

**LAMPETER-STRASBURG SCHOOL DISTRICT**

Lampeter, Pennsylvania 17537

**BOARD WORKSHOP MEETING AGENDA**

Virtual Meeting

January 19, 2021

**FOR BOARD WORKSHOP ACTION**

**ACADEMIC COMMITTEE**

**1. PRESENTATION ON MARTIN MEYLIN MIDDLE SCHOOL INITIATIVES**

Mr. Raum will present information on Martin Meylin Middle School initiatives and progress toward comprehensive planning goals.

**BUSINESS AND FINANCE COMMITTEE**

**2. DISCUSSION OF LANCASTER COUNTY CAREER AND TECHNOLOGY CENTER 2021-2022 PROPOSED BUDGET**

Mr. Stoltzfus will lead a discussion of the Lancaster County Career and Technology Center 2021-2022 proposed budget, as posted.

**3. RECOMMENDATION FOR APPROVAL OF ON-TARGET HEALTH PROPOSAL**

Recommend the approval of the On-Target Health proposal extending services from February 1, 2021, to January 21, 2022, as posted.

**MISCELLANEOUS**

**4. DISCUSSION OF PSBA PRINCIPLES FOR GOVERNANCE AND LEADERSHIP**

Dr. Peart will lead a discussion concerning the PSBA Principles for Governance and Leadership.



## Background Information 2020-2021 Budget vs. 2021-2022 Proposed Budget

### **General Comments**

The 2021-2022 proposed budget achieves the work of previous years of building toward zero-based budgeting. Having met with every supervisor and determining needs in all areas, this budget reflects reductions and increases that more accurately reflect the needs of the institution.

The 2021-2022 General Fund Budget includes District Contributions of \$14,830,281 and a total of a 2.29% increase overall (\$332,622). For every 1% increase, approximately \$145,000 is required from the sending school districts in aggregate, or approximately \$9,078.11 on average per district. The base Act 1 index for 2020-2021 is 3.0%. Actual district increases will vary on aid ratios and a variety of local factors.

### **Debt Service**

The original financing for the LCCTC Renovation Projects included estimated Plan Con subsidies. Approval was granted by the districts and Authority to move forward with debt levels of \$1.985M gross and \$1.332M net after subsidies. During the 2012-2013 school year, LCCTC met with the Superintendents, JOC and Business Managers to discuss the lack of Plan Con subsidy payments. Based on those meetings LCCTC has borrowed to support the Renovation Projects in a manner to keep the districts' gross debt service as close to the \$1.332M net figure as possible. Originally the bonds were anticipated to be 20 years in length but have been issued for 25, 24 and 23 years, still within our approved parameters of up to 25 years. The discount rates for the three bond series are 3.50%, 4.55% and 3.52%. This financing allowed the districts to keep their gross debt payments under the \$1.332M figure until the 2017-2018 school year. As was communicated for several years, the gross debt payment was scheduled to jump to \$1.475M and then remain essentially flat through 2036-2037. However, in 2020, refinancing took place and netted savings as described below.

In June 2020, RBC Capital Markets and Kegel, Kelin, Litts and Lord assisted LCCTC in refinancing the 2014 and 2017 Bond Series. Due to the lower interest rates, this refinancing netted a savings to the districts and the CTC of over \$530,000 over the life of the new bond issue. As per the December 2016 District approved Notice of Intent – the CTC added \$440,000 from Districts as part of the 75/25 split of Plan Con Subsidy payments received from the Commonwealth of Pennsylvania. Funds will be transferred to LCCTC's 2018 Capital Reserve Fund. Primary purposes at this time for these funds is to restore campus roofs and replace the wastewater treatment plant at the Brownstown Campus.

## **Revenue**

The Commonwealth of PA is continuing to support career and technical education at higher funding levels than in previous years. Secondary Vocational Education Subsidies are budgeted to increase \$250,000 due in large part to the increase in the Commonwealth of PA's allocation of Secondary Career and Technical Education Subsidy (SCTES). It is important to note that subsidy is earned in one year and paid in the next fiscal year.

State FICA/PSERS revenues reflect funds to be received from the Commonwealth of PA as their share of expenses in these categories. This is based on the current budget in which the Commonwealth reimburses LCCTC 50% of these costs.

## **Expenses**

### **Wages/Benefits**

LCCTC's Collective Bargaining Agreement with its teachers was ratified in December 2016 and ended on June 30, 2020. A one-year MOU was signed to extend this contract through June 30, 2021. The MOU includes an average increase for 2020-2021 budget of 3.14%. The proposed budget estimates for a 2.95% increase in salaries, though countywide, increases average 3.07%. These factors result in a \$332,622 increase in the proposed budget.

LCCTC's self-funded Health Insurance Fund remains healthy, with over \$3M currently in the fund. With lower recent claims months, it is possible the that fund remains at a healthy balance and provides additional funding for the CTC's new unrestricted fund balance.

PSERS's projected 2021-2022 contribution rate of 34.95% has been used within this proposed budget, which represents a slight increase from last year's 34.77% projection. Projected rates indicate the 2023-2024 rate will reach 36.12%. It is important to note the LCCTC does not have a PSERS rate-stabilization fund reserve.

Currently the LCCTC utilizes a reasonable proportion of its Perkins revenue to fully or partially fund staff salaries and benefits. Over the last few years, the CTC has worked to allow for more equipment purchases through Perkins staff attrition. This will allow for upgrades and replacement of equipment in various programs. This year's budget breaks out how the Perkins money is being spent.

Aside from breaking out Perkins expenses, this year's budget also includes clear delineation of local and state grants as revenue and expenses for these programs to offset this revenue. In addition, non-approved PDE programs were included in the 1100 function and staff members

who were not directly instructing students were moved out of the 1300 function and into the appropriate supporting staff function. The CTC is continuing its practice to allocate a portion of seven central office administrator salaries to adult education since they work in both the secondary and the postsecondary aspects of the system. Over the next several years, this will allow the \$450,000 postsecondary sweep of money to the General Fund to be appropriately categorized and reduced over a three-year period to a more sustainable balance.

