

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

**Regular Meeting
May 17, 2011**

The School District of Lancaster School Board held a regular meeting on Tuesday, May 17, 2011 at 7:00 p.m. at McCaskey East High School, Lancaster, Pennsylvania. Attendance of the Board was as follows:

Mr. Richard Caplan, President
Mrs. Barbara Boben
Mr. Charlie Crystle, Jr.
Mr. Todd Heath
Mrs. Stacey Marten
Mr. Harvey Miller
Mrs. Linda Troublefield Owens
Mr. Michael Rowen
Ms. Janelle M. Simms

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

Legal Counsel: Mr. Robert Frankhouser, Solicitor

Student Board Member: Miss Alvia Urdaneta

5/17/2011: CALL TO ORDER: The meeting was called to order at 7:05 p.m. by President Caplan. Roll call was answered by: *Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Absent: – 0.*

President Caplan announced the Board of School Directors met in Executive Session on May 10 and May 17, 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.

5/17/2011: ADDENDUMS AND CORRECTIONS: None

5/17/2011: APPROVAL OF AGENDA: Following a motion by Director Marten and seconded by Director Rowen, the agenda was approved as follows: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Nay – 0.*

5/17/2011: STUDENT BOARD REPRESENTATIVE REPORT:

MIDDLE SCHOOLS:

Hand

On May 5, four students from Edward Hand Middle School participated in an Exhibition through Heads Up of Lancaster. This event took place at Franklin and Marshall College where they showcased their talents through junkyard drumming.

CALL TO ORDER

**ADDENDUMS AND
CORRECTIONS
APPROVAL OF
AGENDA**

**STUDENT BOARD
REPRESENTATIVE
REPORT**

On May 13, thirty five students from Edward Hand Middle School participated in the Disproportionate Minority Contact Youth Forum. This event took place at Millersville University (Downtown Lancaster Campus) and allowed for Lancaster County/City Police and students from the School District of Lancaster to work towards building a better relationship and breaking down barriers.

On May 16, twenty one students from Edward Hand Middle School were taken to Barnes and Nobles as an incentive for making honor roll three times this school year. Each student was able to browse the bookstore then allowed to choose their own book to take home as their reward!

Lincoln

On Wednesday, May 18th, the Performing Arts Department at Lincoln Middle School will showcase the multitude of talents of our young people. The evening will begin with our 8th Annual Spanish Dinner from 5:00-6:30 PM. This is an excellent opportunity to meet and relax with members of our community, as well as observe the many facets of artwork that will be hanging around the building. At 7:00 PM the concert will begin. We will feature the concert band, chorus, orchestra, jazz band, vocal ensemble, and jazz chorus.

Reynolds

On April 20, Reynolds Middle School had a "Ball for Japan" faculty vs. student basketball game fundraiser. The event raised over \$300 for Japanese victims of the recent Tsunami in their homeland.

On April 26, the 16 Reynolds Middle students who make up the "Squash Aces" had a culminating event at Franklin & Marshall College. Students participated in exhibition play, refreshments, and greeting and remarks were made by Dr. Daniel R. Porterfield, President Franklin and Marshall College, Superintendent Pedro Rivera, Patricia Epps, Director of Athletics and Recreation, Franklin and Marshall College, and Barbara Smithgall and Mike McDonalds Squash Aces Staff.

On April 26, at the Roschel Performing Arts Center in H-E dance Studio, 8 girls from Reynolds Middle School "On the Move" Dance Group performed five routines lead by F&M Choreographers. The group was advised by Gerri Shoer and Angel Hunter.

On April 30, Reynolds Middle School participated in the Race Against Racism and was recognized for having the Largest School Team for the 2011 Race. Reynolds had over 80 participants in the race.

Wheatland

An initiative entitled "Hands for Japan" raised \$970 for the victims of the Japan earthquakes. Students and staff purchased a cut-out hand for \$1, and wrote a message of support for those affected. The hands were then displayed on the hallway walls throughout the school.

The Wheatland Environmental Club created organic gardens this year and created a compost bin for collecting compost waste from the cafeteria. The club also received a grant for \$200 from the Country Garden Club of Eastern Lancaster County to purchase and plant native plants at our building.

HIGH SCHOOL:

As for the McCaskey Campus, a number of celebrations were in order including the Junior and Senior Awards Program held on May 11th and the Senior Prom, *A Night in Paris* held on Saturday, May 14 at the Lancaster Host Resort. Senator Smucker visited yesterday and the Student Government Panel asked some tough questions regarding the budget that the current Government has proposed. The Senior Honors Banquet will be held on Wednesday, May 25th and the Class of 2011 Graduation Ceremony will be held on June 8th at the Lancaster Convention Center at 7:00 pm.

