION #15992 - Mr. Pyles made a motion, seconded by Mr. Liriano to grant approval to revise the district share of E-Rate Category 2 from 10% to 15% as follows:

- Approval to enter into a contract with Eplus Technologies for the purchase of switching equipment under e-rate Category 2 at cost of \$50,924.10; with a district share of ~~\$5,092.41~~ \$7638.62. This project is contingent upon approval of e-rate funding. District share to be allocated from 2019-20 Technology Services Budget.
- Approval to enter into a contract with Dauphin DataCom for the purchase of Wireless equipment under e-rate Category 2 at cost of \$54,324.27; with a district share of ~~\$5,432.43~~ \$8148.65. This project is contingent upon approval of e-rate funding. District share to be allocated from 2019-20 Technology Services Budget.
- Approval to enter into a contract with Graybar for purchase of Wireless equipment under e-rate Category 2 at cost of \$18,464.15; with a district share of ~~\$1,846.42~~ \$2769.63. This project is contingent upon approval of e-rate funding. District share to be allocated from 2019-20 Technology Services Budget.
- Approval to enter into a contract with DISYS Solutions, Inc. for the purchase of power back-up equipment under e-rate Category 2 at cost of \$17,731.64; with a district share of ~~\$1,773.16~~ \$2659.75. This project is contingent upon approval of e-rate funding. District share to be allocated from 2019-20 Technology Services Budget.

Note: The district has an estimated \$159,279.31 left in our 5 year Category 2 funding window. The total cost of these contracts is \$141,444.16 with a district share of ~~\$14,144.42~~ \$21,216.63 to be allocated from the 2019-20 Technology Services Budget.

The change from 10% to 15% is an additional \$7072.20 from the 2019-20 Technology Services Budget.

Dr. Abrom and the Board thanked Mr. Canady for his diligence in pursuing the best prices for the above technology contracts. All members answered aye and the motion carried.

All members answered aye and the motion carried.

(24) RESOLUTION #15993 - The treasurer's report, payment of invoices, and other business reports, for the month of March 2019, were presented for consideration. Mr. Pyles 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.

(25) RESOLUTION #15994 - A motion was made by Mr. Pyles and seconded by Ms. Eggert for the Board of School Directors to accept the following personnel items for discussion and action as listed on the agenda as follows:

**PROFESSIONAL STAFF (PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE)**

**APPOINTMENTS**

Name	Effective Date	Building/Position	Salary
Gruber, Kristy	8/19/2019	LMS/HH School Psychologist	Amount to be determined by negotiated CBA (M+60, step 5)

**CHANGE OF STATUS**

Name	Effective Date	From Building/Position	To Building/Position	Salary
Kinney, Nathan	4/15/2019	LMS LTS Technology Education	LMS Technology Education	\$50,100/yr. prorated for the number of days worked
Watson, Erica	4/15/2019	NW LTS Speech	NW Speech	\$52,955/yr., prorated for the number of days worked
*Wanner, Kelli	8/19/2019	HD LTS Grade 5	HD ELD	Amount to be determined by negotiated CBA (M, step 3)

**LEAVES OF ABSENCE WITH APPROVAL**

Name	Effective Date	Building/Position	Consecutive/Intermittent
Gelgot, Martha	05/08/2019 – 06/10/2019	LHS Physics	Consecutive
McGrory, Colin	03/20/2019 – 03/29/2019	LHS Music	Consecutive
Hain Shipkowski, Anthony	05/14/2019 – 06/10/2019	LMS Math	Consecutive
*Robinson, Rebecca	05/08/2019-end of the 2018-2019 school year	LMS English Language Arts	Consecutive

**SUPPORT STAFF****RETIREMENTS/RESIGNATION**

<b>Name</b>	<b>Effective Date</b>	<b>Building/Position</b>	<b>Reason</b>
Henning, Stephanie	6/27/2019 (15 years)	LMS Custodian (Mid Shift) 8 hours/day	Retirement
Zak, Ann	6/10/2019 (12.5 years)	LHS Learning Support Paraprofessional 6.5 hours/day	Retirement

**APPOINTMENTS**

<b>Name</b>	<b>Effective Date</b>	<b>Building/Position</b>	<b>Salary</b>
Arenas, Azelyn	4/3/2019	NW Personal Care Assistant 6.5 hours/day	\$10.55/hr.