### **Instruction**

Since 2014, all substitute instructors have been contracted through STS. This is budgeted to continue into 2021-2022. Prior to 2020-2021, LCCTC students paid for their own textbooks. Textbooks will continue to remain provided at no cost to students. Instructional equipment is projected to increase to provide more funding for industry-relevant equipment for student use. Funds for information technology upgrades to instructional spaces is included in the budget, as is summer programming funding to provide instruction for students in transition to the workforce.

### **Maintenance/Operations**

With the new addition of a Facilities Director in 2018, maintenance and custodial projects, equipment, and supplies continue to be more integrated and costs reduced. We continue to see energy savings based on the Renovation Projects, increasing efficiencies and Lancaster Lebanon IU13 consortium pricing. LCCTC continues several key energy savings initiatives, including four-day work weeks during summer months, lighting upgrades, and IU13 cooperative purchasing efforts. LCCTC has also enlisted the services of McClure Company in order to fully diagnose and improve upon our HVAC needs. All campuses of the CTC will have 3<sup>rd</sup> party mowing and snow removal services for the 2021-2022 school year. Preventative maintenance for our wastewater treatment plant and roofs will be represented as increases, as will a new facilities upkeep line item to ensure that all programs and common areas are presentable.

### **Transportation**

Projected 2.75% increase over expected 2020-2021 costs. Increasing student enrollments and institutional offerings will need to be considered as transportation needs move forward.

### **Budgetary Reserve → Unrestricted Fund**

The 2020-2021 budget shows the elimination of the Budgetary Reserve, and instead, adds projected contributions to the Secondary Unrestricted Fund coming from the Internal Service Fund for Healthcare.

**Given the above factors, the proposed total District Contribution would increase by 2.29% for the 2021-2022 school year.** This follows the 0.8%, 2.1%, 1.9%, 2.4%, 2.5%, 2.2%, 2.3%, and 1.9% increases in Total District Contribution in the 2013/14, 2014/15, 2015/16, 2016/17, 2017/18, 2018/19, 2019/20, and 2020/21 budgets, respectively.

# **LANCASTER COUNTY CAREER & TECHNOLOGY CENTER**

## **PROPOSED GENERAL FUND BUDGET *2021-2022***



**BROWNSTOWN CAMPUS • MOUNT JOY CAMPUS • WILLOW STREET CAMPUS • HEALTH SCIENCES CAMPUS**

*[www.lancasterctc.edu](http://www.lancasterctc.edu)*



December 15, 2020

Dear LCCTC Member District Board Members and Superintendents,

We are pleased to present Lancaster County Career and Technology Center's 2021-2022 proposed budget. Our goal is to be a valuable partner to sending districts and the community to provide high quality career and technical education opportunities for all high school and post-secondary students. The proposed budget for the 2021-2022 school year was created after performing a comprehensive, zero-based budgeting needs assessment of our programs, student supports, and financial obligations. While there are some modest increases proposed, there were several areas that were decreased based on reduced need, netting in an overall 2.29% increase to district contributions (\$332,622 increase).

LCCTC prepared the proposed 2021-2022 General Fund Budget based on a student-focused approach. Highlights of the proposed budget are below.

- Continuously foster, promote, and evaluate high quality programs that maximize opportunities for students while minimizing the financial impact to those students
- Develop and grow postsecondary programming to benefit our students as well provide a positive revenue stream to the LCCTC
- Continue fully-funding textbooks for all students and strive toward providing tools and certifications at little to no student cost
- Prepare for summer programming to benefit students in transition into the workforce, especially those who are undecided on a career path
- Increase capacity for preventative maintenance of facilities
- Increase technology financing so that the CTC moves toward a 1:1 student to device ratio
- Right-size staffing to capitalize on attrition and retirements and realign positions to eliminate those which are no longer needed
- Provide additional funding to programs that require additional consumable materials

The LCCTC completed campus renovations in 2015. Due to these previous bond issues and the recent bond refinancing (saving the both the CTC and all districts more than \$500,000), contributions will continue to be made for debt service. We personally thank all of the Board Members for your support in keeping our facilities updated. As you prepare to discuss and consider passing the proposed budget, let me provide several facts regarding the budget we are asking you to approve for the 2021-2022 school year:

- As reviewed by the Superintendents and JOC Finance Committee, this year's budget includes an increase in total district contributions of 2.29%. This follows the 2.1%, 1.9%, 2.4%, 2.5%, 2.2%, 2.3%, and 1.94% increases in Total District Contribution in the 2015/16, 2016/17, 2017/18, 2018/19, 2019/20, and 2020/21 budgets, respectively.
- This budget reflects a PSERS rate of 34.95%, based on PSERS projected rates.
- LCCTC will continue to monitor workforce training needs and ensure that they coincide with our program inventory.
- Additional highlights and background information have been provided to you in this budget packet.



As in our member districts, the development of a budget that provides quality programs at a cost that reflects the districts' ability to pay remains a major issue that will continue to challenge us. We feel the proposed operating budget reflects the requests that have been brought to us by Superintendents, JOC members, and LCCTC Administration. We hope you and your Board find the proposal acceptable and vote for its approval in the coming months.

If you have any questions or concerns about any part of the proposal, please feel free to contact either Dr. DelPriore or myself. In addition, if you would like us to attend any of your planning sessions or Board meetings to address any of your concerns, please let us know. We ask that each Director complete an individual Board Member Resolution Ballot, the Board Secretary complete an aggregated document totaling the yes and not votes, and return these documents to Dr. DelPriore in the CTC Business Office by the deadline of February 18, 2021. Pending voting results, the Joint Operating Committee will vote on its final approval during our regularly scheduled meeting on February 25, 2021.

We thank you in advance for your consideration of our proposal and wish you continued success as we serve the youth of Lancaster County.

Sincerely,

A handwritten signature in black ink, reading "Stuart J. Savin".

Dr. Stuart Savin  
Administrative Director

A handwritten signature in black ink, reading "Michael P. DelPriore".

