
Board Members Present: President, Timothy Stayer; Vice-President, Jenny L. Miller; Treasurer, Kristee Reichard; Secretary, Stephanie Gingrich; Members: Judy Beiler, Richard Gehman, Glenn Martin, Robert E. Miller, Tim Stauffer, and Chris Weber

Board Members Absent: Ted Kachel

School District Representatives Present: Superintendent, Dr. Brian Troop; Assistant Superintendents, Dr. Jacy Clugston Hess and Richard Hornberger; Community Relations Coordinator, Sarah McBee; Principal, Dr. Scott Galen; and Assistant Principal, Brian Booher

Visitors Present: Karen Devine; Phil Eby; Ethan, Michelle, and Steve Huber; Tom Ferrari; Sally Kieffer; Christina Reddig; and Jonathan Treese

Media: Marylouise Sholly, Ephrata Review

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

MOMENT OF SILENT MEDITATION, PLEDGE OF ALLEGIANCE, AND MISSION STATEMENT
President Stayer asked for a moment of silent meditation followed by 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

SUPERINTENDENT RECOGNITION AWARDS
Dr. Troop recognized EHS senior Ethan Huber for exhibiting the District Mission Statement and Mountaineer traits.

SPECIAL RECOGNITION
Karen Devine with PSBA presented certificates of recognition to long-serving School Board members Glenn Martin, Jenny Miller, Robert Miller, and Tim Stayer.

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 approved - 8 Yes, 0 No.

I. SECRETARY REPORT – Stephanie A. Gingrich
   A. Meeting Minutes
      Minutes of the August 28, 2017 Regular Board Meeting and the September 11, 2017 Committee Meetings

II. BUDGET & FINANCE + PROPERTY COMMITTEE – TIMOTHY W. STAYER
    Budget & Finance
    A. Treasurer's Report (Attachment #1)
       Treasurer’s Report for the period August 1, 2017 through August 31, 2017
B. **List of Bills (Attachment #2)**
   For individual accounts for September 25, 2017

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>General Fund</td>
<td>$805,092.25</td>
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<tr>
<td>AP Direct Deposit</td>
<td>$381,442.67</td>
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<tr>
<td>General Fund ACH Items</td>
<td>$2,533,614.73</td>
</tr>
<tr>
<td>Capital Reserve</td>
<td>$402,564.85</td>
</tr>
<tr>
<td>Food Service</td>
<td>$65,791.54</td>
</tr>
<tr>
<td>Student Activities</td>
<td>$3,280.40</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$4,191,786.44</strong></td>
</tr>
</tbody>
</table>

C. **Cyber School Contract with Warwick School District**
   Cyber School contract for an elementary student for regular education from Warwick School District for the 2017-2018 school year. The cost is $10,426.18 per student, plus additional related services billed on an hourly basis if needed.

D. **Settlement Agreement and Release**
   Settlement of a special education matter. The District Special Services Counsel or Solicitor reviewed the agreement.

E. **Safeschools Training Agreement**
   Safeschools for the 2017-2018 fiscal year. Safeschools offers a web-based staff training and compliance management system specifically designed for school employees. The cost to the district is $3,951.08 per year.

F. **Fusfoo Participation Agreement**
   Fusfoo Participation Agreement for the 2017-2018 and 2018-2019 school years. Fusfoo Media will be used to store our Ephrata AM announcements and other videos. There is no cost for these services.

G. **Write Steps Pilot Agreement**
   Agreement with Write Steps for the 2017-2018 school, for writing and grammar resources. The cost is as follows:
   - Grades K-4: $1,808.00
   - Grade 5: $226.00

H. **Agriculture Program for Student from Cocalico**
   The Cocalico School District has agreed to pay the tuition for the 2017-2018 school year in the amount of $9,516.72 for a Cocalico student to be enrolled in the Ephrata Agriculture Program.

I. **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**
None

III. **PERSONNEL COMMITTEE – JUDY BEILER**

A. **Retirements**
   - Heather Burg, High School at Washington Learning Coach, effective September 30, 2017
   - Joy Darkes, Clay Principal, effective December 22, 2017

B. **Resignations**
   - Charles Fisher, Boys Basketball Head Coach, effective August 29, 2017
   - Kathleen Hamzane, Highland General Cafeteria, effective September 20, 2017
• John Harple, Wrestling Assistant Coach, effective August 30, 2017
• Marion Piersol-Miller, Middle School Quiz Bowl, effective September 13, 2017
• Donna Schubert, HS Fall Dramatics, effective September 1, 2017
• James Vieland, Track & Field Assistant Coach, effective August 7, 2017
• Alysia Wisler, Girls Soccer Assistant Coach, effective August 29, 2017

