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

Board Members Absent: Vice-President Jenny L. Miller

School District Representatives Present: Superintendent, Dr. Brian Troop; Assistant Superintendents, Dr. Jacy Clugston Hess and Richard Hornberger; Community Relations Coordinator, Sarah McBee; Ephrata High School Administrators, Dr. Scott Galen, Peter Kishpaugh, and Laura Mandell; and teachers, Trevor Hershey and Michelle Perry


Media: Gary Klinger, Ephrata Review

CALL TO ORDER BY BOARD PRESIDENT
President Stayer called the meeting to order at 7:15 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 prior to tonight’s meeting for privileged attorney-client communications with the District’s solicitor.

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 RECOGNITION
As part of School Board Recognition Month, the School Board was recognized for a combined 100 years of service and their commitment to the Ephrata Area School District.

CELEBRATING PUBLIC EDUCATION
Several Ephrata High School students spoke about their experiences with the Attollo Recruit program, Link Crew, and art.
SECTION 2 – GENERAL BOARD ACTION ITEMS

Motion
It was moved by Mr. Weber, seconded by Mr. Martin, 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 December 19, 2016 Regular Board Meeting and the January 9, 2017 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 December 1, 2016 through December 31, 2016
   B. Approve List of Bills (Attachment #2)
      List of Bills for individual accounts for January 30, 2017

<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>General Fund</td>
<td></td>
<td>$ 597,126.69</td>
<td>AP Direct Deposit</td>
<td></td>
<td>$ 929,447.69</td>
</tr>
<tr>
<td>General Fund ACH Items</td>
<td></td>
<td>$ 8,536,399.50</td>
<td>Capital Reserve</td>
<td></td>
<td>$ 24,476.67</td>
</tr>
<tr>
<td>Food Service</td>
<td></td>
<td>$ 60,567.76</td>
<td>Student Activities</td>
<td></td>
<td>$ 14,061.04</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>$ 10,162,079.35</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

C. General Fund Budget Transfers for 2016-2017

<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>238610M EMS</td>
<td>Principal Service Supplies</td>
<td>$ 750.00</td>
<td>238810M EMS</td>
<td>Principal Dues &amp; Fees</td>
<td>$ 750.00</td>
</tr>
<tr>
<td>1161240H Supplies</td>
<td></td>
<td>$ 285.00</td>
<td>1143240H Equipment Maint &amp; Repair</td>
<td>$ 285.00</td>
<td></td>
</tr>
<tr>
<td>1161160H Supplies</td>
<td></td>
<td>$ 224.00</td>
<td>1164169H Books</td>
<td></td>
<td>$ 224.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$1,259.00</td>
<td>TOTAL</td>
<td></td>
<td>$1,259.00</td>
</tr>
</tbody>
</table>

D. Lancaster Co. Career & Technology Center 2017-2018 Proposed General Fund Budget
   Lancaster County Career and Technology Center Budget for 2017-2018. The proposed budget total is $19,417,561.

E. Borough of Ephrata Agreement (Attachment #3)
   Agreement with the Borough of Ephrata to grant tax exempt status on the properties on the attached list, if the Lancaster County Assessment Board grants exemption on the properties at the January 11, 2017 meeting. If the Assessment Board grants tax exemption at this meeting, the District will accept the same result for the 2016-2017 school taxes on the attached list of properties.

F. Transportation – Mileage
   Reimburse mileage for transportation across county lines for students of two homeless families at the federal rate of 53.5¢ per mile

G. Community Action Partnership of Lancaster County MOU
   A Memorandum of Understanding with Community Action Partnership of Lancaster County to identify the roles and responsibilities of each party as they relate to providing age-appropriate nutrition education to the students in qualifying elementary schools in the Ephrata Area School District. There is no cost to the District
**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 -4</td>
<td>Nagle</td>
<td>MS Track</td>
<td>Installation of topsoil, seeding and matting around track, bring grade up to the edge of track. A new paved walkway to connect the new entrance drive to existing walkway.</td>
<td>$ 19,775.00</td>
</tr>
</tbody>
</table>

B. **RLPS Architects Agreement**

Agreement with RLPS Architects for professional services to renovate defined areas, library and adjacent media center spaces, in the High School for incorporation of learning common spaces. Project planning to begin January 2017 and construction April 30, 2018 through August 15, 2018. The Architect fee for this project is 8% of the general construction cost, plus reimbursable expenses. This fee includes working with students and staff to develop a design for this project. Additional services related to furniture selection/space planning and installation support will be provided for a lump sum fee of $9,000.

