

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, January 20, 2020, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 5, 2019.
- (2) President Robert G. Okonak called the meeting to order at 7:00 PM. Everyone participated in the Pledge of Allegiance to the Flag.
- (3) On roll call, the following board members were present: Mr. Scott Barry, Mrs. Debra Bowman, Ms. Heather Eggert, Ms. Jan Falk, Mr. Matt Hershey, Mrs. Tracy Johnsen, Mr. Michael J. Kuhn, Mr. Robert Okonak, and Mr. Peter N. Pyles, Jr. Also present were Dr. Arthur W. C. Abrom, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; Mr. Curt Richards, business manager & 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 and accountability; Mr. Joshua Coatsworth, director of special education; Mr. Bill Giovino, LHS Principal; Mr. Robert Nordall, LHS Assistant Principal; Mr. Shawn Canady, director of technology; Mr. Todd Kaylor, assistant director of buildings and grounds; Mr. Adam Steckbeck, head custodian; and Mr. Gidge Horn, community member.
- (5) RESOLUTION #16099 - The minutes of the re-organizational meeting held on December 3, 2019 were offered for consideration. It was moved by Ms. Eggert and seconded by Mr. Pyles that the minutes be approved. All members voiced consent and so ordered.
- (6) Student Board reporters, Jewell Riddick and Kaylen Villena shared their report about events happening in our schools.
- (7) Mr. Kevin Keath and Mr. Phil Hanthorn, Lions Representatives, shared information about the 3 Titmus Vision Testing machines that the Lions are going to provide to the District. We are excited that the Lions are interested in partnering with Lebanon School District to provide glasses and other vision supports.
- (8) Today we are celebrating Martin Lutheran King, Jr., Day.
- (9) Henry Houck has been designated as a Title I Distinguished School for the 2019-2020 school year.
- (10) District employees collaboratively helped with the district-wide Angel Tree Program to provide help to families in need at the holidays. We filled 90 Angel Tree tags.

(11) Dr. Abrom offered a Land Bank Update: Properties at 1130 Buttonwood Street and 20 S. 11th Street were purchased and currently waiting for the “Scope of Work” to be performed.

(12) Dr. Abrom acknowledged the following businesses who donated to the Cedar Foundation and took advantage of the EITC Tax Credit Program:

Business	Contributions
Waste Management	\$2,500.00
Weis Markets	\$1,000.00
First Citizens Bank	\$3,000.00
UPMC Health Plan	\$1,000.00
Nutrition Inc	\$1,466.66
First National Bank of Pennsylvania	\$3,000.00
	\$11,966.66

(13) Other Donations include:
\$2,045 Heidi Shyda Scholarship Fund
\$3,189 Huff and Puff before we Stuff Fundraiser
\$2,570 Bruce Kilmoyer Account
\$1,200 Anonymous Donation to Music
We continue to receive donations to the Cedar Foundation.

(14) Dr. Abrom announced that the Rotary Students of the Month for February are:
1. Peyton Arnold-Paine
2. Hannah Moore

(15) Rotary Four Way Speech Contest winners are:
1. Ghada Mostafa – 2nd Place Winner
2. Brynna Lister – 3rd Place Winner

(16) RESOLUTION #16100 – Mr. Pyles made a motion, seconded by Mrs. Johnsen, to grant approval to accept the following Resolution approving the Preliminary Budget and authorizing Referendum Exception and Notice of Final Budget:

RESOLVED, by the Board of School Directors of Lebanon School District, as follows:

The Proposed Preliminary Budget of the Lebanon School District for the 2020-2021 fiscal year on form PDE 2028 as presented to the School Board is adopted as a Preliminary Budget Proposal for the Lebanon School District General Fund. The Administration and School Board will continue review of budget components, and the Preliminary

Budget may be revised prior to adoption of a Final Budget for the 2020-2021 fiscal year. The Act 1 index applicable to the School District as calculated by the Pennsylvania Department of Education is 4.2%. The Preliminary Budget Proposal assumes that the School District will receive approval for use of one or more Act 1 real estate tax referendum exceptions. The School District shall take all steps required to obtain approval for the referendum exceptions contemplated in the Preliminary Budget Proposal, including advertising once in a newspaper of general circulation and placing on the School District internet website **Act 1 Referendum Exception Notice** in substantially the form as presented to the School Board.

