The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, December 19, 2016 at Clay Elementary School, 250 Clay School Road, Ephrata as advertised on July 11, 2016 in LNP News.

**Board Members Present:** President, Timothy W. Stayer; Treasurer, Kristee Reichard; Secretary, Stephanie A. Gingrich; Members: Judy S. Beiler, Richard Gehman, Glenn R. Martin, Robert E. Miller, Tim Stauffer, and Chris Weber

**Board Members Absent:** Jenny L. Miller and Ted Kachel

**School District Representatives Present:** Superintendent, Dr. Brian Troop; Assistant Superintendents, Dr. Jacy Clugston Hess and Richard Homberger; Community Relations Coordinator, Sarah McBee; Clay Principal, Joy Darkes; and Clay teachers, Theresa Shahan and Adam Zeni

**Visitors Present:** Brent, Jeanine, Tyler, and Zach Buckwalter; Ian Mentzer; Bella, Brandy, and Chavon Pratt; and Drew, Mike, and Rebecca Walton

**Media:** Gary Klinger, Ephrata Review

**CALL TO ORDER BY BOARD PRESIDENT**
President Stayer called the meeting to order at 7:00 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.

**EXECUTIVE SESSION**
President Stayer announced the Board met in an Executive Session after the Committee meetings on December 5, 2016 for a personnel matter.

**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

**CELEBRATING PUBLIC EDUCATION**
Several Clay 4th Grade students and teachers Theresa Shahan and Adam Zeni led the Board members in completing a hands-on and engaging STEAM activity.

**SCHOOL BOARD RECOGNITION**
Board member Judy Beiler was recognized for 12 years of service to the School Board.

**SECTION 2 – GENERAL BOARD ACTION ITEMS**

**Motion**
It was moved by Mr. Weber, seconded by Mr. Miller, 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 passed.

I. **SECRETARY REPORT – Stephanie A. Gingrich**
   A. **Meeting Minutes**
   Minutes of the November 21, 2016 Regular Board Meeting; December 5, 2016 Board Reorganization Meeting; and the December 5, 2016 Committee Meetings
II. BUDGET & FINANCE + PROPERTY COMMITTEE – Timothy W. Stayer

Budget & Finance

A. Approve Treasurer's Report (Attachment #1)
Treasurer's Report for the period November 1, 2016 through November 30, 2016

B. Approve List of Bills (Attachment #2)
List of Bills for individual accounts for December 19, 2016

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
<th>Account</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>110610E</td>
<td>Elem. Supplies</td>
<td>$1,200.00</td>
<td>11610140E</td>
<td>Elem. PE Supplies</td>
<td>$1,200.00</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>$1,200.00</td>
<td></td>
<td>TOTAL</td>
<td>$1,200.00</td>
</tr>
</tbody>
</table>

C. General Fund Budget Transfers, 2016-2017

<table>
<thead>
<tr>
<th>TRANSFER FROM</th>
<th>TRANSFER TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$315,622.42</td>
</tr>
<tr>
<td>AP Direct Deposit</td>
<td>$708,289.92</td>
</tr>
<tr>
<td>General Fund ACH Items</td>
<td>$2,934,637.62</td>
</tr>
<tr>
<td>Capital Reserve</td>
<td>$284,645.86</td>
</tr>
<tr>
<td>Food Service</td>
<td>$77,054.34</td>
</tr>
<tr>
<td>Student Activities</td>
<td>$31,180.80</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$4,351,430.96</strong></td>
</tr>
</tbody>
</table>

D. 2015-2016 Local Audit – Herbein + Company
Receipt and acceptance of the 2015-2016 audit report completed by Herbein + Company

E. General Fund Budget – Opt Out Resolution
Accelerated Budget Opt-Out Resolution for 2017-2018. The adjusted index for the 2017-2018 fiscal year is 3.1%, and the School Board will not increase the rate of its real estate tax in excess to the adjusted index.

F. Update an Established Student Activity Club
Update of the Friends of Rachel student activity organization. This student activity club is now requesting an account to be set up to raise funds.

G. Establish Ephrata High School Student Activity Clubs
   a. Future Nurses Club – This club will provide information to students interested in nursing and related health careers. A student account is not requested.
   b. Pep Band – This club will play music during home basketball games. A student account is not requested.

