



**Board Meeting of the Palmyra Area School District**  
**April 12, 2018**  
**Minutes For: Regular School Board Meeting**

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*Roll Call*

**Board Members Present:** Mr. Connell, Mr. Downey, Mr. Fogle, Mrs. Hudson, Mr. Krikorian, Mr. Putt

**Board Members Absent:** Mr. Geib

**Attendance Updates:**

- Mr. Kreiser join at 04/12/2018 6:10 PM.

**Administrators Present:** Lisa Brown, Bernie Kepler, Darcy Brenner-Smith

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**1. MEETING CALLED TO ORDER**

**Minutes**

Mr. Connell called the meeting to order at 6:02 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Mr. Connell

Mr. Downey

Mr. Fogle

Mr. Geib

Mrs. Hudson

Mr. Kreiser

Mr. Krikorian

Mr. Putt

**Minutes:** 6 present, 2 absent – (*Mr. Kreiser arrived at 6:10*)

**4. MOTIONS TO APPROVE ROUTINE BUSINESS:**

**a. Board Minutes**

Motion to approve the minutes of the Board meetings of March 8, 2018 and March 22, 2018.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Putt, the Board unanimously approved the minutes from the March 8, 2018 and the March 22, 2018 Board meetings.

**b. Transactions**

Motion to approve transactions for the month ending March 31, 2018.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Putt, the Board unanimously approved the transactions for the month ending March 31, 2018.

**c. Bills**

Motion to approve bills for payment in the amount of \$549,665.13.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Krikorian, the Board unanimously approved the bills for payment in the amount of \$549,665.13.

**d. Payroll**

Motion to approve payroll for April 2018:

Payroll for April 12, 2018: \$ 806,779.04

Payroll for April 26, 2018: \$ 830,762.00

Payroll for April 2018: \$1,637,541.04

**Minutes**

Following a motion by Mr. Downey and a second by Mrs. Hudson, the Board unanimously approved the payroll for April 2018 in the amount of \$1,637,541.04.

**e. Cafeteria Report**

Motion to approve the cafeteria report for the month ending February 28, 2018.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Krikorian, the Board unanimously approved the cafeteria report for the month ending February 28, 2018.

**5. PALMYRA PRIDE MOMENT**

Recognition of staff and students as noted in the minutes.

**Minutes**

Recognition of Palmyra Area School District students and staff:

a. The following High School Art students for their creation of murals to enhance the softball field playing area:

- Julia Holzman
- Jessica Towery
- Hannah Wood

b. The following teachers for being nominated as a Pennsylvania Keystone Technology Innovator for their exemplary integration of technology in teaching and learning:

- Alexandra Heisey - Forge Road Elementary
- Ellen LeBlanc - Lingle Avenue Elementary
- Janelle Simmon - Northside Elementary
- April Sibbach - Pine Street Elementary
- Joshua Short - Middle School
- Nicholas Swartz - High School

## 6. BOARD RESIGNATION

Motion to approve the resignation of William Bova from the Palmyra Area School District Board of School Directors effective April 5, 2018.

### Minutes

Following a motion by Mr. Downey and a second by Mr. Kreiser, the Board unanimously approved the resignation of Mr. William Bova from the Palmyra Area School District Board of School Directors effective April 5, 2018.

## 7. BOARD TREASURER

Motion to approve Jeffrey Putt as Board Treasurer, effective April 12, 2018 through June 30, 2019.

### Minutes

Following a motion by Mr. Downey and a second by Mr. Fogle, the Board unanimously selected Mr. Jeffrey Putt as Board Treasurer, effective April 12, 2018 through June 30, 2019.

## 8. BOARD APPOINTMENTS

- Board representative to the Tax Collection Committee
- HACC Lebanon Campus Advisory Board Appointment

### Minutes

Mr. Connell announced the Board appointments as follows:

Tax Collection Committee: Mr. Greg Krikorian

HACC Lebanon Campus Advisory Board: no appointment made

## 9. PRESIDENT'S REPORT

### Minutes

Mr. Connell announced an executive session following this evening's meeting.

## 10. VISITOR COMMENTS

### Minutes

No visitor comments.

## 11. COMMITTEE REPORTS

## 12. CURRICULUM

### a. Minutes - Curriculum Committee

#### Minutes

The Board reviewed the minutes from the March 22, 2018 Curriculum Committee meeting.

