



Committee of the Whole Meeting

January 12, 2015

Minutes

Roll Call

Members in attendance were: Glenn Hartz, Paul Irvin, Rodney Jones, Melissa Readman, Thomas Wentzel and Jennifer Zeiset

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

Members not in attendance were: Jonathan Dahl, Glenn Yoder and Heidi Zimmerman

1. Welcome and Call to Order

Vice President Jones opened the meeting at 7:00 p.m.

2. Moment of Silence/Reflection - Pledge of Allegiance

Vice President Jones led in a silent mediation and the Pledge of Allegiance.

3. Citizens Comments

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

Mr. William Newman, New Holland

Mr. Newman thanked the board for their service and said a prayer.

4. Approve Personnel Report

Mr. Irvin made a motion to approve the personnel report. It was seconded by Mr. Wentzel. **The motion was approved (6-0; 3 absent)**

Dr. Hollister commented on the personnel report informing the Board that the large number of retirees reported was because of the upcoming deadline for District staff to put in their retirement notice.

5. Approval of the Resolution Approving the 2015-16 Preliminary Budget Display and Advertising

The proposed preliminary budget will be presented at the meeting. The index for 2015-2016 1.90%

This approval tonight only allows the District to advertise and post, for public inspection, the "Proposed" Preliminary Budget with final adoption of the Preliminary Budget at the February 9, 2015 Committee of the Whole Meeting. Action in this manner is necessary to comply with the timeline per Act 1.

Mr. Ramsey presented a summary and overview of the 2015-2016 Preliminary Budget. He indicated that this was a very early look at the budget and there were many unknowns that could change the proposed final budget adopted in May.

Mr. Hartz made a motion to approve the Resolution approving the 2015-2016 Preliminary Budget Display and Advertising. It was seconded by Mrs. Zeiset. **The motion was approved (6-0; 3 absent)**

6. Property and Services

6.1 Local Audit Report for the Year Ended June 30, 2014

Carl Hogan from BBD, LLP will present the audit report at the meeting.

Mr. Carl Hogan of BBD, LLP, the District auditor, presented a brief overview of the district audit results for 2013-2014 fiscal year. Mr. Hogan presented several highlights from the 53-page audit report that was distributed to the Board. Mr. Hogan reviewed the Budgetary Comparison Schedule for the General Fund and reported on the obligation debts informing the Board that the District would be debt free in the 2022-2023 fiscal year. Mr. Hogan also suggested that the Board review the Management Discussion and Analysis of the report.

Vice President Jones commented on his appreciation to both Mr. Ramsey and the Business Office for their work with the District Budget.

6.2 Lancaster County Career and Technology Center (LCCTC) 2015-2016 Operating Budget

The budget reflects an overall increase in District contributions of 1.9%. For ELANCO, the total cost decreased by \$25,055.91 from current year (2014-15). The decrease was due to the decline in number of students attending the LCCTC. Mr. Ramsey distributed the 2015-2016 Operating Budget for the LCCTC to the Board. He indicated that the budget increased 1.9%, however the total contribution of Eastern Lancaster County School District has decreased due to a lower number of students attending the technical school.

6.3 Delinquent Real Estate Taxes (Regular and Interim Bills) that were turned over to the Lancaster County Tax Claim Bureau for Collection
The District is required to turn over the delinquent listing to the Lancaster County Tax Claim Bureau by January 16, 2015.

Mr. Ramsey informed the Board that the delinquent listing submitted to the Tax Claim Bureau has decreased. He mentioned that the Tax Bureau has been doing a good job being proactive in collecting delinquent taxes. He pointed out that no accounts were older than 3 years. He stated that the Board would be presented with updated number amounts at the board meeting when this action item was placed on the consent agenda.

6.4 Delinquent Per Capita Taxes that were turned over to Powell, Rogers, & Speaks for Collection

The District's delinquent per capita taxes are turned over to Powell, Rogers & Speaks for collection. The amount turned over will be provided at the January 26, 2015 Board Meeting.

Mr. Ramsey indicated to the Board that updated number amounts would be provided at the board meeting.

**6.5 Change Orders for the Brecknock Elementary School Project
Technology Contractor**

Wescott Electric

CO # 1 - Credit on Unused Allowances (\$6,800.00)

Plumbing Contractor

Jay R. Reynolds, Inc.

CO #1 - Credit for Unused Allowances (\$7,310.00)

CO #2 - Credit for Alternate PC-1 - Select sanitary line replacement in corridor (\$8,145.00)

Mr. Ramsey reported on three Change Orders that decreases the total cost of the Brecknock Elementary School Project. With the project now completed, the total cost came \$150,000 under budget. He again thanked Mr. Neal Walsh, who took on constructional management of the project and his team in helping with the project's successful completion. Mr. Ramsey also commented on the cooperation, support and patience of Mrs. Kim Andersen, principal of Brecknock Elementary and her teachers during the construction.

