

**EASTERN YORK SCHOOL DISTRICT**  
**REGULAR BOARD MEETING**  
**ADMINISTRATION BUILDING STAFF DEVELOPMENT ROOM**  
**MAY 18, 2017**  
**6:00 PM**

**AGENDA**

- I. GENERAL BUSINESS
  - A. CALL TO ORDER
  - B. PLEDGE OF ALLEGIANCE
  - C. ROLL CALL
  - D. APPROVAL OF PREVIOUS BOARD MINUTES
  - E. TREASURER'S REPORT
- II. STUDENT REPRESENTATIVE'S REPORT
- III. EDUCATIONAL PRESENTATION
- IV. INFORMATIONAL (if necessary)
- V. HEARING OF PATRONS - Agenda Items Only
- VI. SECRETARY'S REPORT
- VII. SUPERINTENDENT'S REPORT
- VIII. PRESIDENT'S REPORT
- IX. COMMITTEE REPORTS
- X. FINAL BOARD COMMENTS/QUESTIONS
- XI. FINAL PATRON COMMENTS/QUESTIONS (time permitting)
- XII. ADJOURNMENT
- XIII. EXECUTIVE SESSION (if necessary)

***THE MISSION OF EASTERN YORK SCHOOL DISTRICT IS TO EDUCATE, PREPARE, AND MOTIVATE EACH STUDENT TO DREAM, TO THINK, TO LEARN, AND TO ACHIEVE THROUGHOUT LIFE.***

***DISTRICT PRIORITIES***

***Student Engagement  
Intervention***

***Curriculum  
Technology***

***Instruction***

***Assessment  
Staff Development***

**HOW TO BRING ITEMS OF CONCERN TO THE BOARD: HEARING OF PATRONS**

There are two opportunities for the public to provide comments to the Board. The first opportunity will be on agenda items only, while the second will be for other topics. The Board requests that no complaints of a personal nature be initiated at a public meeting. Please note that the Board will be listening and taking notes, but please do not expect a response. If further action is needed from the Administration, direction will be given to follow up with the community member. Should a Board Member offer a response, that individual is speaking only for him or herself and the response should not be considered to be that of the Board.

**EASTERN YORK SCHOOL DISTRICT  
GENERAL FUND TREASURER'S STATEMENT  
April 30, 2017**

First National Bank Balance, 4/1/17 \$ 7,561,672.57

April Receipts:

Current Real Estate Tax	0.00	
Interim Real Estate Tax	1,546.71	
Delinquent Real Estate Tax	149,361.03	
Earned Income Tax	206,161.76	
Per Capita & Occupation Tax	893.97	
Real Estate Transfer Tax	23,000.45	
Local Services Tax	598.92	
Title I	44,398.21	
Title II	6,592.36	
State Subsidies	1,101,109.44	
Tuition	0.00	
Gate Receipts	5,322.00	
Donations	1,765.00	
Insurance Claim: Pole Vault Pit	7,215.00	
State Act 147 Grant: Security Radios	3,981.60	
Cafeteria NSLP Subsidy (March)	75,125.33	
Interest (First National Bank)	1,631.84	
Miscellaneous Receipts	5,335.18	
Total Receipts		1,634,038.80

April Disbursements:

Checks Cleared	(764,662.55)	
Payroll Deposits	(874,785.70)	
Federal, State & Local Payroll Taxes	(439,636.61)	
PSERS (employee contributions)	(107,060.95)	
PSERS (employer contributions)	0.00	
Health Insurance	(202,307.35)	
Annuity Withholdings	(17,934.68)	
Misc. Payroll Withholdings (Dues, SCU)	(4,139.97)	
Debt Interest/Principal Payments	0.00	
Substitute Teacher Service	(26,342.76)	
Total Disbursements		(2,436,870.57)

**First National Bank Balance, 4/30/17 \$ 6,758,840.80**

**EASTERN YORK SCHOOL DISTRICT  
MISCELLANEOUS ACCOUNT BALANCES  
April 30, 2017**

<b>General Fund Fulton Bank Accounts:</b>	
Operating Account Bank Balance, 4/1/17	\$ 17,317.12
Bank Fee	\$ (114.41)
Operating Account Bank Balance, 4/30/17	<u>\$ 17,202.71</u>
Payroll Account Balance, 4/30/17 (no activity)	<u>\$ 50.00</u>

<b>General Fund INVEST Acct Balance, 4/1/17</b>	\$ 27,386.69
Interest - April	18.89
General Fund INVEST Acct Balance, 4/30/17	<u>\$ 27,405.58</u>

