

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

**Regular Meeting
March 20, 2012**

The School District of Lancaster School Board held a regular meeting on Tuesday, March 20, 2012 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.
Mr. Paul Culbreth
Mrs. Jennifer Desmarais
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

3/20/2012: OATH OF OFFICE FOR MR. PAUL CULBRETH: President Caplan administered the Oath of Office to Mr. Paul Culbreth as follows: I, Paul Culbreth, do solemnly swear that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity.

Mr. Culbreth will complete Mr. Todd Heath's term through December 2013. Mr. Heath resigned from the Board effective January 31 due to moving outside of the District.

3/20/2012: CALL TO ORDER: The meeting was called to order at 7:00 p.m. by President Caplan. Roll call was answered by: *Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

A moment of silence was observed in memory of Genevieve M. Diller, Mary V. Kittinger, Inez G. Long, Lois M. Russell, Eric E. Whitmore and John L. Herr, former employees of the District.

3/20/2012: ADDENDUMS AND CORRECTIONS: None.

3/20/2012: APPROVAL OF AGENDA: Following a motion by Director Miller and seconded by President Caplan the agenda was approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

OATH OF OFFICE

CALL TO ORDER

ADDENDUMS AND
CORRECTIONS

APPROVAL OF
AGENDA

3/20/2012: PUBLIC COMMENTS REGARDING AGENDA ITEMS:

Beverly Richardson, Waterford Court, made everyone aware that she was recording her own comments at the podium because she felt her public comments were not accurately recorded in the meeting minutes from the January Board Meeting. She had a concern about the Athletic Director not treating children fairly and 10% of funds being taken from the cheerleaders.

3/20/2012: SUPERINTENDENT'S REPORT:

The PSSA testing window for math and reading began last week and will continue through this week. Our teachers and building leadership did a great job of preparing our students for these heavily weighted tests by providing additional tutoring and supplemental services.

The McCaskey Choral Department continues to excel! Eleven students made PMEA District Chorus, 10 students made PMEA Region V State Chorus and 4 students made ALL-STATE! Congratulations to the following students who made State Choir – Rebecca Smith (Soprano 2), Tony Dastra (Tenor 1), Lorenzo Simpson (Tenor 2), and Evan Graver (Bass 1). Ian Sanchez is the first alternate on Tenor 2.

The McCaskey Music Department will present “Into the Woods” on Thursday, March 29 through Saturday, March 31. All three performances will begin at 7 p.m. in the J.P. McCaskey Auditorium. Tickets are \$7 for adults and \$5 for students/senior citizens.

Two community budget meetings are scheduled for SDoL residents on Tuesday, March 27 and Monday, April 2. Both meetings will begin at 6:30 p.m. in the McCaskey East cafeteria. The meetings will include an overview of the budget and an opportunity for stakeholders to provide input into the process. The same material will be shared at both meetings so please choose the date that best suits your schedule.

Kindergarten registration will begin on Tuesday, April 3 for all boys and girls who will be five years of age on or before September 1, 2012. Parents and guardians should enroll their children at the Enrollment Center’s new location, 251 South Prince Street, 3rd floor. Families must provide a birth certificate, immunization records, and proof of address at the time of registration.

The 2012 Spring Parent Academy will be held Thursdays, April 5, 12, 19, and 26 at McCaskey East. Dinner is from 5:30 – 6:00 p.m. and sessions are from 6:00 – 7:30 p.m. Childcare (ages 3-12), transportation, translators and door prizes will be provided. For more information and to register for transportation/translators, please call 391-8648.

As a reminder, the District will be closed on Friday, April 6 and Monday, April 9 for spring break.

3/20/2012: STUDENT BOARD REPRESENTATIVE REPORTS:

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

**PUBLIC COMMENTS
REGARDING
AGENDA ITEMS**

**SUPERINTENDENT'S
REPORT**

**STUDENT BOARD
REPRESENTATIVE
REPORTS**

Reynolds

The Reynolds PSSA kickoff/pep rally event was fun for all, as teachers and students competed in games of skill and teamwork. The students earned prizes for answering questions correctly and competing in events. A PSSA Rap was performed by our 7th grade CA teacher Mr. Josh Barnas, and was received with a standing ovation. It was a great beginning to the testing week.

