



Board of Directors Meeting September 16, 2013 Minutes

Roll Call

Members in attendance were: Jonathan Boyd (7:03) Glenn Hartz, Paul Irvin, Rodney Jones (attending through video), Melissa Readman, Thomas Wentzel, Glenn Yoder, Jennifer Zeiset and Heidi Zimmerman

Non-Voting Members in attendance were: Robert Hollister, Nadine Larkin, Marion L. Martin, Nick Olson and Keith Ramsey

Members not in attendance were: None

Staff/Public in attendance were: School Administrators, several other employees, citizens, a student and a member of the press.

1. Call to Order

President Yoder opened the meeting at 7:00 PM.

2. Moment of Silence/Reflection - Pledge of Allegiance

Dr. Zimmerman mentioned several items for everyone to think about and then led in a silent meditation as well as the Pledge of Allegiance.

3. Agenda Modification/Approval of Agenda

Requests by board members to remove an item for separate consideration

Mr. Ramsey noted the following changes:

Item 6.9 in the Consent Agenda 6.9 (Request to Exonerate Rollback Real Estate Taxes) has been moved for Action under Separate Consideration because of the need for more discussion.

Item 7.2 has been added as an additional item: An Application Development Agreement with ITSolutions for Development of a Nurses' Database. Price is not to exceed \$14,000. Mr. Ramsey apologized for the late notice, but it is critical to move ahead quickly.

Mr. Wentzel made a motion to approve the agenda with the modifications listed. Mr. Irvin seconded the motion. **The motion was approved. (9-0)**

4. Student of the Month Presentation: None

5. Citizens' Comments

At this time we will invite public comment on any topic that is within the Board's jurisdiction. Please also note that the public is invited to attend our Committee Meetings where much of the discussion and deliberation of agenda topics is conducted. (Committee Meetings are held in the Community Hall at the Garden Spot Complex at 7 p.m. on the second Monday of the month.)

Chris Coblentz – Terre Hill

Mr. Coblentz led in prayer.

Mrs. Zeiset commented that it is just about one year since we agreed to cease the prayer prior to the meetings rather than spend school money to fight the allegations. She thanked the community for stepping up and being here to pray for our schools, students, administrators and board members at each meeting.

6. Consent Agenda

Items listed under the *Consent Agenda* section of our Board Meeting Agenda are considered to be routine and are acted on by the Board in one motion. There is no Board discussion of these items individually prior to the Board vote unless a member of the Board requests that a specific item be removed from the Consent Agenda. Requests to remove an item from the Consent Agenda will be accepted at agenda section 3. Agenda Modification/Approval of Agenda. (Requests to remove an item for separate consideration). Items Removed from the Consent Agenda will be moved to agenda section "Action Items."

Mr. Boyd made a motion to approve the Consent Agenda with a second by Dr. Zimmerman. **The motion was approved. (9-0)**

6.1 Approval of Minutes

6.2 Treasurer's Report

6.3 Bills Paid

6.4 Cafeteria Fund Treasurer's Report

6.5 Investments

6.6 Student Activity Account

6.7 Personnel Report

6.8 Approve Budgetary Transfers

6.9 Approve Affidavit of Guardianship for 5 Elementary Students and 1 Secondary Student

7. Action Items

7.1 Nominate and Approve PSBA Officers

Mrs. Zeiset made a motion to approve the endorsed candidates which she listed as follows:

President: William McClauff; Vice President: Charles Ballard; Treasurer: Otto Voit and she suddenly realized there were two endorsed treasurers which was confusing to her.

Mr. Irvin joined in the conversation to amend the motion to approve the following PSBA Officers and cancel Mrs. Zeiset's motion.

President Elect: Mark Miller; Vice President: Charles Ballard; Treasurer: Otto Voit and Representative At Large: Kathy Swope.