Ms. Urdaneta thanked the Board for giving her the opportunity to serve as the Student Representative for the past two years. Superintendent Rivera thanked Ms. Urdaneta for all of her hard work representing the students on the School Board, wished her well in her future endeavors and presented her with a small token of the Board's appreciation.

5/17/2011: BOARD PRESIDENT COMMENDATION RECOGNITION

President Caplan presented two Commendations.

The first Commendation was for the Safe Passage Program as follows:

WHEREAS the Safe Passage Program is a program that officially began in the School District of Lancaster in April, 2010; and

WHEREAS the main purpose of the Safe Passage Program was to decrease the amount of incidents at Reservoir Park after the school day ends; and

WHEREAS the Mission Statement of the Safe Passage Program is "Friendly Presence," meaning the volunteers for the program are to be visible in the main areas of the Park, to greet students as they pass through and contact a School Resource Officer if there are signs of threatening behavior; and

WHEREAS, the Volunteers of the Safe Passage Program have made a significant impact in reducing the number of incidents in the Park during the past year; and

Now, therefore, I, Richard L. Caplan, serving as Board President of the School District of Lancaster, do hereby wish to recognize all of the Volunteers involved in the Safe Passage Program over the past year and the significant impact they have had in increasing the safety of our students.

The second Commendation was for the National Association of Music Merchants (NAMM) Award that was given to the School District as follows:

WHEREAS the National Association of Music Merchants (NAMM) was founded in 1901 and is dedicated to giving people of all ages the opportunity to experience the proven benefits of music; and

WHEREAS the Best Communities for Music Education Survey is a nationwide search for communities whose programs exemplify a strong commitment to music education; and

WHEREAS the Best Communities for Music Education was established in 1999 and recognizes and celebrates schools, their administrators, teachers, board members, parents and students for their support of music education and their efforts to assure access to all students as part of the core curriculum; and

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

**COMMENDATION
RECOGNITION**

WHEREAS on May 4, 2011 the School District of Lancaster was named one of the Best Communities for Music Education for 2011 by the NAMM Foundation; and

Now, therefore, I, Richard L. Caplan, serving as Board President of the School District of Lancaster, do hereby wish to recognize Michael Slechta, the District's Coordinator for Music, Art, Humanities and 21st Century Skills as well as all of the music staff in the School District of Lancaster for this outstanding accomplishment.

5/17/2011: SUPERINTENDENT'S REPORT/BUDGET UPDATE:

Our District recently went through a federal monitoring visit, which occurs once every three years. Four PDE monitors spent four days reviewing all aspects of our federal programs relating to Title I, Title II, and Title III, as well as all fiscally related requirements for these programs. Our monitors were thoroughly impressed with their findings, so much so, that this will be the first time in four monitoring cycles (12 years) that there were no findings. This is a tremendous accomplishment in light of the many federal mandates we must adhere to due to the substantial amount of federal funds we receive as a district.

The competition cheerleading squad finished second in the US Finals Competition in Washington, DC on Saturday, May 7. They were only 2.55 points away from being the first place/grand champion team.

Our Boys Tennis Team finished with an overall record of 10-6, which is the best record in more than ten years!

McCaskey student Thanh Nguyen won 2nd place in the Antonelli's Art Institute contest for his poster on the four seasons. In addition, his poster won first place in the local MIT Computer Fair and will advance to the state competition at Dickenson College on May 24. McCaskey student Britney Hochen has raised \$200 for McCaskey Relay for Life by creating a Breast Cancer Awareness logo which was sold on t-shirts.

As a reminder, the District will be closed on Monday, May 30 for Memorial Day. McCaskey's graduation will take place at the Lancaster Convention Center at 7:00 p.m. on Wednesday, June 8. The last day of school for students is Monday, June 13. Secondary students will be dismissed at 11:15 and elementary school students will be released at noon.

Capital Improvement Plan Update:

Phase 1 projects are scheduled to be completed by mid-August. The eight new Lincoln classrooms will be completed by the beginning of next school year.

The Enrollment Center recently completed their move to Lincoln Middle School. This is a temporary location until space is available at the Carter & MacRae Building.

