

Ephrata Area School District BUDGET & FINANCE /PROPERTY MINUTES of February 4, 2019

DATE: February 4, 2019
COMMITTEE: Budget & Finance/Property Committee
TIME: 7:00 PM – 7:20 PM
CHAIRMAN: Timothy W. Stayer
ASSIGNED MEMBERS: Glenn Martin and Chris Weber
BOARD MEMBERS IN ATTENDANCE: Judy Beiler, Phil Eby, Richard Gehman, Ted Kachel, Glenn Martin, Tim Stauffer, Timothy Stayer and Chris Weber
OTHERS IN ATTENDANCE: Dr. Jacy Hess, Rick Hornberger, Dr. Brian Troop and Kristee Reichard, Business Manager/Board Treasurer

ACTION ITEMS
Budget & Finance

I. Exonerations

After review and discussion, the Committee endorsed the Administrative recommendation to approve the following tax exonerations:

Ephrata Township 2018-2019 \$406.46

II. General Fund Budget Transfers

After review and discussion, the Committee endorsed the Administrative recommendation to approve the following 2018-2019 General Fund Budgetary:

TRANSFER FROM			TRANSFER TO		
Account	Description	Amount	Account	Description	Amount
1164170M	EMS Reg Ed Math Books	\$500.00	1161170M	EMS Math Supplies	\$500.00
1164170M	EMS Reg Ed Math Books	\$1,000.00	1110-618-170	EMS Math Software	\$1,000.00
1176121H	EHS Music Equipment	\$4,098.51	1161121H	EHS Music Supplies	\$4,098.51
TOTAL		\$5,598.51	TOTAL		\$5,598.51

III. Procedures for Federal Programs - Updated

After review and discussion, the Committee endorsed the Administrative recommendation to adopt the updated manual for procedures for Federal Programs. With these updates, the District continues to be in compliance with the requirements of the Office of Management and Budget Uniform Grant Guidance (UGG) and the related guidance of the PDE Division of Federal Programs.

IV. Windstream Enterprise Agreement

After review and discussion, the Committee endorsed the Administrative recommendation to approve a three-year agreement with Windstream Enterprise for Internet Service Bundle for Clay Elementary. The total monthly charge is \$1,920.00.

V. Lifetouch Agreements

After review and discussion, the Committee endorsed the Administrative recommendation to approve two three-year school portrait agreements with Lifetouch for K-8 and High School. The agreement term is 2019-20 through 2021-22 at a cost of \$500.00 for each building.

VI. Student Activity Clubs

After review and discussion, the Committee endorsed the Administrative recommendation to approve the establishment of the following Student Activity Clubs:

- A. *“Mounts Dance Club”* – The group plans to dance at school events and raise money for the school or charities. A student account is requested.
- B. *“Ephrata High School ESports Team”* – Students will compete against other schools in various esports. A student account is requested.

VII. Transportation Contract Additions

After review and discussion, the Committee endorsed the Administrative recommendation to approve an aide for Boyo Transportation for the 2018-2019 school year:

- Donna Snyder

Property

I. Mowing Bid

After review and discussion, the Committee endorsed the Administrative recommendation to approve mowing contracts for the following vendors for 2019:

Site	Vendor	Rate
Akron Elementary	DWD	\$145.00
Clay Elementary	Stark	\$195.00
Fulton Elementary (Including Softball Field and Swale)	Clymer	\$350.00
Highland Elementary		
Mowing	Clymer	\$75.00
Weed-Wack Bank	DWD	\$200.00
Ephrata Middle School – Areas around School	Clymer	\$300.00
Ephrata High School – Areas around High School	Clymer	\$250.00
Mow Athletic Fields as follows: Ephrata Middle School Athletic Fields, Ephrata High School Oak Street Athletic Fields	Rec Center	\$480.00
189 S. Market Street	DWD	\$ 85.00
Total		\$2,085.00

II. Change Order – High School Media Center Project

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

General Construction

Change Order #	Contractor	Location	Description	Amount	
10	East Coast	HS Media Center	Add: epoxy paint to stairs Delete: extending small group room walls to the deck	\$ 3,019.35	Inc.
Total				\$ 3,019.35	Inc.

III. Lancaster- Lebanon IU 13 Electricity Procurement Program Agreement

After review and discussion, the Committee endorsed the Administrative recommendation to approve an agreement with Lancaster-Lebanon IU 13 to participate in the collaborative procurement to purchase electricity through the IU 13 for Akron Elementary and Clay Elementary for July 1, 2020 through June 30, 2023. The District will participate using contract Option #2.

INFORMATION / DISCUSSION ITEMS

Budget & Finance

I. Property Tax Article

The Administration shared with the board that schools can tax the land on which billboards stand according to the PA appeals court. This will continue on to the next level of court proceedings. After speaking with the Lancaster County Assessment Office, Lancaster County Planning Commission and Ephrata Township no one has tracked what tax exempt properties have billboard on them so a new process will need to be developed to find out where they are and how to assess them.

II. Ephrata Public Library

The Ephrata Public Library has requested a donation increase of \$1,000.00 annually from the Ephrata Area School District. The District is currently contributing \$4,000.00 per year. It was decided, beginning 2019-2020 the District will contribute \$5,000 per year.

III. UGI – Fulton Elementary

The Board was informed, UGI will be extending the natural gas line in the Ephrata Borough and the District will have the opportunity to have a gas line run to Fulton Elementary. An agreement is being drawn up for the March meeting.

IV. Right to Know Request

Two Right to Know Requests were discussed with the Board to inform them their agency emails and home addresses were required to be released under the OOR rulings.

Property

I. Future Project Updates

- Middle School Media Center
- Music/Washington/District Office