Dr. Zimmerman seconded the motion by Mr. Irvin to amend Mrs. Zeiset's motion. **The motion was approved. (9-0)**

Mrs. Zeiset then made a motion to approve these officers with a second by Dr. Zimmerman. **The motion was approved. (9-0)**

It should be noted at the time of this writing, the vote was cast on the PSBA website. The receipt # is YFPXNK5WTG876J9Z; IP Address 24.152.203.132. Time of vote was 9/17/13 at 9:14 AM EST.

7.2 Approve the Chief of Finance and Operations to execute an Application Development Agreement with ITSolutions for development of a nurse's database.

The old nurse's database is a Filemaker Pro database version that is no longer supported by the developer of Filemaker Pro. Therefore a new database with the most up to date version of Filemaker Pro needs to be developed. ITSolutions has estimated the hours to migrate information from the old database to the new database, add new information needed, revise and develop new reports required by the state and to integrate the setup and configuration of the Filemaker Pro database with PowerSchool. ITSolutions has then built in a cushion to deal with any issues that arise from the migration and the startup of the new database. The total estimated hours of work is 100 hours. The cost is \$140.00 per hour for a total cost of \$14,000.00.

Mr. Irvin made a motion to approve this with a second by Mr. Boyd. **The motion was approved. (9-0)**

7.3 Items Removed from Consent Agenda for Separate Consideration

The item removed is now listed as Item 7.4. (Approve Request to Exonerate Rollback Real Estate Taxes)

This item was discussed earlier in the meeting than planned to accommodate the schedule of Attorney Jeffrey Litts, who was in attendance to help in the discussion.

7.4 Approve Request to Exonerate Rollback Real Estate Taxes

The Twin Valley Bible Chapel has submitted a letter requesting the exoneration of rollback taxes on land that they purchased in the total amount of \$25,030.63.

Mr. Hartz made a motion to deny the request, because he noted the taxes are typically a seller's responsibility and shifting the responsibility to the non-profit buyer should not be reason to exonerate. Mr. Wentzel seconded the motion. There was some discussion regarding the acreage for the church and the Clean and Green piece of the property. Mr. Litts noted it is all or nothing and cannot be separated. Going forward, the question was raised if the non-profit organization may be exempt? Mr. Litts said it all depended upon the intent of the current owners and they would also need to meet all the eligibility criteria. So, yes, they could petition this in the future. **The motion was approved.**
(9-0)

8. Special Presentation by Dr. Nadine Larkin and Mr. Gregory Frederick PSSA Reporting and District Focus Areas for 2013-2014 School year

Dr. Larkin and Mr. Frederick gave a lengthy presentation on PSSA Reporting and the District Focus Areas for 2013-2014 School year. The power point slides can be reviewed on Agenda Manager under Special Presentation.

They shared the latest facts on the Achievement Data (PSSA and Keystone), the PVAAS (PA Value Added Assessment System and the School Performance Profile. The profile will blend the achievement and the growth of each student. Details were given on the current historical achievement data for the past 4 years showing math, writing, reading and science. Mr. Boyd questioned whether we are preparing our students for college or just teaching to the tests. Dr. Larkin assured him we are. We continue to work with the State as they work with the colleges.

The Keystone Achievement Data was presented in the three areas chosen by the State: Algebra 1 (61%); Biology (56%) and Literature (73%). Dr. Hollister noted these percentages could be higher if we put all our resources into these subjects, but we believe other subjects such as chemistry and composition are just as important to our students and we want to be teaching excellence in all subjects.

Dr. Larkin noted the information she reported on the historical growth data was for 2012. This information shows if students are progressing at least one year for a year. Many times tests show a students may be advanced or proficient, but they are not making a year for a year's growth. And for the basic and below basic students, we are finding they have made a year for a year's growth.

Some of the Action Steps discussed were:

- Increase the number of students in the proficient and advanced categories at all grade levels.
- Grow all students at least a year for a year of instruction in English/Language Arts and Mathematics
- Curriculum alignment
- Focus of Title One funds at K-3
- Build a positive school climate and culture

The future data for October will be a review of the 2013 PVAAS data. Mr. Boyd asked if we are looking at the big picture and not just the individual test results. Dr. Hollister reported all the admin team is working toward matching our goals and keeping continuity. Mr. Hartz noted we want to be sure we are teaching our students to think, not just take the tests. Mr. Wentzel reminded all that we want our scores to be great, but the goal is to prepare them for life.