The Reynolds student/staff basketball game raised over \$500 for our Sano, Japan exchange students. It was a high scoring affair that ended in a disputed win for the students.

Finally, Reynolds Chess Coach Eric Anderson, reports that 7th grader Moises Hernandez took 2nd place at the annual Friendship League Chess Tournament. The league consists of 12 middle schools from around the county. Way to go Moises!

Wheatland

On March 16 and 17 the music department at Wheatland delivered the beloved musical, Alice in Wonderland (remember, “I’m late I’m late, for a very important date...”?) The fully costumed presentation was directed by Mrs. Michelle Wingert and Mrs. Maryellen Varner with costume support and props coming from our parents, community and family members.

During the week of March 12, all Wheatland students completed the reading and math PSSA tests. Our students have been tracking their performance and goals since early fall and many reported they felt ready and successful through the PSSA testing sequence.

Spring sports are underway at Wheatland with nearly 100 students participating in track and girls’ soccer. Students have been participating in various voluntary practices for coed track and field in anticipation of the first competitions of the season. The sports season officially began the week of March 12.

J.P. McCaskey High School

Mr. Kelly reported that PSSA testing was going very well and students taking the PSSA’s were given t-shirts with a code on the back that could be scanned with smart phones by parents who were directed to a website that showed PSSA testing information. The Spring Musical, “Into the Woods” will be performed on March 29, 30 and 31. On the 31st, there will be tea time with the characters from the play. The Language Honor Society Induction will be held on Thursday, March 22 to honor students who have excelled in the five languages that are offered on the McCaskey Campus, which includes German, French, Spanish, Latin and Chinese. The U.S. Government Classes recently hosted local leaders including Superintendent Rivera and Mr. Crystle to talk about their public leadership roles. Mr. Deardorff, a J.P. McCaskey Chemistry Teacher recently attended a dinner at the White House where he met President Obama as well as other dignitaries. The McCaskey Mock Trial Team won the Regional competition and will be going to States.

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

Hand

Hand Parents and students honored our 72 students who made honor roll during the second marking period. Of those students, 13 sixth graders went from first marking period honor roll to distinguished honor roll for the second marking period and three of the 8th graders have made the distinguished honor roll for both marking periods.

On Thursday, March 8, Hand held its 9th annual faculty-student basketball game. The game is a way to celebrate the hard work of all staff and students prior to the state PSSA testing. The faculty won with a final score of 56-52. Former students from Hand and Wheatland who are now at East and JP joined the fun by being in costume called "Funimals." They led the students in cheers and pre-game fun.

Hand History night was held on February 23. There were over 100 parents and students attend the event which consisted of a community potluck dinner, students' presentations and display boards in the gymnasium, and a history play enacted by students culminated the evening.

Lincoln

Lincoln held their second annual PSSA Pep Rally and Food Drive on March 8. Highlights included a pie throwing contest at Mr. Ranck and Mr. Schlinkman, and 212 cans of food were collected for the food bank.

Our own Mr. Matt Stem was the guest speaker at the Honor Roll Banquet on Feb 28 where 132 students received an award.

Five of the ten Youth Venture teams presented their ideas to a selection panel. Four of them were awarded seed money!

McCaskey East High School

The McCaskey Student Senate and parent volunteers will be hosting a voter registration drive in both buildings today and tomorrow during all lunch periods and after school. In Choral Music, 11 students made District Chorus, 10 students made Regionals, 5 students made State Chorus and 4 students made All-State. The members of the HOSA Club attended the Annual State Leadership Conference March 5 – 7.

3/20/2012: BOARD PRESIDENT COMMENDATION RECOGNITION

In the absence of the Sweigart Family Foundation, President Caplan read the following Commendation:

WHEREAS in 2005, Jeffrey Sweigart, President of McMinn's Asphalt wanted to give Stumpf Field a new home and that new home being McCaskey High School;

WHEREAS Jeffrey Sweigart offered to move Stumpf Field's stands, scoreboard, lights and other components to the McCaskey Junior-Varsity baseball field in addition to rebuilding other features such as dugouts, the press box and bullpen located at McCaskey High School;

WHEREAS in 2006, the School Board of Directors approved the relocation of Stumpf Field at McMinn's Park to the Junior-Varsity site behind McCaskey East High School;

