
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, Kay Kurtz, Glenn R. Martin, Robert E. Miller, Tim Stauffer, and Chris Weber

Board Members Absent: none

School District Representatives Present:
Superintendent Dr. Brian Troop
Assistant Superintendents Dr. Jacy Clugston Hess and Richard Hornberger
District Solicitor Susan Friedman
Community Relations Sarah McBee

Visitors Present: Sally Kieffer, Jill Kling, Theresa Shahan, Gregg Shulenberger, and Jennifer Trout

Media: 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.

EXECUTIVE SESSION
President Stayer announced that the Board met in Executive Session for personnel reasons after the June 1, 2015 Committee Meetings.

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

---- 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. Regular Board Meeting and Committee Meeting Minutes
      Approved minutes of the May 11, 2015 Regular Board Meeting; the June 1, 2015 Special Board Meeting; and the June 1, 2015 Committee Meetings

   B. Student Resolution (Attachment #1)
      Accepted resolutions presented at the June 1 meeting to the members of the girls’ track and field team who qualified to compete at the PIAA Class AAA State Track and Field Championships
II. **BUDGET/FINANCE COMMITTEE – Timothy W. Stayer**

A. **Treasurer’s Report (Attachment #2)**
   Approved the Treasurer’s Report for the period May 1, 2015 through May 31, 2015

B. **List of Bills (Attachment #3)**
   Approved the list of bills for individual accounts for June 15, 2015

   - **General Fund** $1,373,320.17
   - **AP Direct Deposit** $438,393.10
   - **General Fund ACH Items** $5,020,815.01
   - **Capital Reserve** $8,128.25
   - **Food Service** $52,231.82
   - **Student Activities** $58,857.88
   - **TOTAL** $6,951,746.23

C. **Exonerations (Attachment #4)**
   Approved the following real estate exonerations

   - **Akron Borough Multiple Years** $361.05
   - **Clay Township Multiple Years** $3,335.85
   - **Total** $3,696.90

D. **Student Activity Club Accounts**
   1. Approved the request of the graduating Class of 2015 to commit remaining funds to the Class of 2016
   2. Closed the following Activity Fund Club as of June 30, 2015 at the written request of the High School Principal and Activity Fund Custodian:
      - **Class of 2015**
   3. Established the following Activity Fund Club as of July 1, 2015 at the written request of the High School Principal and Activity Fund Custodian:
      - **Class of 2019**

E. **Fund Balance Resolution (GASB 54)**
   Approved the Fund Balance Resolution as per GASB 54 guidelines:

   **EPHRATA AREA SCHOOL DISTRICT**
   **Fund Balance Resolution**
   
   RESOLVED, by the Board of School Directors of Ephrata Area School District, as follows:

   Whereas, this resolution recognizes and approves commitments of the general fund for future retirement costs, healthcare costs, future other post employments benefit costs (OPEB) and unfunded retirement costs (GASB 57).

F. **Authorization to Pay Bills and Employ Staff Members to Fill Vacancies**
   Authorized the Business Manager/Board Treasurer, to pay appropriate bills as submitted for June and July 2015, and authorized the Superintendent, after consultation with the chairman of the Personnel Committee, to employ necessary staff members to fill vacancies within budgetary guidelines for the beginning of the 2015-2016 fiscal year

G. **2014-2015 General Fund Budgetary Transfers**
   Authorized the Business Manager/Board Treasurer to make the appropriate budgetary transfers for the 2014-2015 fiscal year as may be necessary as a result of the audit
H. **Authorize Change Orders and Award Bids**
   Authorized to the Superintendent to approve change orders and award bids during June, July, and August 2015 for projects that have been approved by the Board.

I. **Agreement with Lancaster-Lebanon IU 13 - Memorandum of Understanding Title III**
   Approved an agreement with the Lancaster-Lebanon IU 13 to act as an agent of the Federal Government for the purpose of receiving 2015-2016 Title III funding for pass through to the District.