Dr. Michael DelPriore  
Business Manager

**20-Year Comparison Data for LCCTC District Contributions**

Year	District Contribution					Expended to Budget
	Budget	Increase		Received	Expended	
1999/00	7,161,867			7,161,867	6,619,005	92.4%
		3.2%				
2000/01	7,389,170			7,389,170	7,350,663	99.5%
		2.9%				
2001/02	7,601,680			7,601,680	7,569,570	99.6%
		4.7%				
2002/03	7,960,035			7,960,035	7,855,479	98.7%
		7.6%				
2003/04	8,562,076			8,562,076	8,508,001	99.4%
		7.7%				
2004/05	9,219,922			9,219,922	9,146,980	99.2%
		6.5%				
2005/06	9,818,431			9,818,431	9,750,350	99.3%
		6.2%				
2006/07	10,432,069			10,432,069	10,395,225	99.6%
		4.0%				
2007/08	10,853,621			10,853,621	10,752,593	99.1%
		5.0%				
2008/09	11,393,045			11,393,045	11,102,714	97.5%
		4.7%				
2009/10	11,925,698			11,925,698	11,493,498	96.4%
		3.5%				
2010/11	12,339,116			12,339,116	11,853,933	96.1%
		0.5%				
2011/12	12,404,498			12,265,133	11,091,906	89.4%
		-0.5%				
2012/13	12,343,347			12,343,347	11,224,308	90.9%
		0.8%				
2013/14	12,445,338			12,445,338	11,350,463	91.2%
		2.1%				
2014/15	12,706,456			12,706,456	11,831,483	93.1%
		1.9%				
2015/16	12,953,977			12,953,977	12,517,308	96.6%
		2.4%				
2016/17	13,271,034			13,271,034	12,665,678	95.4%
		2.5%				
2017/18	13,609,138			13,609,138	13,159,138	96.7%
		2.2%				
2018/19	13,905,688			13,905,688	13,391,178	96.3%
		2.3%				
2019/20	14,221,688			14,221,688	13,776,714 *	96.9%
		2.30%				
2020/21	14,497,659					
		1.94%				
2021/22	14,830,281					
Proposed		2.29%				

\* Preliminary year-end results



**EXPLANATION OF THE MAJOR EXPENDITURE FUNCTIONS/OBJECTS**  
**Lancaster County Career & Technology Center Budget**

The format of the proposed budget is from the Manual of Accounting and Related Financial Procedures of Pennsylvania School Systems as prepared by Pennsylvania Department of Education.

The following statements will serve as a brief summary of the various functions performed to accomplish the objectives of the Lancaster County Career & Technology center.

**1000 INSTRUCTION** – Those activities dealing directly with the interaction between teachers and students.

**1100 REGULAR PROGRAMS** – Activities for those students in programs not identified in the 1300 function (Intro. To Health).

**1300 VOCATIONAL EDUCATION** – Approved programs which provide organized learning experiences designed to develop skills, knowledge, attitudes, and work habits in order to prepare individuals for entrance into and progress through various levels of employment in occupational fields.

**1600 ADULT VOCATIONAL EDUCATION** – Activities designed to meet immediate and long range educational objectives of adults and youth who have left or completed high school in preparation for entrance into the labor market or who desire to acquire new or updated skills.

**2000 SUPPORT SERVICES** – Those services which provide administrative, technical and logistical support to facilitate and enhance instruction.

**2100 SUPPORT SERVICES - STUDENTS** – Activities designed to assess and improve the well-being of students and to supplement the teaching process.

**2200 SUPPORT SERVICES – INSTRUCTIONAL STAFF** – Activities associated with assisting, supporting, advising and directing the instructional staff with or on the content and process of providing learning experiences for students, including technology support services.

**2300 SUPPORT SERVICES - ADMINISTRATION** – Activities concerned with establishing and administering policy in connection with operating the system.

**2400 SUPPORT SERVICES - PUPIL HEALTH** – Activities that provide students with appropriate nurse services

**2500 SUPPORT SERVICES - BUSINESS** – Activities concerned with paying, transporting, exchanging, and maintaining goods and services for the system.

**2600 OPERATION AND MAINTENANCE** – Activities concerned with keeping the physical plant open, comfortable, and safe for use and keeping the grounds, buildings and equipment in effective working condition and state of repair.

**2700 STUDENT TRANSPORTATION SERVICES** – Activities concerned with the conveyance of students to and from school.

**2800 SUPPORT SERVICES – CENTRAL** – Activities, other than general administration, which support each of the other instructional and supporting services program.

**3000 OPERATION OF NON-INSTRUCTIONAL SERVICES** – Extra-curricular.

**3200 STUDENT ACTIVITIES** – School sponsored activities under the guidance and supervision of the LEA staff. For LCCTC this is Skills USA, FFA, HOSA and National Technical Honor Society.

**5000 OTHER EXPENDITURES AND FINANCING USES** – Debt Service, Fund Transfers and Budgetary Reserve funds are included within this function.

The following statements will serve as a brief summary of the object code (service or goods) to be obtained as a result of the budgeted expenditures within each function.

**100 Salaries** – Gross salaries budgeted for employees of the system who are considered to be in positions of a permanent nature or hired temporarily, including substitutes.

**200 Employee Benefits** – Amounts paid by the system on behalf of employees. Included are vision, retirement, FICA, group insurance, workers' compensation, tuition reimbursement and unemployment compensation.

**300 Purchased Professional and Technical Services** – Services, which by their nature, require persons or firms with specialized skills and knowledge. Included are legal, auditing, and architectural services.

**400 Purchased Property Services** – Services purchased to operate, repair, and maintain property owned by the system. Included are disposal services, electricity (other than heating), water/sewage, and construction services for renovating and remodeling paid to contractors (not employees of the system).

**500 Other Purchased Services** – Services rendered by organizations or personnel and not applicable to 300 or 400 services. Included are transportation, fire and liability insurance, communications, advertising, and travel.

**600 Supplies** – Amounts paid for items of an expendable nature that are consumed, worn out, or deteriorated in use. Included are general supplies, electricity and natural gas used for heating purposes, gasoline, books and periodicals.

**700 Property** – Expenditures for fixed assets including initial equipment, additional equipment, and replacement of equipment.

**800 Other Objects** – Amounts paid for expenditures not otherwise classified in the 100 to 700 objects. Included are dues and fees.

**900 Other Uses of Funds** – Classifies transactions which are not properly recorded as expenditures but require budgetary and accounting control. Included are fund transfers and debt service payment.

