

SCHOOL BOARD MINUTES

- (1) The Board of School Directors of the Lebanon School District met in regular session on Monday, April 19, 2021, at 7:00 p.m. in the board conference room of the senior high school as advertised in the Daily News on December 10, 2020.
- (2) President Robert Okonak called the meeting to order at 7:04 p.m.
- (3) On roll call by the secretary, 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. Robert Okonak and Mr. Michael J. Kuhn. Mr. Peter N. Pyles, Jr. was absent. Also present were Dr. Arthur W. C. Abrom, Superintendent of Schools; Mrs. Mary A. Harrell, secretary; and 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. Shawn Canady, chief information officer; Mr. Brian Hartman, director of buildings and grounds; Mr. Bill Giovino, LHS principal; Mr. Robert Nordall, LHS assistant principal; Mrs. Kelly Herr, assistant business manager; Ms. Michelle Norman, LHS teacher; Mr. Adam Steckbeck, head custodian; Dave and Laurie Funk, community members; and Ms. Krista Edinger and Mr. Jim Morrissey, from Nutrition Group.
- (5) During the Superintendent Report, the following information was provided:
 - Dave and Laurie Funk requested a letter of support as they are seeking a variance for a city property which LCCM would like to use as an emergency shelter and resource center. The Board will review.
 - Ms. Norman and Mr. Nordall reported that we received the PAsmart Advancing Grant that they worked on, along with Mrs. Herr. The amount of the grant is about \$500,000. We would collaborate with Etown and Harrisburg. On behalf of the entire Board, Mr. Okonak thanked Ms. Norman, Mr. Nordall and Mrs. Herr for writing the grant.
 - Mr. Giovino shared a revised letter to the Class of 2021.
 - Mr. Richards shared information on the 2021-2022 budget.
 - Dr. Abrom and Mr. Okonak will be visiting buildings later this week.
 - Dr. Abrom, Dr. Danz and Mr. Murphy will hold voluntary virtual EOY staff meetings with each building.
 - Dr. Abrom shared the following student success stories:
 - Twenty-seven LHS students were inducted into the 2021 National Technical Honor Society. Pictures of the students were provided.

- Vanity Fair East Coast Distribution Center Project – 3 high school students have been working there every day (Stephanie Rios, Nathanael Garcia and Timothy Vega).
 - Freddy Batiz-Garcia, 11th grade, was accepted into the PMEA All-State Chorus! The festival took place virtually from Wednesday April 14th-Saturday April 17th.
 - LHS sophomore Key'I Malone along with our B & G department installed vegetable beds at the North end of the district office parking lot. We now have gardens at LHS, LMS, and Southeast. This was all made possible from a Cedar Foundation educational opportunity grant submitted by Mr. Giovino, Mr. Kolby Stellar, Mr. Andre Dyer and Key'I Malone. The Cedar Foundation, our 501 c 3 foundation, provides educational grants to students and staff through our Student Awards & Staff Awards account and our approved projects under the Educational Improvement Tax Credit Program (EITC).
- (6) RESOLUTION #16307 – Mrs. Johnsen made a motion, seconded by Ms. Eggert to grant approval of the minutes from the March 8 and March 15 meetings. All members answered aye and the motion passed.
- (7) There were no requests to speak to the Board.
- (8) RESOLUTION #16308 – Ms. Eggert made a motion, seconded by Mrs. Johnsen to grant approval to purchase the upgraded Superkids reading materials for use in grades K5 through 2 at a cost of \$130,000. The current copyright was purchased in 2014 and this upgrade provides significant additions to the program. Purchase to be funded by building budgets and the C & I program budget. All members answered aye and the motion passed.
- (9) RESOLUTION #16309 – Mrs. Johnsen made a motion, seconded by Mr. Hershey to grant approval to exonerate the Lebanon County Treasurer's Office for the current collection of the 2020-2021 West Lebanon Township Per Capital and Occupation Flat taxes, and authorize H. A. Berkheimer to begin delinquent collection of these outstanding school taxes. All members answered aye and the motion passed.
- (10) RESOLUTION #16310 – Mrs. Johnsen made a motion, seconded by Mrs. Bowman to grant approval to exonerate H. A. Berkheimer Associates for current collections of the 2020-2021 Lebanon City Per Capita and Occupation Flat taxes, and authorize Berkheimer to continue collections of these outstanding taxes through delinquent collections. All members answered aye and the motion passed.
- (11) RESOLUTION #16311 – Ms. Eggert made a motion, seconded by Mrs. Johnsen to grant approval of the following Food Service motions:
1. Renew the food service operation contract with Nutrition Group for the 2021-2022 school year. The operational budgets are based upon the National School

Lunch Program guidelines. The Nutrition Group is recommended to be renewed for the fourth year of a possible five-year contract, originally awarded for the 2018-2019 school year.