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

**BOARD PRESIDENT
COMMENDATION
RECOGNITION**

WHEREAS the Sweigart Family Foundation made a commitment to The School District of Lancaster to make contributions totaling \$50,000 for the upkeep and improvements to the varsity baseball field;

WHEREAS in addition to the monetary contributions made by the Sweigart Family Foundation, additional work was completed to grade and sod the infield and outfield;

Now, therefore, I, Richard L. Caplan, serving as Board President of The School District of Lancaster, do hereby wish to recognize the Sweigart Family Foundation for their kindness and generosity to The School District of Lancaster and for providing hope to students and adults who continue to make this their field of dreams.

3/20/2012: KUDOS CARD RECOGNITION:

President Caplan presented Kudos Cards to Dennis Laporte and Cathy Blantz of the District's Facilities Department. During the month of February, an incident occurred onsite at Hamilton Elementary that required a day long evacuation of staff and students as well as a major cleanup response. Dennis Laporte and Cathy Blantz went above and beyond the call of duty by immediately responding to this situation and staying through the duration as the crews from Paul Davis Restoration led the cleanup effort. Dennis and Cathy's leadership was evident as their staff promptly arrived to provide extra assistance in cleaning the evacuation site once students were dismissed. They also expedited the cleanup efforts onsite at Hamilton so that no additional instruction time was lost as a result of this incident. Kudos to Dennis, Cathy, and their entire team that provided support for this incident response!

KUDOS CARD RECOGNITION

3/20/2012: CONSENT AGENDA: Director Marten made a motion to approve the Consent Agenda as follows:

- A. Approval of Minutes:
 - February 21, 2012 Regular Meeting
- B. Personnel Recommendations
- C. New and Revised Board Policies (Second Readings):
 - 310 Abolishing a Position
 - 317 Conduct/Disciplinary Procedures
 - 334 Sick Leave
 - 410 Abolishing a Position
 - 417 Conduct/Disciplinary Procedures
 - 504 Employment of Classified Employees
 - 517 Conduct/Disciplinary Procedures
 - 534 Sick Leave
- D. Approval of Employment Agreement between the School District and Tracy Ocasio as the School District's Assistant Superintendent
- E. Nomination of Linda Troublefield Owens to the Lancaster-Lebanon Intermediate Unit 13 Board through June 30, 2013

CONSENT AGENDA

- Minutes
- Personnel
- Recommendations
- New and Revised Board Policies

- Employment Agreement
- Nomination for IU 13 Board

The motion was seconded by Director Miller and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

3/20/2012: EDUCATIONAL EXCELLENCE COMMITTEE:

Director Miller made a motion to approve the Educational Excellence Committee Report as follows:

- A. Approval of Minutes:
 - March 6, 2012 Meeting
- B. Approval of Elementary Core Literacy Program
- C. Approval of High School Communication Arts Novel Selection List for 2012-2013

There was discussion regarding payment of the Elementary Core Literacy Program over a two year time period. Superintendent Rivera stated the Board Members are approving the adoption of the Literacy Program this evening, not the budgeting of the program.

Director Marten had previously asked at the Educational Excellence Committee Meeting for additional data about student participation in music programs and the correlation of students with higher education performance by students who participate in the programs. President Caplan asked that this information be provided to the Board in a Friday Letter to the Board Members.

Director Marten seconded the motion, and it was approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

3/20/2012: FINANCE AND OPERATIONS MANAGEMENT COMMITTEE

REPORT: President Caplan announced the 2012-2013 Budget Presentation would be discussed under the Finance and Operations Management Committee Report rather than under Item No. 17, Old Business. Director Carney made a motion to add to the Finance and Operations Management Committee the approval of the bid for the Asbestos Abatement at George Washington Elementary School in the amount of \$128,000.00. President Caplan seconded the motion, and it was approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

Director Carney made a motion to approve the Finance and Operations Management Committee Report as follows:

