

**SCHOOL DISTRICT OF LANCASTER SCHOOL BOARD
Lancaster, Pennsylvania**

**Regular Meeting
December 20, 2011**

The School District of Lancaster School Board held a regular meeting on Tuesday, December 20, 2011 at 7:00 p.m. at J.P. McCaskey High School, Lancaster, Pennsylvania. Attendance of the Board was as follows:

Mr. Richard Caplan, President
Mr. Randolph Carney
Mr. Charles Crystle, Jr.
Mrs. Jennifer Desmarais
Mr. Todd Heath - Absent
Mrs. Stacey Marten
Mr. Harvey Miller
Mrs. Linda Troublefield Owens
Ms. Candace Roper

Officers: Mr. Pedro Rivera, Superintendent
Mr. Matt Przywara, Treasurer
Mrs. Colleen Marshall, Secretary

Legal Counsel: Mr. Robert Frankhouser, Solicitor

12/20/2011: CALL TO ORDER: The meeting was called to order at 7:04 p.m. by President Caplan. Roll call was answered by: *Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8. Absent: Heath – 1.*

A moment of silence was observed in memory of Dr. Leophus King, Jr. and John Deaner.

President Caplan announced the Board of School Directors met in Executive Session on December 15 and December 20, 2011 for the purpose of discussing matters involving employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion, or disciplining of specific or prospective officers or employees.

12/20/2011: ADDENDUMS AND CORRECTIONS: None

12/20/2011: APPROVAL OF AGENDA: Following a motion by Director Marten and seconded by Director Miller the agenda was approved as follows: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8.*

12/20/2011: PUBLIC COMMENTS REGARDING AGENDA ITEMS: None.

12/20/2011: SUPERINTENDENT’S REPORT: On behalf of the Pennsylvania School Boards Association (PSBA), Superintendent Rivera officially welcomed our newly elected Board of Directors who were sworn in on December 6 with a certificate.

CALL TO ORDER

**ADDENDUMS AND
CORRECTIONS**

**APPROVAL OF
AGENDA**

**PUBLIC COMMENTS
REGARDING
AGENDA ITEMS**

**SUPERINTENDENT’S
REPORT**

Randolph Carney
Jennifer Desmarais
Stacey Marten

Linda Troublefield Owens
Candace Roper

SUPERINTENDENT'S
REPORT (cont.)

Superintendent Rivera personally acknowledged and gave thanks to Jugens Laquerre, a very talented McCaskey East junior, for designing the cover to our 2011 holiday card. He worked under the direction of McCaskey East Art Teacher Scott Wenger.

Phoenix Academy recently held their first *Cookies, Carols and Community* event. Holiday snacks, hot chocolate and free pictures with Santa were available to the public.

Fulton Elementary won the Sturla Physical Fitness Challenge for showing the greatest increase in physical activity during the school day. Every morning students and staff gather in the gym and faculty members lead the group in dance, yoga, stretches and exercise for 10 minutes. As a result of the contest, the school received a certificate, gift card for Sports Authority and each student received a #1 Winner medal to acknowledge their accomplishments.

Seven schools earned a Keystone Achievement Award in recognition of the outstanding academic achievement students have made over the past two school years. These coveted awards are given to public schools that have met Adequate Yearly Progress (AYP) targets for a minimum of two consecutive years. Superintendent Rivera recognized and congratulated Carter & MacRae, King, Lafayette, Martin, Ross, Wharton and Wickersham Elementary Schools.

The District will be closed for winter break on Monday, December 26 through Monday, January 2. Schools reopen on Tuesday, January 3.

Budget Update:

Public budget updates are presented at our monthly Finance Committee Meetings which are held the first Wednesday of each month and also at our monthly Committee of the Whole Work Sessions on the second Tuesday of each month. Both meetings are held at McCaskey East in room B123 at 7:00 p.m.

12/20/2011: STUDENT BOARD REPRESENTATIVE REPORTS:

Mr. Evans gave the following report for Hand Middle School and Lincoln Middle School as well as McCaskey East High School:

Hand

Hand Middle School held its first Holiday Community Caroling and potluck dinner. The evening began with 20 parents, students, teachers, and administration walking around the Hand community singing Christmas Carols. The event ended with 50 people joining them to walk around the community. All participants enjoyed a community dinner in our cafeteria afterwards. It was a wonderful evening filled with laughter, singing and holiday cheer.