C. Leaves
• Scott Bailey, Intermediate School Grade 6, effective September 6, 2017 through approximately October 20, 2017
• Judy Cetkowsk, Intermediate School Secretary, intermittent leave, effective October 3, 2017 through October 2, 2018
• Meredith Dombach, High School Health & Physical Education, effective September 8, 2017 through approximately October 3, 2017
• Tami Good, High School at Washington Learning Coach, effective approximately November 19, 2017 through approximately January 3, 2018
• David Herring, High School Special Education Learning Support, effective approximately September 13, 2017 through approximately September 21, 2017
• Stefanie Isidoro, High School Guidance, effective approximately February 15, 2018 through approximately April 30, 2018
• Amanda Miller, Akron Special Education, effective approximately January 5, 2018 through approximately the end of the 2017-18 school year
• Kyle Miller, Akron/Highland Guidance, effective approximately January 5, 2018 through approximately January 19, 2018
• Diane Pavlek, Intermediate School Grade 6, intermittent leave, effective September 18, 2017 through September 17, 2018
• Michelle Perry, District-wide Literacy Coordinator/District-wide Kindergarten Coordinator, intermittent leave, effective September 18, 2017 through approximately September 17, 2018
• Kate Reading, Akron Playground Aide, September 18, 2017 through approximately December 11, 2017
• Kristen Selzer, Akron Grade 4, intermittent leave, September 11, 2017 through September 10, 2018
• Edward Warner, High School Custodian, effective August 21, 2017 through September 5, 2017

D. Creation of Positions
• Full-time Personal Care Assistant – Fulton Elementary School
  This aide position will provide support as per a student's IEP.
• Part-time Personal Care Assistant – Highland Elementary School
  This aide position is for a Cocalico School District student who attends school at Highland. The District will bill Cocalico for the cost of this aide.

E. Create an Additional Stipend Position

Building Technology Leader
This position will provide additional technology support for related arts staff who are located across buildings.

F. Transfers
• Trudy Fritz, Part-time Clay General Cafeteria to High School Custodian, effective September 26, 2017, replacing Cecelia Maye-McCabe who transferred to another position
• Cecelia Maye-McCabe, High School Custodian to Fulton Head Custodian, effective September 26, 2017, replacing Patricia Yerger who is retiring

G. Appointments
Professional
• Adrienne Kametz, Ephrata High School @ Washington Part-time Learning Coach, effective TBD, replacing Heather Burg who retired
Ashley Lewis, Temporary Professional Employee Akron/Clay Library Media Specialist @ Level B/Step 2 (pro-rated), effective September 26, 2017, replacing Allison Rizzo who resigned

Support
- Ashley Fillman, Clay General Cafeteria, effective September 26, 2017, replacing Trudy Fritz who transferred to another position
- Mona Murphy, Part-time Akron/Clay Parent to Parent Rep, effective September 26, 2017, replacing Jennifer Truex who transferred to another position

Extracurricular
- Lauren Holmes, Intermediate/Middle School MiniThon, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Diane Pavlek and Shannon Rudy who resigned
- Kellie Ludwig, HS Fall Dramatics, effective September 26, 2017 through the conclusion of the 2017-18 school year
- Christopher Martin, High School MiniThon, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Megan Boal who resigned
- Cherlynn Myers, Middle School Quiz Bowl, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Marion Piersol-Miller who resigned
- Emily Osborne, Girls Soccer Assistant Coach, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Alysia Wisler who resigned
- Amy Rios, Intermediate/Middle School MiniThon, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Matt Edmiston who resigned
- Nick Rock, Wrestling Assistant Coach, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing John Harple who resigned
- Jonathan Treese, Boys Basketball Head Coach, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Charles Fisher who resigned
- Jennifer Trout, Middle School Newspaper – Co-Advisor, effective October 1, 2017 through the conclusion of the 2017-18 school year, replacing Jackie Nolt who resigned
- Madison Walmer, Swimming Assistant Coach, effective September 26, 2017 through the conclusion of the 2017-18 school year, replacing Cindy Drob who resigned

**H. High School Media Coordinators for the 2017-18 School Year**
- This is a change from what was previously approved. Samantha and Jane will share this position for the 2017-18 school year
  - Samantha Hull, 1st Semester
  - Jane Englert, 2nd Semester

**I. Building Technology Leaders for the 2017-18 School Year**
- Lisa Peters, District-wide, effective August 21, 2017, filling the Related Arts position
- Carrie Maharg, Highland, effective September 26, 2017 (Pro-rated), replacing Lisa Peters

