DATE: December 3, 2019
COMMITTEE: Budget & Finance + Property Committee
TIME: 7:30 PM – 8:15 PM
BOARD MEMBERS IN ATTENDANCE: Judy Beiler, Philip Eby, Richard Gehman, Trisha Good, Glenn Martin, Tim Stauffer, Timothy W. Stayer, Chris Weber, and David Wissler

OTHERS IN ATTENDANCE: Dr. Brian Troop, Dr. Jacy Hess, Dr. Richard Homberger, Holly Albert, Kristee Reichard

GUESTS IN ATTENDANCE: Jill Hackman and Roxanne McMurtry

ACTION ITEMS

Budget & Finance

I. Real Estate Tax Exonerations
After review and discussion, the Committee endorsed the Administrative recommendation to approve the following real estate tax exoneration

   Ephrata Township 2019-2020 $148.35

II. 2018-2019 Local Audit – Herbein + Company
After review and discussion, the Committee endorsed the Administrative recommendation to approve the receipt and acceptance of the 2018-2019 audit report completed by Herbein + Company

III. General Fund Budget – Opt Out Resolution
After review and discussion, the Committee endorsed the Administrative recommendation to approve the Accelerated Budget Opt-Out Resolution for 2020-2021. The adjusted index for the 2020-2021 fiscal year is 3.20%. The School Board will not increase the rate of its real estate tax in excess to the adjusted index.

IV. School Datebooks Contract
After review and discussion, the Committee endorsed the Administrative recommendation to approve a three-year contract with School DateBooks for 450 of the 2020 Windsor 5.5x8.5 student planners. The planners are given to ninth graders and learning support students. The cost is $787.69 per year.

V. 2019-20 School Physicians & Health Care Providers
After review and discussion, the Committee endorsed the Administrative recommendation to approve Dr. John Coates as school physicians and health care providers

VI. Transportation Contract Additions
After review and discussion, the Committee endorsed the Administrative recommendation to approve Groff van drivers for the 2019-20 school year
   • Kari Malmer
   • Mary Ann Ramirez

VII. Children and Youth Agreements
After review and discussion, the Committee endorsed the Administrative recommendation to approve a Memorandum of Understanding and a Transportation Plan
with Children and Youth:
- MOU is an agreement to collaboratively design a local transportation plan for foster care youth
- Transportation Plan addresses transportation for foster care youth in a cost-effective way by establishing written protocols and procedures to ensure the foster care youth can remain in their school of origin whenever possible

**Property**

I. **Lancaster-Lebanon IU 13 Bulk Fuel Procurement Program - Participation Agreement for 2020-2021**

   After review and discussion, the Committee endorsed the Administrative recommendation to approve a Participation Agreement with Lancaster-Lebanon IU 13 to participate in the collaborative procurement to purchase bulk fuel for district buildings for 2020-2021. The amounts of fuel oil for the buildings will be on the December 16th agenda.

II. **Change Orders**

   After review and discussion, the Committee endorsed the Administrative recommendation to approve the following change orders for the Middle School Media Center Project:

   A. HVAC Contractor

<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>#3</td>
<td>Frey Lutz, Corp.</td>
<td>MS Media Center</td>
<td>Three new sheet metal drops to connect existing return grilles.</td>
<td>$ 852.17 Inc.</td>
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<tr>
<td>Total</td>
<td></td>
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<td>$ 852.17 Inc.</td>
</tr>
</tbody>
</table>

**INFORMATION / DISCUSSION ITEMS**

**Budget and Finance**

I. **Mennonite Central Committee**

   The Board was informed on Mennonite Central Committee’s taxable properties, exempt properties and annual donations.

II. **Local Education Agency Letter of Agreement with PA Education for Children and Youth**

   The Board was informed regarding the Local Education Agency Letter of Agreement for PA Education for children and youth experiencing homelessness with Berks County Intermediate Unit.

**Property**

I. **Current Project Updates**

   MS Media Center 99% Complete - Punchlist

II. **Future Project Updates**

   Music/Washington/District Office