III. **PERSONNEL COMMITTEE – Judy Beiler**

A. **Retirements**
   - Michael Royer, Middle School Custodian, effective May 31, 2017

B. **Resignations**
   - Heather Clevenger, Highland Playground Aide, effective January 6, 2017
   - John Gapinski, District-wide Maintenance HVAC, effective December 30, 2016
   - Kristin Hemsley, Fulton Inclusion Aide Learning Support, effective January 6, 2017
   - Joseph Orrs, Boys Volleyball Assistant Coach, effective December 20, 2016

C. **Termination**
   - Tiffany Arment, Fulton Personal Care Assistant, effective January 24, 2017

D. **Leaves**
   - Jessica Bartsch, EIMS Health & Physical Education, effective approximately April 17, 2017 through approximately the conclusion of the 2016-17 school year
   - Pamela Burger, EIMS Speech, intermittent leave, effective December 22, 2016 through December 21, 2017
   - Cheyenne Castle, Clay Personal Care Assistant Autistic Support, effective approximately January 17, 2017 through approximately February 27, 2017
   - Jessica Chrusch, Clay Autistic Support, requests to extend her leave through approximately May 1, 2017
   - Stephen Goss, EIMS Music, effective January 16, 2017 through January 24, 2017
   - David Herring, Middle School Emotional Support, requests to extend his leave through approximately March 20, 2017
   - Tammy Hollenbach, Clay Grade 2, intermittent leave, effective November 30, 2016 through January 2, 2017 and leave, effective January 3, 2017 through approximately January 23, 2017
   - Beth Lyons, Fulton Guidance, intermittent leave, effective November 11, 2016 through December 19, 2016
   - Marilyn Molchany, Fulton Grade 1, effective December 6, 2016 through December 23, 2016
   - Katie Prudente, Highland Grade 3, effective approximately April 23, 2017 through approximately June 2, 2017
   - Amy Strayer Gray, High School Nurse, effective December 22, 2016 through January 16, 2017
   - Daniel Strepc, District-wide Systems Specialist/EMS Technology Specialist, effective approximately March 24, 2017 through approximately April 7, 2017
E. **Transfer**
   - Pamela Fox, Part-time High School Inclusion Aide Emotional Support to Part-time Intermediate School Personal Care Assistant Emotional Support, effective January 31, 2017, replacing Diane Hoover who transferred to another position

F. **Appointments**
   **Professional**
   - Kristina Runyeon, LTS Clay Autistic Support @ Level B/Step 1, extend her appointment through approximately May 2, 2017 (pro-rated), replacing Jessica Chrusch while she is on leave
   - Jennifer Stauffer, LTS Intermediate School Learning Support @ Level B/Step 1, extend her appointment through the conclusion of the 2016-17 school year (pro-rated), replacing Meredith Bailey while she is on leave

   **Mentors**
   - Vonessa Dobson for Kristina Runyeon, extended through May 2, 2017 (pro-rated)
   - Diane Robinson for Jennifer Stauffer, extended through the conclusion of the 2016-17 school year

G. **2016-17 Volunteer Coaches**
   - Cameron Eisenhauer – Wrestling
   - Jillian Miller – Girls Basketball
   - Ethan Sipe – Wrestling

