The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, January 29, 2018 at Fulton Elementary School, 51 East Fulton Street, Ephrata, PA, as advertised on July 17, 2017 in LNP News.

**Board Members Present:** President, Timothy Stayer; Vice-President, Chris Weber; Treasurer, Kristee Reichard; Secretary, Stephanie Gingrich; Members: Judy Beiler, Philip Eby, Richard Gehman, Ted Kachel, Tim Stauffer, and David Wissler

**Board Members Absent:** Glenn Martin

**School District Representatives Present:** Kevin Deemer, Rachel Engleman, Dr. Scott Galen, Dr. Jacy Clugston Hess, Richard Hornberger, Sarah McBee, Brian McClellan, Marilyn Molchany, and Tammy Yarger

**Visitors Present:** John Cahat; Ashley and Michael Candelaria; Jared Doster; Chad Eckroth; Lauren Fasnacht; Darryl and Michelle Gibbs; Sally Kieffer; Sharon Landis; Brandy and Rae Leininger; Mark Ludwig; Bradley Lutz; April Moody; Alison Sakowski; Rachel Smith; Joyce Stephens; and Shayleen Wiker

**Media:** Marylouise Sholly, Ephrata Review

**CALL TO ORDER BY BOARD PRESIDENT**
President Stayer called the meeting to order at 7:01 PM.

**EXECUTIVE SESSION**
President Stayer announced the Board met in Executive Sessions on January 11, 2018 for a personnel matter.

**MOMENT OF SILENT MEDITATION, PLEDGE OF ALLEGIANCE, AND MISSION STATEMENT**
President Stayer asked for a moment of silent meditation followed by the recitation of the Pledge of Allegiance and the 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 RECOGNITION**
As part of School Board Recognition Month, the School Board was recognized for their service and commitment to the Ephrata Area School District.

**CELEBRATING PUBLIC EDUCATION**
Fulton First Grade teachers presented about their Reflection Planning Team. Students shared math problem-solving, which was a result of the research the teachers did on their team.

**SECTION 2 – GENERAL BOARD ACTION ITEMS**

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

Roll call vote -- all members present voting yes. Motion approved - 8 Yes, 0 No.

**I. SECRETARY REPORT – STEPHANIE A. GINGRICH**

A. **Meeting Minutes**
Minutes of the December 18, 2017 Regular Board Meeting and the January 11, 2018 Committee Meetings
II. BUDGET & FINANCE/PROPERTY COMMITTEE – TIMOTHY W. STAYER

Budget & Finance

A. Treasurer’s Report for December 1-31, 2017 (Attachment #1)

B. Payment of the List of Bills for individual accounts for January 29, 2018 (Attachment #2)

<table>
<thead>
<tr>
<th>General Fund</th>
<th>$ 640,093.12</th>
</tr>
</thead>
<tbody>
<tr>
<td>AP Direct Deposit</td>
<td>$ 922,323.73</td>
</tr>
<tr>
<td>General Fund ACH Items</td>
<td>$ 3,841,055.50</td>
</tr>
<tr>
<td>Capital Reserve</td>
<td>$ 80,388.75</td>
</tr>
<tr>
<td>Food Service</td>
<td>$ 76,906.98</td>
</tr>
<tr>
<td>Student Activities</td>
<td>$ 5,160.07</td>
</tr>
<tr>
<td>Total</td>
<td>$ 5,565,928.15</td>
</tr>
</tbody>
</table>

C. Real Estate Tax Exonerations (Attachment #3)

Ephrata Township 2017-2018 $7,761.49

D. Lancaster Co. Career & Technology Ctr. 2018-2019 Proposed General Fund Budget

Proposed 2018-2019 Lancaster County Career and Technology Center Budget is $20,237,110.

E. Write Steps Agreement

One year agreement with Write Steps. This program is for writing and grammar resources for grades K-5 at a cost of $22,178.

F. Safe Schools Initiative Targeted Grants – School Climate Program

School Climate Leadership Initiative Grant through Safe Schools in the amount of $1,800. This grant will fund expenses associated with this program.

G. WAN Services

Proposals from the IU 13 for Wide Area Network were discussed with the Committee. The Administration’s recommendation to the IU is option 2 with Crown Castle.

H. Ecomm Networks Agreement

Upgrade the District Mitel Phone System. The cost for the project will be $147,390.83 of which $113,689.08 is for hardware and licensing and $33,700.00 is for labor and setup.