**J. Mentor for the 2017-18 School Year**
- Brooke Gerlach for Ashley Lewis – Orientation (Pro-rated)

**K. Teacher of Record Stipends for the High School @ Washington Program**
- Kara Fox – Science
- Jim Vieland – English

**L. Bus/Van Drivers for the 2017-18 School Year**
- Groff Substitute Drivers
  - Jessica Burkholder
  - Robin King
IV. POLICY COMMITTEE – TIM STAUFFER  
A. Policies for Second Reading (Attachment #3)  
- Policy 116, Tutoring  
- Policy 127, Assessments  
- Policy 307, Student Teachers/Interns  
- Policy 309, Assignment and Transfer  
- Policy 317.1, Educator Misconduct  

B. Policies for First Reading (Attachment #4)  
- Policy 115, Career and Technology Education  
- Policy 137, Home Education Programs  
- Policy 138, Limited English Proficiency  
- Policy 212, Reporting Student Progress  

V. PUBLIC AFFAIRS & PLANNING/CURRICULUM COMMITTEE – JENNY L. MILLER  
Curriculum  
A. Field Trips  
- EHS Art students (approximately 50) to travel to Metropolitan Art Museum and the Breuer Museum of Art, New York, NY, Wednesday, November 8, 2017  
- EHS Biotechnology students (approximately 18) to travel to Delaware Biotech Institute/University of Delaware, Newark, DE, Tuesday, November 14, 2017  
- EMS Boston Club students (approximately 30) to travel to Boston, MA, May 4-7, 2018  

Public Affairs and Planning  
No Action Items  

SECTION 3 – INFORMATION ITEMS  

I. PERSONNEL  
A. Vacancies  
  Administrative  
- Clay Principal  

  Professional  
- Akron LTS Special Education  
- High School LTS English (2nd Semester)  
- High School LTS Guidance  

  Support  
- High School Part-time Library Media Aide  
- High School Custodian  
- Highland General Cafeteria  
- Inclusion Aide  
- Full-time Personal Care Assistant  
- Part-time Personal Care Assistant  

  Extracurricular  
- High School Jazz Band  
- 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
No report

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
- The IU Leadership Strategic Priorities for 2017-2018 have been completed.
- A Wide-Area Network update was provided.
- The IU is partnering with the Hourglass Foundation to sponsor a visit by author Thomas Friedman to the Fulton Theater.

IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin
- The state does not yet have a budget.
- The state credit rating has been downgraded.
- The PASA-PSBA Leadership Conference will be held in October.
- PSBA has launched a Making an Impact video initiative.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber
No report

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian M. Troop
- District families and staff members have supported Spring Branch Independent School District in Houston, TX, by making financial donations through a PledgeCents website. In addition, several EASD classrooms have adopted Spring Branch classrooms and are collecting school supplies to help students and staff impacted by the storm.
- A presentation highlighting the District and the Life Ready Graduate profile was provided to guests at the Ephrata Chamber Lunch and Networking Series.
- The Drug Awareness Task Force held a community roundtable at Ephrata High School on Thursday evening. The event provided education, information, support, and included a question and answer segment facilitated by Mayor Mowen.
- At a Professional Development day on September 28, District teachers and administrators will be engaged in a variety of learning activities focused on the skills associated with the Life Ready Graduate profile and the unit projects and activities that are part of their existing curriculum.
- As a member of the AASA Digital Consortium, Dr. Troop will be participating in a tour of the Boeing plant near Seattle, WA, and Highline School District.
- After tonight’s business meeting, there will be a presentation by Dr. Hess and Mr. Hornberger on the summer programming offered to students ranging from incoming Kindergarten to Grade 12.
- An Executive Session was requested to discuss issues related to the collective bargaining agreement.

VII. GOOD NEWS REPORTS
- The Education Foundation Color Run 5K was held on Saturday, September 16.
- Todd Ream and Marcie Webber jointly received the Outstanding Teacher Award from the Lancaster County Parents’ Association for Gifted Education.
- The District Health Services Department received compliments from another district’s health services staff.
- The Middle School band joined the High School marching band on the field and in the stands at the home football game last Friday.
- Sophomore Abigail Zorrilla was selected to represent Pennsylvania as a delegate to the 2017 Global Youth Institute in Des Moines, IA, in October.
- Jonathan Treese was introduced as the newly-appointed Boys Basketball Head Coach.
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
   PSBA Voting Delegates should review the proposed bylaws in advance of the vote on October 20.

III. NEW BUSINESS
   Christina Reddig addressed the School Board about homework.

IV. ADJOURNMENT
   The meeting adjourned at 7:40 PM.

Respectfully Submitted,

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