

## SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, November 18, 2019, at 7:00 p.m. in the board conference room in the senior high school as advertised in the Lebanon Daily News on December 8, 2018.
- (2) President Robert 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. Debra L. Bowman, Mrs. Ashley Cessna, Ms. Heather Eggert, Mrs. Tracy Johnsen, Mrs. Rose Marie R. Kotay, Mr. Michael J. Kuhn, Mr. Cesar Liriano, Mr. Robert Okonak and Mr. Peter N. Pyles. Also present were Dr. Arthur W. C. Abrom, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; and Mr. Curt Richards, 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. Brian Hartman, director of buildings and grounds; Mr. Shawn Canady, chief information officer; Mr. Josh Coatsworth, director of special education; Mrs. Dawn Connelly, LMS Principal; Mr. Dan Rau, LMS Assistant Principal; Mrs. Kelly Herr, Assistant Business Manager; Mr. Mike Habecker, SE Principal; Mr. Robert Nordall, LHS Assistant Principal; Mrs. Jennifer Nordall, NW Assistant Principal; Mr. Pedro Cruz, HH Principal; Mr. Bill Giovino, LHS Principal; Mr. Carlos Sanchez, LMS Assistant Principal; Betsy Bowman and Dan Lyons, Land Bank; Mr. George Horn, Mr. Thomas Schaffer, Ms. Jan Falk, and Mr. Scott Barry, community members.
- (5) Mrs. Kotay announced that board members would find at their seat, hearing reports for the following recently conducted disciplinary hearings:  
  
Case 2019-2020 – 03  
Case 2019-2020 – 04  
Case 2019-2020 – 05
- (6) Mrs. Kotay stated that 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 #16074 - 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.
- (8) RESOLUTION #16075 – The minutes of the committee meeting held on October 14, 2019; and the regular meeting held October 21, 2019, were offered

for consideration. It was moved by Mr. Pyles and seconded by Mrs. Cessna that the minutes be approved. All members voiced consent and so ordered.

- (9) Dr. Abrom introduced our student board reporters: Peyton Arnold Paine and Ghada Mostafa. Peyton and Ghada reported on events happening in each of our schools during the month of November and December. A holiday concert schedule was distributed to all those present.
- (10) During Dr. Abrom's superintendent report he shared that Betsy Bowman and Dan Lyons, from the Lebanon County Redevelopment Authority and Land Bank are present tonight to answer any questions related to the blighted properties, which are on the agenda for approval. We invited and expected Robin Getz, Director of Public Works to be here tonight. We will reach out to Robin to schedule another time for her to attend to answer questions about how city properties are subdivided.
- (11) Jeff Kowalczyk, from Barbacane Thornton & Company, reported on the audit of financial statements for the year ended June 30, 2019. The report was excellent. Dr. Abrom and the Board thanked Mr. Richards and Mrs. Herr and the entire business office, for a job well done.
- (12) PA Secretary of Education, Pedro Rivera and his assistant Pam Smith attended our Community Schools Ribbon Cutting Ceremony at LMS on November 8. We are grateful for our community partners, United Way and CISPA. This is a big step forward for our children.
- (13) Dr. Abrom, Dr. Danz and Mr. Murphy held voluntary staff meetings in each of our schools.
- (14) Dr. Abrom announced that Lebanon School District will receive an energy rebate check in the amount of \$28,000.00 upon final approval of our submitted data. The funds are coming from the Pennsylvania Utility Commission Act 129 phase III energy reduction act.
- (15) We are one of two schools outside of Philadelphia that has been awarded the opportunity to participate in the Hamilton Education Program during the Philadelphia tour dates. Mr. Figueroa, Ms. Heefner, Mr. Grove and Mr. Naimoli helped 28 students work through some excellent primary source documents outside of their regular school work in order to create a performance piece. Ava Meyer and Avery Eisenhauer, both Sophomores, created a dance set to their own music that was selected to be performed on stage prior to our showing of the musical *Hamilton*. Their piece was one of 15 selected from all of the student performance pieces that were created from over 30 schools. We will attend the performance on November 7.
- (16) Dr. Abrom announced that the November Rotary Students of the Month are Cameron Maya and Mackenzie Unger.
- (17) On Friday, November 15<sup>th</sup>, we held a banquet to honor several Friends of Education as well as our 2 Distinguished Alumni: Mr. George Christianson and Mrs. Judith Bamberger. It was a great event!

