The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, April 24, 2017 at the Ephrata Intermediate School, 957 Hammon Ave., Ephrata as advertised on July 11, 2016 in LNP News.

**Board Members Present:** President, Timothy W. Stayer; Vice-President, Jenny L. Miller; Treasurer, Kristee Reichard; Secretary, Stephanie A. Gingrich; Members: Judy S. Beiler, Ted Kachel, Glenn R. Martin, Tim Stauffer, and Chris Weber

**Board Members Absent:** Richard Gehman and Robert E. Miller

**School District Representatives Present:** Superintendent, Dr. Brian Troop; Assistant Superintendents, Dr. Jacy Clugston Hess and Richard Hornberger; Community Relations Coordinator, Sarah McBee; and Ephrata Intermediate/Middle School staff, Kevin Deemer, Brooke Gerlach, Todd Ream, Gregg Shullenberger, and Marcie Webber

**Visitors Present:** Eric and Luda Brubaker; Nancy, Nathan, and Ray Buckwalter; Buehler Family; Edwin Crockett; Chad and Charissa Eby; Jill Folker; Larry Hagen; Sally Kieffer; Betty Kreider; Marilyn Kreider; Fran and Megan Lausch; Dmitrey Mantsevich; Tim Natarian; Gail and Gary Norton; Lisa Peters; Kyle Robinson; April Rogers-Reddig; Alan Ruby; Robin Seidel; Kristen Selzer; Tim Sheetz; Matt Smith; Jessica Werntz; Sally Wise; and Bernadette Ziemba

**Media:** Gary Klinger and Marylouise Sholly, Ephrata Review; Laura Knowles, LNP News

**CALL TO ORDER BY BOARD PRESIDENT**
President Stayer called the meeting to order at 7:02 PM.

**MOMENT OF SILENT MEDITATION, PLEDGE OF ALLEGIANCE, AND RECITATION OF THE MISSION STATEMENT**
President Stayer asked for a moment of silent meditation followed by the Pledge of Allegiance and the recitation of the District Mission Statement.

**WELCOME AND COMMENTS/QUESTIONS FROM VISITORS**
President Stayer welcomed visitors to the meeting. He opened the meeting to questions or comments from visitors for any item on the agenda except personnel items that are never discussed at public meetings.
- None

**SCHOOL BOARD RESOLUTIONS**
Resolutions were presented to students who qualified to compete in the National MathCON challenge; Zeke Jones, who qualified for the State Geography Bee; Megan Lausch, who qualified for the State Wind Ensemble; Katherine Earl, who won a trip to Germany through the American Association of Teachers of German; and Edwin Crockett, who was named the North Museum Science and Engineering Fair Senior Reserve Champion

**SUPERINTENDENT RECOGNITION AWARDS**
Awards were presented to Lisa Peters, Kristen Selzer, and Jessica Werntz for organizing the first District Elementary STEM night, which over 300 people attended.

**CELEBRATING PUBLIC EDUCATION**
Several Intermediate School students and teachers Marcie Webber and Todd Ream provided a presentation to encourage the District to look into solar energy.
SECTION 2 – GENERAL BOARD ACTION ITEMS

Motion
It was moved by Mr. Weber, seconded by Mrs. Beiler, that the Ephrata Area Board of School Directors approve all of the following items set forth below.

Roll call vote -- all members present voting yes. Motion approved - 7 Yes, 0 No.

I. SECRETARY REPORT – Stephanie A. Gingrich
   A. Meeting Minutes
      Minutes of the March 20, 2017 Regular Board Meeting and the April 3, 2017 Committee Meetings
   B. School Board Resolutions (Attachment #1)
      Resolutions for Edwin Crockett, Katherine Earl, Zeke Jones, Megan Lausch, and six students who qualified to compete in the National MathCON challenge

II. BUDGET & FINANCE + PROPERTY COMMITTEE – Timothy W. Stayer
    A. Approve Treasurer’s Report (Attachment #2)
       Treasurer’s Report for the period March 1, 2017 through March 31, 2017
    B. Approve List of Bills (Attachment #3)
       Payment of the List of Bills for individual accounts for April 24, 2017

<table>
<thead>
<tr>
<th>Account</th>
<th>General Fund</th>
<th>AP Direct Deposit</th>
<th>General Fund ACH Items</th>
<th>Capital Reserve</th>
<th>Food Service</th>
<th>Student Activities</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>110330240H</td>
<td>$386,918.35</td>
<td>$621,808.03</td>
<td>$2,762,894.73</td>
<td>$25,591.15</td>
<td>$69,129.22</td>
<td>$6,233.25</td>
<td>$3,872,574.73</td>
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</table>

