



Eastern Lebanon County School District

180 ELCO Drive, Myerstown, PA 17067

January 13, 2026, DO Boardroom, 5:00 pm

General Services and Finance

Committee Minutes

GENERAL SERVICES COMMITTEE

General Services Committee Chair: **JP Santos**

General Services Committee Members: **Jack Kahl, Megan Schaeffer, Jordan Weaver (attended on Zoom);**

Board President, **Rachel Moyer**

Call to Order and Welcome

- Mr. Santos called the meeting to order at 5:00 pm.

Discussion Items

- Security Enhancement: Re-Keying Project
 - Mr. Frantz stated that the HS and IS were re-keyed during construction. A grant was secured to re-key the other schools.
 - Mr. Santos asked about annual costs, and Mr. Frantz clarified that this applies to physical keys, not badges.
- Soccer Shed Donation
 - The booster club would like to place an 8 x 28 shed at the current shed's location. No permit is needed if the old shed is removed. Volunteers will take care of the stone foundation. The existing shed is in fair condition. If it is relocated, the district would incur permit costs. There is interest from Myerstown Soccer Club to have the shed, which was originally donated to the district. The committee supported this donation.
- Fort Zeller Playground
 - There are safety concerns with some of the playground equipment. Some of the equipment has been removed, and others have been cautioned off due to unsafe conditions. The equipment is 20 years old, and parts are not available. Students can use the other two playgrounds. Mr. Frantz shared

that he is securing quotes for new equipment. There have been discussions about a PTO fundraising campaign.

- Mrs. Schaeffer shared that the PTOs may be able to contribute a small amount, but would most likely not be able to cover the high costs. Any fundraising effort for the PTO could divert funds from the regular operating budget. She also stated that there is now a disparity between the equipment at Jackson and Fort Zeller.
- The committee discussed the potential for a multi-year plan to replace the equipment.
- Mr. Santos shared that the teachers are doing a great job of keeping students off the equipment that is marked off. Mr. Frantz shared that his concern is what is happening after school hours.
- Mrs. Vicente shared that the Jackson playground was renovated to be ADA accessible. She recommended that the district assemble a committee of parents and staff from Fort Zeller to raise funds and apply for grants.
- Mr. Ondrusek (not on the committee) was permitted to make a comment stating that it may be beneficial for the district to look at local fabricators to refurbish the current equipment. Mr. Frantz shared that there may be liability concerns if the equipment were to be refurbished.
- Mr. Santos stated that the district cannot afford a new playground at this time.
- Auction Opportunity
 - Mr. Frantz shared that there is an opportunity to auction materials and equipment. He has experience in auctions and suggested that the district work with an auctioneering company to raise some money from the unused equipment while it still has value.
 - Mr. Santos asked if a list of items would be given to the Board. Mr. Frantz shared that the images of the items would be shared with the Board.
 - Mr. Frantz looked at several different companies and has had a great experience with Whitman.
- Middle School Boiler
 - There have been some pilot light issues in Boiler 1 in December. Boiler parts are no longer available. In January, the second boiler is now having the same issues. There are leaks that cannot be repaired. He is working on three quotes to replace them. A mobile boiler will be installed on Saturday, January 17, 2026. The rental is a month-to-month rental. He recommends installing a high-efficiency model to save on energy costs.
 - Mrs. Vicente shared that the mobile boiler contract will be on the agenda, and the cost is approximately \$16,000 per month.

- Mr. Santos asked how much a new boiler costs. Mr. Frantz shared that they could run from \$250,000 to \$350,000. There are additional costs to remove them, too.

Public Comment:

Mr. Kramer shared that the boiler issue is why the district must stay on track with the renovation schedules. Mr. Kramer shared that the district should hire a district architect to develop a renovation plan and provide the district with a clear budget for these projects in the long term.

Mrs. Vicente shared that the district does have AEM as the district architect. It is the board's decision if they move away from AEM. She also shared that when the high school project started, the district moved from Site Logic to AEM. There are many benefits to partnering with an architect who gets to know your buildings and can partner with Mr. Frantz.

Mr. Kramer shared that Crabtree was good when they were in the district, and Mr. Kahl shared that the project's change orders were less than 1%.

The committee expressed interest in having additional conversations at the next meeting about issuing an RFP for an architect.