6.6 Transportation Contract Renewal with Brightbill Transportation Inc.

3 companies requested copies of the Request for Proposal (RFP) for Transportation Services, but only Brightbill Transportation Inc. submitted a response.

The RFP requested a price for a 5 year contract and a price for a 10 year contract. Based on only receiving a response from BTI, the Administration is recommending entering into a 10 year agreement.

Mr. Ramsey reported to the Board that 3 companies, Durham Transportation, a company based out of Illinois and Brightbill Transportation requested copies of the RFP for a Transportation contract, however only Brightbill Transportation submitted a response. Mr. Ramsey recommended the Board accept a renewal contract with Brightbill Transportation for 10 year agreement.

The Board requested that Mr. Ramsey discuss with Brightbill whether servicing buses for longer than the 3 years would impact the total contract cost.

6.7 Information Items - None

7. Program

7.1 Approval of Expulsion Waivers for Three (3) Students

Dr. Larkin informed the Board of three (3) expulsion hearing waivers in the High School that needed to be approved. She indicated that all three students would be attending the Alternative Ed Program.

7.2 Approval of four new novels requested by the Garden Spot High School English program for the Contemporary Literature course.

The novels are, *The Book Thief*, by Markus Zusak, *The Giver*, by Lois Lowry, *Messenger*, by Lois Lowry, and *Son*, by Lois Lowry.

Dr. Larkin presented four novels for approval at the board meeting to be used in the High School Contemporary Literature Course. There were still available in the Assistant to the Superintendent's office for any Board members who wished to read them. Mrs. Zeiset recommended Board members to read "*The Book Thief*" by Markus Zusak.

7.3 Information Items – None

8. Management

8.1 Action Items

None.

8.2 Information Items

- a. Information pertaining to the Sportsman Shop occupying the former Blue Ball Lanes Facility.

Dr. Hollister informed the Board that he informally approached the owner of the Sportsman Shop regarding his concerns about the conversion of the Blue Ball Lanes to a Firing Range. Dr. Hollister was happy to report that the owner of the Sportsman Shop also shares the District's concerns regarding safety. The owner informed Dr. Hollister that the range system being installed is from one of the oldest range system companies with the highest level of safety. The owner also indicated that NRA range safety officers would be on duty at all times.

- b. Chapter 339 Agricultural Department Audit and Evaluation: Positive Report.

Dr. Hollister reported that the Chapter 339 Agricultural Department Audit which is conducted every several years was a great success. The audit was conducted by Dr. Howe. Dr. Howe indicated that there were only two minor corrections and praised the Agricultural Department as a bright spot in the Community.

- c. Update on conversations and progress regarding the new regulations for child abuse reporting and background checks.

Dr. Hollister reported that due to new regulations, both education professionals and volunteers would now be obligated to obtain background checks every three years. The cost of these background checks will fall on those requesting them. He also remarked that this was going to create additional work at the District level adding at least 25% more workload onto one person.

He also reported on the new legislation "Pass the Trash" Act 168. This new legislation requires employers to obtain from incoming new employees a complete employer history of places where they were in direct contact with children. Reported former employers must sign off on the potential new employee before they can start their new position. This new procedure will also include the District to report on any former employees who are seeking new employment with other employers. Any requests that come in will need to be reviewed, sent back to the employer, and then documented.

Dr. Hollister indicated that due to these new regulations, several school board policies would need to be reviewed and changed. The Board would be receiving these changes for review over the next couple of months.

Dr. Hollister shared with the Board a report from Meredith Dahl from Cross Connection Ministries indicating that 152 families (386 Children) requested and received Christmas gifts this year donated by the Garden Spot faculty, YMCA, and other local services.

Dr. Hollister also shared with the Board the passing of former Board member, Robert Clevey. Mr. Clevey served on the School Board from December 1999 to December 2003.

As January was Board Recognition Month, Dr. Hollister thanked the Board on behalf of the students and community for their time and dedication. He acknowledged his appreciation for the team that the District has to work with.

9. Announcements

Dr. Hollister announced that an executive session would take place after the board meeting to discuss a land matter and a legal matter.

Dr. Hollister noted the School Board meeting would take place on Monday, January 26th.

10. Adjournment

Mr. Hartz made a motion to adjourn the meeting at 7:29 p.m. with a second by Mr. Irvin.
The motion was approved (6-0; 3 absent)

Justin W. Johnson
School Board Secretary
January 12, 2015