H. **2016-17 Bus/Van Drivers**
   **Groff Substitute Driver**
   - Hayden Groff #30425188

IV. **POLICY COMMITTEE – Tim Stauffer**
A. **Policies for Second 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

B. **Policies for First Reading (Attachment #5)**
   - Policy 000, Board Policy/Procedure/Administrative Regulations
   - Policy 124, Alternative Instruction Courses
   - Policy 205, Postgraduate Students
   - Policy 907, School Visitors

V. **PUBLIC AFFAIRS & PLANNING/CURRICULUM COMMITTEE – Jenny L. Miller**
A. **Curriculum**
   **A. Field Trips**
   - Ephrata High School Jazz Ensemble students (TBD) to travel to the District Jazz Festival at Dover High School, Friday, March 17 - Saturday, March 18, 2017
   - Ephrata High School student (one) to travel to the NAFME All Eastern Orchestra Festival in Atlantic City, NJ, Wednesday, April 5 – Saturday, April 8, 2017

   **Public Affairs & Planning**
   No Action Items
SECTION 3 – MISCELLANEOUS 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. Resignation of the Representative to the Lancaster County Career & Technology Center Joint Operating Committee
Accept the resignation of Board Member Jenny Miller, effective immediately, from the Lancaster Career & Technology Center Joint Operating Committee.

II. Appointment of the Representative to the Lancaster County Career & Technology Center Joint Operating Committee
Approve the appointment of Judy Beiler as the Representative to the Lancaster County Career & Technology Center Joint Operating Committee for the unexpired term of Jenny Miller. The appointment is effective immediately and expires on December 31, 2017.

SECTION 4 – INFORMATION ITEMS

I. PERSONNEL
A. Vacancies
   Support
   • District-wide Maintenance HVAC
   • High School Secretary (March 2017)
   • Highland Playground Aide
   • Inclusion Aide (2)
   • Middle School Custodian (June 2017)
   • Middle School Guidance/Health Room – Clerical (March 2017)
   • Personal Care Assistant

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

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 – Jenny Miller
No report

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
   • Information was distributed about the 2017 IU Convention.
   • The IU Legislative Breakfast will be on Monday, March 13.

IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin
   • The General Assembly is back in session.
   • The Governor is scheduled to present his budget in early February.
   • A property tax discussion is ongoing.
V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber
- A few seats remain for the Purple and Gold Gala on February 25.
- Funds remain in the state EITC program for businesses to receive tax credits for donating to qualifying nonprofit organization.
- Over 100 District staff members were recognized in the Thank a Teachers program.
- Venture Grant applications for the 2017-2018 school year are due by February 24.

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian M. Troop
- The Senate is considering several education-related bills.
- The Pennsylvania Department of Education selected Fulton Elementary School to represent Pennsylvania as a National Title I Distinguished High Progress School for 2015-2016.
- Intermediate School teacher Mike Edwards tweeted a poem by one of his students about a book she recently read and received a response from the author.
- The Middle School MakerSpace was recently featured in District Administrator magazine.
- Several Family Maker Days will be held at the Middle School in the coming weeks.
- WGAL will be airing a series of interviews with local leaders discussing challenges in education.
- A presentation about Kindergarten will be provided after tonight’s business meeting.

VII. GOOD NEWS REPORTS
- The girls swim team won the Section 2 title, and two Ephrata wrestlers placed second at League Championships.
- Google Education featured a story about the District Virtual Substitute initiative.

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.
- Robin Seidel spoke about selling Westview Golf Course to Handi*Vangelism Ministries International.

II. OLD BUSINESS
- None

III. NEW BUSINESS
- Representatives from Handi*Vangelism Ministries International proposed a Payment in Lieu of Taxes (PILOT) agreement to the School Board.
- Barb Mertz spoke in support of Handi*Vangelism.
- Rep. David Zimmerman invited the Board to an upcoming drug talk, spoke about bills he supports to combat drug abuse, thanked President Stayer for his ongoing communication, and shared that he is receiving a large volume of feedback about property taxes.

IV. ADJOURNMENT
The meeting adjourned at 8:35 PM.

Respectfully Submitted,

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