J. **Philhaven Linkage/Referral Agreement**
   Approved an agreement with Philhaven Child/Adolescent Day Treatment Program, Lancaster, PA. This agreement is intended to facilitate continuity of care, confidentiality, referral of clients, and collaboration between Philhaven Child/Adolescent Day Treatment Program.

K. **Pennsylvania Counseling Services (SAP) Agreement**
   Approved an agreement with PA Counseling Services, Lebanon, PA for the Student Assistance Program (SAP) for the 2015-2016 fiscal year. SAP services are an unfunded mandate by PDE. The total cost for the services are $31,140.00.

L. **Contract Agreement – Individual Reading Instruction**
   Approved an agreement with Jean Semder, Lancaster, PA, for individual reading instruction during the 2015-2016 school year for students who require an explicit systematic instructional approach for reading. The cost to the District shall be at a rate of $50.00 per hour plus the cost of travel. Total hours shall not exceed 10 hours weekly. The District will be invoiced monthly.

M. **T. W. Ponessa and Associates Counseling Services, Inc. Agreement**
   Approved an agreement for group sessions with T.W. Ponessa & Associates Counseling Services, Inc., Lancaster, PA to provide the following Social Skills Groups for students placed in Emotional Support for the 2015-2016 school year:

   1. Two High School Social Skills Groups at a maximum cost of $6,080.00
   2. Two Middle School Social Skills Groups at a maximum cost of $6,080.00

N. **Teachscape Agreement**
   Approved an agreement with Teachscape, Inc., San Francisco, CA 94105. Teachscape is a system of observation and evaluation tools designed to assist principals and supervisors in the observation/evaluation process. The focus of these tools is aimed at connecting observation data and professional development so that teachers are able to continually improve instructional practice. The annual cost is $7,511.00.

O. **PremierComm, LLC Agreement**
   Approved a maintenance agreement with PremierComm, LLC, Lancaster, PA on Mitel, SWA, and ESNA equipment for the 2015-2016 fiscal year in the amount of $16,711.00.

P. **Blackboard Connect Agreement**
   Renewed an agreement with Blackboard Services. This includes Blackboard Connect communication system for attendance and emergency automated calling ($10,646.25) and Website Hosting ($5,940.40). The 2015-2016 amount is $16,586.65.

Q. **Direct Energy Agreement**
   Approved an agreement with Direct Energy Business Marketing, LLC for natural gas at a rate of $4.548/Dth for the farm property at 189 S. Market Street, Ephrata for the 2015-2016 fiscal year.

R. **Schoology Contract**
   Renewed a contract agreement with IU13 for Schoology Learning Management System. This includes 7th-12th Grade students and the expansion of the software for 5th and 6th Grade.
students. Option A is the preferred contract option for the 2015-2016 fiscal year at a cost of $12,500.00.

S. **Bid Awards**
Awarded 2015-2016 Lancaster-Lebanon Public Schools Joint Purchasing Board Bids:

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<th>Custodial Supplies</th>
<th>Vendor Name</th>
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<td>2 LJC Distributors</td>
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<td>3 Metco Supply</td>
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<td>4 Penn Valley Chemical</td>
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<td>5 Quaker City Paper</td>
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<td>1 ACCO Brands USA</td>
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<td>2 Art Store</td>
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<td>3 Cascade</td>
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<td>4 Kurtz Brothers</td>
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<td>5 National Art &amp; School Supply</td>
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<td>6 Office Basics</td>
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<td>7 Phillips Supply Co</td>
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<td>8 Pyramid School Products Inc.</td>
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<td>9 School Specialty</td>
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<td>10 Standard Stationary Supply</td>
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<td>3 MJ Earl Inc.</td>
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<td>4 Xpedx-Harrisburg</td>
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T. **Konica Minolta Addendum**
Approved an addendum to the current 5-year agreement with Konica Minolta for 20 new copiers to replace printers throughout the District. This agreement with this addendum is set to expire June 30, 2018. The total cost per month is $3,813.17.

