



# EASTERN LANCASTER COUNTY SCHOOL DISTRICT

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## Committee of the Whole Meeting May 8, 2017 Minutes

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A Committee Meeting of the Eastern Lancaster County School Board of Directors, which was properly advertised on April 8, 2016 in the LNP *Lancaster Newspaper*, was held on Monday, May 8, 2017 at 7:00 p.m., in Community Hall located at the Garden Spot High School and Middle Complex, 669 E. Main Street, New Holland, PA 17557.

### **Roll Call**

**Members in attendance were:** Jonathan Dahl, Paul Irvin, Rodney Jones, Dina Maio, Bryan Naranjo, Melissa Readman, and Glenn Yoder

**Non-Voting Members in attendance were:** Robert Hollister, Justin Johnson, Nadine Larkin and Keith Ramsey

**Members not in attendance were:** Jennifer Zeiset & Thomas Wentzel

**Staff/Public in attendance were:** Several citizens of the community and staff members of the District.

### **1. Welcome and Call to Order**

President Yoder opened the meeting at 7:00 p.m.

### **2. Moment of Silence/Reflection - Pledge of Allegiance**

President Yoder led in a silent meditation and the Pledge of Allegiance.

### **3. Citizens of the District Comments**

At this time we will invite public (Citizens of the District) comment on any topic that is within the Board's jurisdiction.

Lauren Musser, Brecknock

Ms. Musser presented her concerns to the Board regarding the teacher reassignments at the elementary schools for the 2017-2018 school year.

Rebecca Hartranft, Brecknock

Ms. Hartranft presented her concerns to the Board regarding the teacher reassignments at the elementary schools for the 2017-2018 school year.

Stephanie Shirk, East Earl Township

Ms. Shirk thanked the Board for their work with the Agriculture Department and said a prayer.

Christie Hoover, Brecknock

Ms. Hoover also presented her concerns to the Board regarding the teacher reassignments at the elementary schools for the 2017-2018 school year.

The Board and Administration responded to the comments, thanking those attending for coming out to the meeting.

Dr. Hollister noted that Mr. Wentzel was unable to attend the Meeting due to his daughter receiving an award at her college.

#### **4. Approve Personnel Report**

Mr. Irvin made a motion to approve the personnel report. It was seconded by Mrs. Maio. **The motion was approved. (7-0; 2 absent)**

#### **5. Approve the Technology Upgrade to the District's Wireless Network/Infrastructure**

This technology upgrade will add the latest wireless technology for all schools in the district.

Total cost for this project is: \$270, 363.38.

After E-rate reimbursement (60%), the cost for ELANCO will be \$108,000. All items would be covered under the PEPPM State Contract.

Mr. Ramsey ask the Board to approve the Technology Upgrade to the District's Wireless Network/Infrastructure to meet the deadline for signing and submitting the contract by May 11<sup>th</sup>. He noted that after the 60% reimbursement the net cost to the District would be \$108,000.

Mr. Jones made a motion to approve the Technology Upgrade to the District's Wireless Network/Infrastructure. It was seconded by Mr. Naranjo. **The motion was approved. (7-0; 2 absent)**

## 6. Property and Services

### a. Action Item - Approval of the Resolution Authorizing Proposed Final Budget Display and Advertising

The proposed final budget includes a proposed tax increase in the total amount of .3459 mills or 2.30% and use of \$757,773 of fund balance.

The proposed final budget of the School District for the 2017-2018 fiscal year shall be made available for public inspection at least twenty (20) days prior to final adoption. At least ten (10) days before the date scheduled for adoption of the Final Budget, the Final Budget Notice shall be advertised in the newspaper and posted at the School District offices.

Please note that changes can be made to the 2017-18 budget up until final adoption on June 19, 2017.

Mr. Ramsey reported that he had several actions items for the Board's approval. He requested the Board to approve the Resolution authorizing the proposed final budget display and advertising. Mr. Ramsey noted that the proposed budget needed to be displayed for public inspection at least 20 days prior to adoption and 10 days prior to being advertised in the newspaper. He indicated that with the use of monies from the Fund Balance, the current proposed tax increase was 2.3% which was under the 2.5% index. He noted that he would inform the Board with any changes or updates.

### b. Action Item - Approve the Special Education Service Contracts with the Lancaster-Lebanon IU #13 for 2017-18 School Year

Contracted Special Education Services	\$ 497,111 (\$ 506,469 for 16-17)
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Job Training Services	\$ 130,950 (\$ 128,250 for 16-17)
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Mr. Ramsey ask the Board to approve the Special Education Service contracts with the Lancaster-Lebanon IU13 for the 2017-2018 indicating that the services were down \$10,000 from this current year.

Mr. Ramsey thanked Kara Martin, Director of Special Education and Gifted Services for all her hard work with the Special Education Department.

### c. Action Item - Approve the Right of Way Agreement with Blue Ridge Cable Technologies, Inc and to authorize the Chief of Finance and Operations to Sign

The Right of Way Agreement allows Blue Ridge Cable Technologies, Inc. to install a fiber line at Brecknock Elementary School.

The agreement was reviewed and approved by the District's Solicitor.

Mr. Ramsey also asked the Board to authorize him to sign the Right of Way Agreement with Blue Ridge Cable, noting that there were savings for the District moving to Blue Ridge Cable from the District's current provider, Frontier.

