
Board Members Present: President, Timothy W. Stayer; Secretary, Stephanie A. Gingrich; Members: Judy S. Beiler, Ted Kachel, Kay Kurtz, Glenn R. Martin, Robert E. Miller, Tim Stauffer, and Chris Weber

Board Members Absent: Vice-President, Jenny L. Miller and Treasurer, Kristee Reichard

School District Representatives Present:
Assistant Superintendent  Richard Hornberger
District Solicitor  Susan Friedman
Community Relations  Sarah McBee
Presenters  Wanda Deininger, Tim McCormick, Josh McCracken, Todd Ream, Erika Rosado, Ben Rossman, and Emily Rossman

Visitors Present:  Mary Beth Appel, Louis Buige, Kelly Homan, Sally Kieffer, Ray Layzo, Dan Mahlandt, Amy Mody, Lexi Shellhammer, and Christa Young

Media:  Ryan Genova, Reading Eagle, and Gary Klinger, The Ephrata Review

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

CELEBRATING PUBLIC EDUCATION
Fulton Elementary School teachers Emily Rossman and Wanda Deininger and several Fulton Elementary School 4th Grade students provided a presentation about writing initiatives.

---- SECTION 2 – GENERAL BOARD ACTION ITEMS ----

Motion
It was moved by Mr. Kachel, seconded by Mr. Weber, 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. Regular Board Meeting and Committee Meeting Minutes
      Minutes of the January 26, 2015 Regular Board Meeting; February 2, 2015 Special Board Meeting; and the February 2, 2015 Committee Meetings.

II. BUDGET/FINANCE COMMITTEE – Timothy W. Stayer
   A. Approve Treasurer’s Report (Attachment #1)
B. **Approve List of Bills (Attachment #2)**  
List of Bills for individual accounts for February 23, 2015:

- General Fund $ 809,385.46
- AP Direct Deposit $ 387,086.19
- General Fund ACH Items $ 3,238,187.81
- Capital Reserve $ 95,249.18
- Food Service $ 78,110.64
- Student Activities $ 60,691.41

**TOTAL** $ 4,668,710.69

C. **Exonerations (Attachment #3)**  
The following Real Estate Tax Exonerations:

- Clay Township 2014-2015 $ 5,370.79
- Ephrata Borough 2014-2015 $ 2,813.97

**TOTAL** $ 8,184.76

D. **General Fund Budget Transfers**  
General Fund Budgetary transfers for 2014-2015:

<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>1164170M</td>
<td>EMS Regular Ed Math Books</td>
<td>$ 1,000.00</td>
<td>110618M</td>
<td>MS Software Licensing Fees</td>
<td>$ 1,000.00</td>
</tr>
<tr>
<td>1161180H</td>
<td>Science Supplies</td>
<td>$ 900.00</td>
<td>1143180H</td>
<td>Science Repair</td>
<td>$ 900.00</td>
</tr>
<tr>
<td>1164240H</td>
<td>Books</td>
<td>$ 200.00</td>
<td>1161240H</td>
<td>Supplies</td>
<td>$ 200.00</td>
</tr>
<tr>
<td>1151240H</td>
<td>Field Trips</td>
<td>$ 300.00</td>
<td>1161240H</td>
<td>Supplies</td>
<td>$ 300.00</td>
</tr>
<tr>
<td>11618260H</td>
<td>Software Licensing Fees</td>
<td>$ 1,355.00</td>
<td>1161260H</td>
<td>Supplies</td>
<td>$ 1,355.00</td>
</tr>
<tr>
<td>1143260H</td>
<td>Equipment Repairs</td>
<td>$ 1,000.00</td>
<td>1161260H</td>
<td>Supplies</td>
<td>$ 1,000.00</td>
</tr>
</tbody>
</table>

**TOTAL** $ 4,755.00

E. **Athletic Training Service Agreement – HARTZ Physical Therapy**  
An Athletic Training Service Agreement with HARTZ Physical Therapy, Ephrata, PA for the 2015-2016 and 2016-2017 fiscal year. Fee for said Athletic Training Service Agreement shall be $42,500 per year.