U. **Casper Agreement**
Renewed an agreement with IU13 Casper iPad management software for all district owned iPads for the period July 1, 2015 through June 30, 2016 at an annual cost of $6,308.00.

V. **Agreement with Lancaster-Lebanon IU 13 – IDEA Section 619 – Special Education**
Approved a sub-grant agreement with IU 13 IDEA Section 619. The use of Funds Agreement is to be used to support kindergarten eligible children, 5 years of age, either receiving special education services through the LEA or remaining an extra year in Early Intervention (Act 30). The amount of the pass through funds for 2015-2016 is $2,585.00.
III. BUILDING / PROPERTY / PUBLIC AFFAIRS / PLANNING COMMITTEE – Jenny L. Miller

Building / Property

A. Agreement with Community Action Program

Approved an agreement with Community Action Program Headstart, Lancaster, PA to rent one classroom and one office at Highland Elementary School and one classroom and one office at Clay Elementary School for their Headstart program for the period of July 1, 2015-June 30, 2016 as follows:

1. Headstart shall pay a monthly rental fee of $1.00.
2. Headstart shall pay a monthly utility fee of $835.00.

The Community Action Program agrees, if during the fiscal year they receive a COLA increase in funds they will contact the District to renegotiate.

B. 2015-2016 Facilities Rental Fee Schedule (Attachment #5)

Approved the 2015-2016 Facilities Rental Fee Schedule

Public Affairs / Planning

A. Mutual Aid Agreements (Attachment #6)

Approved Mutual Aid Agreements with the Akron, Ephrata, and Northern Lancaster County Regional Police Departments

IV. CURRICULUM / POLICY COMMITTEE – Glenn R. Martin

Curriculum

A. Textbook Approval

Approved the use of A History of Western Society; Authors/Editor: John P. McKay, Bennett D. Hill, John Buckler, Clare Haru Crowston, Merry E. Wiesner-Hanks, and Joe Perry/Bedford-St. Martin’s; Copyright: 2014, for use in Grades 11 & 12 AP European History

B. Field Trip

Approved a field trip for Ephrata Middle School Grade 8 Student Council students (approx. 8 students) to travel to Harrisburg, PA for Leadership Training, November 12-14, 2015

C. Interscholastic Athletics 2015-16

Approved a program of interscholastic athletics for the 2015-16 school year and require that all facilities utilized in that program, whether or not the property of the school district, properly safeguard both players and spectators and are kept free from hazardous conditions. (It is written in the District Interscholastic Athletics Policy that the Board shall annually approve this program.)

Policy

A. Policies for Second Reading (Attachment #7)

- Policy 143, Standards for Persistently Dangerous Schools
- Policy 144, Standards for Victims of Violent Crimes
- Policy 200, Enrollment of Students
- Policy 201, Admission of Students
- Policy 202, Eligibility of Nonresident Students
- Policy 203, Immunizations and Communicable Diseases
- Policy 203.1, HIV Infection
- Policy 204, Attendance

B. Policies for First Reading (Attachment #8)

- Policy 206, Assignment Within District
- Policy 207, Confidential Communications of Students
- Policy 208, Withdrawal from School
- Policy 209, Health Examinations/Screenings
C. **Policy for Elimination**
   - Policy 204.1, Employment of Students

V. **PERSONNEL COMMITTEE – Judy Beiler**
   
   **A. Resignations**
   - Scott Muenz, Assistant Marching Band, effective May 14, 2015
   - Heather Scotch, High School Learning Support, effective June 30, 2015
   - Terri Urbansky, Fulton Grade 4, effective August 18, 2015

   **B. Leaves**
   - Dorothy Boyd, Clay Grade 1, requests leave, effective April 13, 2015 through July 1, 2015 then intermittent leave, effective July 2, 2015 through April 12, 2016
   - Lisa Brimhall, High School Social Studies, requests intermittent leave, effective May 12, 2015 through May 11, 2016
   - Susan Luther, Clay Autistic Support, requests leave, effective May 13, 2015 through approximately two (2) weeks
   - Bridget Raymond, Akron Grade 4, requests leave, effective August 19, 2015 through approximately January 4, 2016
   - Hannah Tunis, Fulton/Highland Art, requests to extend her leave, effective August 19, 2015 through November 1, 2015