- (18) Dr. Abrom reminded everyone that we have only one meeting in December -- the Re-organization meeting on Tuesday, December 3 at 7 PM in the Boardroom. At this meeting, we will affirm our newly elected and re-elected Board members.
- (19) RESOLUTION #16076 – A motion was made by Mrs. Bowman and seconded by Mr. Liriano to grant approval for the Land Bank to acquire the following 2 alleged blighted or abandoned properties in the City for which the Land Bank intends to avail itself of the benefits and obligations as set forth in the Intergovernmental Cooperation Agreement dated November 2018: 1) 1130 Buttonwood Street and 2) 20 S. 11<sup>th</sup> Street. All members answered aye and the motion carried.
- (20) RESOLUTION #16077 – Mr. Pyles made a motion and Mrs. Johnsen seconded the motion to grant approval of the Auditors Report from Barbacane, Thornton & Company. The audit covered the period July 1, 2018 through June 30, 2019. All members answered aye and the motion carried.
- (21) RESOLUTION #16078 – The treasurer’s report for the month of October 2019, was presented for consideration. Mrs. Bowman made a motion, seconded by Mr. Pyles, that the board approves the treasurer’s report, Payment of Invoices and other business reports and records it as a part of the minutes. All members answered aye and the motion carried.
- (22) RESOLUTION #16079 – Mrs. Johnsen made a motion, seconded by Mrs. Kotay, to grant approval to award the 2020 Food Service Truck to Whitmoyer Auto Group at a cost of \$40,100 to be paid from the Food Service Fund. All members answered aye and the motion passed.
- (23) RESOLUTION #16080 - A motion was made by Ms. Eggert and seconded by Mrs. Cessna to grant approval of the following personnel items as presented for discussion and action by the Board of Directors:

**ADMINISTRATIVE STAFF**  
**RETIREMENTS/RESIGNATION**

Name	Effective Date	Building/Position	Reason
Bastek-Jones, Kelly	1/10/2020	Special Education Supervisor	Resignation

**PROFESSIONAL STAFF (PROFESSIONAL, TEMPORARY PROFESSIONAL, LONG-TERM SUBSTITUTE)**  
**RETIREMENTS/RESIGNATION**

Name	Effective Date	Building/Position	Reason
Copenhaver, John	Last staff day of 2019-2020 school year	SE Music	Retirement (21 years)
Gonzalez, Maribel	1/3/2020	Family Involvement Coordinator	Resignation
Tice, Gloria	Last staff day of the 2019-2020 school year	HD Music	Retirement (21 years)
Trostle, Donald	7/31/2020	LHS Social Studies	Retirement (18 years)
Watson, Nicholas	11/26/2019	LHS LTS Physics	Resignation

Wertz, John	Last staff day of 2019-2020 school year	LHS Social Studies	Retirement (32 years)
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**CHANGE OF STATUS**

Name	Effective Date	From Building/Position	To Building/Position	Salary
Durning, Dori	11/7/2019	LMS LTS Social Studies, Grade 8	Day-to-Day Teacher Substitute	\$125/Day
Moore, Curtis	10/28/2019	LMS LTS Science, Grade 6	Day-to-Day Teacher Substitute	\$125/Day

**LEAVES OF ABSENCE WITH APPROVAL**

Name	Effective Date	Building/Position	Consecutive/Intermittent
Brown, Marsha	11/7/2019 – 12/2/2019	SE Reading	Consecutive
McGuigan, Michael	11/11/2019 – 2/7/2020	LMS Supplemental Science	Intermittent
Moyer, Kathie	10/14/2019 – 10/14/2020	HH Grade 1	Intermittent
Reid, Crystal	2/26/2020 – 5/15/2020	LHS Math	Consecutive

**SUPPORT STAFF  
RETIREMENTS/RESIGNATION**

Name	Effective Date	Building/Position	Reason
Davis, Monique	10/23/2019	LMS Personal Care Assistant	Resignation

**APPOINTMENTS**

Name	Effective Date	Building/Position	Salary
Morales, Johnira	10/28/2019	SW ELD Paraprofessional	\$12.35/hr.

**CHANGE OF STATUS**

Name	Effective Date	From Building/Position	To Building/Position	Salary
Suarez, Andrea	10/22/2019	HD Personal Care Assistant	Day-to-Day Substitute Personal Care Assistant/ Paraprofessional	\$10.50/hr.

**LEAVES OF ABSENCE WITH APPROVAL**

Name	Effective Date	Building/Position	Consecutive/Intermittent
Ruiz, Elizabeth	10/14/2019 – 11/17/2019	SE Paraprofessional	Consecutive
Walmer, Tammy	11/21/2019 – 2/13/2019	SE RN	Consecutive
Warner, Melanie	10/26/2019 – 10/29/2020	District Office Human Resource Administrative Assistant	Intermittent

**SUBSTITUTE STAFF  
APPOINTMENTS**

<b>Name</b>	<b>Effective Date</b>	<b>Building/Position</b>	<b>Salary</b>
Colon, Alyssa	10/28/2019	Teacher	\$125/Day
Gibson, Alexa	12/11/2019	Teacher	\$125/Day
Irizarry, Michele	11/4/2019	Teacher	\$125/Day
Rexrode, Ardell	11/11/2019	Paraprofessional / Personal Care Assistant	\$10.50/hr.