C. Per Capita Exonerations (Attachment #4)
   Akron Borough 2016-2017 $420.00
   Clay Township 2016-2017 $800.00
   Ephrata Borough 2016-2017 $1,950.00
   Ephrata Township 2016-2017 $1,200.00
   Total $4,370.00

D. General Fund Budgetary Transfers, 2016-2017

<table>
<thead>
<tr>
<th>Transfer From</th>
<th>Description</th>
<th>Amount</th>
<th>Transfer To</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>110330240H</td>
<td>HS FCS Substitutes</td>
<td>$400.00</td>
<td>1143240H</td>
<td>Equipment Maint/Repair</td>
<td>$400.00</td>
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<tr>
<td>1151240H</td>
<td>Field Trips</td>
<td>$200.00</td>
<td>1143240H</td>
<td>Equipment Maint/Repair</td>
<td>$200.00</td>
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<tr>
<td>1164240H</td>
<td>Books</td>
<td>$100.00</td>
<td>1161240H</td>
<td>Supplies</td>
<td>$100.00</td>
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</tbody>
</table>

TOTAL $700.00

E. Dual Enrollment Agreements 2017-2018
   Agreements between the Ephrata Area School District and the following institutions for higher learning for the 2017-2018 fiscal school year. Dual enrollment is for eligible students currently enrolled in the Ephrata High School, who attend college classes to receive college credits while they are in high school. Students pay for the credits directly to the college.
   a. Millersville University, Lancaster, PA, approximate cost for tuition and fees for a three credit course is $519.00 plus tech fees per class taken during the 2017-2018 fiscal school year.
b. Penn State Berks, Reading, PA, approximate cost for tuition and fees for a three credit course is $1,057.00 per class taken during the 2017-2018 fiscal school year.

c. HACC, Harrisburg, PA, approximate cost for tuition and fees is $100.00 per credit for the 2017-2018 fiscal school year.

d. HACC, Harrisburg, PA, “College in the Classroom” approximate tuition cost per 3 credit course is $50.00 for classes taken during the 2017-2018 fiscal school year.

e. Thaddeus Stevens College of Technology, Lancaster, PA, approximate cost for the 2017-2018 fiscal year is $3,900.00; this is for two semesters with a maximum of 18 credits per semester.

f. PA College of Health Sciences, approximate cost for a 3 credit course is $850.00 for the 2017-2018 school year.

F. 2017-2018 Proposed Lancaster-Lebanon IU 13 Instructional Media Services Budget

Proposed Lancaster-Lebanon IU 13 Instructional Media Services Budget for 2017-2018

<table>
<thead>
<tr>
<th>Budget</th>
<th>2016-2017 Budget</th>
<th>2017-2018 Proposed Budget</th>
<th>Dollar – increase or decrease</th>
<th>Percent increase or decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>Instructional Media Services</td>
<td>$813,193.00</td>
<td>$808,640.00</td>
<td>($4,553.00)</td>
<td>(0.56%)</td>
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<tr>
<td>EASD Contribution to IMS Budget</td>
<td>$30,645.39</td>
<td>$30,645.39</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

G. Agreement with Royer Pharmacy

Sales agreement with Royer Pharmacy, Inc., 2 East Main Street, Ephrata, PA, to purchase 34 vials of quadrivalent influenza vaccine for the District employees and their spouses for the 2017-2018 fiscal year. The total cost is approximately $6,290.00. The cost of the flu vaccine is reimbursed by Lincoln Benefit Trust.

H. Special Education Supplemental Contract with Cocalico School District

Service Contract to provide Project Build a Better Future/Emotional Support for a Cocalico secondary student. The cost is prorated at $5,078.40 plus additional related services billed on an hourly basis for the remainder of 2016-2017 fiscal year.

I. Worley and Obetz Agreement

Purchase of the following products from Worley and Obetz, Inc, Lancaster, PA, effective April 17, 2017 and continue until the gallons are exhausted, approximately one year:

- 87 E 10 Unleaded Gasoline 42,000 gallons $1.8400 per gallon
- ULSD On Road Diesel 42,000 gallons $1.9700 per gallon

Property

None

III. PERSONNEL COMMITTEE – Judy Beiler

A. Resignations

- Genevieve Bellavance, High School Special Education Learning Support, effective at the conclusion of the 2016-17 school year
- Melissa Santiago, Fulton General Cafeteria, effective April 3, 2017