F. **Worley and Obetz Agreement**  
Purchase of the following products from Worley and Obetz, Inc, Lancaster, PA, effective February 1, 2015 and continue until the gallons are exhausted, approximately one year:

- E 10 87 Unleaded Gasoline 42,000 gallons $1.5710 per gallon
- B2 ULSD 42,000 gallons $1.9637 per gallon

G. **Mowing Bid**  
Mowing contracts for the following vendors for 2015:

<table>
<thead>
<tr>
<th>Site</th>
<th>Vendor</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Akron Elementary</td>
<td>DWD</td>
<td>$145.00</td>
</tr>
<tr>
<td>Clay Elementary</td>
<td>Stark</td>
<td>$195.00</td>
</tr>
<tr>
<td>Fulton Elementary (Inc. Softball Field and Swale)</td>
<td>Shaeffer</td>
<td>$270.00</td>
</tr>
<tr>
<td>Highland Elementary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mowing</td>
<td>Clymer</td>
<td>$60.00</td>
</tr>
<tr>
<td>Weed-Wack Bank</td>
<td>Shaeffer</td>
<td>$200.00</td>
</tr>
<tr>
<td>Ephrata Middle School – Areas around School</td>
<td>Shaeffer</td>
<td>$225.00</td>
</tr>
<tr>
<td>Ephrata High School – Areas around High School</td>
<td>Russell’s</td>
<td>$140.00</td>
</tr>
<tr>
<td>Mow Athletic Fields as follows: Ephrata Middle School Athletic Fields, Ephrata High School Oak Street Athletic Fields</td>
<td>Rec Center</td>
<td>$444.00</td>
</tr>
<tr>
<td>189 S. Market Street</td>
<td>DWD</td>
<td>$85.00</td>
</tr>
</tbody>
</table>

**TOTAL** $1,764.00
H. Windstream Communications Agreement
Service Agreement with Windstream Communications for 36 months at a cost of $1,377.18 per month for recurring charges effective February 4, 2015.

I. Special Education Supplemental Contracts with Warwick School District
Contracts to provide Special Education Services for the Warwick School District for the remainder of the 2014-2015 school year:
1. Service contract with Warwick School District, Lititz, PA, to provide Emotional Support Services for a middle school student. The approximate prorated cost is $5,155.26 per student plus additional related services billed on an hourly basis beginning February 12, 2015.
2. Service contract with Warwick School District, Lititz, PA, to provide Learning Support Services for a middle school student. The approximate prorated cost is $4,317.22 per student plus additional related services billed on an hourly basis beginning February 12, 2015.

III. BUILDING / PROPERTY / PUBLIC AFFAIRS / PLANNING COMMITTEE – Jenny L. Miller
Building / Property

A. Change Order – Akron Elementary/Fulton Elementary Schools
Approved the following change orders for the Akron/Fulton Projects:

1. Mechanical

<table>
<thead>
<tr>
<th>#</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Shannon A. Smith Electrical and Mechanical</td>
<td>Akron</td>
<td>Relocate existing unit in Dish Room</td>
<td>$534.17</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td></td>
<td></td>
<td>$534.17</td>
</tr>
</tbody>
</table>

2. Electrical

<table>
<thead>
<tr>
<th>#</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>14411.016</td>
<td>Midstate</td>
<td>Akron</td>
<td>Unit Price Credit ($4,650.00)</td>
<td>Dec.</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td>($4,650.00) Dec.</td>
</tr>
</tbody>
</table>

B. Change Order – War Memorial Athletic Field Improvements
Approved the following change order for the War Memorial Field:

<table>
<thead>
<tr>
<th>#</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>G-5</td>
<td>Sprinturf</td>
<td>War Memorial Field</td>
<td>Credit for hose reel box assembly ($3,430.00)</td>
<td>Dec.</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td></td>
<td></td>
<td>($3,430.00) Dec.</td>
</tr>
</tbody>
</table>

C. Farm House Lease
Approved an updated lease agreement for the farm house effective March 1, 2015. The lease agreement will be a month to month agreement with a 90 day written termination notice.