2. Breakfast and lunch prices for the 2021-2022 school year as follows:
 - Breakfast
 - Students-Universal Free (through the Community Eligibility Program, all students must utilize Point of Sale system for appropriate District subsidy credit)
 - Adults - \$1.95
 - Lunch
 - Students-Universal Free (through the Community Eligibility Program, all students must utilize Point of Sale system for appropriate District subsidy credit)
 - Adults - \$3.70
 - Milk - \$.50
 - Ala Carte: See Attached

All members answered aye and the motion passed.

On behalf of the entire Board, President Okonak stated that Nutrition Group has done an excellent and outstanding job during their entire tenure with Lebanon School District.

- (12) RESOLUTION #16312 – Mrs. Bowman made a motion, seconded by Mrs. Johnsen to grant approval of the 2021-2022 Lancaster-Lebanon Intermediate Unit Budgets: Core Program of Services Budget in the amount of \$1,914,086 (last year’s amount \$1,891,686) and the Instructional Media Services Budget in the amount of \$1,241,239 (last year’s amount \$1,226,126). All members answered aye and the motion passed.

- (13) RESOLUTION #16313 – Mr. Hershey made a motion, seconded by Mrs. Johnsen to grant approval of the following motions for the Enterprise Managed Print Services:

1. To award Doceo for the period July 01, 2021, through June 30, 2026, at a total monthly cost of \$15,992.00 the following contracts in compliance with the District RFP process:
 - a. Multi-Function Printers (copiers) at a monthly cost to include lease and services of \$5,552.00
 - b. District Printers at a monthly cost to include lease and services of \$660.00
 - c. Duplicating services at a monthly cost of \$9,780.00
2. To award Marco shredding services for the period July 01, 2021, through June 30, 2026, at a total monthly cost of \$100.00 in compliance with the District RFP process.

All members answered aye and the motion passed.

(14) **RESOLUTION #16314** – Ms. Eggert made a motion, seconded by Mr. Hershey to grant approval of the following EMS Linq Quotes for Central Records Gateway:

- June 1, 2021 through November 30, 2021 initial term and one-time fees = \$8,375
- December 1, 2021 through November 30, 2022 = \$8,750
- December 1, 2022 through November 30, 2023 = \$8,750
- December 1, 2023 through November 30, 2024 = \$8,750
- December 1, 2024 through November 30, 2025 = \$8,750

This proposal allows the District to expand the current Gateway registration system and digitize ALL student records. This program integrates with the current PowerSchool student management system.

All members answered aye and the motion passed.

(15) **RESOLUTION #16315** – Mrs. Johnsen made a motion, seconded by Mrs. Bowman to grant approval of the Treasurer’s Report, Payment of Invoices, and other business reports, for March 2021. All members answered aye and the motion passed.

(16) **RESOLUTION #16316** – Mrs. Johnsen made a motion, seconded by Ms. Eggert to grant approval of the personnel agenda for April 2021:

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

RETIREMENTS/RESIGNATION

Name	Effective Date	Building/Position	Reason
Moyer, Kathie	9/12/2021	HH Grade 1	Retirement (35 years)

CHANGE OF STATUS

Name	Effective Date	From Building/Position	To Building/Position	Salary
Bray, Beth	4/7/2021- End of the 2020-2021 School Year	SE LTS Grade 3	SE LTS ELD	\$272.79/day
Detreville, Marcella	4/9/2021- End of the 2020-2021 School Year	Day-to-Day Substitute Teacher	NW LTS K5	\$272.79/day
Jones, Rosemary	3/21/2021- End of the 2020-2021 School Year	LMS Emotional Support Paraprofessional	SE LTS Itinerant Learning Support	\$272.79/day

LEAVES OF ABSENCE WITH APPROVAL

Name	Effective Date	Building/Position	Consecutive/ Intermittent
Andino, Hannah	4/28/2021-End of	SE	Consecutive

	the 2020-2021 School Year	ELD	
Dimond, Lindsey	5/7/2021-End of the 2020-2021 School Year	NW K5	Consecutive
Fasnacht, Jordan	5/17/2021- 6/11/2021	NW Grade 3	Consecutive
Moore, Carolina	5/13/2021-End of the 2020-2021 School Year	LMS Social Studies, Grade 7	Consecutive
Wanner, Kelli	8/23/2021- 11/12/2021; 11/15/2021- 1/4/2022	HD ELD	Consecutive

**SUPPORT STAFF
APPOINTMENTS**

Name	Effective Date	Building/Position	Salary
Ceresini, Lauren	5/17/2021	District Data Manager	\$26.00/hr.
Martinez-Feliciano, Manuel	03/24/2021	NW Personal Care Assistant	\$11.15/hr.
Reidel, Kim	04/19/2021	LMS School Monitor	\$11.15/hr.
Sowers, Amanda	04/12/2021	District Floater Nurse	\$17.15/hr.

