



Committee of the Whole Meeting May 14, 2018 Minutes

A Committee Meeting of the Eastern Lancaster County School Board of Directors, which was properly advertised in the LNP *Lancaster Newspaper*, was held on Monday, May 14, 2018 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: Gary Buck, Jonathan Dahl, Paul Irvin, Rodney Jones, Dina Maio, Bryan Naranjo, Thomas Wentzel, and Glenn Yoder **Note:** *Mr. Jones was joining via videocam.*

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

Members not in attendance were: Melissa Readman

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 7:02 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.

[Nathan Kindt, New Holland.](#)

Mr. Kindt thanked the Board and Administration and said a prayer.

4. Special Presentation - ELANCO Spartan Academy

Mr. Elias Cox, Assistant Principal of Garden Spot High School gave a presentation on the ELANCO Spartan Academy a credit recovery program with structure and accountability measures that help student succeed and graduate on time. Mr. Cox thanked Mrs. Melissa Heilner who works with the students in the program. Tyler Lanser, 12th Grade and Brianna Hoffard, 12th both commented on their experience in the program.

Board Members and Dr. Hollister both thanked, Mr. Cox, Ms. Heilner and the students for coming to the meeting and presenting.

5. Approve Personnel Report

Dr. Larkin informed the Board that several new hires were present to be introduced to the Board.

Mrs. Kara Martin, Director of Special Education & Gifted Services introduced Morgan Gardinier, Learning Support Teacher for New Holland Elementary, Amanda Laird, Learning Support Teacher for Brecknock Elementary, and Karisa Nord, Emotional Support Teacher for Garden Spot High School.

Mrs. Kimberly Andersen, Principal of Brecknock Elementary School introduced both Cody Straub and Jessalyn Rohrbaugh, 4th Grade Teachers.

Dr. Hollister informed the Board that Stacey Hoffman, the incoming Secondary Assistant Principal would be approved as well.

Mr. Wentzel made a motion to approve the personnel report. It was seconded by Mr. Irvin. **The motion was approved. (8-0; 1 absent)**

6. Approve Resolution Authorizing Proposed Final Budget Display and Advertising

The proposed final budget includes the following:

- tax neutral millage rate of 12.1545 (down from 15.2848 mills) due to reassessment
- proposed tax increase in the total amount of .2552 mills (2.10%) for a total millage rate of 12.4097 mills for 2018-19
- use of \$723,876 of fund balance.

The proposed final budget of the School District for the 2018-2019 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 2018-19 budget up until final adoption on June 18, 2018.

Mr. Ramsey requested the Board to approve the Resolution Authorizing the proposed Final Budget to be displayed and advertised. He noted that the budget would then be voted on at June 18, 2018 Board Meeting. Mr. Ramsey summarized several changes & adjustments since the last time the Board reviewed the proposed budget including an increase in expenditures and a recommendation of a 2.1% tax increase.

The Administration and Board discussed the final budget with a request for the tax increase to be below 2.0%. Mr. Ramsey indicated that he would bring to the Board a revised budget with their recommendations.

Mr. Irvin made a motion to approve the Resolution Authorizing Proposed Final Budget Display and Advertising. It was seconded by Mr. Wentzel. **The motion was approved. (8-0; 1 absent)**

7. Property and Services

a. Action Item - Approve the Special Education Service Contracts with the Lancaster-Lebanon IU #13 for the 2018-19 School Year.

Mr. Ramsey requested the Board to approve the Special Education Service Contracts with the Lancaster-Lebanon IU #13 for the 2018-19 School Year. He noted that the contract with the details of the contract number and cost would be presented at the upcoming Board meeting for the Board's review prior to approval.

b. Action Item - Approval of Fulton Bank, PNC Bank, and Pennsylvania School District Liquid Asset Fund (PSDLAF) as District Depositories for 2018-2019

Mr. Ramsey requested the Board's approval of Fulton Bank, PNC Bank, and Pennsylvania School District Liquid Asset Fund (PSDLAF) as District Depositories for 2018-2019, noting that this was an annual approval process each May.

c. Action Item - Breakfast, Lunch and Milk Prices effective for 2018-19 school year

Previously, the Healthy, Hunger-Free Kids Act, which is effective July 1, 2011, requires schools participating in the School Nutrition Programs to price their school lunches so the reimbursement received for free meals or reduced price meals are not offsetting the cost to produce the paid meal.

For 2018-19, District's that have a positive balance in the Food Service account as of January 31, 2018 can choose to not increase their prices for 2018-19; therefore, there will be no increase in prices for 2018-19.

Mr. Ramsey requested the Board to approve the Breakfast, Lunch and Milk Prices effective for the 2018-19 school year. He indicated that due to changes in policy and because the School District had a positive balance in the Food Service Account as of January 31, 2018, the District's school lunch and milk prices would not increase.

d. Information Item - 2018-19 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>2018-19</u>	<u>2017-18</u>
Homesteads	6,693	6,584
Farmsteads	275	274
Total	6,968	6,858

The District's share of the gaming revenue and Sterling Act reimbursement for 2018-19 and the unallocated portion from 2017-18 is \$446,246.99 (2017-18 was \$443,965.73). The homestead/farmstead exclusion amount will be set at the June 18, 2018 board meeting; however, based on the tax increase in the proposed final budget, the preliminary tax relief amount per homestead is \$64.04 (2017-18 - \$64.74) and per farmstead is \$64.04 (2017-18 - \$64.74).