H. Non-Public Transportation Contract
Non-public 2016-2017 Pupil Transportation Contract and daily rate as follows:

<table>
<thead>
<tr>
<th>Contractor</th>
<th>Number of Students</th>
<th>Rate per Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shalom Mennonite School</td>
<td>5</td>
<td>$13.75</td>
</tr>
</tbody>
</table>

I. Lancaster County Career and Technology Center Refunding Resolutions
Documents for the Lancaster County Career and Technology Center proposed refunding:
   a. LCCTC Board Resolution Approving LCCTC Refunding
   b. District Resolution Approving LCCTC Refunding
   c. Resolution of Intent

J. Tip411 School Edition Agreement
Agreement with Tip411 School Edition. This subscription is for 12 months. This is an extension of Tip411 and gives students an app to report. The cost is $900.
Property

A. Change Order – Ephrata Middle School Track Renovation Project

<table>
<thead>
<tr>
<th>Change Order</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>C -2</td>
<td>Nagle</td>
<td>MS Track</td>
<td>Credit for 4” perforated drain in pits and 4” schedule 40 drain from pits to catch basin</td>
<td>($2,673.00)</td>
</tr>
</tbody>
</table>

III. PERSONNEL COMMITTEE – Judy Beiler

A. Resignations

- Eric Bensing, Boys Lacrosse Head Coach, effective January 1, 2017
- Michele Kunkle, Part-time Middle School Inclusion Aide, effective December 23, 2016

B. Leaves

- Meredith Bailey, Intermediate School Learning Support, requests to extend her leave through the conclusion of the 2016-17 school year
- Emily Burkholder, Highland Kindergarten, effective approximately April 2, 2017 through approximately May 14, 2017
- Benjamin Rossman, Technology Integrator, effective approximately January 3, 2017 through approximately January 31, 2017
- Monique Stein, High School Learning Support, intermittent leave, effective approximately December 5, 2016 through approximately January 5, 2017
- James Sushinski, Clay Head Custodian, intermittent leave, effective November 28, 2016 through November 27, 2017

C. Transfer

- David Souder, Intermediate/Middle School Health & Physical Education to High School Health & Physical Education, effective January 17, 2017, replacing Jesse Reider who resigned

D. Appointments

Administrative

- Dr. Jacy Clugston Hess, Assistant Superintendent of Elementary Education, to amend the existing Administrative Contract to bring it into alignment with the other Administrative Contracts
- Dr. Brian Troop, Superintendent, effective July 1, 2017 through June 30, 2022 per the agreement in the same or substantially similar form, as approved by the Solicitor

Professional

- Luke Brandt, LTS Intermediate/Middle School Health & Physical Education @ Level B/Step 1 (Pro-rated), effective January 17, 2017 through the conclusion of the 2016-17 school year, replacing Austin Wealand who is filling in for a leave through the conclusion of the 2016-17 school year
- Beverly DeRise, LTS High School Gifted @ Level B/Step 1 (Pro-rated), effective January 17, 2017 through the conclusion of the 2016-17 school year, replacing Carlyn Fryberger while she is on leave
- Austin Wealand, Temporary Professional Employee, Health & Physical Education @ Level B/Step 1 (Pro-rated), effective January 17, 2017 (Austin will complete his assignment for the 2016-17 school year at Fulton/Highland filling in for Ashley Lapp while she is on leave. At the start of the 2017-18 school year, he will be assigned to the Intermediate/Middle School, replacing David Souder who transferred to another position.)