### b. Conferences

Motion to approve the following conferences:

- a. Cindy Hitz and Sarah Wagner, High School Spanish teachers, to participate in a two-week, online conference beginning March 24, 2018 at a district cost of \$229.00. Materials presented at the conference will be shared with the High School World Language

Department.

- b. Andrew Kurtz to attend the Pennsylvania Music Educators Association (PMEA) annual conference in Lancaster, PA on April 19-20, 2018 at a district cost of \$180.12 plus the cost of a substitute teacher for 1-1/2 days.

**Minutes**

Following a motion by Mr. Fogle and a second by Mrs. Hudson, the Board unanimously approved the conferences as listed.

**c. Ukulele Club at Palmyra High School**

Motion to approve the addition of an Ukulele Club at the Palmyra Area High School.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Kreiser, the Board unanimously approved the addition of an Ukulele Club at the Palmyra Area High School.

### 13. STAFFING AND ADMINISTRATION

**a. Minutes - Staffing & Administration Committee**

**Minutes**

The Board reviewed the minutes from the Staffing and Administration Committee meetings of March 22, 2018 and April 5, 2018.

**b. Act 80 Day**

Motion to authorize the administration to apply for an Act 80 day for June 8, 2018.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Krikorian, the Board unanimously approved the motion to authorize the administration to apply for an Act 80 day for June 8, 2018.

**c. 2018-19 Board Calendar**

Motion to approve Board meeting dates for the 2018-19 school year.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Kreiser, the Board unanimously approved the Board meeting dates for the 2018-2019 school year.

**d. Resolution Opposing ESA/Vouchers (Senate Bill 2)**

Motion to approve a Resolution Opposing ESA Voucher Programs (Senate Bill 2).

**Minutes**

Following a motion by Mr. Fogle and a second by Mrs. Hudson, the Board voted 1-6 with Mr. Connell casting the lone "yes" vote.

**e. Professional Staff Items**

Motion to approve the following professional staff items:

- a. Cynthia Lyons as a short-term substitute High School Learning Support teacher, beginning April 30, 2018 through the end of the 2017-18 school year at a daily rate of \$170.
- b. Resignation of Ellen LeBlanc, 4th grade teacher at Lingle Avenue Elementary, effective at

the end of the 2017-18 school year.

c. Leave of absence for Lindsay Knepp, Social Worker, on or about May 24, 2018 through the end of the 2017-18 school year.

d. Leave of absence for Douglas Knepp, Middle School Spanish teacher, on or about May 24, 2018 through the end of the 2017-18 school year.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Krikorian, the Board unanimously approved the professional staff items as listed.

**f. Support Staff Item**

Motion to approve Timothy Wunderlich as full-time night custodian at an hourly rate of \$11.12, effective April 16, 2018, pending completion of all state and district requirements.

**Minutes**

Following a motion by Mr. Fogle and a second by Mrs. Hudson, the Board unanimously approved the support staff item as listed.

**g. Substitute Teachers**

Motion to approve the following substitute teachers for the 2017-18 school year, pending completion of all state and district requirements:

**Locally Issued Day-to-Day**

Amanda Fuschetti - Elementary & Secondary

Jessica Fuschetti - Elementary & Secondary

\*Nicole Berger - Elementary & Secondary

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Downey, the Board unanimously approved the substitute teachers as listed.

**h. Psychologist Intern Resignation**

Motion to approve the resignation of Tanner Carman as Psychologist Intern for the 2018-19 school year, effective March 20, 2018.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Downey, the Board unanimously approved the resignation of Tanner Carman as a Psychologist Intern for the 2018-2019 school year, effective March 20, 2018.

**i. Intermediate Unit 13 Board Representative**

Motion to approve the nomination of Paul Fogle to serve on the Lancaster-Lebanon Intermediate Unit 13 Board of School Directors for a 3-year term from July 1, 2018 through June 30, 2021.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Putt, the Board unanimously approved the nomination of Mr. Paul Fogle to serve on the Lancaster-Lebanon Intermediate Unit 13 Board of School Directors for a 3-year term from July 1, 2018 through June 30, 2021.



**j. Coach Hires**

Motion to approve the following coaches for the fall season of the 2018-19 school year at the salaries listed:

**High School Field Hockey**

Head Coach - Kent Harshman - \$5,930

**Middle School Football**

Lead Coach - Logan Trout - \$4,000

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Krikorian, a second motion was made by Mr. Kreiser to split the two personnel items. This motion was seconded by Mr. Downey.