The School District shall continue to make the Preliminary Budget Proposal available for public inspection, and shall make the Proposed Final Budget in its then current form available for public inspection at least 20 days before the date scheduled for adoption of the Final Budget.

At least 10 days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise **Final Budget Notice** in substantially the form as presented to the School Board. The notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices.

The following vote was recorded:

Mr. Scott Barry – Yes	Mrs. Debra Bowman – Yes
Ms. Heather Eggert – Yes	Ms. Jan Falk – Yes
Mr. Matt Hershey – Yes	Mrs. Tracy Johnsen – Yes
Mr. Michael Kuhn – Yes	Mr. Robert Okonak – Yes
Mr. Peter N. Pyles, Jr. – Yes	

Yes 9 No 0 Absent 0 Abstain 0

The motion passed.

(17) RESOLUTION #16101 – Ms. Eggert made a motion, seconded by Mrs. Bowman, to grant approval to acknowledge the exoneration of H.A. Berkheimer, Inc. for Lebanon City School Real Estate Taxes for 2019.2020 school year and turnover of the delinquent list amount of \$1,132,978.73 (723 parcels) to the Lebanon County Tax Claim Bureau. All members answered aye and the motion carried.

(18) RESOLUTION #16102 – Mrs. Bowman made a motion, seconded by Mr. Kuhn, to grant approval to acknowledge the exoneration of Lebanon County Treasurer for West Lebanon Township School Real Estate Taxes for the 2019.2020 school year and turnover of the delinquent list amount of \$24,731.93 (18 parcels) to the Lebanon County Tax Claim Bureau. All members answered aye and the motion carried.

- (19) RESOLUTION #16103 – Ms. Eggert made a motion, seconded by Mrs. Johnsen, to grant approval of the Treasurers Report, Payment of Invoices and other business reports for November and December 2019. All members answered aye and the motion carried.
- (20) RESOLUTION #16104 – Mr. Pyles made a motion, seconded by Mrs. Johnsen, to grant approval to award the following bids:
- Award the Buildings and Grounds pick-up truck to Whitmoyer with trade-in at a total cost of \$27,725 for the double cab option.
 - Award the Buildings and Grounds cut-away truck to Whitmoyer with trade-in at a total cost of \$29,250.
 - Award the student van to Whitmoyer with trade-in at total cost of \$29,000.
 - Award the driver education car to Whitmoyer at a total cost of \$16,450 for a Chevy Spark.
- All members answered aye and the motion carried.
- (21) RESOLUTION #16105 – Ms. Eggert made a motion, seconded by Mrs. Bowman, to grant approval to apply for E-Rate Category 2 Funding for the 2020-2021 school year. Funding will be used to update internal connections and networking equipment for the District. Cost is budgeted within the 2020-2021 Technology Services budget. All members answered aye and the motion carried.
- (22) RESOLUTION #16106 – Ms. Eggert made a motion, seconded by Mrs. Johnsen, to grant approval to add the Fiercely Club to the high school student activity. All members answered aye and the motion carried.
- (23) RESOLUTION #16107 – A motion was made by Mr. Schaffer and seconded by Mr. Pyles for the Board of School Directors to accept the following personnel items for discussion and action as listed on the agenda as follows:

RETIREMENT RESIGNATIONS

ADMINISTRATIVE STAFF

CHANGE OF STATUS

Name	Effective Date	From Building/Position	To Building/Position	Salary
Evans, Jessica	2/17/2020	LMS Itinerant Learning Support	Supervisor of Special Education	\$72,662/yr.