**STUDENT BOARD
REPRESENTATIVE
REPORTS**

Hand has received very generous donations of food, toys, and clothes to help their students and parents in the Hand community have a joyous holiday. An alumni of McCaskey, Scott and Lynn (Wysock) Clark ('72), raised over \$1000 and purchased new toys for our students in need.

Five students have been chosen to represent Hand as ambassadors to Sano, Japan in May. They are: Brenda Valentin, Jocelyn Brown, Abimar Almodivar, Ricky Peireria, and Wyzae Glover. All awardees completed an extensive application process.

Hand teachers continue to show their generosity by providing mentoring support to our students. Currently, Hand has a Ladies First mentoring group, an after school book club, as well as Exit Lancaster. They are providing mentoring to well over 100 students through after school activities and events.

Lincoln

Lincoln Middle School recognized 130 students for achieving the honor roll for the 1st marking period on Tuesday, December 13. Dave Bender, the Executive Director of Compass Mark, was the guest speaker.

McCaskey East High School

A blood drive was held on December 16 with 56 individuals eligible to donate. The HOSA Club is holding a dress down day on December 22 for the Health Careers and M.I.T. SLC's to raise money for the HOSA competition in March. The McCaskey East School Store held its grand opening on December 8. The annual homeroom challenge is taking place to see which homeroom can donate the most food with the winning homeroom winning a pizza party. The food will be donated to the Water Street Rescue Mission.

Mr. Kelly gave the following report for Reynolds Middle School and Wheatland Middle School as well as J.P. McCaskey High School:

Reynolds

As part of the Community School Initiative, Reynolds Middle School hosted their first Parent Café of 2011 on Wednesday, November 27. Parent Cafes provide opportunities for parents to network, learn about resources, be engaged in their student's learning and have fun! The first hour parents enjoyed a lasagna dinner and Mr. Sohonyay, Assistant Principal, presented on how to actively monitor student's achievement and grades through the use of the Parent Access Center. The second hour parents chose between making a Thanksgiving centerpiece with a craft instructor, or attending a session on Holiday Budgeting by Tabor Community Services. A highlight was seeing how families enjoyed working together to create a craft they were able to take home.

The Reynolds Middle School Art Department has been proud to present at least one show of student art in the community for each month. This month we have student work on display at The Demuth Museum, The Chestnut Hill Café, and the Department of Education in Harrisburg. This has given our students a place to show their work to the community and an extra reward for doing great work. We will continue to display student art throughout the school and community. Students have also participated in numerous contests and made cards for the Holiday Mail for Heroes Program in which cards are sent to our men and women of the armed forces. Reynolds celebrated its first

RIF distribution on December 16th and 19th, 2011 with the theme “Happiness is a New Book.” All students received one free book from hundreds of available titles.

Wheatland

Wheatland will host a Meet the High School Leadership Night on January 10. All 8th graders and parents are invited to a pot luck dinner, followed by presentations from the high school leadership.

Student Council’s winter service project will work with Heifer International, an organization that works to end world hunger and poverty through gifts that promote self reliance and sustainability. All money donated will be used to purchase an animal for a needy family in a third world country. Each grade has set the goal of an animal they would like to donate, such as a chicken, duck, goat, cow or even a camel.

The National Junior Honor Society recently sponsored a community night fundraiser at the Isaac’s on Centerville Road. The proceeds will be used to purchase new school uniforms for our students in financial need.

Wheatland staff and students continue to receive training on anti-bullying strategies through Highmark Healthy Five initiative and Olweus structures. All of our students are to sign an anti-bullying pledge and each teacher has had training on the Olweus process.

J.P. McCaskey High School

The IB Ceremony is scheduled for December 23 with 28 students from last year’s class receiving a diploma and 63 students receiving certificates. Mid-terms will be held January 9–18. Recently there were interviews with regional colleges such as Kutztown and Millersville where 97 seniors completed approximately 163 interviews and 40% of the students were committed on the spot with 50% referred to the Committee to be later reviewed by the Board. Pride Night was held on December 8th recognizing student athletes and musicians.