<b>General Fund PSDLAF Acct Balance, 4/1/17</b>	\$ 10,633.47
Interest - April	3.19
Easy Procure Purchases	(3,463.03)
General Fund PSDLAF Acct Balance, 4/30/17	<u>\$ 7,173.63</u>

<b>Cap. Const. Fund INVEST Acct Balance, 4/1/17</b>	\$ 42,437.33
Interest - April	29.28
Due from General Fund	855,585.94
Cap. Const. Fund INVEST Acct Balance, 4/30/17	<u>\$ 898,052.55</u>

## SECRETARY'S REPORT

May 18, 2017

### DISCUSSION ITEM

1. Intergovernmental Agreement of Cooperation – Eastern York Recreation Authority

### APPROVAL ITEMS

1. The Administration recommends the Board approve payment of the 2016-17 General Fund expenditures, for April 20, 2017 to May 11, 2017, in the amount of \$454,183.95.

Please see Enclosure B1-1 and B1-2 for further details.

2. The Administration recommends the Board approve payment of the 2016-17 Food Service Fund expenditures, for April 1, 2017 to April 30, 2017, in the amount of \$84,519.21.

Please see Enclosure B2 for further details.

3. The Administration recommends the Board approve the Real Estate refunds for the 2016-17 year that have been processed for the month.

Real Estate Refunds	\$436.55
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Please see Enclosure B3 for further details.

4. The Administration recommends the Board approve the Final Budget for the 2017-18 Fiscal Year, as presented at the Budget and Finance meeting.
5. The Administration recommends the Board approve the re-enactment of the following taxes to fund the 2017-18 Final General Fund Budget. (Section 672 of the Public School Code requires that taxes be levied annually.)

Per Capita - Section 679	\$ 5.00
Per Capita - Act 511	\$ 5.00
Occupation Flat Tax - Act 511	\$10.00
Local Services Tax (LST)	\$10.00
Earned Income Tax	.50%
Real Estate Transfer Tax - Act 511	.50%

6. The Administration recommends the Board approve the 2017-18 Real Estate Tax Millage rate to fund the Final General Budget, as presented at the Budget and Finance meeting. The rate to be established will be based on the assessed property value as provided by the County of York. In accordance with section 673 of the School Code, the rate will be expressed on each one-hundred dollars (\$100) of assessed valuation.
7. The Administration recommends the Board approve Resolution #051817 implementing the Homestead and Farmstead Exclusion for the 2017-18 fiscal year in accordance with Act 1 of Special Session of 2006.

8. The Administration recommends the Board approve due dates for installment payments of taxes for the 2017-18 fiscal year. First Installment – August 1, 2017, Second Installment – September 30, 2017, and Third Installment – November 30, 2017.
9. The Administration recommends the Board approve the Agreement with Manito Laurel Life Services to provide two Elementary Level In-School Transition Classrooms beginning July 1, 2017 through June 30, 2018, at a cost of \$444,400.
10. The Administration recommends the Board approve the Agreement with Manito Laurel Life Services to provide one Middle School Level In-School Transition Classroom beginning July 1, 2017 through June 30, 2018, at a cost of \$212,100.
11. The Administration recommends the Board approve the Agreement with Manito Laurel Life Services to provide one High School Level In-School Transition Classroom beginning July 1, 2017 through June 30, 2018, at a cost of \$212,100.
12. The Administration recommends the Board approve the contract with Manito Transportation Services, Inc. to provide the transportation services for students in various facilities inside and outside of the District. The cost will be \$27 per day for students in the Elementary School Transition Classroom operated by Manito Laurel Life. The cost will be \$45 per day for students attending any other facility.
13. The Administration recommends the Board approve an agreement with Cross Country Staffing to provide substitute nursing services, as needed. The rate will be \$23/hour for a CNA, \$38.25/hour for an LPN, and \$49/hour for an RN.
14. The Administration recommends the Board approve the following prices for breakfast and lunch for the 2017-18 school year. There is no increase from the 2016-17 school year.

	<b>Breakfast 2017-18</b>	<b>Lunch 2017-18</b>
Elementary	\$1.00	\$2.30
Secondary	\$1.15	\$2.60
Adult	Not Applicable	\$3.60

15. The Administration recommends the Board reappoint Dr. Gordon Bell as the District Dentist, at a rate of \$13/hour, for the 2017-18 school year. Assisting Dr. Bell will be a dental assistant, at a rate of \$8/hour.
16. The Administration recommends the Board appoint Stock and Leader as the District’s Solicitor, on a month-to-month basis, for the 2017-18 school year, at a rate of \$185 per hour for partners, \$170 per hour for senior associates, and \$165 per hour for associates, unless otherwise agreed for special projects.