**d. Action Item - Approval of Fulton Bank, PNC Bank, and Pennsylvania School District Liquid Asset Fund (PSDLAF) as District Depositories for 2017-2018**

Mr. Ramsey ask the Board to approve Fulton Bank, PNC Bank, and Pennsylvania School District Liquid Asset Fund (PSDLAF) as District Depositories for 2017-2018. He noted that there were no changes to the District's depositories.

**e. Information Item - 2017-18 Homestead/Farmstead**

Homestead/Farmstead Numbers:

The District has received the certified numbers from the assessment office on the total numbers of approved homesteads/farmsteads and the median assessed value. The total eligible compared to the previous year are as follows:

	<u><b>2017-18</b></u>	<u><b>2016-17</b></u>
Homesteads	6,584	6,536
Farmsteads	274	272
Total	6,858	6,808

The District's share of the gaming revenue and Sterling Act reimbursement for 2017-18 and the unallocated portion from 2016-17 is \$443,965.73 (2016-17 was \$445,474.99). The homestead/farmstead exclusion amount will be set at the June 19, 2017 board meeting; however, based on the tax increase in the proposed final budget, the preliminary tax relief amount per homestead is \$64.74 (2016-17 - \$65.43) and per farmstead is \$64.74 (2016-17 - \$65.43).

Mr. Ramsey informed the Board of the current numbers for homestead and farmstead for the 2017-2018 school year indicating an increase of 52. He also noted that the overall property tax relief went down approximately \$70.

**f. Information Item - Right to Know Request Update**

Over the weekend, the District received a 17-page Right-to-Know Law request that includes 27 specific requests for records.

Mr. Ramsey informed the Board of a recent extensive Right-to-Know Request received by the District. He noted that due to the request for electronic documents, there would no cost incurred by the requester, however, the District would sustain several costs with lawyer fees and business office employee time.

## 7. Program

### **a. Action Item - Approval of Affidavits of Guardianship**

Dr. Larkin requested the Board to approve Affidavits of Guardianship for the month of April.

### **b. Action Item - Approve the Assistant to the Superintendent signing a contract with Caron Foundation for SAP services for the 17-18 school year.**

The District is required to provide a Student Assistance Program per state regulations. ELANCO uses Caron Foundation as the provider for SAP services which consist of assessing students for drug and alcohol concerns, student groups and completion of state reporting requirements. A Caron Foundation employee is in the District 4 days per week at a cost to the District of \$31,876.00 per year. This cost is an increase of \$918.00 over the 16-17 school year.

Dr. Larkin requested the Board authorize her to sign a contract with Caron Foundation for SAP Services for the 2017-2018 school year. She noted that there was a \$918 increase.

### **c. Information Item - Approval by PDE of our application for Use of RTII/SLD determination in Reading and Math.**

Dr. Larkin informed the Board that the District had been approved by PDE for the use of RTII/SLD determination in both Math and Reading. She noted that Eastern Lancaster County School District was currently 1 of only 3 districts in the County approved by PDE for Reading determination and the only district in the County using it for Math determination.

Dr. Larkin thanked both Kara Martin, Director of Special Education and Gifted Services, the Elementary Building Administrators, and the District Office Team.

## 8. Management

### **a. Action Item - Tentative Approval of sale of former Caernarvon Elementary Site (9.84 Acres) to Caernarvon Township. Sale price to match appraised value.**

Dr. Hollister asked the Board to approve the Sale of the Caernarvon Elementary site property to the Caernarvon Township. He noted the County Commissioner would not be meeting until May 22<sup>nd</sup> to approve the sale, however he was requesting the Board take action pending the review. He also noted that in order to pass the resolution for the sale of the property, the action required 2/3 of the Board's approval.

### **b. Action Item - District Tax Collector Approve, through Resolution, Mr. Keith Ramsey as the District's Tax Collector as a part of his regular duties...**

District Tax Collector

Approve, through Resolution, Mr. Keith Ramsey as the District's Tax Collector as a part of his regular duties as Chief of Finance and Operations for the 2017-18 school year.

Dr. Hollister presented the annual action item of approving Mr. Keith Ramey as District Tax Collector.

**c. Action Item - School Board Treasurer Approve Mr. Thomas Wentzel as Treasurer of the Eastern Lancaster County School Board for a period of one year...**

School Board Treasurer

Approve Mr. Thomas Wentzel as Treasurer of the Eastern Lancaster County School Board for a period of one year (2017-18)

Dr. Hollister presented to the Board the annual action item of approving Mr. Thomas Wentzel as Treasurer of the Board.

**d. Information Item - Upcoming Graduation Activities**

- Senior Awards, May 23<sup>rd</sup>, 6:00 p.m., Shady Maple
- CTC Awards Celebration, May 30<sup>th</sup>, 7:00 p.m., Three Difference Sites
- Baccalaureate, June 4<sup>th</sup>, 7:00 p.m., Auditorium
- Graduation, June 9<sup>th</sup>, 6:30 p.m., Gymnasium

Dr. Hollister reported on several upcoming events for seniors including the Senior Awards, CTC Awards, the Baccalaureate program, run completely by students, and Graduation.

## **9. Announcements**

Dr. Hollister announced that there would be an executive session after the meeting to discuss personnel matters regarding a teacher discipline matter and administrators evaluation.

## **10. Adjournment**

Mr. Irvin made a motion to adjourn the meeting at 8:16 p.m. with a second by Mrs. Zeiset. **The motion was approved. (7-0; 2 absent)**

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Justin W. Johnson  
School Board Secretary  
May 8, 2017