Property

A. Change Order for the Middle School Tennis Court Project General Contractor

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4</td>
<td>Grote Construction</td>
<td>MS Tennis Court</td>
<td>Labor and material to provide additional bituminous paving overlay on the existing connector walk from the tennis courts to the main walk, requested by owner</td>
<td>$2,520.10</td>
</tr>
<tr>
<td>5</td>
<td>Grote Construction</td>
<td>MS Tennis Court</td>
<td>Labor and material to provide additional galvanized fencing from existing fence to the new tennis court fencing, requested by owner.</td>
<td>$ 480.00</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td>$3,000.10</td>
</tr>
</tbody>
</table>
III. PERSONNEL COMMITTEE – JUDY BEILER

A. Retirements
- Beverly Josephs-Mendez, Part-time High School Inclusion Aide Learning Support, effective January 31, 2018

B. Resignations
- Ashley Lapp, Highland Health & Physical Education, effective January 31, 2018
- Lindsey Nester, LTS High School English, effective January 17, 2018
- Erin Trettin, Middle School English, effective March 16, 2018
- James Vieland, High School English, effective January 12, 2018
- James Vieland, Senior Class Advisor, effective January 12, 2018

C. Leaves
- Daniel Brice, Clay Custodian, effective January 3, 2018 through approximately January 26, 2018
- Dawn Butt, Intermediate School Temporary Literacy Coach, intermittent leave, effective approximately January 15, 2018 through approximately January 26, 2018
- Fred Geyer, High School Math, effective approximately February 26, 2018 through approximately April 30, 2018
- Susan Izydorczyk, Intermediate School Grade 5, January 23, 2018 through approximately February 4, 2018
- Helen Roda, Highland Grade 2, effective approximately May 10, 2018 through the conclusion of the 2017-18 school year
- Joan Shelly, Akron General Cafeteria, effective approximately February 1, 2018 through approximately March 30, 2018, this is a change in the effective date of her leave
- Linda Umble, Intermediate School Intervention Specialist, intermittent leave, effective approximately January 21, 2018 through approximately January 20, 2019

D. Creation of Position
- Part-time Intermediate School Personal Care Assistant
  This position will support a Cocalico student, and the District will bill Cocalico for the cost of this aide.

E. Transfers
- Ann Grill, Part-time High School Inclusion Aide Emotional Support to Part-time Clay Personal Care Assistant Learning Support, effective January 30, 2018 through the conclusion of the 2017-18 school year, replacing Tanya Ludwig who transferred to another position
- Jill Holochuck, Part-time High School Personal Care Assistant Emotional Support to Part-time High School Inclusion Aide Emotional Support, effective January 30, 2018 through the conclusion of the 2017-18 school year, replacing Deanna Long who transferred to another position
- Deana Long, Part-time High School Inclusion Aide Emotional Support to Part-time High School Inclusion Aide Learning Support, effective January 31, 2018 through the conclusion of the 2017-18 school year, replacing Beverly Josephs-Mendez who is retiring
- Tanya Ludwig, Part-time Clay Personal Care Assistant Learning Support to Part-time High School @ Washington Personal Care Assistant Life Skills Support, effective January 30, 2018 through the conclusion of the 2017-18 school year, replacing Jennifer Pfeiffer who resigned

F. Appointments
   Administration
- Jacy Clugston Hess, Assistant Superintendent of Elementary Education, effective July 1, 2018 through June 30, 2023 as per the agreement
Ephrata Area School District                REGULAR BOARD MEETING MINUTES January 29, 2018

Professional
- Madison Garrigan, LTS Part-time Clay Special Education Learning Support @ Level B/Step 1 (Pro-rated), effective January 30, 2018 through the conclusion of the 2017-18 school year, replacing Brittany Thiesen while she is on leave
- Julie Knauss, LTS High School English @ Level B/Step 1 (Pro-rated), effective January 30, 2018 through the conclusion of the 2017-18 school year, replacing Jennifer Eshleman while she is on leave
- Jan Schober, Temporary Professional Employee High School Guidance @ Level M/Step 1 (Pro-rated), effective January 30, 2018, replacing Alexandra Sheakley who resigned
- Julie Shirk, LTS High School English @ Level B/Step 1 (Pro-rated), effective January 30, 2018 not to exceed the conclusion of the 2017-18 school year, replacing James Vieland who resigned
- Shelly Starr, Temporary Professional Employee Intermediate School Learning Support @ Level B/Step 1 (Pro-rated), effective January 16, 2018, replacing Meredith Bailey who resigned

Support
- Brian Cramer, Part-time High School Custodian, effective approximately January 3, 2018 through the conclusion of the 2017-18 school year
- Kara Harding, Part-time Clay General Cafeteria, effective January 30, 2018, replacing Ashley Fillman who transferred to another position
- Brittany Wilson, Part-time High School Inclusion Aide, effective January 30, 2018 through the conclusion of the 2017-18 school year, replacing Ann Grill who transferred to another position