LEAVES OF ABSENCE WITH APPROVAL

Name	Effective Date	Building/Position	Consecutive/Intermittent
Hartman, Brian	12/05/2019 – 2/28/2020	Director of Buildings and Grounds	Consecutive

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

RETIREMENTS/RESIGNATION

Name	Effective Date	Building/Position	Reason
Capellan, Angel	3/2/2020	LHS Spanish	Resigned
Fenton, Ruth Ann	6/5/2020	SW K5	Retirement (20 years)
Schnoke, Elizabeth	6/5/2020	LMS Social Studies, Grade 6	Retirement (30 years)
Shuey, Corby	1/31/2020	SW Art	Resigned
Teleguz, Loredana	12/31/2019	SW Grade 2	Resigned
Winters, Kristin	2/14/2020	HH Speech Language Pathologist	Resigned

APPOINTMENTS

Name	Effective Date	Building/Position	Salary
Dunlop, Rebecca	2/18/2020	School Family Engagement Coordinator	\$72,728/yr. (M, step 16)
Johnson, Ryan	2/17/2020	LMS Itinerant Learning Support	\$50,917/yr. (B, step 1)

CHANGE OF STATUS

Name	Effective Date	From Building/Position	To Building/Position	Salary
Detreville, Marcella	9/30/2019 – 12/2/2019	Day-to-Day Substitute Teacher	LMS LTS Life Skills	\$267.98/Day
Ditzler, Emily	12/16/2019 – 3/27/2020	Day-to-Day Substitute Teacher	HD LTS K4	\$267.98/Day
Fleming, Lauren	1/20/2020	SW LTS Grade 2	SW Grade 2	\$50,917/yr. (B, step 1)
Torres Salinas, Monika	12/3/2019-End of the 2019- 2020 School Year	Day-to-Day Substitute Teacher	LHS LTS Physics	\$50,917/yr., prorated for the number of days worked

LEAVES OF ABSENCE WITH APPROVAL

Name	Effective Date	Building/Position	Consecutive/Intermittent
Flory, Pamela	12/24/2019 - 3/24/2020	HD K4 Teacher	Consecutive
Schnoke, Elizabeth	12/10/2019 - 1/3/2020	LMS Social Studies Grade 6	Consecutive

SUPPORT STAFF**RETIREMENTS/RESIGNATION**

Name	Effective Date	Building/Position	Reason
Rittle, Charlotte	12/20/2019	HH	Personal

		K5 Paraprofessional	
Thomas, Wendi	6/8/2020	HD 195-Day Secretary	Retirement (31 years)
Weikel, Rana	12/20/2019	LMS Emotional Support Paraprofessional	Personal

APPOINTMENTS

Name	Effective Date	Building/Position	Salary
Ceresini, Gina	1/14/2020	HH K5 Teaching Assistant	\$16.35/hr.
Irizarry, Isaac	12/10/2019	HD Personal Care Assistant	\$10.85/hr.
Irizarry, Shaitztza	12/10/2019	SW Personal Care Assistant	\$10.85/hr.

CHANGE OF STATUS

Name	Effective Date	From Building/Position	To Building/Position	Salary
Bracero, Jade	11/20/2019	Substitute Paraprofessional	HH Personal Care Assistant	\$10.85/hr.
Johnson, Chelsey	12/05/2019	Substitute Paraprofessional	LHS Personal Care Assistant	\$10.85/hr.

LEAVES OF ABSENCE WITH APPROVAL

Name	Effective Date	Building/Position	Consecutive/Intermittent
Eiceman, JoAnn	1/31/2020 – 4/30/2020	HD Paraprofessional	Intermittent
Gross, Deborah	1/23/2020 – 3/8/2020	LMS 245-Day Secretary	Consecutive
Laudermilch, Angela	12/11/2019 – 12/11/2020	LHS Paraprofessional	Intermittent

SUBSTITUTE STAFF

APPOINTMENTS

Name	Effective Date	Building/Position	Salary
Bowers, Joshua	12/20/2019	Paraprofessional / Personal Care Assistant	\$10.50/hr.
Boyer, Justin	1/21/2020	Custodian	\$11.00/hr.
Ditzler, Emily	12/03/2019	Teacher	\$125/Day
Stellar, Kolby	1/10/2020	Teacher	\$125/Day
Weiberg, Ethan	1/21/2020	Custodian	\$11.00/hr.

REMOVAL OF SUBSTITUTE STAFF

Name	Effective Date	Building/Position	Reason	Salary
Troain, Greg	1/7/2020	Custodian	Resigned	\$11.00/hr.