Budget Update:

Superintendent Rivera gave a 2011-2012 Budget Update which included Governor Corbett's Proposed Budget, the 2011-2012 Proposed Budget Reductions and the District's Timeline Moving Forward. The proposal included options for a 2% tax increase, a 5% tax increase, utilizing monies from the Fund Balance, Projections for Early Retirement Incentives and Reduction of Additional Positions/Programs. The recommendation from the Administration to produce \$2,258,100 that is needed to balance the budget is a 2% tax increase which will provide \$1,300,000 in revenue along

**COMMENDATION
RECOGNITION**
(cont.)

**SUPERINTENDENT'S
REPORT**

BUDGET UPDATE

with the early retirement projections of \$1,300,000. There was a lot of discussion amongst the Board Members and Administration regarding tax increase options and the cost to the taxpayers of the District.

5/17/2011: PUBLIC COMMENTS REGARDING AGENDA ITEMS:

Jose Urdaneta, North Lime Street, as a taxpayer was in agreement of the 2% increase for taxes and offering the early retirement incentive. Feels that tax increases are a necessity if we want to keep education at the level that is needed to educate our children.

Jennifer Fritsch, Thorngate Place, compared the savings between the retirees and the additional 25 proposed positions to be eliminated and also questioned what 25 positions would be cut. Superintendent Rivera explained that the Administration does not know where the additional 25 positions would be cut.

Gail Jenks, St. Joseph Street, provided her thoughts for savings to the District including parents paying for student lunches and eliminating positions in the District that she feels are redundant.

Tracy Dettrey Myers, East Walnut Street, asked for confirmation that there were 11 administrative positions cut and of the 11 positions, how many were vacant positions? Superintendent Rivera stated that all 11 positions were occupied. She asked for clarification on the Assistant Principal positions being increased and are there details related to those positions being increased in number? Superintendent Rivera clarified that at this time there have been no discussions regarding increasing these positions. She asked about the Middle School Sports Program and what the District is cutting? Superintendent Rivera referred Mrs. Myers to review the questions and answers on the website in order to save time.

Don Slick, New Holland Avenue, raised concerns with respect to the Camelot Contract. He asked what percentage of special education students are being sent to the Phoenix/Camelot program if approved and suggested the time for students to be processed should be as quickly as possible. In addition, he questioned the STS contract and the quality of Substitute Teachers that are being provided – he asked if there are other choices that can provide a better service? The Superintendent clarified that the individual goals of the IEP students are prescribed as part of the plan for the students.

Erin Schuler, Maple Avenue, questioned if the District receives additional money from the Governor's Budget, will that money be used to save programs and positions? Superintendent Rivera stated that it depends on how the State would appropriate the money but the Administration and Board would do their best to limit the impact on employees; however, at this time there are a lot of unknowns so it is difficult to confirm exactly what would happen with any additional funds received by the State.

Wilhelmina Wilhelm, East Walnut Street, asked what will happen if the Voucher Bill is approved? The Superintendent commented that there are restrictions and costs associated with the Voucher and that students would need to qualify for the program at the new school they would want to attend or pay additional funds in order to qualify.

5/17/2011: CONSENT AGENDA: Director Rowen made a motion to approve all Items of the Consent Agenda with the exception of (4.1) as follows:

BUDGET UPDATE
(cont.)

PUBLIC COMMENTS
REGARDING
AGENDA ITEMS

CONSENT AGENDA

- (1) Approval of Minutes: April 19, 2011 Regular Meeting
Approval of Minutes: May 4, 2011 Special Meeting
- (2) Personnel Recommendations
- (3) Educational Excellence Contracts/Agreements:
 1. Penn State University (The Lancaster Center) – Master Agreement
 2. Learning Sciences International, Inc. – Not to Exceed \$16,500.00
 3. Cambium Education, Inc. – Not to Exceed \$5,000.00
 4. Camelot Schools, LLC – Not to Exceed \$21,518.07
- (4) Finance and Operations Management Contracts/Agreements:
 1. Lancaster-Lebanon IU 13 – Not to Exceed \$17,000.00
 2. Alternative Environmental Solutions – Not to Exceed \$2,649.00
 3. Alternative Environmental Solutions – Not to Exceed \$8,431.00
 4. Traffic Planning & Design, Inc. – Not to Exceed \$9,400.00
 5. MSDSONline – Not to Exceed \$6,000.00
 6. SchoolDude.com – Not to Exceed \$16,849.00

Minutes
Personnel
Recommendations
Educational Excellence
Contracts/Agreements

Finance and Operations
Contracts/Agreements

The motion was seconded by Director Heath and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Recuse: – 0.*