Extracurricular
- Marion Brenner, Senior Class Advisor, effective January 16, 2018 through the conclusion of the 2017-18 school year, replacing James Vieland who resigned
- Clinton Burdick, High School Musical Set Construction, effective January 30, 2018 through the conclusion of the 2017-18 school year
- Brian Cerullo, High School Student Council, effective January 17, 2018 through the conclusion of the 2017-18 school year, replacing Jennifer Eshleman while she is on leave
- Jamie Latshaw, High School Musical Stage Manager, effective January 30, 2018 through the conclusion of the 2017-18 school year
- Jody Wilson, Girls Tennis Head Coach, effective July 1, 2018 through the conclusion of the 2018-19 school year, replacing Mike Garman who resigned

G. Professional Contract
- Samantha Hull

H. Mentors
- Vonessa Dobson for Madison Garrigan – Full Mentor (Pro-rated)
- Steve Habowski for Jan Schober – Full Mentor (Pro-rated)
- Matt Schade for Julie Knauss – Full Mentor (Pro-rated)
- Wendy Srock for Shelly Starr – Full Mentor – Extend to the conclusion of the 2017-18 school year (Pro-rated)
- Kelly Brosig for Julie Shirk – Orientation Mentor (Pro-rated)

I. Bus/Van Drivers for the 2017-18 School Year
   Groff Substitute Driver
- Jaime Rodriguez

   Hinkletown Mennonite Regular Driver
- Kathryn Martin
IV. POLICY & CURRICULUM COMMITTEE – TED KACHEL

Policy

A. Policies for Second Reading (Attachment #4)
   - Policy 150, Title I – Comparability of Services
   - Policy 609, Investment of District Funds
   - Policy 618, Student Activity Fund

B. Policies for First Reading (Attachment #5)
   - Policy 204, Attendance
   - Policy 819, Suicide Awareness Prevention and Response

Curriculum

A. Field Trips
   - High School Art Department students (approximately 40) to travel to the Baltimore Museum of Art and the American Visionary Museum, March 2, 2018
   - High School students (approximately 12) to travel to Costa Rica, June 18-26, 2018

V. PUBLIC AFFAIRS & PLANNING COMMITTEE – TIM STAUFFER

No Action Items

SECTION 3 – INFORMATION ITEMS

I. PERSONNEL

A. Vacancies
   Professional
   - Fulton/Highland Health & Physical Education (2018-19)
   - High School English
   - Middle School English

   Support
   - Fulton Custodian
   - Fulton Health Tech
   - Personal Care Assistant (2)

   Extracurricular
   - Track & Field Assistant Coach

SECTION 4 – REPORTS

I. REPORT OF THE 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
   - The search has begun for a new Executive Administrator.
   - The All in One Life Skills program was spotlighted. The program helps students with special needs transition from school to the work force.
   - There are two upcoming events – Taste and See on March 9 and Fly on the Run on May 9-10.

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
    No Report

IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin (provided by President Tim Stayer)
   - House Bill 1213 would eliminate a school district’s right to appeal assessments.
   - Senate Bill 2 is proposed to provide for education savings accounts.
The state Every Student Succeeds Act (ESSA) plan was approved by the US Dept. of Education.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber
- The Purple & Gold Gala will be held on Saturday, February 24.
- Venture Grant applications are being accepted.
- A Weidman grant was received to purchase flexible furniture for District elementary buildings.
- Two EAEF-sponsored events are upcoming – STEAM Night and the Backyard Throwdown.
- Jansen Honberger joined the Foundation Board.

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian Troop
- District students were selected for County, District, and Regional music ensembles.
- Sixteen High School students recently completed the Attollo Recruit Graduate program.
- On January 24, the third half-day staff development for teachers was held. Dayna Laur, who has extensive experience in supporting teachers in the implementation of Project Based Learning strategies, led the whole group sessions and helped guide the work completed during the content/grade level breakout sessions.
- Earlier this month, guests from the Kansas Department of Education Agency for Technical Assistance and Masaryk University in Brno, Czech Republic visited the Autism Support classroom at Clay. The visits were coordinated by Pennsylvania Training and Technical Assistance Network (PaTTAN).
- After tonight’s business meeting, there will be a presentation about the different alternate tax options being considered by some members of the state legislature.

VII. GOOD NEWS REPORTS
- Thanks were extended to the Attollo program for supporting District students.
- The recent Cookie Challenge helped students prepare for life.
- The One Book, One School program will help engage District families.
- On January 30, President Stayer will be participating in the PSBA Board Presidents’ panel discussion.
- Four Ephrata High School agriculture students received FFA Keystone Degrees at the Pennsylvania Farm Show earlier this month. One of the students also recited the FFA Creed.

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
- None

IV. ADJOURNMENT
The meeting adjourned at 7:41 PM.

Respectfully Submitted,

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