B. Leaves

- Debra Bernhard, Akron ESL, effective April 7, 2017 through approximately April 24, 2017
- Nate Eakin, Intermediate School Grade 5, effective approximately April 26, 2017 through approximately two (2) weeks
- Ashley Lapp, Fulton/Highland Physical Education, requests to extend her leave through the conclusion of the 2017-18 school year
- Ruth Summers, Clay Reading Aide, March 27, 2017 through April 7, 2017
C. Transfers
- David Herring, Middle School Special Education Emotional Support to High School Special Education Learning Support, effective August 21, 2017, replacing Genevieve Bellavance who is resigning
- Morgan Luckenbill, Fulton Grade 2 to Fulton Intervention Specialist, effective August 21, 2017, replacing Wanda Deininger who is retiring
- Amy Rios, Middle School Special Education Learning Support to Middle School English Grade 7, effective August 21, 2017, replacing Jackie Nolt who transferred to another position
- Jennifer Rohrbaugh, Part-time High School General Cafeteria to Full-time Clay Cafeteria Manager, effective May 15, 2017, replacing Linda Booth who is retiring
- Gina Shreiner, Part-time Highland General Cafeteria to Full-time Highland Cafeteria Manager, effective May 15, 2017, replacing Fern Brenneman who is retiring

D. Appointments
Professional
- Kristina Runyeon, Temporary Professional Employee Fulton Special Education Supplemental Learning Support @ Level B/Step 2, effective August 21, 2017, replacing Kelly Homan who is retiring

E. 2017-18 Extra Contracted Days

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Extra Days</th>
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</thead>
<tbody>
<tr>
<td>Perry, Michelle</td>
<td>Kindergarten/Literacy Coordinator</td>
<td>10</td>
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<tr>
<td>Lyons, Beth</td>
<td>School Guidance Counselor (Elem.)</td>
<td>5</td>
</tr>
<tr>
<td>Miller, Kyle</td>
<td>School Guidance Counselor (Elem.)</td>
<td>5</td>
</tr>
<tr>
<td>Adams, Lisa</td>
<td>School Guidance Counselor (EIS)</td>
<td>10</td>
</tr>
<tr>
<td>Mahlandt, Angela</td>
<td>School Guidance Counselor (EIS)</td>
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<tr>
<td>Crow, Jay</td>
<td>School Guidance Counselor (EMS)</td>
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<tr>
<td>Mowbray, Alane</td>
<td>School Guidance Counselor (EMS)</td>
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<tr>
<td>Batdorff, Kerri</td>
<td>School Guidance Counselor (EHS)</td>
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<tr>
<td>Habowski, Stephen</td>
<td>School Guidance Counselor (EHS)</td>
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<tr>
<td>Moore, Stefanie</td>
<td>School Guidance Counselor (EHS)</td>
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<tr>
<td>Sheakley, Alexandra</td>
<td>School Guidance Counselor (EHS)</td>
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<tr>
<td>Potts, Amy</td>
<td>School Nurse</td>
<td>2</td>
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<td>Schaeffer, Sharon</td>
<td>School Nurse</td>
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<td>Shortuse, Shanan</td>
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<tr>
<td>Strayer-Gray, Amy</td>
<td>School Nurse</td>
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<tr>
<td>Chrusch, Terry</td>
<td>School Psychologist</td>
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<tr>
<td>Cordivari, Jennifer</td>
<td>School Psychologist</td>
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<tr>
<td>Graff, Brooke – 0.5</td>
<td>School Psychologist</td>
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<tr>
<td>Mitra-Ilive, Nanda</td>
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<tr>
<td>Wilczek, Brenda – 0.5</td>
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<tr>
<td>Wagner, Kim</td>
<td>Special Education Consultant</td>
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<tr>
<td>Stauffer, Sarah</td>
<td>Vo-Ag</td>
<td>20</td>
</tr>
</tbody>
</table>

F. 2016-17 Spring Volunteer Coaches (Attachment #5)

G. Boyo Substitute Aides
- Harold Groff
- Brandon Yoder

IV. POLICY COMMITTEE – Tim Stauffer
A. Policies for Second Reading (Attachment #6)
- Policy 251, Homeless Students
- Policy 255, Educational Stability for Children in Foster Care
- Policy 908, Relations with Parents/Guardians
- Policy 915, Relations with Booster/PTO/PTA Organizations
B. **Policies for First Reading (Attachment #7)**
- Policy 246, School Wellness
- Policy 706, Property Records
- Policy 706.1, Disposal of Obsolete-Outdated Equipment
- Policy 808, Food Services

V. **PUBLIC AFFAIRS & PLANNING/CURRICULUM COMMITTEE – Jenny L. Miller**

Curriculum

A. **Field Trip**
High School students (15) to travel to Refreshing Mountain Camp from Thursday, April 27 – Friday, April 28, 2017 as part of the *Every 15 Minutes* program

B. **Policy 239 (Foreign Exchange Student) Exception**
Motion to waive the minimum age requirement in Policy 239 in order to approve Tom Schittkowski as a foreign exchange student for the 2017-2018 school year