Support

- Tiffany Arment, Fulton Personal Care Assistant Learning Support, effective January 3, 2017 through the conclusion of the 2016-17 school year, replacing Ashley Pike who resigned
• Kayla Messner, Clay Personal Care Assistant Autistic Support, effective January 3, 2017 through the conclusion of the 2016-17 school year, replacing Ashley Printz who resigned
• Stacie Ryan, Middle School Inclusion Aide Learning Support, effective January 3, 2017 through the conclusion of the 2016-17 school year, replacing Michele Kunkle who is resigning

Extracurricular
• Joshua Clair, High School Weight Room Coordinator, effective November 21, 2016 through the conclusion of the 2016-17 school year (Pro-rated)
• Meredith Dombach, High School Wellness Coordinator, effective November 21, 2016 through the conclusion of the 2016-17 school year (Pro-rated)

E. 2016-17 Volunteer Coaches
• Alexander Badie, Boys Basketball
• Matthew Herbener, Boys Basketball
• Allison McCracken, Winter Track
• Vincent McHenry, Winter Track
• Dakota Rohrbaugh, Wrestling
• Eric Showalter, Boys Basketball
• John Sparmbblack, Winter Track

F. 2016-17 Bus/Van Drivers

Boyo Driver
• Gerald Good #18206616

Hinkletown Mennonite Driver
• Jethro Martin #31526201

Hinkletown Mennonite Substitute Drivers
• Jalissa Good #28623954
• Kaitlyn Martin #30077203

Shalom Mennonite Drivers
• Melanie Zimmerman #24636205
• Suzanne King #23852848

G. 2016-17 Mentors
• Dan Delaney for Luke Brandt (Pro-rated)
• Mary Reimold for Beverly DeRise (Pro-rated)

IV. POLICY COMMITTEE – Tim Stauffer
A. Policies for Second Reading (Attachment #3)
• Policy 909, Municipal Government Relations
• Policy 910, Community Engagement
• Policy 911, News Media Relations
• Policy 912, Relations with Educational Institutions

B. Policies for First Reading (Attachment #4)
• Policy 815, Acceptable Use of the Internet, Computers, and Network Resources
• Policy 913, Nonschool Organizations/Groups/Individuals
• Policy 914, Relations with Intermediate Unit
• Policy 917, Parental/Family Involvement
V. PUBLIC AFFAIRS & PLANNING/CURRICULUM COMMITTEE – Jenny L. Miller

Curriculum

A. Field Trip
Two Ephrata High School choral students to attend the PMEA District 7 choral festival at ELCO High School, Friday, January 13 – Saturday, January 14, 2017

Public Affairs & Planning
No Action Items

SECTION 3 – INFORMATION ITEMS

I. PERSONNEL

A. Vacancies

Support
- High School Secretary (March 2017)
- Middle School Guidance/Health Room – Clerical (March 2017)
- Personal Care Assistant

Extracurricular
- Boys Lacrosse Assistant Coach
- Boys Lacrosse Head Coach
- Track and Field Assistant Coach (2)

SECTION 4 – REPORTS

I. REPORT OF THE SCHOOL BOARD STUDENT REPRESENTATIVE – Faith Myers
No report

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

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
- The IU 13 Legislative Breakfast will be held on Monday, March 13 beginning at 7:30 AM.
- Districts will be receiving rebates from the IU.

IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin
- New school district report cards are being implemented.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber
- The Foundation received donations from 56 donors during the Lancaster County Extraordinary Give in November.
- The Purple and Gold Gala will be held on February 25 at the Lancaster Country Club.

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian M. Troop
- Thanks were extended to the Board for approving a 5-year Superintendent contract.
- The Lancaster STEM Alliance is working to address the shortage of STEM employees.
- Google for Education will be featuring the District Virtual Substitute program.
- Handouts were provided for the Board of music honors and the fall 2016 Scholar Athletes.
- Attollo Recruit had its first group of Ephrata High School graduates.
- Work sessions are being held for Every Student Succeeds Act (ESSA) to reduce the emphasis on assessment scores.
- The Professional Development sessions on December 7 focused on the 4Cs and personalized instruction.
- A presentation about redesigning the secondary Media Centers will be provided after tonight’s business meeting.
- An Executive Session for a personnel matter was requested for after tonight’s presentation.
VII. GOOD NEWS REPORTS
- The Attollo Recruit graduates demonstrated a great deal of commitment to complete the program. They were all 11th Grade students who will be the first in their family to attend college.
- Several Ephrata High School students received football all-star honors.

SECTION 5 – 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.
- None

II. OLD BUSINESS
- None

III. NEW BUSINESS
- Holiday greetings were extended to all in attendance at the meeting.

IV. ADJOURNMENT
The meeting adjourned at 7:46 PM.

Respectfully Submitted,

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