Mr. Ramsey updated the Board on the current Homestead and Farmstead number for 2018-2019, noting the increase of 110 properties since the last time he reported.

8. Program

a. Action Item - Approve the Assistant Superintendent signing a contract with Caron Foundation for SAP services for the 18-19 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 4.5 days per week at a cost to the District of \$37,908.00 per year. This cost is an increase of \$6,032 and an additional half day per week over the 17-18 school year contract.

Dr. Larkin requested the Board to approve her signing a contract with Caron Foundation for SAP services for the 18-19 school year. She noted an increase in cost from the previous year with an additional .5 day to help cover student needs.

b. Information Item - New Course in Design Engineering for Garden Spot High School Fall 2018

A new course has been developed by the Technology & Engineering Department for the Fall of 2018. A new Design & Engineering course was developed that is not about introducing new technological concepts, but focuses on mastering previously learned concepts while learning how to manage a large project. Some of the new project management skills students will develop are collaboration, time management, budget management, working professionally with local businesses, and preparing a large professional presentation. Students may choose to compete with the project that they design in the course in the Pennsylvania Governor's STEM Competition. However, no student will be required to enter that competition.

Course Description: At this level the students should be proficient in using the technological design process for small and medium sized design challenges. This course will focus on mastery of the design process and its application in a long-term, open-ended project. Students will learn how to develop a design process, and plan and organize a large-scale project. The students will learn how to conduct detailed research for a design problem. Students will also learn how to collaborate with peers and businesses to find a solution to their problem.

Dr. Larkin presented the new course, Design Engineering, for the 2018-2019 school year to start in the Fall at the Secondary level for 11 and 12 graders which would be voted on at the June Board Meeting.

c. Information Item - Update on 2018-2019 School Year - Curriculum, Staffing, Focus Areas

Dr. Larkin updated the Board on District curriculum and staffing for the 2018-2019 school year, noting the current Elementary ELA curriculum revision progress and the current staffing positions currently filled and those still left to be filled.

9. Management

a. Action Item - Approve a 75-unit increase to Middle School TSA Extracurricular Matrix.

Dr. Hollister requested the Board to approve a 75-unit increase to Middle School TSA Extracurricular Matrix.

b. Action Item - Reduce by 75 units Quiz Bowl from 225 to 150 units on the Extracurricular Matrix.

Dr. Hollister requested the Board to approve the reduction by 75 units the Quiz Bowl extracurricular position from 225 to 150 units on the Extracurricular Matrix.

c. Action Item - Add a position “Elementary Choral Accompanist” for 50 units on the Extracurricular Matrix.

Dr. Hollister requested the Board to approve the addition of a position “Elementary Choral Accompanist” for 50 units on the Extracurricular Matrix.

d. Action Item - Approve, through Resolution, Mr. Keith Ramsey as the District’s Tax Collector as a part of his regular duties as Chief of Finance &...

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 2018-19 school year.

Dr. Hollister requested the Board to approve the annual resolution for Mr. Keith Ramsey to be appointed as the District’s Tax Collector as a part of his regular duties as Chief of Finance and Operations for the 2018-19 school year.

e. Action Item - Approve Mr. Thomas Wentzel as Treasurer of the Eastern Lancaster County School Board for a period of one year (2018-19)

School Board Treasurer

Approve Mr. Thomas Wentzel as Treasurer of the Eastern Lancaster County School Board for a period of one year (2018-19)

Dr. Hollister requested the Board to approve the annual appointment of Mr. Thomas Wentzel as Treasurer of the Eastern Lancaster County School Board for a period of one year (2018-19).

f. Action Item - Conduct Election of IU Board of Directors Candidates

Dr. Hollister informed the Board that each board member would need to submit an individual ballot for the Election of the IU Board of Director Candidates.

g. Information Item - 2018-2019 School Calendar

Present a calendar option with a later completion date and built-in “snow days”.

The Administration and Board discussed possible revisions to the 2018-2019 school calendar with a later completion date and built-in snow days to provide a more stable end date of the school year. After further discussion the Board proposed the option of changing the sequence of the snow make-up days.

Mr. Dahl made a motion to change the sequence of the snow make-up days on the 2018-2019 School Calendar moving President's Day, February 18th before June 7th. It was seconded by Mr. Buck. **The motion was approved. (7-1; 1 absent)**

h. Information Item - Upcoming Graduation Activities

Upcoming Graduation Activities

- Senior Awards, May 22nd, 6:00 p.m., Shady Maple
- CTC Awards Celebration, May 29th, 7:00 p.m., Three Difference Sites
- Baccalaureate, June 3rd, 7:00 p.m., Auditorium
- Graduation, June 8th, 6:30 p.m., Gymnasium

Dr. Hollister informed the Board on several upcoming events related to the graduates.

i. Information Item - PSBA Voting Delegate: Optional

Dr. Hollister offered to the Board the option of sending a PSBA Voting Delegate to the upcoming PASA-PSBA Conference in October.

Dr. Hollister updated the Board on the possible partnership with the YMCA for a pre-school daycare program to help with the current number of students who are being dropped off in the morning at Blue Ball Elementary school. The Board and Administration discussed possible plan for additional programs at other elementary schools.

10. Announcements

No Announcements.

11. Adjournment

Mr. Wentzel made a motion to adjourn the meeting at 8:37 p.m. with a second by Mr. Irvin. **The motion was approved. (8-0; 1 absent)**

Justin W. Johnson
School Board Secretary
May 14, 2018