Director Marten made a motion to approve Item (4.1), Lancaster-Lebanon IU 13 Agreement of the Consent Agenda. The motion was seconded by Director Rowen and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, and Rowen – 8; Recuse: Simms – 1.*

5/17/2011: FINANCE AND OPERATIONS MANAGEMENT COMMITTEE:

- J. Approval of Tax Abatement Parcel #332-12727-0-0000

**TAX ABATEMENT
PRESENTATION**

A PowerPoint Presentation was given by Randy Patterson, City Director of Economic Development and Neighborhood Revitalization, regarding the Stockyards Business Park and the request for a tax abatement by the owner of the Stockyard site, Mr. Timothy Harrison. The unknown company, who is not currently located in Lancaster County is seeking to locate to the Stockyards and establish 175-200 jobs. After discussion with the Board, Mayor Richard Gray and Mr. Patterson, Director Rowen made a motion to approve Item J of the Finance and Operations Committee Agenda, Approval of Tax Abatement Parcel #332-12727-0-0000. The motion was seconded by Director Heath and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Rowen and Simms – 8; Nay: Owens – 1.*

5/17/2011: EDUCATIONAL EXCELLENCE COMMITTEE:

Director Heath made a motion to approve Item A from the Educational Excellence Committee Report:

- A. Approval of Minutes: May 5, 2011 Meeting
- B. Approval of Contracts/Agreements in excess of \$25,000 threshold:
 1. Lead to Learn – Not to Exceed \$29,050.00
 2. Heads up Lancaster! – Not to Exceed \$34,851.27

**EDUCATIONAL
EXCELLENCE
COMMITTEE
REPORT**
Minutes
Educational Excellence
Contracts/Agreements

Director Owens seconded the motion, and it was approved as follows: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Recuse: – 0.*

Director Heath made a motion to approve Item B.1. and B.2. of the Educational Excellence Committee Report. Director Marten seconded the motion and it was approved as follows: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Recuse: – 0.*

5/17/2011: FINANCE AND OPERATIONS MANAGEMENT COMMITTEE

REPORT: Director Heath made a motion to approve agenda items A, B.1, B.3, B.4, B.5, B.6, C, D, E (Bids 3122, 3124, 3125 and 3126), F, G and H from the Finance and Operations Management Committee Report:

- A. Approval of Minutes: May 4, 2011 Meeting
- B. Approval of Contracts/Agreements in excess of \$25,000 threshold:
 - 1. Central Pennsylvania Rehabilitation Services – Not to Exceed \$35,000.00
 - 2. Substitute Teacher Service – Not to Exceed \$2,674,022.00
 - 3. Netchemia – Not to Exceed \$26,900.00
 - 4. Berkheimer Associates – Not to Exceed \$163,530.00
 - 5. Camelot Schools of Pennsylvania (Buehrle) – Not to Exceed \$4,454,048.00
 - 6. Camelot Schools of Pennsylvania (Phoenix Academy) – Not to Exceed \$11,359,060.00
- C. Approval of Change Orders for Phase I Projects:
 - 1. Ross Elementary School – Not to Exceed \$862.26
 - 2. Washington Elementary School – Not to Exceed \$26,266.68
 - 3. Lafayette Elementary School – Not to Exceed \$10,813.29
 - 4. Wharton Elementary School – Not to Exceed \$39,285.07
- D. Approval of PLANCON Part D – Rockland Center
- E. Approval of Bids:
 - Bid 3112 IU Medical/Trainer/Athletic
 - Bid 3113 IU Custodial Supplies
 - Bid 3115 IU Instructional Supplies
 - Bid 3122 Custodial Supplies
 - Bid 3124 Cafeteria Paper/Plastic Supplies
 - Bid 3125 Art Supplies
 - Bid 3126 Art Paper
- F. Approval of Bids Received for Lincoln Annex
- G. Approval of Bids Received for Carter & MacRae
- H. Approval of National School Boards Association Annual Membership Dues – Not to Exceed \$8,900.00
- I. Approval of Monthly Financial Reports
- J. Approval of Tax Abatement Parcel #332-12727-0-0000

The motion was seconded by Director Marten and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Nay – 0.*

Director Marten made a motion to approve Items B.2 and E (3112, 3113 and 3115) from the Finance and Operations Management Committee Report. The motion was seconded by Director Miller and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens and Rowen – 8; Recuse: Simms – 1.*

EDUCATIONAL EXCELLENCE COMMITTEE REPORT

(cont.)