LANCASTER COUNTY CAREER & TECHNOLOGY CENTER										
Funding Formula - Estimate										
2021-2022										
District	2017-18 ADMs Actual	2018-19 ADMs Actual	2019-20 ADMs Actual*	2020-21 ADMs Estimate*	%	2020-21 Fund Form %	As Comp or +/- 15.00%	+/- 15% (1)	District Share of -0.001%	2021-2022 Share Estimated
Cocalico	130.158	164.950	135.449	144.952	7.103%	6.829%	7.103%		0.000%	7.100%
Columbia	81.426	72.136	80.945	51.428	3.256%	3.702%	3.256%		0.000%	3.260%
CV	124.480	137.371	134.387	181.285	7.208%	6.272%	7.208%		0.000%	7.210%
Donegal	105.131	91.306	112.224	93.476	4.722%	4.870%	4.722%		0.000%	4.720%
Elanco	141.655	146.349	145.620	130.047	6.722%	6.858%	6.722%		0.000%	6.720%
E-town	140.786	156.032	200.565	168.428	8.344%	7.541%	8.344%		0.000%	8.340%
Ephrata	140.289	126.092	115.844	136.238	6.023%	6.035%	6.023%		0.000%	6.020%
Hempfield	159.628	136.661	164.720	173.166	7.542%	7.272%	7.542%		0.000%	7.540%
L-S	95.781	80.759	68.100	81.619	3.673%	3.860%	3.673%		0.000%	3.670%
Lancaster (2)	104.060	90.169	101.472	74.523	4.237%	4.666%	4.237%		0.000%	4.240%
Man Cen	136.650	120.688	150.434	121.547	6.243%	6.202%	6.243%		0.000%	6.240%
Man Twp	121.147	86.251	118.364	125.023	5.233%	5.127%	5.233%		0.000%	5.230%
Penn Manor	250.453	249.579	229.472	238.380	11.431%	11.534%	11.431%		0.000%	11.450%
Peq Valley	63.256	47.371	71.403	60.190	2.840%	2.866%	2.840%		0.000%	2.840%
Solanco	230.256	205.540	169.372	159.714	8.530%	9.557%	8.530%		0.000%	8.530%
Warwick	171.786	124.639	136.077	172.952	6.894%	6.810%	6.894%		0.000%	6.890%
<b>Total</b>	<b>2,196.942</b>	<b>2,035.893</b>	<b>2,134.448</b>	<b>2,112.968</b>	<b>100.00%</b>	<b>100.00%</b>	<b>100.001%</b>		<b>-0.001%</b>	<b>100.000%</b>
<p>* - 19/20 ADMs based on 3/2020 data per PDE; * - 20/21 ADMs based on 10/26/2020</p> <p>ADM figures use PDE standards of full-day student = 2 and half-day student = 1</p> <p>Pro-rated share of ADMs is still used for each District's percentage</p> <p>(1) Funding Formula change capped at +/- 15% for each district</p> <p>(2) 5 La Academia Charter School students (10 ADMs) not included in SDoL's 2017/18 ADM count</p>										

10/26/20

Est-Dec 2020  
Lancaster County Career & Technology Center  
Direct Payment Schedule - Estimate  
2021-2022

District	Market Value (1)	Capital Expenses	ADM% (2) (Est.)	District Share of Operating Expenses	Total Expenses	Less Voc. Ed. Subs. (Est.) (3)	2021/2022 Estimated Payment	2020/21 Actual Share Only (Info. Only)
		<b>\$441,900.00</b>		<b>\$16,188,381.00</b>	<b>\$16,630,281.00</b>		<b>\$14,830,281.00</b>	
Cocalico	4.476%	\$19,779.44	7.100%	\$1,149,375.05	\$1,169,154.49	\$115,057.51	<b>\$1,054,096.98</b>	989,577.66
Columbia	0.902%	\$3,985.94	3.260%	\$527,741.22	\$531,727.16	\$112,289.48	<b>\$419,437.68</b>	488,240.29
CV	8.139%	\$35,966.24	7.210%	\$1,167,182.27	\$1,203,148.51	\$94,200.34	<b>\$1,108,948.17</b>	932,683.52
Donegal	3.756%	\$16,597.76	4.720%	\$764,091.58	\$780,689.34	\$108,331.64	<b>\$672,357.70</b>	682,541.97
Elanco	7.021%	\$31,025.80	6.720%	\$1,087,859.20	\$1,118,885.00	\$101,130.56	<b>\$1,017,754.44</b>	1,016,110.83
Etown	5.036%	\$22,254.08	8.340%	\$1,350,110.98	\$1,372,365.06	\$188,633.26	<b>\$1,183,731.80</b>	1,035,296.55
Ephrata	5.818%	\$25,707.53	6.020%	\$974,540.54	\$1,000,248.07	\$103,114.58	<b>\$897,133.49</b>	880,032.15
Hempfield	11.398%	\$50,367.76	7.540%	\$1,220,603.93	\$1,270,971.69	\$126,554.37	<b>\$1,144,417.32</b>	1,072,491.29
L-S	4.906%	\$21,680.06	3.670%	\$594,113.58	\$615,793.64	\$51,585.11	<b>\$564,208.53</b>	578,829.94
Lancaster	8.601%	\$38,007.82	4.240%	\$686,387.35	\$724,395.17	\$128,865.90	<b>\$595,529.27</b>	641,666.45
Manheim Central	5.797%	\$25,615.62	6.240%	\$1,010,154.97	\$1,035,770.59	\$104,614.74	<b>\$931,155.85</b>	905,068.58
Manheim Townshi	10.026%	\$44,304.89	5.230%	\$846,652.33	\$890,957.22	\$79,062.45	<b>\$811,894.77</b>	767,132.57
Penn Manor	7.208%	\$31,849.08	11.450%	\$1,853,569.63	\$1,885,418.71	\$207,776.16	<b>\$1,677,642.55</b>	1,662,650.29
Pequea Valley	4.256%	\$18,809.02	2.840%	\$459,750.02	\$478,559.04	\$49,660.19	<b>\$428,898.85</b>	421,143.07
Solanco	6.032%	\$26,655.41	8.530%	\$1,380,868.90	\$1,407,524.31	\$127,934.56	<b>\$1,279,589.75</b>	1,418,527.25
Warwick	6.629%	\$29,293.55	6.890%	\$1,115,379.45	\$1,144,673.00	\$101,189.17	<b>\$1,043,483.83</b>	1,005,666.61
	100.00%	<b>\$441,900.00</b>	100.000%	<b>\$16,188,381.00</b>	<b>\$16,630,281.00</b>	<b>\$1,800,000.00</b>	<b>\$14,830,281.00</b>	<b>\$14,497,659.00</b>
								<b>2.29%</b>