   **C. Transfers**
   - Scott Bailey, Intermediate Grade 5 to Intermediate Grade 6, effective August 19, 2015 replacing Lisa Hall who transferred to another position
   - Gloria Conner, High School Learning Support to Middle School Learning Support, effective August 19, 2015
   - Tanya Goss, Clay Grade 3 to Intermediate Grade 5, effective August 19, 2015 replacing Scott Bailey who transferred to another position
   - Katlin Rossman, Clay Grade 2 to Clay Grade 3, effective August 19, 2015 replacing Tanya Goss who transferred to another position
   - Linda Umble, Middle School Part-time ESL/Part-time Reading to Full-time Intervention Specialist, effective August 19, 2015 due to enrollment
   - Susan Wenrich, Fulton Grade 4 to Clay Grade 2, effective August 19, 2015 replacing Katlin Rossman who transferred to another position

   **D. Appointments**
   
   **Administrative**
   - Diane Gibson, Director of Human Resources, effective July 6, 2015 to fill a new position
   - Gregg Shulenberger, Intermediate/Middle School Assistant Principal, effective July 6, 2015 to replace Eric Martin, who transferred to another position

   **Professional**
   - Laurelin Accardo, TPE Highland Grade 1 @ Level B/Step 1, effective August 19, 2015
   - Tammy Fulginiti, LTS Akron Grade 4 @ Level B/Step 1, effective August 19, 2015 through January 3, 2016 replacing Bridget Raymond while she is on leave
   - Lehann Joerger, Clay Kindergarten @ Level M/Step 6 and to be granted a Professional Contract, effective August 19, 2015 replacing Christina Hagen and Laurelin Accardo who transferred to other positions
   - Michelle Perry, District-wide Literacy Coordinator @ Level M+30/Step 16 and to be granted a Professional Contract, effective August 1, 2015 replacing Jennifer Bean who transferred to another position
   - Janine Raps, TPE Fulton Grade 4 @ Level M/Step 1, effective August 19, 2015 replacing Terri Urbansky who resigned
Krista Schick, TPE Intermediate School Guidance Counselor @ Level M/Step 1, effective August 1, 2015 filling a new position
Jennifer Trout, Middle School Grade 8 English @ Level M/Step 6 and to be granted a Professional Contract, effective August 19, 2015 replacing Michael Miller who retired

Support
Brandon Beard, PT Substitute Custodian, effective June 8 through August 13, 2015
Christopher Goodman, PT IT Summer Helper, effective June 8 through August 13, 2015
Nicholes Goodman, PT Substitute Custodian, effective June 8 through August 13, 2015
Michael Hirsch, PT IT Summer Helper, effective June 8 through August 13, 2015
Patricia Keiser, Part-time Parent to Parent Representative, effective July 1, 2015 through the conclusion of the 2015-16 school year
Brandon Sauder, PT IT Summer Helper, effective June 8 through August 13, 2015
Anna Sweigart, Secretary to the Director of Technology, effective TBD replacing Sharon Bollinger who retired
Jennifer Truex, Part-time Parent to Parent Representative, effective July 1, 2015 through the conclusion of the 2015-16 school year

E. Extracurricular Coaches and Advisors for the 2015-16 School Year (Attachment #9)

F. Professional Contracts
Terry Chrusch
Kati Prudente
Sarah May
Kirstin Schneider
Ashley Stamets
Brenda Wilczek

G. Support Staff Salaries 2015-16
Approved support staff salary increases based on an average of 2.5% for the 2015-16 school year