Please see Enclosure B16.

17. The Administration recommends the Board reappoint Sager, Swisher, and Company to audit the District’s financial statements for the year ended June 30, 2017. The fee will be based on the standard hourly rates, plus out-of-pocket costs for a total cost not to exceed \$25,000.

18. The Administration recommends the Board approve the insurance coverage with Liberty Mutual for the 2017-18 fiscal year, in the amount of \$97,353. Coverage includes the school leader's liability, the commercial liability, and the auto coverage.
19. The Administration recommends the Board approve the School Sports and Student Accident Insurance Coverage for the 2017-18 school year with Liberty Mutual, in the amount of \$11,437, which includes catastrophic coverage at a rate of \$22.50, and 24-hour coverage at a rate of \$90.
20. The Administration recommends the Board approve the lease with Vantage Financial to lease 225 Chromebook computers for a three-year period, effective July 1, 2017. The cost of the lease is \$17,904 per year, and the Chromebook computers are owned by the District at the end of the lease term.
21. The Administration recommends the Board approve a three-year agreement with Tyler Technologies, Inc. to provide bus routing software and support effective June 1, 2017, at a cost of \$3,000 for the first two years, \$3,150 in the third year, and a one-time installation, set-up, and training fee of \$3,500.
22. The Administration recommends the Board approve the proposal from Stanbury Uniforms, Inc. to purchase 50 band coats and 50 band trousers, at a total cost of \$15,615.
23. The Administration recommends the Board approve a three-year service agreement with Republic Services, Inc. for trash disposal services for all District buildings, except Wrightsville Elementary, at a cost of \$3,714.27 per month, through June 2019, and a three percent increase in the 2018-19 fiscal year.
24. The Administration recommends the Board approve a three-year service agreement with Automated Logic, effective July 1, 2017. The cost is \$7,763 for the 2017-18 year, \$7,996 for the 2017-18 year, and \$8,229 for the 2018-19 year.
25. The Administration recommends the Board approve the three-year proposal for fiscal years 2017-18, 2018-19, 2019-20, from Pletcher Fire Protection, LLC, for the annual inspection, testing and certification of fire monitoring systems and area of rescue assistance systems, at a cost of \$4,045 per year.
26. The Administration recommends the Board accept the proposal from McCabe's Lawn Service to provide lawn and landscape maintenance for three years, effective July 1, 2017, at a cost of \$46,100 per year.
27. The Administration recommends the Board accept a donation from Giant Food Stores, LLC, through their Bags to Benches Program, of a bench to be placed in the garden at Canadochly Elementary School.
28. The Administration recommends the Board accept a donation from Martin's Potato Chips of approximately 180-240 individual size bags of Martin's potato chips, to be used for Eastern York Middle School Knights of the Round Table.
29. The Administration recommends the Board accept a donation from Target of 15 gift cards, valued at \$10 per card, to be used as rewards to Eastern York School District students.

30. The Administration recommends the Board approve to dispose of the following various kitchen items from Eastern York School District:

<b>Items to be Disposed</b>	<b>Asset Tag Nos.</b>	<b>Reason for Disposal</b>
<i>Eastern York High School</i>		
Mixer on Wheels/attachments	00105	Obsolete/No longer in use
Large Steam Kettle	20578	No longer in use
Small Steam Kettle	20577	No longer in use
Lincoln Impinger Pizza Oven	20611	Obsolete/No longer in use
Various dishes/serving pieces	No numbers	No longer in use
<i>Eastern York Middle School</i>		
Hobart Chopper/attachments	No number	Obsolete/No longer in use
Amana Microwave	No number	Does not work
Various small items	No numbers	No longer in use
<i>Canadochly Elementary School</i>		
Grinder	20492	Obsolete/No longer in use
Kettle	01714	No longer in use
Warmer	01690	Obsolete/No longer in use
Various dishes/serving pieces	No numbers	No longer in use
<i>Kreutz Creek Elementary School</i>		
Grinder	02419	Obsolete/No longer in use
Kettle	02420	No longer in use
<i>Wrightsville Elementary School</i>		
Chopper	21156	Obsolete/No longer in use
Various small kitchen items	No numbers	No longer in use