C. **Approved List of Dual Enrollment Institutes of Higher Education**
Recommended approval of the following institutes for Dual Enrollment for the 2017-2018 school year
- Franklin & Marshall College, Lancaster, PA
- HACC, Harrisburg, PA
- Lancaster Bible College, Lancaster, PA
- Messiah College, Mechanicsburg, PA
- Millersville University, Lancaster, PA
- PA College of Health Sciences, Lancaster, PA
- Penn State Berks, Reading, PA
- Thaddeus Stevens College of Technology, Lancaster, PA

Public Affairs & Planning

A. **2017-2018 Board Calendar (Attachment #8)**

--- SECTION 3 – MISCELLANEOUS ACTION ITEM --

I. **Nominate and Elect an Intermediate Unit 13 Board Member for a Three-Year Term, effective July 1, 2017 through June 30, 2020**

**Motion**
It was moved by Mr. Stayer, seconded by Mrs. Miller, that the Ephrata Area Board of School Directors appoints Mr. Tim Stauffer as the Intermediate Unit 13 Board Member.

Roll call vote -- all members present voting yes. Motion approved - 7 Yes, 0 No.

--- SECTION 4 – INFORMATION ITEMS ---

I. **PERSONNEL**

A. **Vacancies**

Professional
- Clay LTS Part-time Special Education Learning Support
- Elementary (3)
- Elementary Guidance Counselor
- Elementary Library Media Specialist (2)
- Elementary LTS Physical Education
- High School LTS English (2nd Semester 2017-18 School Year)
- Intermediate School LTS Elementary
- Middle School Special Education Emotional Support
- Middle School Special Education Learning Support
- Middle/High School LTS Spanish (2017-18 School Year)
Support
- Clay Full-time Personal Care Assistant Autistic Support
- Clay Health Tech
- Clay Title I Aide
- District-wide Maintenance HVAC
- Fulton General Cafeteria
- Fulton Secretary
- Highland General Cafeteria
- Highland Health Tech
- High School General Cafeteria
- Inclusion Aide
- Middle School Custodian
- Personal Care Assistant

Extracurricular
- Assistant Marching Band

--- SECTION 5 – REPORTS ---

I. REPORT OF THE SCHOOL BOARD STUDENT REPRESENTATIVE – Faith Myers
A report was provided about various activities being held in buildings throughout the District.

II. REPORT OF LANCASTER COUNTY CAREER & TECHNOLOGY CENTER (LCCTC) JOINT OPERATING COMMITTEE REPRESENTATIVE – Judy Beiler
No report

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
- A presentation was provided about Project Max to help support students with multiple special needs.
- The IU Reinventing Learning event was well received.

IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin
- PSBA Advocacy Day in Harrisburg was held in mid-April.
- A charter reform bill is moving through the House.
- Platform items for the 2017 PSBA Convention are being considered through the end of June.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber
- No report

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian M. Troop
- The Board received handouts listing the Coding Contest winners, North Museum Science & Engineering Fair Award winners, High School EHS Scholar Athletes, and National German Exam Gold, Silver, and Bronze recipients.
- Dr. Troop participated in a conversation organized by the Lancaster County Planning Commission focused on the projected population growth in the county.
- Dr. Troop provided a presentation about the District Life-Ready Graduate project at a recent Ephrata Rotary meeting.
- Dr. Troop helped update the PASA Resolutions Committee priorities for the 2017-2018 platform.
- The annual 4th grade trip to Meadow Spring Farm will take place at the end of May.
- There have been several events in the last month aimed at battling the opioid epidemic, and EASD has been actively involved in the conversations.
- A District team participated in the first annual “Reinventing Learning” showcase at IU13 and shared the design challenge and construction of the EIMS Makerspace.
- The Administration requested an executive session immediately following this meeting to discuss two personnel matters.
A presentation about expanded summer programming for Kindergarten and Grade 1 was made after the business meeting.

VII. GOOD NEWS REPORTS
- The Clay Spelling Bee had many local business donors and great community and school involvement.
- The High School production of Grease was very well done and a great example of the importance of the arts.
- The District was named among the Best Communities for Music Education for the 4th year in a row and the 7th time overall.

SECTION 6 – MISCELLANEOUS ITEMS & ADJOURNMENT

I. COMMENTS/QUESTIONS FROM VISITORS
President Stayer opened the floor to visitors for questions or comments except personnel items that are never discussed at public meetings.
- Resident Bernadette Ziemba asked about teachers with guns in school.

II. OLD BUSINESS
- None

III. NEW BUSINESS
- Representatives from Handi*Vangelism Ministries International proposed a revised Payment in Lieu of Taxes (PILOT) agreement to the School Board.
- Nancy Buckwalter spoke in support of Handi*Vangelism.

IV. ADJOURNMENT
The meeting adjourned at 8:10 PM.

Respectfully Submitted,

Stephanie A. Gingrich, Secretary
Ephrata Area Board of School Directors