- A. Approval of Minutes: March 7, 2012 Meeting
- B. Finance and Operations Contracts/Agreements:
 - 1. Gaggle.Net, Inc. – Not to Exceed \$55,250.00
- C. Approval of Change Orders for Phase I Projects:
 - 1. Lincoln Middle School – (\$12,100.00)
 - 2. Carter and MacRae Administration – Not to Exceed \$27,555.18
 - 3. Hand Middle School – Not to Exceed \$39,575.72
- D. Approval of PLANCON Part 1 – Lafayette, Washington and Wharton Elementary Schools
- E. Approval of Monthly Financial Reports
- F. Approval of Wheatland Middle School Capital Repairs
- G. Approval of Washington Elementary School Roofing Bids including Asbestos Abatement Bid

Director Crystle seconded the motion, and the items were approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

EDUCATIONAL EXCELLENCE COMMITTEE

Minutes
Elementary Core Literacy Program
Approval of High School Communication Arts Novel Selection List

FINANCE AND OPERATIONS MANAGEMENT COMMITTEE

Minutes
Finance and Operations Contracts/Agreements
Change Orders

PLANCON Part 1
Monthly Financial Reports
Wheatland Middle School Capital Repairs
Washington Elementary School Roofing Bids

Matt Przywara gave a budget presentation which included preliminary estimates showing a projected deficit of \$7.5 Million. In addition, options for \$2 Million, \$4 Million and \$6 Million in reductions were presented. There was detailed discussion regarding the option of having additional Special Education classes return to the SDoL from the IU 13 and the impact on the students, staff and facilities. President Caplan asked that the electronic files for the options of reductions be forwarded to the Board Members for their use in reviewing the various options. President Caplan and Director Marten asked that the Board consider the literacy program and whether we band-aid a program that is 10 years old or do we invest in the new literacy program. Superintendent Rivera stated the District is trying to negotiate a three year payment instead of two year payments.

**2012-2013 BUDGET
DISCUSSIONS**

3/20/2012: PUBLIC DISCUSSION REGARDING 2012-2013 BUDGET:

Ellen Shutt, works with special needs children. Her concern was regarding the process when the teachers come back into the District from the IU, whether the teachers have the first choice of jobs and training for paraprofessionals.

Anna Smith, stated she thought the IU discussion had taken place a couple of years ago and everyone had stated do not do it, you will regret it and now we are discussing it again and it seems like there is a lot of going back and forth and wasting a lot of time and energy.

Jackie McCain, asked how the children are doing who were previously brought back into the District from the IU as well as if the classes would be larger in size or will additional classes be added? Superintendent Rivera stated for the most part, classrooms will remain the same regarding the program, number of students and services provided. In cases where we are not happy with the quality of instruction in the classrooms, we may decide to make changes; however, any changes that would be made will be for programmatic reasons, not budgetary reasons.

Ethan Vaughn, asked whether the Alumni have been contacted regarding their input into the budget. Superintendent Rivera stated we have community meetings scheduled and the information is on the website and on the District Facebook page as well as our newsletter Lancaster Links.

Beverly Richardson, suggested using the robot calls to notify individuals of important meetings because we cannot assume everyone has a computer or access to the internet. Ethan Vaughn, asked if the robot calls could go out a week in advance instead of 24 hours notice so that individuals have time to prepare. Superintendent Rivera indicated that alertnow messages can be sent out at any time.

Superintendent Rivera stated at the community meetings the Administration will be presenting the line items and then there will be round table discussions with the members of the public and a written account will be provided to the Board Members. President Caplan asked that the Board discuss the fund balance issue so that the Administration has an idea of where the Board stands with the fund balance being used to help balance the budget, if at all. Mr. Przywara indicated that 8% is the percentage the State will allow you to have for a fund balance and we have \$1.6M set aside for capital needs. The Board Members decided to have a discussion regarding line items at the April Committee of the Whole Meeting which will be after the two community meetings so that the Board will have the input from the community.