(1) 2019 STEB Certification

(2) See Funding Formula - Estimate

(3) based on Estimated Subsidy and PDE's 2020/21 Estimated SCTES data

10/26/20

**LANCASTER COUNTY CAREER & TECHNOLOGY CENTER**

Bond Repayment - Estimate

2021-2022

SCHOOL DISTRICT	MARKET VALUE (1)		AUGUST PAYMENT			FEBRUARY PAYMENT			TOTAL FOR FISCAL YEAR		
	Dollars	Share	Interest	Principal	Diff.	Interest	Principal	Total	Interest	Principal	Total
			241,497.50	0.00	241,497.50	241,497.50	<b>890,000.00</b>	1,372,995.00	482,995.00	890,000.00	1,372,995.00
Cocalico	1,768,383,842	4.476%	10,809.43	0.00	10,809.43	10,809.43	<b>39,836.40</b>	61,455.26	21,618.86	39,836.40	61,455.26
Columbia	356,301,169	0.902%	2,178.31	0.00	2,178.31	2,178.31	<b>8,027.80</b>	12,384.42	4,356.62	8,027.80	12,384.42
CV	3,214,897,729	8.139%	19,654.27	0.00	19,654.27	19,654.27	<b>72,432.65</b>	111,741.19	39,308.54	72,432.65	111,741.19
Donegal	1,483,892,011	3.756%	9,070.65	0.00	9,070.65	9,070.65	<b>33,428.40</b>	51,569.70	18,141.30	33,428.40	51,569.70
Elanco	2,773,443,568	7.021%	16,955.54	0.00	16,955.54	16,955.54	<b>62,486.90</b>	96,397.98	33,911.08	62,486.90	96,397.98
E-Town	1,989,181,094	5.036%	12,160.85	0.00	12,160.85	12,160.85	<b>44,816.84</b>	69,138.54	24,321.70	44,816.84	69,138.54
Ephrata	2,298,039,960	5.818%	14,049.12	0.00	14,049.12	14,049.12	<b>51,775.75</b>	79,873.99	28,098.24	51,775.75	79,873.99
Hempfield	4,502,341,043	11.398%	27,525.16	0.00	27,525.16	27,525.16	<b>101,439.53</b>	156,489.85	55,050.32	101,439.53	156,489.85
L-S	1,938,020,967	4.906%	11,848.11	0.00	11,848.11	11,848.11	<b>43,664.29</b>	67,360.51	23,696.22	43,664.29	67,360.51
Lancaster	3,397,445,399	8.601%	20,770.23	0.00	20,770.23	20,770.23	<b>76,545.34</b>	118,085.80	41,540.46	76,545.34	118,085.80
MC	2,289,807,234	5.797%	13,998.89	0.00	13,998.89	13,998.89	<b>51,590.63</b>	79,588.41	27,997.78	51,590.63	79,588.41
MT	3,960,406,990	10.026%	24,212.06	0.00	24,212.06	24,212.06	<b>89,229.62</b>	137,653.74	48,424.12	89,229.62	137,653.74
PM	2,847,405,288	7.208%	17,410.50	0.00	17,410.50	17,410.50	<b>64,163.66</b>	98,984.66	34,821.00	64,163.66	98,984.66
PV	1,681,133,593	4.256%	10,277.65	0.00	10,277.65	10,277.65	<b>37,876.62</b>	58,431.92	20,555.30	37,876.62	58,431.92
Solanco	2,382,943,997	6.032%	14,568.10	0.00	14,568.10	14,568.10	<b>53,688.36</b>	82,824.56	29,136.20	53,688.36	82,824.56
Warwick	2,618,573,227	6.629%	16,008.63	0.00	16,008.63	16,008.63	<b>58,997.21</b>	91,014.47	32,017.26	58,997.21	91,014.47
	<b>39,502,217,112</b>	<b>100.00%</b>	<b>241,497.50</b>	<b>0.00</b>	<b>241,497.50</b>	<b>241,497.50</b>	<b>890,000.00</b>	<b>1,372,995.00</b>	<b>482,995.00</b>	<b>890,000.00</b>	<b>1,372,995.00</b>
									482,995.00	890,000.00	1,372,995.00