9. Reports

9.1 Lancaster County Tax Collection Bureau

Met on Wednesday, September 11, 2013

2012 Tax Return Processing – The IT Group has totally rewritten the Bureau software for tax return processing. This has significantly improved the Bureau's capabilities to more quickly & efficiently process tax returns. Act 32 requires tax returns to be processed by July 31 each year. As of June 30th, all 2012 tax returns were processed. One month prior to deadline and earlier than any previous year. Of the returns received, about 25% were filed through the online system. It is important to note that the revised software has allowed the Bureau to process more tax returns, faster and with fewer staff than previous years.

LST Process Change – Effective January 1, 2013 the Bureau is requiring employers to report and remit LST electronically. This will allow employers to file both EIT & LST at the same time and through the same process which will make it more efficient for employers. In addition, electronic LST reporting will provide the Bureau with improved efficiencies and better data tracking capabilities.

Act 32 Update - Previously it was reported that it would take 3-4 years to return to normal collections; however, with the new systems it is looking more like 1-2 years.

The LCTCB is now able to receive the PA State Income Tax data directly at a cost of \$200. Previously, each school district had to pay \$200 to get the data.

Approval of Agreements for Collection of LST (effective 01/01/2013):

West Sadsbury Township

Paradise Township

Next Meeting - November 13, 2013 (2014 LCTCB Operating Budget)

Minutes:

9.2 Lancaster-Lebanon IU 13

Minutes:

Met September 11, 2013

Approved 10.6 million dollars in disbursements. Also approved: 3 Business Service contracts; 2 Early Childhood contracts; 2 Instructional Services contracts; ; 4 Technology Services contracts and 2 Human Resource Services contracts. The board also approved 9 resignations; 1 retirement; 4 terminations; 30 new hires; 15 change of positions/status or salary and 2 leave of absences.

The IU 13 also held elections for the PSBA officers.

9.3 Lancaster CTC

Minutes:

The JOC met August 22, 2013 and it was an exciting meeting. Teacher training is finished; enrollments are up and they are still planning classes. Mrs. Readman announced the building projects are on target and everyone seemed ready to open in time for a new school year.

They received an email saying the school year did get off to a good start and the course catalog is now online for adult education.

Next meeting will be September 26th (the 4th Thursday)

9.4 Legislative

Minutes: Mr. Wentzel reported there was not a whole lot going on. The potential candidates for governor are still being discussed. He will have more information in October.

10. Superintendent's Report

Minutes:

Dr. Hollister reported just a couple of items:

- Pennsylvania State Board of Education announced the Common Core will now be called Pennsylvania Core. The new exam requirements are in Literature, Algebra and Biology. If funds become available, other exams will be added. He also noted these regulations will only apply to public schools.
- School Calendar - We are still looking at ways to merge the two calendars. Due to the financial piece, no commitments have been made at this time.
- Escalating Enrollment Numbers - updated the board on the changes made from the report last week. After polling the Brecknock kindergarten parents, the AM kindergarten class will be co-taught with two teachers. The PM class will separate into two classes. Dr. Hollister thanked the board for allowing them to hire another teacher.

11. Announcements

Minutes:

Dr. Zimmerman made an announcement for everyone to join in the October 17th Color and Zombie run that will be spearheaded by Mrs. Groft. All proceeds go to the Cancer Society. Dr. Zimmerman has brochures if you wanted to register and Mrs. Groft would have more information if you have questions.

Dr. Hollister thanked everyone for coming and staying for the lengthy evening.

12. Adjournment

Minutes: Mr. Hartz made a motion to adjourn at 8:50 PM with a second by Mrs. Zeiset. **The motion was approved. (9-0)**