**LEAVES OF ABSENCE WITH APPROVAL**

<b>Name</b>	<b>Effective Date</b>	<b>Building/Position</b>	<b>Consecutive/Intermittent</b>
Batchler, Carolyn	03/08/2019 – 03/08/2020	HD Paraprofessional	Intermittent

**SUBSTITUTE STAFF****APPOINTMENTS**

<b>Name</b>	<b>Effective Date</b>	<b>Position</b>	<b>Salary</b>
Clement-Glasgow, Nicole	03/27/2019	Teacher	\$125.00/day
Gerhardt-Kreiser, Shawn	04/08/2019	Secretary	\$11.50/hr.
Robles, Flordalisa	03/27/2019	Paraprofessional	\$10.20/hr.
Robles, Flordalisa	03/27/2019	Secretary	\$11.50/hr.

**REMOVAL OF SUBSTITUTE STAFF**

<b>Name</b>	<b>Effective Date</b>	<b>Building/Position</b>
*Brightbill, Haylee	4/6/2019	Teacher
Collado, Taina	4/6/2019	Paraprofessional
Eldridge, Justine	4/6/2019	Teacher
Fern, Mona	4/6/2019	Teacher
Fleming, Alexandra	4/6/2019	Teacher
Gerencser, Steven	4/6/2019	Teacher
Glant, Kristine	4/6/2019	Paraprofessional
*Khalil, Beshoy	4/6/2019	Teacher/Paraprofessional
Mears, Heidi	4/6/2019	Teacher
Orea-Sourwine, Leticia	4/6/2019	Paraprofessional
Rusen, Gary	4/6/2019	Teacher
Schlegel, Gary	4/6/2019	Teacher
Speck, Emily	4/6/2019	Teacher
Thomas, William	4/6/2019	Teacher
Timlin, Ryan	4/6/2019	Teacher
Vicente, Brooke	4/6/2019	Paraprofessional/Secretary
Wakefield, Ethan	4/6/2019	Teacher
White, Kathryn	4/6/2019	Teacher
Wiegand, Paul	4/6/2019	Teacher
Witmer, Elizabeth	4/6/2019	Teacher
Zug, Peter	4/6/2019	Teacher

**OTHER PERSONNEL RECOMMENDATIONS/RESCIND  
APPOINTMENTS/AMENDMENTS**

Name	Recommendation
Gibson, Lindsey	Amend approved leave of absence start date to 03/18/2019
<p>Approve the following teachers to the 2019 Extended School Year Program located at LHS from 6/24/2019 through 7/25/2019, Monday-Thursday, 8:00 a.m.-12:00 noon at the supplemental rate determined by the negotiated CBA:</p> <p>Andes, Krista (substitute)            Bach, Caitlin            Bucy, Kelly            Dasher, Kadie            Keaton, Elizabeth            Martin, Danielle (substitute)            Quinn, Amanda            Truax, Danielle</p>	
<p>Approve the following Paraprofessionals/Personal Care Assistants to the 2019 Extended School Year Program located at LHS from 6/24/2019 through 7/25/2019, Monday-Thursday, 8:30 a.m.-11:30 a.m. at his/her applicable hourly rate:</p> <p><u>Paraprofessionals</u>            Berrios, Nadia            DeHart, Brenda            Elbastawisy, Nancy            Elzek, Ereny            Jones, Rosemary            Laudermilch, Angela            Miller, Donna            Rosales, Grace            Yocum, Susan</p> <p><u>Personal Care Assistants</u>            DeJesus Ortiz, Jennie            Moore, Curtis            Santiago, Liz            Yeagley, Kathy</p>	

The motion passed with a unanimous vote.

