DATE: September 11, 2017

COMMITTEE: Budget & Finance/Property

LOCATION: District Office

CHAIRPERSON: Timothy W. Stayer

ASSIGNED MEMBERS: Glenn Martin and Chris Weber

BOARD MEMBERS IN ATTENDANCE: Judy Beiler, Ted Kachel, Jenny L. Miller, Robert Miller, Tim Stauffer, Timothy Stayer and Chris Weber

BOARD MEMBER ABSENT: Glenn Martin

OTHERS IN ATTENDANCE: Dr. Brian Troop, Superintendent; Jacy Hess and Richard Hornberger, Assistant Superintendents; Kristee Reichard, Business Manager/Board Treasurer; Jeremy Bishoff, Employee; David Wissler, Resident

ACTION ITEMS

Budget & Finance

I. Cyber School Contract with Warwick School District
   Consideration to approve a Cyber School contract for an elementary student for regular education from Warwick School District for the 2017-2018 school year. The cost is $10,426.18 per student, plus additional related services billed on an hourly basis if needed.

II. Settlement Agreement and Release
    Consideration to approve the settlement of a special education matter. The District’s solicitor reviewed the agreement.

III. Safeschools Training Agreement
     Consideration to approve an agreement with Safeschools for the 2017-2018 fiscal year. Safeschools offers a web-based staff training and compliance management system specifically designed for school employees. The cost to the district is $3,951.08 per year.

IV. Fusfoo Participation Agreement
     Consideration to approve an agreement with Fusfoo Participation Agreement for the 2017-2018 and 2018-2019 school years. Fusfoo Media will be used to store our Ephrata AM announcements and other videos. There is no cost for these services.

V. Write Steps Pilot Agreement
    Consideration to approve an agreement with Write Steps for the 2017-2018 school, for writing and grammar resources. The cost is as follows:
    Grades K-4 - $1,808.00
    Grade – 5 $ 226.00

VI. “Job for All” Agreement
    Consideration to approve a Job Trainer Contract with PA Department of Labor and Industry, Vocation Rehabilitation. The training will provide a student the necessary skills and abilities to carry out the responsibilities of the assigned position.
VII. Agriculture Program for Student from Cocalico
Consideration to approve a student from Cocalico to be enrolled in the Ephrata Agriculture Program.
The Cocalico School District has agreed to pay the tuition for the 2017-2018 school year in the amount of $9,516.72.

Property
None

INFORMATION / DISCUSSION ITEMS

Budget & Finance

I. General Fund Budget 2018-2019
The Committee was informed the Base Act I Index is 2.4 percent for 2018-2019. The District’s adjusted rate will be slightly higher.

II. Right to Know Request
The Administration informed the Board regarding a Right to Know Request that was recently received. The Board was given background information regarding the request and the board was informed the district will respond according to the district’s solicitor by redacting personal financial information.

III. IDEA Audit Letter
The Administration informed the Committee the District has received a letter regarding IDEA funds. The letter states the district is in compliance with federal to state determination requirements.

IV. Reassessment Update
The Administration updated the Committee regarding the real estate reassessment process. The new assessment totals should be out by November 15th at that point the district can calculate an adjusted rate for flat taxes.

V. Acknowledge Donations
A. In the past 12 months, the District has earned 13 vouchers from ModernEYES Optical, Lancaster, PA, for free exams and glasses for students. Six students have redeemed vouchers for exams and glasses during this period.
B. Snyder’s Vacuum and Sewing, Inc. in York, PA, a Brothers Sew & Vac dealer, donated four machines valued at $1,352.80 to the Intermediate/Middle School Makerspace. The machines will be used by the Sewing and Repurpose Group and by teachers who will use the scan-and-cut feature to create items for their classrooms.

VI. Lincoln Benefit Trustee Meeting
Tim Stayer updated the Committee regarding a recent Lincoln Benefit Trustee meeting regarding the District health benefit fund. He shared a recap of 2016-2017 and informed the Board the District is on track with the health benefit budget.

Property

I. Current Project Updates
   • Tennis Courts 99% Completion -- punch list
   • Store Front at MS 50% Completion

Storefront at Middle School Update
The Administration informed the Committee the doors have been installed at the Middle School, there is a meeting scheduled with the manufacturer, distributor and installer to discuss some issues.
II. **Future Project Updates**

- **Exterior signs**
  The Administration informed the Committee they are contacting the different municipalities in the District discussing zoning for digital signs at each of the district buildings. The Ephrata Borough requires the applicant to attend a zoning hearing. The District will attend the Borough meeting in October.

- **High School Media Center**
  The Administration gave an update on the upcoming High School Media Center project. The Committee reviewed sketches of different areas and were informed the cost could be up to $4 million.