**EXTRACURRICULAR
APPOINTMENTS**

Name	Effective Date	Position	Salary
Beard, Kelley	12/3/2019	21 st Century Teacher	\$35/hr.
Boris, Bobbi	1/13/2020-End of the 2019-2020 School Year	LMS Student Government Advisor	\$679/yr.
Bowman, Robert	2019-2020 School Year	LHS Musical Sight and Sound	\$2,307/yr.
Cappelli, Lucas	1/15/2020	Business Office Intern (90 hours)	No cost to the district
Dolan, Christine	2019-2020 School Year	New teacher Mentor	\$1,000/yr., prorated for days worked
Eisenhauer, Matthew	2019-2020 School Year	Volunteer Assistant Varsity Baseball Coach	N/A
Figuroa, Daniel	2019-2020 School Year	Esports Advisor	\$679/yr.
Killian, Rheta	2019-2020 School Year	21 st Century Paraprofessional	Current hourly rate
Miller, Emily	11/11/2019	21 st Century Teacher	\$35/hr.
Neuin, Kelly	1/13/2020-End of the 2019-2020 School Year	LMS Student Government Advisor	\$679/yr.
Schies, Ryan	2019-2020 School Year	Co-Head Bowling Coach	\$2,035.50/yr.
Thomson, Rebecca	2020-2021 School Year	Head Field Hockey Coach	\$6,988/yr.
Williams, Lauren	2019-2020 School Year	New teacher mentor	\$1,000/yr.

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

Name	Recommendation
Bowman, Robert	Rescind the appointment as LHS Fall Play Sight and Sound.
Herr, Gregory	Amend start date for LHS LTS Social Studies assignment to 12/3/2019.
Fleming, Lauren	Amend end date for SW LTS 2 nd Grade assignment to 1/17/2020.

Mrs. Debra Bowman abstained from voting for Robert Bowman under Other Personnel Recommendations because Robert is her husband.
The motion passed.

- (24) RESOLUTION #16108 – A motion was made by Ms. Eggert and seconded by Mr. Pyles 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:

1. Omy Garcia
2. Joann Brown
3. Christine Martinez

4. Jorge Luis Rosario-Trinidad
5. David Sanger
6. Jonathan Summy

The motion passed with a unanimous vote

- (25) RESOLUTION #16109 – A motion was made by Mr. Pyles and seconded by Mrs. Johnsen to grant approval of the Second Reading of the following Revised Board Policies and to Delete one Policy:

1. Policy 610 - Purchases Subject to Bid/Quotation
2. Policy 611 - Purchases Budgeted
3. Policy 612 - Purchases Not Budgeted
4. Policy 613 - Cooperative Purchasing
5. Policy 614 - Payroll Authorization
6. Policy 615 - Payroll Deductions
7. Policy 616 - Payment of Bills
8. Policy 617 - Petty Cash
9. Policy 615.1 - Sheltered Accounts - DELETE

The motion passed with a unanimous vote.

- (26) RESOLUTION #16110 – A motion was made by Mr. Pyles and seconded by Ms. Eggert to grant approval of the First Reading of the following New and Revised Board Policies:

1. Revised 618-Student Activity Funds
2. Revised 619-District Audit
3. Policy 620 (New)-Fund Balance
4. Revised 621-Local Taxpayer Bill of Rights
5. Policy 622 (New) -GASB Statement 34
6. Policy 624 (new) -Taxable Fringe Benefit
7. Revised 625-Procurement Cards
8. Revised 626-Federal Fiscal Compliance
 - 626 - Attach – Cash Management
 - 626 - Attach - Procurement
 - 626 - Attach – Allowability of Costs
 - 626 - Attach – Costs Obligations Property
 - 626 - Attach – Subrecipient Monitoring
9. Revised 626.1 - Travel Reimbursement-Federal Programs
10. Revised Policy 200 - Enrollment of Students (2020)
11. Revised Policy 202 - Eligibility of Nonresident Student
12. Revised Policy 204 - Attendance
13. Revised Policy 221 - Dress and Grooming
 - 221 AP
14. New Policy 702.1 - Crowdfunding

The motion passed with a unanimous vote.

(27) With no further business to come before the board at this time, a motion was made by Mr. Pyles and seconded by Mrs. Bowman that the meeting adjourn. All members voiced consent and President Okonak declared the meeting adjourned at 7:28 p.m.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board