H. Department Supervisors for the 2015-16 School Year
Candy Blessing, Electives (Library/World Language/FCS/Tech Ed)
Jennifer Eshleman, English
Steve Habowski, Guidance
Larry Hagen, Social Studies/Business
Josh Haupt, Science/Vo Ag
James Kimmel, Related Arts (Music/PE/Art)
Geri Bauer, Math
Sharon Schaeffer, Nurses

I. Elementary Subject Area Chairs for the 2015-16 School Year
Chuck Ohline, 5-6 Science/Social Studies
Shannon Rudy, 5-6 Math
Adrian Shelley, K-4 Science
Julie Straub, K-4 Social Studies
Adam Zeni, K-4 Math

J. Technology Leaders for the 2015-16 School Year
Akron Elementary School
Emilie Keener – Grade 2
Tania Kreider – Grade 2
Clay Elementary School
- Kristy DelVecchio – Grade 3
- Adam Zeni – Grade 4

Fulton Elementary School
- Bob Needelman – Grade 4
- Erika Rosado – Grade 2

Highland Elementary School
- Cheryl Etkin – Grade 2
- Lisa Peters – Grade 3

Intermediate School
- Brian Chickerino – Grade 5
- Todd Ream – Grade 5

K. Grade Level Leaders for the 2015-16 School Year
- Kristy DelVecchio – Grade 3
- Cheryl Etkin - Grade 2
- Karen Hunt – Grade 1
- Susan Izydorczyk – Grade 5
- Marion Piersol-Miller – Grade 6
- Emily Rossman – Grade 4
- David Trout – Kindergarten

L. Middle School and High School Media Coordinators for the 2015-16 School Year
- Stephen Goss – Middle School Media Coordinator
- Samantha Hull – High School Media Coordinator

M. Aides for the 2015-16 School Year (Attachment #10)

N. 2015-16 Stipends
- Daniel Eagan – Custodial Supply Purchasing
- Stephanie Gingrich – Board Secretary

O. Bus/Van Drivers for 2014-15
Groff Substitute Driver
- Amanda Williams – 27-816-158

P. Performance Evaluation and Compensation Plan for Administrators
Approve the Performance Evaluation and Compensation Plan for Administrators (Act 93), effective July 1, 2015 to June 30, 2019

Q. Extra Contracted Days for the 2015-16 School Year
- Krista Schick – 10 Days
- Michelle Perry – 10 Days

R. 2014-15 Mentor
- Dale Fillmore – change from full mentor to orientation mentor

--- END OF GENERAL BOARD ACTION ITEMS ---
- - - SECTION 3 – MISCELLANEOUS BOARD ACTION ITEMS - - -

I. 2015-2016 General Fund Budget (Attachment #11)
   A. Adoption of “Final” Budget for 2015-2016 General Fund Budget – June 15, 2015
      It was moved by Mr. Kachel, seconded by Mr. Miller, that the Ephrata Area Board of School Directors approve the following item set forth below.
      1. Final Budget for General Fund Resolution
         Roll call vote -- all members present voting yes except Mrs. Kurtz, Mrs. Miller, Mr. Stauffer, and Mr. Weber, voting no. Motion approved - 5 Yes / 4 No.
         Note: Discussion took place prior to the vote.
   B. Real Estate Tax Levy for 2015-2016
      It was moved by Mr. Miller, seconded by Mr. Martin, that the Ephrata Area Board of School Directors approve the following items set forth below.
      1. “Final Budget” adoption – 20.05 mills
      2. Authorization to print real estate bills with 20.05 mills
         Roll call vote -- all members present voting yes except Mrs. Kurtz and Mr. Weber, voting no. Motion approved - 7 Yes / 2 No.
   C. 2015 Annual Tax Levy Resolution
      It was moved by Mr. Martin, seconded by Mr. Miller, that the Ephrata Area Board of School Directors approve the 2015 Annual Tax Levy Resolution.
      Roll call vote -- all members present voting yes except Mrs. Kurtz and Mr. Weber, voting no. Motion approved - 7 Yes / 2 No.
   D. Homestead and Farmstead Exclusion Resolution
      It was moved by Mr. Kachel, seconded by Mr. Weber, that the Ephrata Area Board of School Directors approve the Homestead and Farmstead Exclusion Resolution.
      Roll call vote -- all members present voting yes. Motion passed.