31. The Administration recommends the Board approve to dispose of the following obsolete items from the Eastern York High School Athletic Department:

Pole Vault Pit  
Disc Cage Netting

32. The Administration recommends the Board approve the Application for Use of School Facilities, with Drum Corp International, to use the high school field, gymnasium, locker rooms, and music rooms, from August 4, 2017 through August 5, 2017, at a rental fee of \$2,000.
33. The Administration recommends the Board approve the resolution with respect to refinancing and restructuring York County School of Technology Authority, Series of 2007, lease revenue bonds and financing renovations and additions to the York County School of Technology provided the aggregate principal amount of the Refunding Program shall not exceed \$27,505,000 and the aggregate amount of the Capital Improvements financing shall not exceed \$12,000,000.
34. Appointment of Board Treasurer for the upcoming fiscal year.

**SUPERINTENDENT'S REPORT  
PERSONNEL**

**APPROVAL ITEMS**

1. **Resignation** - The Administration recommends approval of the following:

- Lynda M. Habecker – Wrightsville Elementary, Part-Time Attendance Clerk – effective on or about April 19, 2017 (in order to accept the position of Full Time School Secretary).
- Thomas P. Hinkle, Jr. – Co-Curricular, Football, Assistant Coach – effective on or about April 18, 2017.
- Carl J. Carbaugh – Co-Curricular, Football, JH Assistant Coach – effective on or about April 24, 2017.
- Jennifer A. Leber – District Administration, Part-Time Courier – effective on or about May 12, 2017.
- Sherrie L. Shetter – High School, Part-Time Cafeteria Cook – effective on or about May 5, 2017.

2. **Leaves** - The Administration recommends approval of the following:

- Stephanie M. Hagee – Kreutz Creek Elementary School, Full-Time Learning Support Teacher – leave of absence effective on or about September 17, 2017 through on or about January 3, 2018.

3. **Appointments – Professional Staff** - The Administration recommends approval of the following:

Name: Leah R. Kroll  
Position: Full-Time Learning Support Teacher  
Assignment: Middle School  
Replacing: C. Houck (transfer)  
Salary: \$ 48,070 (Bachelors/Step 1)  
Work Year: 189 days/year (pro-rated)  
Work Day: 7 ½ hours/day  
Effect Date: On or about August 15, 2017  
Acct Code: 10-1241-121-000-20-500  
(pending completion of paperwork)

4. **Appointments - Support Staff** - The Administration recommends approval of the following:

Name: Lynda Habecker  
Position: Full-Time School Secretary  
Assignment: Wrightsville Elementary School  
Replacing: Heather Heiland (resignation)  
Salary: \$ 13.25 per hour (pay rate effective through June 30, 2019)  
Work Year: 218 days/year  
Work Day: 8 hours/day  
Effect Date: On or about April 20, 2017  
Acct Code: 10-2380-151-000-10-230



Name: Tara M. Ruppert  
 Position: Full-Time Attendance Receptionist  
 Assignment: High School  
 Replacing: Bobbi Dickason (resignation)  
 Salary: \$ 13.50 per hour (pay rate effective through June 30, 2018)  
 Work Year: 260 days/year  
 Work Day: 8 hours/day  
 Effect Date: On or about May 15, 2017  
 Acct Code: 10-2380-151-000-30-800  
 (pending completion of paperwork)

Name: Tammy J. Noll  
 Position: Part-Time Secretary to Director of Human Resources  
 Assignment: District Administration  
 Replacing: Kimberly Nickle (transfer)  
 Salary: \$ 13.00 per hour (pay rate effective through June 30, 2018)  
 Work Year: 260 days/year  
 Work Day: 6 hours/day  
 Effect Date: On or about May 30, 2017  
 Acct Code: 10-2890-151-000-01  
 (pending completion of paperwork)

Name: Maryanne Kane  
 Position: Part-Time Temporary Assistant  
 Assignment: Wrightsville Elementary  
 Replacing: Megan Miles (leave)  
 Salary: \$ 9.00 per hour  
 Work Year: 182 days/year (pro-rated)  
 Work Day: 6 hours/day  
 Effect Date: On or about May 15, 2017 through on or about June 2, 2017  
 Acct Code: 10-1241-191-000-10-230  
 (pending completion of paperwork)

5. The Administration recommends approval of the following day to day Substitute School Nurses for the 2016/2017 school year at a rate of \$100/day:

Antico, April

6. The Administration recommends approval of the following Summer Positions – Temporary Custodial/Maintenance Workers - effective June 5, 2017 through August 17, 2017:

Name	Hours/Week	Hourly Rate
Glenda Howard	24	\$ 8.00
Beverly Reidel	24	\$ 8.25
Kelly Weathersbee	24	\$ 8.25
Jennifer Wert	40	\$ 8.75

7. The Administration recommends approval of the following day to day Substitute Teachers through Substitute Teacher Service (STS) for the 2016/2017 school year per the terms and agreements of the contract:

Austin, Jordan	Hoover, Timothy	Polihrom, Christina
Charisse, Marc	Long, Shannon	Trinkle, Odessa
Feaster, Jesse		

8. The Administration recommends approval of the following van drivers provided through Manito for the 2016/2017 school year:

Barnes, Christy	Hankey, Kristin	Shoff, Leroy
Caddell, Marvin	Ortel, Mandy	

9. The Administration recommends approval of the following custodians provided through Service Master for the 2016/2017 school year:

Manning, Aaron	Rivera, Juan	Yordy, Tiffany
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10. **Appointments – Volunteers** - The Administration recommends approval of the following volunteers for the 2016/2017 school year:

Albright, Stephen	Geisler, Carissa	Noll, Tobi
Amspacher, Travis	Gilbert, Karen	Oerman, Donna
Bair, Luis	Grim, Karrie *	Raffensberger, Fay
Blakney, Amy	Janicki, Brandi	Reider, Tara
Boyd, Ashley	Keller, Katie	Richardson, Kandice
Brent, Colleen	Lighty, Charles	Robinson, Tammy
Brock, Jennifer	Livelsberger, Christopher	Sanchez, Giselle
Caswell, Mirta	Livingston, Jason	Seitz, Jessica *
Conrad, Jr. Wayne	Livingston, Mary	Seitz, Justin
Counsil, Courtney	Loeb, Danielle	Stewart, Samantha
Driesbaugh, Amy	Miller, Michael	Stock, Brooke
Edleblute, Tiffany	Montgomery, Cody	Strayer, Joseph
Estes, Tom	Mumma, Shane	Zutell, April
Fuller, Logynn		

Pending completion of paperwork \*

11. The Administration recommends the first reading of the revised job descriptions for the following Support Staff positions:

District Courier #4626 (new)  
 Groundskeeper - Seasonal #4632 (new)  
 Secretary to the Director of Plant & Facilities #4750 (new)  
 Counselor’s Office Secretary – Middle School #4790 (revised)  
 Secretary to the Supervisor of Special Education #4745 (revised)  
 Attendance Receptionist – Middle School #4805 (revised)  
 Attendance Receptionist – High School #4800 (revised)

NOTE: Enclosed with Board Members’ packets.

## **MISCELLANEOUS**

1. The Administration recommends the re-admission of a 6<sup>th</sup> grade student based on the terms of the adjudication during Disciplinary Hearing held January 31, 2017.

## **EDUCATION**

1. The Administration recommends approval of two (2) applications for Independent Study, during the 2017-2018 school year, for Eastern York High School Students.

## **INFORMATIONAL**

1. The Administrator attending the Board Meeting this evening is Dr. Rob Walker, Kreutz Creek Principal.
2. Transfer of Christine A. Houck, Full-Time Learning Support Teacher at Middle School to the assignment of Full-Time 7<sup>th</sup> Grade ELA Teacher assigned to Middle School effective with the 2017/2018 school year.
3. Transfer of Joseph B. Zahora, Full-Time Elementary Teacher assigned to 4<sup>th</sup> Grade at Canadochly Elementary School to the assignment of Full-Time Elementary Computer Teacher effective with the 2017/2018 school year.

## **PRESIDENT'S REPORT**

### **DISCUSSION ITEM**

1. Crawford Estate Funds

Eastern York School District will not discriminate on the basis of sex, race, color, religion, national origin, or handicap or because a person is a disabled veteran of the Vietnam Era, in its admissions, educational programs, activities, or employment policies. Publication of this policy is in accordance with state and federal laws including the Americans with Disabilities Act, Title IX of the Education Amendments Act of 1972 and Section 504 of the Rehabilitation Act of 1973. Inquiries should be directed to the ADA and Title IX coordinator, Dr. Rita Becker, at Eastern York School District Administrative Office, PO Box 150, Wrightsville, Pennsylvania 17368-0150 (717) 252-1555.