LEAVES OF ABSENCE WITH APPROVAL

Name	Effective Date	Building/Position	Consecutive/Intermittent
Hoke, Frederick	04/21/2021- 07/09/2021	HH Custodian	Consecutive

**SUBSTITUTE STAFF
APPOINTMENTS**

Name	Effective Date	Building/Position	Salary
Goetz, Jessica	4/13/2021	Day-to-Day Substitute Teacher	\$125/day
Heffelfinger, Terry	4/12/2021	HH Building Substitute Teacher	\$125/day
Tice, Gloria	4/13/2021	Day-to-Day Substitute Teacher	\$125/day
Welty, Abigail	4/6/2021	HD Building Substitute Teacher	\$125/day

REMOVAL OF SUBSTITUTE STAFF

Name	Effective Date	Position
Bopp, Erika	4/16/2021	Teacher
Hicklin, Shareeta	4/01/2021	Paraprofessional Secretary
Suarez, Andrea	4/01/2021	Paraprofessional

OTHER PERSONNEL RECOMMENDATIONS/RESCIND APPOINTMENTS/AMENDMENTS

Name	Recommendation
Dornes, Andrew	Rescind the appointment as 2021-2022 Head Boys Soccer Coach.
Dornes, Andrew	Approve payment of \$1,125 for curriculum writing of the high school course, Pathways to Success. The curriculum was approved in 2019-2020 for implementation in 2020-2021 school year.
Dundore, David	Approve payment of \$1,125 for curriculum writing of the high school course, Pathways to Success. The curriculum was approved in 2019-2020 for implementation in 2020-2021 school year.
Malafronte, Joseph	Appoint as an Assistant Track & Field Coach effective 4/12/2021.
Mann, Gloria	Amend the approved leave of absence return to work date to 4/6/2021.
Rhinier, Amanda	Rescind the appointment as 2021-2022 Assistant Varsity Field Hockey Coach.
Rothgaber, Brandon	Remove appointment as an Assistant Track & Field Coach effective 4/12/2021.
Shoemaker, Mariella	Amend approved leave of absence start date to 4/13/2021.
Grant final approval of the terms and conditions of the compensation plan for Confidential Employees effective 7/1/2021-6/30/2023.	
Grant final approval of the terms and conditions of the compensation plan for Technology Services Employees effective 7/1/2021-6/30/2023.	

On behalf of the entire board, President Okonak recognized and thanked Kathie Moyer for her many years of service to the Lebanon School District.

All members answered aye and the motion passed.

- (17) RESOLUTION #16317 – Ms. Eggert made a motion, seconded by Mrs. Johnsen to grant final approval of the terms and conditions of the compensation plan for Confidential Employees effective 7/1/2021–6/30/2023. All members answered aye and the motion passed.

- (18) RESOLUTION #16318 – Ms. Eggert made a motion, seconded by Mrs. Johnsen to grant final approval of the terms and conditions of the compensation plan for Technology Services Employees effective 7/1/2021-6/30/2023. All members answered aye and the motion passed.

- (19) RESOLUTION #16319 – Mrs. Johnsen made a motion, seconded by Mrs. Bowman 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 2020-2021 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. Richard Nicholas, Jr.
 - 2. Harry Sechrist
 - 3. Christopher Fisher
 - 4. Desiree Goodbody

All members answered aye and the motion passed.

(20) RESOLUTION #16320 – Mr. Hershey made a motion, seconded by Mrs. Johnsen to grant approval of the second reading for the following new and revised board policies:

1. Policy 000 – Administrative Procedures
2. Policy 001 – Name and Classification
3. Policy 002 – Authority and Powers
4. Policy 003 – Functions
5. Policy 004 – Membership
6. Policy 005 – Organization
7. Policy 006 – Meetings
8. Policy 007 – Distribution
9. Policy 011 – Principles for Governance and Leadership - NEW

All members answered aye and the motion passed.

(21) RESOLUTION #16321 – Mrs. Johnsen made a motion, seconded by Ms. Falk to grant approval of the first reading for the following revised board policies:

1. Policy 100 – Comprehensive Planning
2. Policy 101 – Mission Statement and Educational Philosophy
3. Policy 102 – Academic Standards
4. Policy 103.1 – Nondiscrimination – Qualified Students with Disabilities
5. Attachments for Policy 103.1
6. Policy 104 – Discrimination/Title IX Sexual Harassment Affecting Staff
7. Policy 105 – Curriculum
8. Policy 105.1 – Review of Instructional Materials by Parents/Guardians and Students
9. Policy 105.2 – Exemption from Instruction
10. Policy 106 – Guides for Planned Instruction

All members answered aye and the motion passed.

(22) RESOLUTION #16322 – Mrs. Johnsen made a motion, seconded by Ms. Eggert to adjourn the meeting. President Okonak declared the meeting adjourned at 8:01PM.

(23) President Okonak reminded everyone that our next meeting will be on Monday, May 10, at 7:00 PM.

Respectfully submitted,

Mary A. Harrell
Secretary of the Board