II. School Board Treasurer
    It was moved by Mr. Miller, seconded by Mrs. Miller, that the Ephrata Area Board of School Directors appoint Kristee Reichard as Board Treasurer for a 1-year term, effective July 1, 2015 through June 30, 2016.
    Roll call vote -- all members present voting yes. Motion passed.

---- END OF SECTION 3 – MISCELLANEOUS BOARD ACTION ITEMS ----

---- SECTION 4 – INFORMATION ITEMS ----

I. PERSONNEL COMMITTEE – Judy S. Beiler
   A. Vacancies
      Professional
      • High School Learning Support
      • High School LTS English 2nd Semester
      • High School LTS Math
      • Elementary P/T Kindergarten
      • Elementary P/T LTS Kindergarten
      • Elementary/Akron LTS Learning Support 1st Semester
- Elementary/Clay Autistic Support
- Elementary/Fulton
- Elementary/Fulton LTS Learning Support
- District-wide Special Education Consultant

**Support**
- Part-time Inclusion Aides
- Part-time Personal Care Assistants
- Part-time Fulton Health Tech
- Part-time Fulton Title I Instructional Aide
- Washington Part-time *Project Build a Better Future* Transitional Program Inclusion Aides (3)
- Clay Part-time Life Skills Personal Care Assistant Aides (3)

**Extracurricular**
- Boys Basketball Assistant Coach
- Wrestling Assistant Coach
- Winter Track Assistant Coach
- Advisor MS Yearbook

---- SECTION 5 – REPORTS ----

I. **REPORT OF LANCASTER COUNTY CAREER & TECHNOLOGY CENTER (LCCTC) JOINT OPERATING COMMITTEE REPRESENTATIVE – Jenny Miller**
   - The CTC is hoping to start offering Associate Degrees in Veterinary Technology in October for adults. They are awaiting approval from the Pennsylvania Department of Education.
   - Their Education Foundation recently hosted a fundraiser that raised $90,000 for scholarships and equipment.
   - A home constructed on the Mount Joy campus by Mount Joy CTC students is part of the 2015 Parade of Homes.

II. **REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer**
    - No report

III. **REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin**
    - A bill is being considered for school take-over plans.
    - A Senate Bill would delay the implementation of Keystone Exams.
    - A waiver has been passed to reduce the cost of background checks for volunteers.

IV. **REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Robert E. Miller**
    - The 2015 5K and Food Truck Challenge will be held on Saturday, October 3.
    - The 2016 Purple and Gold Gala will be held on Saturday, February 20 at Lily’s on Main.
    - The Foundation received a donation from the Ephrata Chamber. The funds were generated by Ephrata High School students as part of their marketing class.

V. **REPORT OF THE SUPERINTENDENT – Dr. Brian M. Troop**
   - New staff members Gregg Shulenberger and Jennifer Trout were introduced.
   - Thanks were extended to the School Board and District staff members for a successful graduation ceremony.
   - Youth groups from several local churches recently completed service projects at District buildings.
   - Thanks were extended to the School Board for their deliberation and community consideration when approving the budget.
   - Several staff trainings and Administration workshops are planned throughout the summer.
   - The Hibshman Scholarship 50th Anniversary video was shown to the group.
VI. GOOD NEWS REPORTS
   • District 4th Grade students recently participated in Ag on the Farm activities at the Bollinger family’s farm.
   • Akron 4th Grade students presented a Wax Museum that showcased famous Pennsylvanians.
   • Thanks were extended for a successful graduation ceremony.
   • A double Eagle Scout ceremony was recently held to honor two Ephrata High School students.

----- 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 after the meeting for a personnel matter.

IV. ADJOURNMENT
   The meeting adjourned at 8:20 PM.

Respectfully Submitted,

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