D. RLPS Professional Services Agreement
Approved an agreement with RLPS Architects, Lancaster, PA. The design team at RLPS will prepare both construction drawings and specifications for bidding purposes for one prime contractor to complete lighting work at the Ephrata Middle School and Ephrata High School Auditorium and Stage areas. The cost of these services will total $47,000 plus reimbursable.

Public Affairs / Planning
None

IV. CURRICULUM / POLICY COMMITTEE – Glenn R. Martin
Curriculum
A. Field Trips
- High School Tech Ed students (approximately 80 students) to travel to National Air & Space Museum, Udvar-Hazy Center, and Washington Mall, Washington, D.C., March 27, 2015
- Middle School Grade 8 Boston Club students (approximately 30 students) to travel to Boston, Lexington, Concord, and Salem, Massachusetts, May 1-4, 2015
B. **High School Course Catalog (Attachment #4)**
   Approved the 2015-16 High School Course Catalog

**Policy**

A. **Policies for Second Reading (Attachment #5)**
   - Policy 100, Comprehensive Planning
   - Policy 101, Vision/Mission Statement/Belief Statements
   - Policy 102, Academic Standards
   - Policy 103, Nondiscrimination in School and Classroom Practices and Attachment
   - Policy 103.1 Nondiscrimination – Qualified Students with Disabilities and Attachments 1-4
   - Policy 104, Nondiscrimination in Employment and Contract Practices and Attachment
   - Policy 105, Curriculum
   - Policy 105.1, Review of Instructional Materials by Parents/Guardians and Students

B. **Policies for First Reading (Attachment #6)**
   - Policy 106, Guides for Planned Instruction
   - Policy 107, Adoption of Planned Instruction
   - Policy 108, Adoption of Textbooks
   - Policy 109, Resource Materials
   - Policy 110, Instructional Supplies
   - Policy 111, Lesson Plans
   - Policy 112, Guidance Counseling
   - Policy 113, Special Education
   - Policy 113.1, Discipline of Students with Disabilities
   - Policy 113.2, Behavior Support
   - Policy 113.3, Screening and Evaluations for Students with Disabilities
   - Policy 113.4, Confidentiality of Special Education Student Information
   - Policy 113.5, Wraparound Staff Provided by Outside Agencies
   - Policy 114, Gifted Education
   - Policy 806, Child Abuse

V. **PERSONNEL COMMITTEE – Judy Beiler**

A. **Retirements**
   - Sharon Bollinger, IT Department Secretary, effective at the conclusion of the 2014-15 school year
   - Mary Moyer, Fulton Custodian, effective the last student day of the 2014-15 school year
   - Carol VanKirk, Akron Grade 4, effective at the conclusion of the 2014-15 school year

B. **Resignations**
   - Monica Baionno, Middle School Server/Dishroom/Cashier, effective February 12, 2015
   - Michelle Bock, Fulton Inclusion Aide, effective February 20, 2015
   - Kathy Gregg, Assistant Softball Coach, effective December 23, 2014
   - Michael Lawver, Assistant Boys Volleyball Coach, effective January 12, 2015
   - Michael C. Miller, Assistant Boys Soccer Coach, effective January 19, 2015
   - Michael C. Miller, Middle School Student Council Advisor, effective January 19, 2015