3/20/2012: PLANNING AND SPECIAL PROJECTS COMMITTEE REPORT:
President Caplan made a motion to table the approval of the Mission Statement of the Planning and Special Projects Committee. The motion was seconded by Director Carney and approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

PLANNING AND
SPECIAL PROJECTS
COMMITTEE

3/20/2012: PUBLIC ENGAGEMENT COMMITTEE REPORT: Director Carney made a motion to approve the following agenda item from the Public Engagement Committee Report:

PUBLIC
ENGAGEMENT
COMMITTEE

A. Approval of Minutes: March 5, 2012 Meeting

The motion was seconded by Director Miller and approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

3/20/2012: DISCUSSION ITEMS:

DISCUSSION

- A. Draft New and Revised Board Policies (First Readings):
- 301 Creating a Position
 - 401 Creating a Position
 - 501 Creating a Position
 - 432 Working Periods
 - 532 Working Periods
 - 335 Family and Medical Leaves
 - 435 Family and Medical Leaves
 - 535 Family and Medical Leaves
 - 620 Fund Balance

There were no questions or comments, and these policies will be presented for second readings and approval at the regular April Board meeting.

3/20/2012: DISCUSSION/ACTION ITEMS:

DISCUSSION/ACTION

Director Marten made a motion to approve all payments in Item 15.A with the exception of the following:

Payments (Invoice
Listings)

A. Approval of Payments – Invoice #00010218 and #00010225 for Hempfield School District and Invoice #00329501 for Franklin and Marshall College. The motion was seconded by Director Owens and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, Owens and Roper – 9.*

Director Carney made a motion to approve Invoice #00010218 and #00010225 for Hempfield School District. The motion was seconded by Director Culbreth and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Miller, Owens and Roper – 8; Recuse: Marten – 1.*

Director Marten made a motion to approve Invoice #00329501 for Franklin and Marshall College. The motion was seconded by Director Owens and approved by the following vote: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Miller, and Owens – 8; Recuse: Roper – 1.*

B. Approval of Judiciary Report – President Caplan made a motion to approve the Judiciary Report. The motion was seconded by Director Marten and approved as follows: *Aye: Directors Caplan, Carney, Crystle, Culbreth, Desmarais, Marten, Owens and Roper –8; Recuse: Miller – 1.*

JUDICIARY REPORT

REPRESENTATIVE REPORTS:

REPRESENTATIVE REPORTS

Lancaster County Career and Technology Center – Director Miller reported the teacher’s contract was approved and there was an accident at one of the LCCTC’s buildings and the school had to be evacuated and closed for a day.

Lancaster-Lebanon IU13 – Director Owens reported one of the things they are pushing for is the State to go to a two year budget process as opposed to one year.

3/20/2012: OLD BUSINESS:

OLD BUSINESS

A. 2012-2013 Budget Discussion – moved to Finance and Operations Management Committee Report above.

3/20/2012: NEW BUSINESS: None.

NEW BUSINESS

3/20/2012: INFORMATION: None.

INFORMATION

3/20/2012: PUBLIC COMMENTS:

PUBLIC COMMENTS

Anna Smith, Springhouse Road, commended the Boys Basketball Team for the great job they did and expressed concern with the playoff game that was held at McCaskey. Individuals waited in a line for a long time because there was only 1 person receiving tickets. She also asked about the status of the football concessions and had concerns with only two of the windows being open during football season, not having enough of help, not enough selection of food, Board of Health rules not being followed and Board Policy not being followed.

Ethan Vaughn, South Lime Street, spoke about bullying and suggested a meeting with the students. He suggested having a fair like Lancaster Catholic does each year to raise funds for the District. He also expressed his concerns regarding teen pregnancies and the education of sexual teachings.

Beverly Richardson, Waterford Court, made everyone aware that she was recording her own comments at the podium, asked about the status of recognizing students with perfect attendance. She stated there are children in the District who will be graduating, including her granddaughter who has not missed a day of school since K-3. She asked the Superintendent to provide a response within five business days regarding the status of this matter. She also asked at the graduation ceremony if the Seniors could face the crowd so the public could look at their faces rather than the sides of their heads. The Superintendent informed Ms. Richardson he would not be able to respond to her in five days regarding the perfect attendance matter as this is something he will discuss with the Board when they meet next to determine if this is the will of the Board.

3/20/2012: ADJOURNMENT: President Caplan announced the Committee of the Whole Meeting will be held on April 10 and the voting meeting will be held on April 17 in addition to the two community meetings that have been scheduled for March 27 and April 2. President Caplan adjourned the meeting at 8:53 p.m. on a motion by Director Owens, seconded by Director Marten.

Attest:

Colleen R. Marshall
Board Secretary

ADJOURNMENT