DATE: January 11, 2018

COMMITTEE: Budget & Finance/Property Committee

CHAIRMAN: Timothy W. Stayer

ASSIGNED MEMBERS: Glenn Martin and Chris Weber

BOARD MEMBERS IN ATTENDANCE: Philip L Eby, Richard Gehman, Ted Kachel, Glenn Martin, Tim Stauffer, Timothy W. Stayer, Chris Weber and David Wissler

OTHERS IN ATTENDANCE: Dr. Brian Troop, Superintendent; Dr. Jacy Hess and Richard Hornberger, Assistant Superintendent; Kristee Reichard, Business Manager; Sarah McBee, Community Relations Coordinator; and Timothy McCormick, IT Director

ACTION ITEMS

Budget & Finance

I. Exonerations
After review and discussion, the Committee endorsed the Administrative recommendation to approve the following Real Estate Tax Exonerations:

<table>
<thead>
<tr>
<th>Township</th>
<th>2017-2018</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ephrata Township</td>
<td>2017-2018</td>
<td>$7,761.49</td>
</tr>
</tbody>
</table>

II. Lancaster County Career & Technology Center 2018-2019 Proposed General Fund Budget
After review and discussion, the Committee endorsed the Administrative recommendation to approve the proposed 2018-2019 Lancaster County Career and Technology Center Budget for $20,237,110.

III. Write Steps Agreement
After review and discussion, the Committee endorsed the Administrative recommendation to approve a one year agreement with Write Steps. This program is for writing and grammar resources for grades K-5 at a cost of $22,178.

IV. Safe Schools Initiative Targeted Grants – School Climate Program
After review and discussion, the Committee endorsed the Administrative recommendation to approve the acceptance of a School Climate Leadership Initiative Grant through Safe Schools in the amount of $1,800. This grant will fund expenses associated with this program.
Property

I. Change Order – Middle School Tennis Court Project
After review and discussion, the Committee endorsed the Administrative recommendation to approve the following change orders for the Middle School Tennis Court Project:

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Grote Construction</td>
<td>MS Tennis Court</td>
<td>Labor and material to provide additional bituminous paving overlay on the existing connector walk from the tennis courts to the main walk, requested by owner</td>
<td>$2,520.10 Inc.</td>
</tr>
<tr>
<td>5</td>
<td>Grote Construction</td>
<td>MS Tennis Court</td>
<td>Labor and material to provide additional galvanized fencing from existing fence to the new tennis court fencing, requested by owner.</td>
<td>$ 480.00 Inc.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>$3,000.10</strong></td>
</tr>
</tbody>
</table>

INFORMATION / DISCUSSION ITEMS

Budget & Finance

I. **WAN Services**
The proposals from the IU 13 for Wide Area Network were discussed with the Committee. The Administration’s recommendation to the IU is option 2 with Crown Castle. The District should have a contract for the January 29 board meeting.

II. **Telephone System**
The Administration is looking to upgrade the District’s Mitel Phone System. The approximate cost for the project will be $100,000 for hardware and licensing and $30,000 for labor and setup. The District should have the contract for the January 29 board meeting.

III. **Printer Contract**
The current printer/copier contract with Edwards Business Solution will expire in June of 2018. The District is negotiating a new contract.

Property

I. **HS Media Center Project**
This will go out to bid on January 16, 2018.

II. **Tennis Court Project**
There will be reseeding in the spring.

III. **MS Exterior Door Project**
New doors will be installed next week.