FINANCE AND OPERATIONS MANAGEMENT COMMITTEE REPORT

Minutes

Approval of Contracts/Agreements

Change Orders

PLANCON Part D
Approval of Bids

Approval of Bids

Approval of NSBA Membership

Monthly Financial Reports

5/17/2011: 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: May 3, 2011 Meeting

The motion was seconded by Director Owens and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Nay – 0.*

Matt Stem shared details regarding the community engagement initiative. The overall focus is on removing barriers for our students. The structure consists of four groups including the Youth Resource Council, Community Partners Roundtable, Core Systemic Partners Team and Business Roundtable.

5/17/2011: DISCUSSION ITEMS:

- A. Board Policy Proposals and Revisions:
 - 311 Suspensions and Furloughs
 - 314 Physical Examinations
 - 314.1 HIV Infection
 - 411 Suspensions and Furloughs
 - 412 Evaluation of Professional Employees
 - 414 Physical Examinations
 - 414.1 HIV Infection
 - 511 Suspensions and Furloughs
 - 514 Physical Examinations
 - 514.1 HIV Infection

Director Owens asked the question as to whether the Public School Code permits a physical examination to be conducted by a physician's assistant. Attorney Frankhouser will research the matter before the Board approves the Policies at the June Board Meeting.

5/17/2011: DISCUSSION/ACTION ITEMS:

Director Rowen made a motion to approve all payments in Item 13 (A) with the exception of the following:

A. Approval of Payments – Invoice #00323901 and #WIU13428 for Lancaster-Lebanon IU 13; Invoice #WSTS0416, #WSTS0430 and #WSTS0505 for Substitute Teacher Service and Invoice #0000000W and #W0051311 for Fulton Financial Advisors. The motion was seconded by Director Heath and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 9; Nay: – 0.*

Director Heath made a motion to approve Invoice #00323901 and #WIU13428 for Lancaster-Lebanon IU 13 and #WSTS0416, #WSTS0430 and #WSTS0505 for Substitute Teacher Service. The motion was seconded by Director Marten and approved by the following vote: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Miller, Owens and Rowen – 8; Recuse: Simms – 1.*

PUBLIC ENGAGEMENT REPORT

Minutes

DISCUSSION

DISCUSSION/ACTION

Payments (Invoice Listings)

Director Heath made a motion to approve Invoice #0000000W and #W0051311 for Fulton Financial Advisors. The motion was seconded by Director Simms and approved by the following vote: *Aye: Directors Caplan, Crystle, Heath, Marten, Miller, Owens, Rowen and Simms – 8; Recuse: Boben – 1.*

DISCUSSION/ACTION
(cont.)

B. Judiciary Report – Director Heath made a motion to approve the Judiciary Report. The motion was seconded by Director Rowen and approved as follows: *Aye: Directors Boben, Caplan, Crystle, Heath, Marten, Owens, Rowen and Simms – 8; Nay – 0; Recuse: Miller – 1.*

JUDICIARY REPORT

5/17/2011: OLD BUSINESS:

A. Educational Excellence Symposium Update – Superintendent Rivera informed the public that the United Way meetings have been completed and the Consultant will be meeting with the Principals and Executive Team members on May 25th and will then present a draft report to the Board at the beginning of June.

OLD BUSINESS
Educational Excellence
Symposium Update

5/17/2011: NEW BUSINESS: None.

NEW BUSINESS

5/17/2011: INFORMATION: President Caplan announced the following information pertaining to Four Day Work Weeks: Beginning the week of June 27th with the last week being the week of August 1st, District buildings will be open between the hours of 6:00 A.M. through 6:00 P.M., Mondays through Thursdays.

INFORMATION

President Caplan announced that there will be no Committee Meetings nor will there be a Board Meeting held in the month of July.

Also, President Caplan announced the District received a donation of security camera equipment for Buchanan Elementary School from Bosch Security Systems, Inc. valued at approximately \$25,000.00.

5/17/2011: PUBLIC COMMENTS:

Don Slick, New Holland Avenue, stated his concern that there was no recognition for the retirees at the meeting. He also felt that the July Board Meetings should not be cancelled. President Caplan informed the public that there is a retirement dinner scheduled for May 31st to recognize all of the retirees in the District.

PUBLIC COMMENTS

5/17/2011: ADJOURNMENT: President Caplan adjourned the meeting at 10:05 p.m. on a motion by Director Miller, seconded by Director Heath.

ADJOURNMENT

Attest:

Colleen R. Marshall
Board Secretary