(1) - 2019 STEB Certification

09/25/20

**LANCASTER COUNTY CAREER & TECHNOLOGY CENTER**

Plan Con and Bond Savings - Estimate

2021-2022

							Notice of Intent to Split 75/25					
LCCTC Debt MV Aid Ratio (2)	School District	Market Value (1)			Total 20/21 Gross Debt Share	Estimated State Reimb. (2)	Net SD Share of LCCTC Debt (3)		District Share to Keep 1.33M	25% District Share of Savings	75% LCCTC Share SD Pay to LCCTC (4)	Net Total District Pay't to LCCTC
		Dollars	Share		\$ 42,995				\$ 604,119			
		A	B		C	D	E		F	G		
		= A - B								= C + F		
0.5000	Cocalico	1,768,383,842	4.476%		61,455	27,809	33,647		1,924	6,760	20,280	53,927
0.7507	Columbia	356,301,169	0.902%		12,384	8,414	3,971		388	1,362	4,087	8,058
0.5000	CV	3,214,897,729	8.139%		111,741	50,563	61,178		3,499	12,292	36,875	98,053
0.5427	Donegal	1,483,892,011	3.756%		51,570	25,328	26,242		1,615	5,673	17,018	43,260
0.5000	Elanco	2,773,443,568	7.021%		96,398	43,620	52,778		3,019	10,604	31,811	84,589
0.5058	E-Town	1,989,181,094	5.036%		69,139	31,648	37,490		2,165	7,605	22,816	60,306
0.5000	Ephrata	2,298,039,960	5.818%		79,874	36,143	43,731		2,501	8,786	26,358	70,089
0.5000	Hempfield	4,502,341,043	11.398%		156,490	70,812	85,678		4,900	17,214	51,642	137,320
0.5000	L-S	1,938,020,967	4.906%		67,361	30,481	36,880		2,109	7,410	22,229	59,109
0.6815	Lancaster	3,397,445,399	8.601%		118,086	72,830	45,256		3,698	12,989	38,968	84,224
0.5000	MC	2,289,807,234	5.797%		79,588	36,014	43,575		2,492	8,755	26,264	69,839
0.5000	MT	3,960,406,990	10.026%		137,654	62,288	75,365		4,311	15,142	45,426	120,791
0.5141	PM	2,847,405,288	7.208%		98,969	46,046	52,923		3,099	10,887	32,660	85,582
0.5000	PV	1,681,133,593	4.256%		58,432	26,440	31,991		1,830	6,428	19,283	51,274
0.5000	Solanco	2,382,943,997	6.032%		82,825	37,478	45,346		2,594	9,111	27,332	72,679
0.5000	Warwick	2,618,573,227	6.629%		91,014	41,184	49,830		2,850	10,012	30,035	79,865
		39,502,217,112	100.00%		1,372,980	647,098	725,881		42,994	151,028	453,084	1,178,965
					Districts Pay LCCTC by 8/1/21 & 2/1/22	Districts Receive from PDE ~ 12/21 and 4/22				Districts Pay LCCTC Inv 3/2022 Due 5/2022		

(1) - 2019 STEB Certification

(2) - Estimated weighted average Project Reimbursement of 90.5% on the 2012/2017/2014 LCCTC Bonds (2012 - 95.72%, 2017 - 99.39%, 2014 - 57.71%). 50% minimum aid ratio used for Districts with lower aid ratios; actual aid ratios used for districts with ratios greater than 50%. Pulled from 2020-2021 Aid Ratios.

(3) - Net local effort debt service for LCCTC Bonds (2017/2020 issues)

(4) - Represents approximately 75% of the difference between the \$1,330,000 original net debt service (1995 LCCTC Bonds) and the estimated net debt service for the 2017/2020 Bonds.

REVENUE AND OTHER FINANCING SOURCES					
CODE	CATEGORY			2020/2021 Budget	2020/2021 PROPOSED
6000		REVENUE FROM LOCAL SOURCES			
	6510	Earnings on Investments		\$85,000.00	\$85,000.00
	6800	Revenue from Intermediary Sources (Indirect Costs)		\$5,000.00	\$5,000.00
	6900	Other Revenue From Local Sources			
		6910 Rentals		\$65,000.00	\$65,000.00
		6940 Tuition from Patrons		\$246,258.00	\$200,000.00
		State and Local Grants		\$360,000.00	\$360,000.00
		6946 Receipts from Member Districts - Bond Payments		\$1,411,041.00	\$1,372,995.00
		6946 Receipts from Member Districts - General Fund Payments		\$14,497,659.00	\$14,830,281.00
		6946 Receipts from Member Districts - Plan Con Subsidy Payments		\$440,000.00	\$453,000.00
		Tuition (Bill for Service- MHL)		\$105,439.00	\$90,000.00
		6990 Miscellaneous Revenue		\$160,000.00	\$165,294.00
		Fund Transfer- ISC Healthcare to Unrestricted Fund		\$0.00	\$850,000.00
		TOTAL REVENUE FROM LOCAL SOURCES		\$17,375,397.00	\$18,476,570.00
7000		REVENUE FROM STATE SOURCES			
	7200	Revenue for Specific Educational Programs			
		7220 Vocational Educational (Adult)		\$0.00	\$0.00
		7220 Vocational Educational (Secondary)		\$1,700,000.00	\$1,800,000.00
	7810	State Share of Social Security and Medicare Taxes		\$304,238.00	\$307,028.00
	7820	State Share of Retirement Contributions		\$1,382,790.00	\$1,402,696.00
		TOTAL REVENUE FROM STATE SOURCES		\$3,387,028.00	\$3,509,724.00
8000		REVENUE FROM FEDERAL SOURCES			
	8500	Restricted Grants-In-Aid from the Fed Gov't through the Commonwealth of PA			
		8521 Vocational Education (Perkins Grant)		\$1,057,123.00	\$790,697.00
		TOTAL REVENUE FROM FEDERAL SOURCES		\$1,057,123.00	\$790,697.00
9000		OTHER FINANCING SOURCES			
	9400	Sale of or Compensation for Loss of Fixed Assets		\$10,000.00	\$15,000.00
		TOTAL OTHER FINANCING SOURCES		\$10,000.00	\$15,000.00
TOTAL BUDGETED REVENUE AND OTHER FINANCING SOURCES				\$21,829,548.00	\$22,791,991.00

EXPENDITURES AND OTHER OUTLAYS - DETAILED				
	Description	2020/21		2021/22
Function	Object	Budget		Projected
<b>11/1300</b>	<b>Vocational Ed</b>	<b>\$9,611,436</b>		<b>\$9,527,639</b>
	100 Salaries	\$4,577,572		\$4,598,729
	200 Employee Benefits	\$3,460,735		\$3,284,319
	300 Purchased Professional Services	\$205,456		\$214,115
	400 Purchases Property Services	\$106,500		\$122,500
	500 Other Purchased Services	\$126,000		\$98,000
	600 Supplies	\$510,000		\$516,500
	700 Equipment	\$620,173		\$688,476
	800 Other	\$5,000		\$5,000
<b>2100</b>	<b>Guidance Services</b>	<b>\$1,285,725</b>		<b>\$1,341,972</b>
	100 Salaries	\$709,563		\$742,523
	200 Employee Benefits	\$549,862		\$541,444
	300 Purchased Professional Services	\$5,000		\$5,000
	400 Purchases Property Services	\$2,000		\$2,000
	500 Other Purchased Services	\$8,100		\$8,100
	600 Supplies	\$9,500		\$39,755
	700 Equipment	\$1,400		\$1,400
	800 Other	\$300		\$1,750
<b>2200</b>	<b>Support Services- Instructional</b>	<b>\$800,050</b>		<b>\$862,072</b>
	100 Salaries	\$383,208		\$405,948
	200 Employee Benefits	\$374,942		\$374,824
	300 Purchased Professional Services	\$18,200		\$32,500
	400 Purchases Property Services	\$500		\$0
	500 Other Purchased Services	\$12,000		\$4,500
	600 Supplies	\$10,000		\$28,800
	700 Equipment	\$1,000		\$500
	800 Other	\$200		\$15,000
<b>2300</b>	<b>Administration</b>	<b>\$2,430,198</b>		<b>\$2,271,801</b>
	100 Salaries	\$1,147,859		\$1,096,544
	200 Employee Benefits	\$827,960		\$759,328
	300 Purchased Professional Services	\$211,679		\$188,979
	400 Purchases Property Services	\$20,350		\$20,100
	500 Other Purchased Services	\$115,850		\$115,850
	600 Supplies	\$87,000		\$72,000
	700 Equipment	\$4,000		\$8,000