Following a motion by Mr. Fogle and a second by Mr. Krikorian, the Board voted 5-2 in favor of Kent Harshman as head coach for high school field hockey with Mr. Downey and Mr. Kreiser casting the "nay" votes.

Following a motion by Mr. Fogle and a second by Mr. Krikorian, the Board voted to approve Logan Trout as lead coach for middle school football by a vote of 6-1 with Mr. Kreiser casting the "nay" vote.

**k. Coach Resignation**

Motion to approve the resignation of Bob Heiser as Varsity Assistant Coach for Girls Basketball, effective April 3, 2018.

**Minutes**

Following a motion by Mr. Fogle and a second by Mr. Putt, the Board unanimously approved the resignation of Bob Heiser as Varsity Assistant Coach for Girls Basketball, effective April 3, 2018.

\*Staffing and Administration item added after the March 22, 2018 and April 5, 2018 Staffing & Administration Committee meetings.

**14. FINANCE**

**a. Minutes - Finance Committee**

**Minutes**

The Board reviewed the minutes from the April 5, 2018 Finance Committee meeting.

**b. Construction Funds**

Motion to approve the March 2018 lists of bills for the Construction Funds.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Putt, the Board unanimously approved the March 2018 lists of bills for construction funds.

**c. Proposed IU13 Budget**

Motion to approve the proposed 2018-19 IU13 General Operating Budget.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Putt, the Board unanimously approved the proposed 2018-2019 IU13 General Operating budget.

**d. Audit Services**

Motion to approve the proposed contract for audit services from Boyer & Ritter, LLC for audits of five years through fiscal year ending June 30, 2022.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Krikorian, the Board unanimously approved the contract for audit services from Boyer & Ritter, LLC for audits of five years through fiscal year ending June 30, 2022.

**e. PowerSchool Contract Renewal**

Motion to approve renewal of contract for PowerSchool Student Management System with Carbon-Lehigh Intermediate Unit for a five-year term through June 30, 2023 at a per student cost of \$13.54 for the first three years, followed by \$13.81 and \$14.09, respectively.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Putt, the Board unanimously approved the renewal of contract for PowerSchool Student Management System with Carbon-Lehigh Intermediate Unit for a five-year term through June 30, 2023 at a per student cost of \$13.54 for the first three years, followed by \$13.81 and \$14.09 respectively.

**15. BUILDINGS AND GROUNDS**

**a. Minutes - Buildings & Grounds Committee**

**Minutes**

The Board reviewed the minutes from the April 5, 2018 Buildings and Grounds Committee meeting.

**b. Security Contracts**

Motion to award contracts to Reed's Lock & Access Control Systems, Inc., for Middle School security and camera systems in the amount of \$105,838.47.

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Fogle, the Board unanimously approved the contract with Reed's Lock & Access Control Systems, Inc., for Middle School security and camera systems in the amount of \$105,838.47.

**16. REPORTS**

**a. Superintendent's Report**

**Minutes**

Mrs. Brown provided the Board with her April 2018 Superintendent's report.

**b. Student Representative's Report**

**Minutes**

Brock Culver provided the April 2018 Student Representative's report.

**c. Lebanon County Career and Technology Center Report**

**Minutes**

No report.

**d. Recreation Commission Report**

**Minutes**

Mr. Downey provided a report on behalf of the Palmyra Recreation Commission.

**e. Intermediate Unit 13 Report**

**Minutes**

Mr. Fogle provided a report on behalf of the Intermediate Unit 13 Board of Directors' April 11, 2018 meeting.

**f. Palmyra Area Education Foundation Report**

**Minutes**

Mr. Kreiser and Mrs. Brown provided an update on events occurring with the Palmyra Area Education Foundation.

**g. Library Report**

**Minutes**

No report.

**h. Lebanon County Tax Collection Committee Report**

**Minutes**

No report.

**i. Lebanon County Legislative Region Report**

**Minutes**

Mrs. Hudson provided the Board with a report on recent legislative issues.

**j. HACC Lebanon Campus Advisory Committee Report**

**Minutes**

No report.

**k. Other Reports**

**Minutes**

No reports.

**17. COMMUNICATIONS**

**Minutes**

No communications.

**18. ADJOURNMENT**

**Minutes**

Following a motion by Mr. Downey and a second by Mr. Kreiser, the Board unanimously approved to adjourn the meeting at 7:37 p.m.

  
Darcy Brenner-Smith, Board Secretary