- (26)            RESOLUTION #15995 – A motion was made by Mr. Liriano and seconded by Mrs. Kotay to grant approval to move the June 17 meeting to June 24, 2019, and move the December 2 Reorganization meeting to December 3, 2019, and give the Board Secretary permission to advertise the revised meeting dates. The motion passed with a unanimous vote.
- (27)            RESOLUTION #15996 – A motion was made by Mr. Liriano and seconded by Ms. Eggert to grant approval to accept the statue donation from Lebanon High School Alumnus, Jared Odrick, free of charge, on the condition that the specifications and placement on school property will be mutually agreed upon by both Mr. Odrick and the District, prior to construction and final installation. The motion passed with a unanimous vote.

- (28) RESOLUTION #15997 – A motion was made by Mr. Liriano and seconded by Mr. Pyles to grant permission to appoint Mr. Robert G. Okonak to serve on the Lancaster-Lebanon Intermediate Unit 13 Board of Directors for a 3 year term, until June 30 2022. The motion passed with a unanimous vote.
- (29) RESOLUTION #15998 – A motion was made by Mr. Liriano and seconded by Mr. Pyles to grant permission to appoint up to two voting delegates to participate in the PSBA Legislative Policy Council meeting held on Friday, October 18, 2019, just after the closing of the 2019 PASA-PSBA School Leadership Conference. The Board secretary must submit delegate name(s) to PSBA by June 28, 2019. The motion passed with a unanimous vote.
- (30) RESOLUTION #15999 – A motion was made by Ms. Eggert and seconded by Mr. Liriano to grant approval of the attached Memorandum of Understanding between Lebanon School District and the Power Packs Project of Lebanon. The purpose of this MOU is to allow Power Packs to survey parents in the Northwest and Harding Elementary Schools to gain information about why they enrolled in the Power Packs program and what they got out of the program. The motion passed with a unanimous vote.
- (31) RESOLUTION #16000 – A motion was made by Mr. Pyles and seconded by Mr. Liriano to grant approval to accept the following drivers from D. B. Fisher Student Transportation to provide transportation service to the Lebanon School District during the 2018-2019 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: Annemarie Poff and Paul Whit. The motion passed with a unanimous vote.
- (32) RESOLUTION #16001 – A motion was made by Mr. Liriano and seconded by Ms. Eggert to grant approval of Second Reading of the following New and Revised Board Policies and delete as listed:
- Policy 303 - Employment of Administrative Supervisors - DELETE
  - Policy 305 - Employment of Substitutes
  - Policy 306 - Employment of Summer School Staff
  - Policy 307 - Student Teachers/Interns
  - Policy 308 - Employment Contract
  - Policy 309 - Assignment and Transfer
  - Policy 310 - Abolishing a Position
  - Policy 311 - Reduction of Staff

The motion passed with a unanimous vote.

- (33) RESOLUTION #16002 – A motion was made by Mr. Pyles and seconded by Mrs. Kotay to grant approval of First Reading for the following New and Revised Board Policies, and delete as listed:
- Policy 313 - Evaluation of Employees
  - Policy 314 - Physical Examination



- Policy 315 - Disqualification By Reason of Health - DELETE due to legal concerns
- Policy 317 - Conduct/Disciplinary Procedures
- Policy 317.1 - Educator Misconduct
- Policy 318 - Penalties for Tardiness - New
- Policy 319 - Outside Activities
- Policy 320 - Freedom of Speech in Nonschool Settings
- Policy 321 - Political Activities

The motion passed with a unanimous vote.

- (34)            RESOLUTION #16003 – There were no communications.
- (35)            President Okonak announced that an executive session would be held to discuss a personnel matter.
- (36)            With no further business to come before the board at this time, a motion was made by Mr. Liriano and seconded by Mr. Pyles that the meeting adjourn. All members voiced consent and President Okonak declared the meeting adjourned at 8:12 p.m.

Respectfully submitted,

Mary A. Harrell  
Secretary of the Board