	Description		2020/21		2021/22
Function	Object		Budget		Projected
	800 Other		\$15,500		\$11,000
<b>2400</b>	<b>Pupil Health</b>		<b>\$208,371</b>		<b>\$223,344</b>
	100 Salaries		\$91,557		\$102,000
	200 Employee Benefits		\$106,564		\$104,594
	300 Purchased Professional Services		\$5,000		\$10,000
	400 Purchases Property Services		\$500		\$500
	500 Other Purchased Services		\$750		\$750
	600 Supplies		\$3,000		\$4,500
	700 Equipment		\$500		\$500
	800 Other		\$500		\$500
<b>2500</b>	<b>Business Affairs</b>		<b>\$737,385</b>		<b>\$749,203</b>
	100 Salaries		\$351,800		\$370,501
	200 Employee Benefits		\$292,085		\$290,902
	300 Purchased Professional Services		\$2,500		\$2,500
	400 Purchases Property Services		\$18,700		\$17,000
	500 Other Purchased Services		\$19,800		\$19,800
	600 Supplies		\$38,000		\$33,500
	700 Equipment		\$1,000		\$1,000
	800 Other		\$13,500		\$14,000
<b>2600</b>	<b>Operations/Maintenance</b>		<b>\$2,711,907</b>		<b>\$2,833,599</b>
	100 Salaries		\$675,366		\$693,625
	200 Employee Benefits		\$645,241		\$619,174
	300 Purchased Professional Services		\$32,800		\$74,500
	400 Purchases Property Services		\$390,000		\$478,500
	500 Other Purchased Services		\$165,000		\$185,000
	600 Supplies		\$750,500		\$728,800
	700 Equipment		\$50,000		\$50,000
	800 Other		\$3,000		\$4,000
<b>2700</b>	<b>Transportation</b>		<b>\$1,224,677</b>		<b>\$1,258,356</b>
	100 Salaries		\$0		\$0
	200 Employee Benefits		\$0		\$0
	300 Purchased Professional Services		\$0		\$0
	400 Purchases Property Services		\$0		\$0
	500 Other Purchased Services		\$1,224,677		\$1,258,356
	600 Supplies		\$0		\$0
	700 Equipment		\$0		\$0
	800 Other		\$0		\$0

	Description		2020/21		2021/22
Function	Object		Budget		Projected
<b>2800</b>	<b>Support Services- Central</b>		<b>\$833,864</b>		<b>\$985,584</b>
	100 Salaries		\$361,648		\$384,086
	200 Employee Benefits		\$189,516		\$205,248
	300 Purchased Professional Services		\$27,000		\$30,250
	400 Purchases Property Services		\$30,750		\$25,000
	500 Other Purchased Services		\$26,200		\$30,000
	600 Supplies		\$42,000		\$82,250
	700 Equipment		\$155,500		\$225,500
	800 Other		\$1,250		\$3,250
<b>3200</b>	<b>Student Activities</b>		<b>\$59,894</b>		<b>\$62,425</b>
	100 Salaries		\$17,000		\$17,000
	200 Employee Benefits		\$7,394		\$7,425
	300 Purchased Professional Services		\$7,500		\$10,000
	400 Purchases Property Services		\$0		\$0
	500 Other Purchased Services		\$25,000		\$25,000
	600 Supplies		\$3,000		\$3,000
	700 Equipment		\$0		\$0
	800 Other		\$0		\$0
<b>5100</b>	<b>Bond Payments</b>		<b>\$1,411,041</b>		<b>\$1,372,995</b>
	800 Interest		\$516,041		\$482,995
	900 Principal		\$895,000		\$890,000
<b>5200</b>	<b>Plan Con Subsidy transfer to Capital Reserve</b>		<b>\$440,000</b>		<b>\$453,000</b>
	900 Fund Transfers		\$440,000		\$453,000
<b>5800</b>	<b>Unrestricted Secondary Fund/Budgetary Reserve</b>		<b>\$75,000</b>		<b>\$850,000</b>
	800 Other		\$75,000		\$850,000
<b>Grand Total</b>			<b>\$21,829,548</b>		<b>\$22,791,991</b>

**\*\*RESOLUTION APPROVING**  
**Lancaster County Career & Technology Center**  
**Proposed Budget 2021-2022**

**BACKGROUND.** The Lancaster County Career & Technology Center's Proposed General Fund Budget 2021-2022 has been submitted to all members of the Lancaster County Career and Technology Center Board (the "**Board**"). The proposed budget must be approved by the favorable vote of a majority of all members of the Board, and also by two-thirds of the school boards of all participating school districts, voting as separate school boards.

**RESOLVED,** that this board of school directors hereby approves the Lancaster County Career & Technology Center's Proposed General Fund Budget 2021-2022, including without limitation the capital expenses (paid by school districts based on market value allocation) and the operating expenses (paid by school districts based on average daily membership allocation) as such expenses are included and set forth in the proposed budget.

\* \*\*\*\*\* \*

**CERTIFICATION**

I, the undersigned SECRETARY of the BOARD of School Directors of the \_\_\_\_\_  
School District, certify that the foregoing is a true copy of a resolution adopted by said board at a meeting thereof  
duly held \_\_\_\_\_, and that said resolution was duly adopted by the favorable vote of at least  
a majority of all school board members of the School District and remain in full force and effect.