**EXTRACURRICULAR  
APPOINTMENTS**

<b>Name</b>	<b>Effective Date</b>	<b>Position</b>	<b>Salary</b>
Approve to pay an LHS Musical Pit Honorarium in the amount of \$350 for the 2019-2020 school year to the following persons: Brady, Morgan Brandt, Gregory Hartman, Kristopher Holt, Linda Hoover, Daniel Lazorcik, David Leibig, Steven Meashey, Chester Meashey, Stephen Small, Shawn Strohman, Thomas Umbenhauer, Jeremy			
Approve the following persons as teachers in the 2019-2020 21 <sup>st</sup> Century Program at a rate of \$35/hr., effective 10/1/2019: Dembrosky, Charles Neuin, Kelly Shearer, Katherine Shutter, Lisa			
Atkinson, Susan	2019-2020 School year	LHS Musical Costume Designer	\$2,724/yr.
Brown, Megan	2019-2020 School year	Assistant JV Softball Co-Coach	\$1,356.50/yr.
Cruz, Anthony	2019-2020 School year	7 <sup>th</sup> Grade Girls Basketball Coach	\$2,205/yr.
Davis, Sharon	2019-2020 School year	LHS Musical Accompanist	\$1,358/yr.
Fake, Mark	2019-2020 School year	Co-Head Bowling Coach	\$2,035.50/yr.
Hain, Jessica	2019-2020 School year	Assistant JV Softball Co-Coach	\$1,356.50/yr.
Heefner, Margaret	2019-2020 School year	LHS Musical Drama Coach	\$2,307/yr.
Herr, Gregory	2019-2020 School year	Assistant Varsity Softball Coach	\$3,528/yr.
Kuilan, Suzanne	10/31/2019	Translator/Interpreter	\$25/hr. (outside of regular work hours)
Naimoli, Mark	2019-2020 School year	LHS Musical Director LHS Musical Vocal Director	\$4,612/yr. \$2,724/yr.
McGrory, Colin	2019-2020 School year	LHS Musical Orchestra Director	\$2,724/yr.
Norman,	2019-2020 School year	LHS Musical Producer	\$2,307/yr.

Michelle	year		
Turner, Kristopher	2019-2020 School year	LHS Musical Set Designer	\$2,724/yr.
Williams, Deanna	11/14/2019	21 <sup>st</sup> Century Teacher	\$35/hr.
Williams Henry, Judy	2019-2020 School year	LHS Musical Choreographer	\$2,724/yr.

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

<b>Name</b>	<b>Recommendation</b>
Ingram, Michelle	Amend start date to 10/25/2019.
Stellar, Kolby	Amend last work day to 11/1/2019.

The motion passed with a unanimous vote.

- (24) RESOLUTION #16081 – Mr. Liriano made a motion, seconded by Mrs. Kotay, 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 2019-2020 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: April Murray-Shearer and Debra Tropasso. The motion passed with a unanimous vote.
- (25) RESOLUTION #16082 – Mr. Pyles made a motion, seconded by Mrs. Johnsen, to grant approval to Adopt the Dual Enrollment/Articulation Agreement with Harrisburg University of Science and Technology to collaborate for the purpose of providing STEM related course offerings to Lebanon High School students. The motion passed with a unanimous vote.
- (26) RESOLUTION 16083 – Mr. Liriano made a motion, seconded by Mrs. Johnsen, to grant approval to appoint an initial chairperson to preside over the Board Reorganization Meeting on Tuesday, December 3, 2019, at 7:00 p.m. in the Board Conference Room at Lebanon High School. The motion passed with a unanimous vote.
- (27) RESOLUTION #16084 – Ms. Eggert made a motion, seconded by Mrs. Kotay, to grant approval of the Second Reading for the following Revised Board Policies:
- Policy 601- Fiscal Objectives
  - Policy 602 – Budget Planning
  - Policy 603 – Budget Preparation
  - Policy 604 – Budget Adoption
  - Policy 605 – Tax Levy
  - Policy 606 – Tax Collection
  - Policy 607 – Tuition Income
  - Policy 608 – Bank Accounts
- The motion passed with a unanimous vote.
- (28) RESOLUTION #16085 – Mr. Pyles made a motion, seconded by Mrs. Kotay, to grant approval of the First Reading for the following Revised Board Policies and to Delete a current Policy:
- Policy 609 – Investments

- Policy 610 – Purchases Subject to Bid/Quotation
- Policy 611 – Purchases Budgeted
- Policy 612 – Purchases Not Budgeted
- Policy 613 – Cooperative Purchasing
- Policy 614 – Payroll Authorization
- Policy 615 – Payroll Deductions
- Policy 615 – Payment of Bills
- Policy 617 – Petty Cash
- Policy 615.1 – Sheltered Accounts - DELETE

The motion passed with a unanimous vote.

(29) There were no communications.

(30) President Okonak stated that no executive session is needed.

(31) With no further business to come before the board at this time, a motion was made by Mr. Liriano and seconded by Ms. Eggert that the meeting adjourn. All members voiced consent and President Okonak declared the meeting adjourned at 7:46 p.m.

Respectfully submitted,

Mary A. Harrell  
Secretary of the Board