C. **Leaves**
   - Scott Bailey, Highland Grade 4, effective approximately February 11-26, 2015
   - Debra Bernhard, Akron ELL, intermittent leave, effective January 13, 2015 through TBD
   - Cindy Michael, Fulton Kindergarten, effective January 19, 2015 through approx. six weeks
   - Brittany Thiesen, Fulton Learning Support, effective the 2015-16 school year
   - Hannah Tunis, Fulton and Highland Art, approximately May 8, 2015 through the conclusion of the 2014-15 school year
D. Transfers
- Randy Brossman, HS Custodian/Night Supervisor to MS Custodian, effective February 2, 2015
- Doreen Mellinger, MS Custodian to MS/Washington Custodian, effective February 2, 2015
- Howard Pfautz, MS Custodian to HS Custodian, effective February 2, 2015
- Michael Royer, HS Custodian to MS Custodian, effective February 2, 2015
- Edward Warner, MS Custodian to HS Custodian/Night Supervisor, effective February 2, 2015

E. Appointments
Extracurricular
- Michael O’Donnell, Assistant Boys Lacrosse Coach @ Step 5/300 Units, effective February 24, 2015. Michael is replacing Eric Bensing who is now head coach.
- Liz Wechter, Assistant Softball Coach @ Step1/300 Units, effective March 2, 2015. Liz is replacing Kathy Gregg who resigned.

F. 2014-15 School & Health Care Providers
- Gretchen Sauder, MSN, CRNP (for School Physical Examinations), effective February 24, 2015 through the conclusion of the 2014-15 school year

VI. SUPERINTENDENT REQUEST FOR ACTION – Brian M. Troop, Superintendent
A. Assistant Superintendent Contract
Adopted the contract for Dr. Jacy Clugston Hess

----- END OF GENERAL BOARD ACTION ITEMS -----

----- SECTION 3 – INFORMATION ITEMS -----

I. PERSONNEL COMMITTEE – Judy S. Beiler
A. Vacancies
Professional
- Elementary Teacher (2015-2016 school year)
- High School English Teacher
- Intermediate School Teacher (2015-2016 school year)
- Middle School English Teacher (2015-2016 school year)

Support
- Custodian (2015-2016 school year)
- Fulton Inclusion Aide
- HS Personal Care Assistant
- Inclusion Aide/Personal Care Assistant
- IT Dept. Secretary (2015-2016 school year)
- P/T Food Service
- Football Assistant Coach (2)
- Middle School Student Council Advisor

----- SECTION 4 – REPORTS -----

I. REPORT OF STUDENT REPRESENTATIVE
Taylor Mahlandt
- 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
Jenny L. Miller
- No report
III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE  
Tim Stauffer  
- A public school funding meeting will be held at Millersville University on Tuesday, March 17.  
- The IU Board toured the new onsite medical facility that is scheduled to open in the spring at the IU Lancaster site.

IV. REPORT OF PSBA REGION IX LIAISON  
Glenn R. Martin  
- The House Education Committee is considering a cyber-school funding change.  
- The governor will speak on March 3 about the preliminary budget.  
- The IU Legislative Breakfast is on Monday, March 9.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON  
Robert E. Miller  
- The Gala on February 7 raised more than $26,000.  
- Planning will begin shortly for the 5K.  
- Grant applications will be reviewed in early March.

VI. REPORT OF THE SUPERINTENDENT  
Provided by Mr. Richard Hornberger  
- A brief summary of Senate Bill 4 was provided. The bills, if passed, would change who would qualify for tax exemption.  
- Project Lead the Way at Ephrata High School received accreditation.  
- Staff Development activities on February 13 spotlighted the implementation of technology.  
- The District has not had any weather-related closings so far this year vs. seven last year.

VII. GOOD NEWS REPORTS  
- District students have been recognized for accomplishments in music, writing, good citizenship, science, and balancing academics and athletics.  
- Several EHS students received Student of the Month honors.  
- Cloister FFA students provided a presentation at the Young Farmers banquet.

----- 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  
- An Executive Session will be held at the start of the Committee meetings on Monday, March 2, 2015 for personnel, labor relations, and litigation matters.

IV. ADJOURNMENT  
The meeting adjourned at 7:39 PM.

Respectfully Submitted,

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