Numbers            ☐ FOR  
                              ☐ AGAINST

Board Secretary Signature

\_\_\_\_\_

Date: \_\_\_\_\_

### **Services Agreement Renewal and Amendment**

This Services Agreement Renewal and Amendment ("Amendment") is entered into by and between Lampeter-Strasburg School District (the "Company") and On Target Health ("OTH") (each, a "Party" and, together, the "Parties"), is effective February 1, 2021 and hereby renews (except as modified herein), and amends the agreement entered into by and between the Parties effective August 1<sup>st</sup>, 2016.

- 1. Provision of Services; Location:** OTH shall provide the Services as described in Sections 2 and 5 of the Services Agreement at the Company's Facilities set forth at Exhibit A of the Services Agreement.
- 2. Term:** The term of this Amendment ("Term") and services shall begin on the effective date set forth above and shall and expire on January 31, 2022.
- 3. Compensation:** The Company shall pay to OTH the amount of One-hundred twenty six thousand dollars (\$126,000) for this term, exclusive of certain equipment and additional services as set forth in Sections 3 and 5 and in Exhibit B of the Services Agreement, and subject to the Fee Adjustment set forth in Section 5 of this Amendment (the "Purchase Price"). The Purchase Price shall include:
  - a. The cost for obesity management services includes: biweekly or monthly accountability sessions dependent on the participant, metabolism testing, 1 on 1 private coaching, ongoing remote coaching between in-person visits to include a new mobile application, and other applicable services as detailed in the Plan of Services.
  - b. The Company acknowledges and agrees that the Participants includes those Participants that have previously participated in On Target Health's obesity management solution. The Company further acknowledges and agrees that On Target Health may limit the number of Participants that can participate in the Program during this amended period so as not to exceed the hours set forth in Section 8(a) of this Exhibit. The services referenced in Sections 3(a) and (b) are referred to herein as the "Program."
  - c. On Target Health will provide aggregate ROI reports to Company at the end of this term, to include utilization of the Program, and progression of health .
  - d. The cost for obesity management services includes: accountability sessions, behavioral support, finger stick testing (i.e. lipid panel and A1C) and metabolism testing, if applicable (including body composition testing), and other applicable services as detailed in the Plan of Services.
- 4. Payment Terms:** The Company shall pay the Purchase Price in accordance with the following terms ("Payment Terms"):

One hundred twenty six thousand dollars (\$126,000) in twelve equal installments of \$10,500 per month. Monthly payments are due by ACH by the 4<sup>th</sup> of each month, commencing February 4, 2021 and ending on January 4, 2022.

**5. Fee Adjustment:**

- a. The Purchase Price will be subject to an upward adjustment if the Company determines, in its sole discretion, that it is necessary to increase slots available for participants and/or exceed the hours set forth in Section 8 below and the Parties agree in writing, in advance of the provision of additional hours, that such increased number of hours and the associated fees are necessary and appropriate fees.
- b. Should either Party desire to modify the fees charged by OTH under the terms of the Amendment for the Renewal Term, that Party must provide written notice to the other Party at least sixty (60) days prior to the commencement. If such notice is given, the Parties shall enter into good faith negotiations to modify the fees.

**6. Hours:** On Target Health shall provide the Plan of Services according to the following schedule:

- a. Up to 8 clock hours (16 man hours) weekly scheduled for metabolism, body composition screenings; health coaching and or meetings between On Target Health and the Company. In addition, On Target Health will engage 6 hours of remote communication with participants via email, tech, and private social media accounts (at the participant's option).
- b. As the parties may otherwise agree in writing to ensure that all Employees are fully served by the services to be provided under this Agreement; and,

**7. Maximum Participants:**

- a. Maximum number of full-time equivalent (FTE) slots that employees can fill and participate in the Obesity Management Program as set forth in Section 5(e) of the Agreement: fifty (50) FTE slots

**IN WITNESS WHEREOF**, the parties hereto have set forth their signatures on this Amendment      the day and year written below.

**On Target Health, LLC ("On Target Health")**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Lampeter-Strasburg School District ("Company")**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## Pennsylvania School Boards Association Principles for Governance and Leadership

Pennsylvania school boards are committed to providing **every** student the opportunity to grow and achieve. The actions taken by the board ultimately have both short and long-term impact in the classroom. Therefore, school directors collectively and individually will...



### Advocate Earnestly

Promote public education as a keystone of democracy

Engage the community by seeking input, building support networks, and generating action

Champion public education by engaging members of local, state and federal legislative bodies



### Lead Responsibly

Prepare for, attend and actively participate in board meetings

Work together in a spirit of harmony, respect and cooperation

Participate in professional development, training and board retreats

Collaborate with the Superintendent as the Team of 10



### Govern Effectively

Adhere to an established set of rules and procedures for board operations

Develop, adopt, revise and review policy

Align decisions to policy

Differentiate between governance and management, delegating management tasks to administration

Allocate finances and resources

Ensure compliance with local, state and federal laws



### Plan Thoughtfully

Adopt and implement a collaborative comprehensive planning process, including regular reviews

Set annual goals that are aligned with the comprehensive plan

Develop a financial plan that anticipates both short and long-term needs

Formulate a master facilities plan conducive to teaching and learning



### Evaluate Continuously

Utilize appropriate data to make informed decisions

Use effective practices for the evaluation of the superintendent

Assess student growth and achievement

Review effectiveness of the comprehensive plan



### Communicate Clearly

Promote open, honest and respectful dialogue among the board, staff and community

Encourage input and support for the district from the school community

Protect confidentiality

Honor the sanctity of executive session



### Act Ethically

Never use the position for improper benefit to self or others

Act to avoid actual or perceived conflicts of interest

Recognize the absence of authority outside of the collective board

Respect the role, authority and input of the superintendent

Balance the responsibility to provide educational programs with being stewards of community resources

Abide by the majority decision

Represented by the signatures below, adoption of these principles assures the school board, individual school directors and chief school administrators adhere to the same principles across our commonwealth. Adopted on: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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