Mrs. Kantner shared that she attended a grant workshop where Senator Gebhard stated that it is better to go through a foundation like Dunham's Sporting Goods than to apply for grants.

Next Finance Committee Meeting:

- February 3, 2026

Adjournment

- Mr. Santos adjourned the meeting at 5:44 pm.

Future General Services Committee Meetings:

March 3, 2026
April 8, 2026
May 5, 2026
June 9, 2026

August 4, 2026
September 9, 2026
October 6, 2026
November 3, 2026

FINANCE COMMITTEE

Finance Committee Chair: **Ray Ondrusek**

Finance Committee Members: **Howard Kramer, JP Santos, Megan Schaeffer;**
Board President, **Rachel Moyer**

Call to Order and Welcome

- Mr. Ondrusek called the meeting to order at 5:52 pm.

Discussion Items

- Bond Refinancing: 2018 and 2019 Bonds - presentation by Lou Verdelli from Raymond James and Scott Shearer from PFM.
 - The last bond refinancing resulted in the debt service being approximately \$50,000 lower each year.
 - The committee heard a presentation on the potential to refinance the 2028 and 2019 bonds. Interest rates are going down. The greatest benefit of refinancing is realized at the call date; the longer the district waits, the less savings will be realized. The district is well beyond the call date now, so it would be advantageous to move quickly on the refinancing. A floor of \$150,000 could be written into the agreement, stating that if the district does not save at least that amount, it will not move forward. The maturity date is not extended; it is simply moving from a higher to a lower interest rate. Other bonds beyond their call dates are not being considered for refinancing, as they offer lower interest rates. The savings structure is designed to deliver the greatest savings in the first year.
 - The committee recommends moving forward with the recommendation.
- 2026-2027 Budget Update
 - Mrs. Mathias shared that, overall, the building and department preliminary budgets came in about \$39,000 below last year's.
 - There is currently a deficit of approximately \$2.4 million based on preliminary expenditure and revenue figures, using the Act 1 Index of 4.2%.
 - The drivers of the increases are a result of increases in cyber-charter (21% increase), medical insurance (17%), special education (5.6%), wage increases (2.4%), and a capital reserve transfer of \$250,000. The total of all these increases is approximately \$2.4 million, which explains the deficit.

- Local and state revenue is being held flat. Federal revenue was reduced by \$56,000.
- Mrs. Vicente shared that because the district did not receive adequacy funding, the district has the ability to raise taxes above the index. ELCO is the only district in the county that does not receive adequacy funding.
- 2025-2026 Update
 - Under the new formula, the adjusted cyber charter rate went down slightly, but the number of students enrolled has gone up. The committee had a spirited conversation about the costs of cyber charter schools, the formula, and the reasons families choose cyber charters.
- Lebanon County CTC Renovation Update
 - Mrs. Vicente shared an overview of how the Lebanon CTC is governed and operates. She shared information about the Articles of Agreement and the organization structure, including the LCCTC Authority, JOC (Joint Operating Committee), Director, and Superintendent of Record. Each occupation/school program also has an OAC (Occupational Advisory Committee).
 - Fixed operating costs are shared among the participating districts. The calculation is based on the average daily membership (ADM) of students attending the CTC over the past three years.
 - A budget must be approved by $\frac{2}{3}$ of the member districts.
 - There are currently three different proposals for the CTC renovation. One is calculated on ADM, a second on market values (STEB), and the third on a mix of the two.
 - Mr. Santos shared that there will be three votes: one on the Articles, one on the budget, and one on the renovation.
 - To fund the renovation, districts need to start planning for these expenses now. Current-year budgets and tax increases should be used to plan for future expenses.
 - Mr. Santos shared that the CTC building is in desperate need of renovation, and systems are starting to fail. He also shared that when the renovations are complete, more students will be able to attend CTC, and then the costs of sending students to CTC will also increase.
 - In future meetings, the costs of the renovation and their impact on ELCO's share will be discussed.

Public Comment:

Eric Tanger: Cyber charter schools can offer many more options for the types of classes available to students. Districts will not be able to compete with that. The CTC would welcome visitors. The teachers need the renovation to happen. It needs to be the right type of renovation, not just a band-aid for the problem. The CTC turns students away every year. There needs to be money spent effectively to increase the number of students the CTC can serve.

Next Finance Committee Meeting:

- February 3, 2026

Adjournment

- Mr. Ondrusek adjourned the meeting at 7:08 pm.

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