12/20/2011: BOARD PRESIDENT COMMENDATION RECOGNITION

President Caplan presented the following Commendation:

WHEREAS Maria Cruz is a 12th grade student at McCaskey East High School in the McCaskey School of Health Sciences Small Learning Community; and

WHEREAS on Saturday, December 3rd Maria was preparing to leave for work and the wife of a neighbor came to Maria’s apartment to call an ambulance because her husband was not breathing; and

WHEREAS Maria immediately went to their apartment and performed CPR, crediting the skills she learned in her health career classes at the School District of Lancaster; and

WHEREAS Maria is responsible for saving the life of her neighbor;

Now, therefore, I, Richard L. Caplan, serving as Board President of the School District of Lancaster, do hereby wish to recognize Maria Cruz for her heroism.

**STUDENT BOARD
REPRESENTATIVE
REPORTS (cont.)**

**BOARD PRESIDENT
COMMENDATION
RECOGNITION**

12/20/2011: KUDOS CARD RECOGNITION:

President Caplan presented Kudos Cards to Leah Corrigan and Jacques Blackman for their immediate response to the drive by shooting incident involving a second grade student on October 18. Both Mr. Blackman and Ms. Corrigan activated the district's crisis team to assist with counseling services for students, staff and family members.

In addition, a Kudos Card was presented to Thomas Goodhart, a 1980 graduate of J.P. McCaskey, who has given countless volunteer hours to the District's Athletic Program. He was recently named a New Era Red Rose award recipient for his commitment to caring for the gravesite of John Piersol McCaskey. In addition, he began cleaning around the gravesites of other McCaskey family members.

12/20/2011: CONSENT AGENDA: Director Marten made a motion to approve the Consent Agenda with the exception of (6).1 and (6).2 and (8) as follows:

- (1) Approval of Minutes:
 - November 15, 2011 Regular Meeting
 - December 6, 2011 Reorganization Meeting
- (2) Personnel Recommendations
- (3) Approval of Board Committee and Representative Assignments for 2012
- (4) Approval of Board Meeting Schedule for 2012
- (5) Educational Excellence Contracts/Agreements:
 1. Learning Sciences International, Inc. – Not to exceed \$10,000.00
- (6) Finance and Operations Contracts/Agreements:
 1. Lancaster Convention Center Authority – Not to exceed \$13,062.00
 2. Production Express, Inc. – Not to Exceed \$17,101.03
 3. KONE, Inc. – Master Agreement
- (7) Permission for Randolph Carney to attend the National School Boards Association Conference in Boston, Massachusetts in April, 2012
- (8) Approval of the Settlement of a Litigation Matter
- (9) Approval of a Five Year Employment Agreement between the School District and Matthew Przywara as the School District's Chief Financial and Operations Officer

The motion was seconded by Director Miller and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8.*

Director Marten made a motion to approve Consent Agenda items (6) 1 and 2 as follows:

- (6) Finance and Operations Contracts/Agreements:
 1. Lancaster Convention Center Authority – Not to exceed \$13,062.00
 2. Production Express, Inc. – Not to Exceed \$17,101.03

The motion was seconded by Director Caplan and approved by the following vote: *Aye: Directors Caplan, Desmarais, Marten, Miller, Owens and Roper – 6; Nay: Carney and Crystle – 2.*

Director Crystle made a motion to approve Consent Agenda item (8) as follows:

Approval of the Settlement of a Litigation Matter

KUDOS CARD RECOGNITION

CONSENT AGENDA

Minutes

Personnel Recommendations

Board Representative Assignments

Board Meeting Schedule
Educational Excellence
Contracts/Agreements

Finance and Operations
Contracts/Agreements
NSBA Conference

Settlement of Litigation
Matter
Employment Agreement

The motion was seconded by Director Marten and approved by the following vote: *Aye: Directors Carney, Crystle, Desmarais, Marten and Roper – 5; Nay: Owens and Miller – 2; Recuse: Caplan – 1.*

12/20/2011: EDUCATIONAL EXCELLENCE COMMITTEE:

Director Marten made a motion to approve all items from the Educational Excellence Committee Report as follows:

- A. Approval of Minutes:
 - December 1, 2011 Meeting
- B. Approval of 2012-2013 School Calendar
- C. Approval of High School Course Guide

Director Caplan seconded the motion, and it was approved as follows: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8.*

12/20/2011: FINANCE AND OPERATIONS MANAGEMENT COMMITTEE REPORT: Director Marten made a motion to approve the Finance and Operations Management Committee Report as follows:

