



Board of Directors Meeting September 19, 2016 Minutes

Roll Call

Members in attendance were: Paul Irvin, Dina Maio, Bryan Naranjo, Melissa Readman, Thomas Wentzel, and Glenn Yoder

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

Members not in attendance were: Jonathan Dahl, Rodney Jones, Jennifer Zeiset

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

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. Agenda Modification/Approval of Agenda

Requests by board members to remove an item for separate consideration.

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

4. Student of the Month Presentation

Douglas Kurtz, 12th Grade, Garden Spot High School, Narvon, PA

Elizabeth Alvarez, 12th Grade, Garden Spot High School, New Holland, PA

Mr. Sanger introduced and congratulated the October Students of the Month for being chosen for their character trait of Leadership.

October

Douglas Kirk, Narvon, Unable to Attend.

Elizabeth Alvarez, New Holland, accompanied by her parents, Mr. Arturo Alvarez & Mrs. Olga Vargas-Botero.

Dr. Hollister thanked the students for their leadership and noted that they were roles models for both students and adults.

5. Citizens of the District 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.)

Mark Weaver, New Holland

Mr. Weaver thanked the Board for all their efforts, then said a prayer.

6. Special Presentation - PSSA Report out for 2015-2016 School Year

Dr. Hollister introduced Mr. Greg Frederick the Director of Elementary Instruction. Mr. Frederick presented to the Board a PSSA Report for the 2015-2016 school year. Mr. Frederick noted that the information presented was the District's achievement data and the District's growth data would be not be released until the end October as well as the School Performance Profile (SPP) for each school. The Board would be presented with this information at that time.

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

- a. **Approval of Minutes**
- b. **Treasurer's Report**
- c. **Approve Personnel Report**
- d. **Bills Paid**
- e. **Cafeteria Fund Treasurer's Report**
- f. **Investments**
- g. **Student Activity Account**
- h. **Approve Budgetary Transfers**
- i. **Approve the Settlement Agreement for Educational Services for a Student with Special Needs**
- j. **Action Item - Approve an Educational Program Tuition Agreement for 2016-2017 school year**
- k. **Action Item - Approval of Affidavits of Guardianship**

8. Action Items

Items Removed from Consent Agenda for Separate Consideration

- a. **Action Item - INSPECTION AND COPYING OF PUBLIC RECORDS POLICY 801**
Minor change in the Right to Know Policy per State Audit Team recommendation.
- b. **Action Item - NEPOTISM POLICY # 304.1**
Creation/addition of a Nepotism Policy. We have not had one in the past. It is recommended by the State Audit Team to add such a policy.

Dr. Hollister reminded the Board of the two policies that needed to be updated or added as recommended by the State Auditors.

Mr. Irvin made a motion to approve the Eastern Lancaster County School District School Board Inspection and Copying of Public Records, Policy 801 and Nepotism Policy, 304.1. It was seconded by Mr. Naranjo. **The motion was approved. (6-0; 3 absent)**

9. Reports

- a. **Lancaster County Tax Collection Bureau**

Met on September 14, 2016

Received the Service Organization Control (SOC) Audit Report for July 01, 2015 to June 30, 2016

- the Bureau continues to maintain strong Procedures and Controls

Non-Filer Mailing (2015 tax year) and PA Dept of Revenue Data Comparison Mailing (2014 Tax Year) have gone out
Executive Director - retirement at the end of 2017 calendar year
Next meeting - November 16, 2016 (2017 Operating Budget)

Mr. Ramsey reported that the LCTCB met on September 14th and noted that meeting mainly consisted of the Service Organization Control Audit which goes through the controls and procedures of the Tax Bureau. He also reported that the Executive Director of the Tax Bureau was planning on retiring at the end of 2017 and a new director would be hired July 1, 2017. The next LCTCB meeting would occur on November 16th.

b. Lancaster-Lebanon IU13

Mr. Irvin reported on the September 14th IU Board meeting and shared several highlights from the board meeting report: He reported that the IU13 Board approved \$15,497,785.19 in disbursements and approved several new or addition to service contracts for Business Services, Early Childhood and Special Education Services, Instructional Services, Technology Services, and Human Resource Services. There were thirty (30) resignations, seven (7) terminations, two (2) retirements, seventy-three (73) new hires, fifty (50) changes in position or salaries, and four (4) leave of absences.

Mr. Irvin announced that the Lancaster-Lebanon IU would be hosting a Job Fair tailored to Substitutes on October 3rd.

Mr. Irvin noted that the Board was required to vote on the PSBA elections and commented that upon the recommendation of an IU13 Board members, all candidates were fit for their associated running positions.

Mr. Wentzel made a motion to approve the vote for the 2017 slate of candidates for PSBA President Elect, Vice President and 5 At-large representatives for the Pennsylvania School Board Association 2017 Elections. It was seconded by Mrs. Maio. **The motion was approved. (6-0; 3 absent)**

c. Lancaster CTC

Mrs. Readman reported that the JOC met on August 25th. Mrs. Readman distributed and presented to the Board the 2016 Program Solutions Update from the CTC Administration to counter the increased interest in the CTC programs. She noted that there was a surplus of 150-200 applications that had been placed on the waiting list. She also presented the possible 2017 Program Direction that the CTC Administration was suggesting. These included the expansion of several current programs and the addition of several new programs and degrees. Mrs. Readman asked for comments, concerns, and questions from the Board to be presented to the JOC before the October 27th JOC meeting.

Dr. Hollister stated the concerns and comments of the Superintendent Advisory Committee based on the recommendations of the CTC Administration.

d. Legislative

Mr. Wentzel remarked on the presentation given by Representative Dave Zimmerman regarding the possible bills to be presented to the State and Senate Houses after the election. Mr. Wentzel also reported on Act 70 of 2014 which presented guidelines on the classroom instruction of the Holocaust, Genocide and Human Rights Violations.

10. Superintendent's Report

Dr. Hollister presented the Board with several updates regarding Eastern Lancaster County School District's current enrollment for the start of the 2016-2017 school year indicating that numbers were very close to those predicted by the Pennsylvania Economy League (PEL) survey. Dr. Hollister recommended an update from PEL in the spring knowing the expectation of new housing developments currently being proposed.

He also remarked on the presentation of Sarah Fritz from the District Attorney Office at a previous meeting, announcing that Eastern Lancaster County School District working with both Representative Dave Zimmerman's office and the District Attorney Attorney's Office would be hosting a Community Forum regarding the current heroin epidemic.

Dr. Hollister commented on the District's current emergency or early dismissal procedures which does not include the use of the emergency dialing system. He noted that this decision was reinforced with the release of a ruling from FCC regarding the penalizing of school districts for send out emergency notifications to numbers no longer associated with parents of the district. School districts could be penalized \$3,000 for every time the number is called. He reported that several school districts were currently being sued for this practice.

11. Announcements

Dr. Hollister announced that there would be an executive session after the meeting to discuss a personnel matter regarding performance.

12. Adjournment

Mr. Wentzel made a motion to adjourn the meeting at 7:58 p.m. with a second by Mr. Irvin. **The motion was approved. (6-0; 3 absent)**

Justin W. Johnson
School Board Secretary
September 19, 2016