- A. Approval of Minutes: December 7, 2011 Meeting
- B. Approval of Contracts/Agreements in Excess of \$25,000 threshold:
 - 1. Harvest Technology Group, Inc. – Not to Exceed \$43,144.00
 - 2. Dell Financial Services – Not to Exceed \$201,272.18
- C. Approval of Change Orders for Phase I Projects:
 - 1. Ross Elementary School – (\$2,903.60)
 - 2. Washington Elementary School – Not to Exceed \$94,294.40
 - 3. Lafayette Elementary School – Not to Exceed \$5,057.39
 - 4. Wharton Elementary School – (\$8,771.85)
 - 5. Carter & MacRae Administration – Not to Exceed \$15,331.89
- D. Approval of Monthly Financial Reports
- E. Approval of Memorandum of Understanding: DLR Group

The motion was seconded by Director Miller and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8.*

12/20/2011: PUBLIC ENGAGEMENT COMMITTEE REPORT: Director Miller made a motion to approve the following agenda item from the Public Engagement Committee Report:

- A. Approval of Minutes: December 6, 2011 Meeting

The motion was seconded by Director Crystle and approved as follows: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owen and Roper – 8.*

12/20/2011: DISCUSSION ITEMS: None

12/20/2011: DISCUSSION/ACTION ITEMS:

Director Marten made a motion to approve all payments in Item 14 (A) with the exception of the following:

CONSENT AGENDA
(cont.)

EDUCATIONAL EXCELLENCE COMMITTEE

Minutes
2012-2013 School Calendar
High School Course Guide

FINANCE AND OPERATIONS MANAGEMENT COMMITTEE

Minutes
Contracts/Agreements

Change Orders

Financial Reports
Memorandum of Understanding

PUBLIC ENGAGEMENT COMMITTEE

Minutes

DISCUSSION

DISCUSSION/ACTION

A. Approval of Payments – Invoice #00328422 for Franklin and Marshall. The motion was seconded by Director Owens and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8.*

Payments (Invoice Listings)

Director Marten made a motion to approve Invoice #00328422 for Franklin and Marshall. The motion was seconded by Director Crystle and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller and Owens – 7; Recuse: Roper – 1.*

B. Approval of Judiciary Report – Director Crystle made a motion to approve the Judiciary Report. The motion was seconded by Director Owens and approved as follows: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Owens and Roper – 7; Recuse: Miller – 1.*

JUDICIARY REPORT

REPRESENTATIVE REPORTS

REPRESENTATIVE REPORTS

Lancaster-Lebanon IU13 – Director Marten reported on matters pertaining to the IU13 budget. Director Marten then made a motion for Director Owens to be the new representative for the IU13. The motion was seconded by President Caplan and approved as follows: *Aye: Directors Caplan, Carney, Crystle, Desmarais, Marten, Miller, Owens and Roper – 8.*

12/20/2011: OLD BUSINESS:

OLD BUSINESS

A. Martin Elementary School Construction Project Presentation: At the Board’s request, representatives of RLPS Architects presented to the Board additional design options for E.R. Martin Elementary which included additional costs ranging from \$1M - \$2.5M. After much discussion regarding the three options presented, RLPS will prepare revised renderings to present to the Board at the January Finance Committee meeting.

12/20/2011: NEW BUSINESS:

NEW BUSINESS

A. Acceptance of Letter of Resignation for Mr. Todd Heath – President Caplan stated the Letter of Resignation for Mr. Heath has been withdrawn at this time.

12/20/2011: INFORMATION: None.

INFORMATION

12/20/2011: PUBLIC COMMENTS:

PUBLIC COMMENTS

Joseph Wesolowski, Holtwood, asked that parents and community members be made aware of the Lancaster County Project for the Needy. Christmas meals will be distributed for the needy at Clipper Magazine. Also, he provided invitations to the Board for the January 5 “Jumpstart Your Resolution Night” at Burrowes Elementary School. He also discussed Lampeter Strasburg School District who had recently sold their rights to parking lots for sponsorship funds and suggested maybe the School District of Lancaster should do the same.

Michael Laverty, North Mulberry Street, stated he had concerns with the location of the chiller for the Fulton Elementary School construction project which included noise issues as well as the potential for illegal activities to take place. Superintendent Rivera stated we would arrange for the Architects to be present at the Finance Committee meeting in January to review the chiller issue and address any concerns.

12/20/2011: ADJOURNMENT: President Caplan adjourned the meeting at 9:00 p.m.
on a motion by Director Owens, seconded by Director Marten.

ADJOURNMENT

Attest:

Colleen R. Marshall
Board Secretary