The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, March 25, 2019 at Clay Elementary School, 250 Clay School Road, Ephrata, PA, as advertised on July 9, 2018 in *LNP News*.

**Board Members Present:** President, Tim Stayer; Vice-President, Chris Weber; Members: Judy Beiler, Philip Eby, Richard Gehman, Ted Kachel, Glenn Martin, Tim Stauffer, David Wissler; Superintendent (non-voting) Dr. Brian Troop; Treasurer (non-voting), Kristee Reichard; and Secretary (non-voting), Stephanie Gingrich

**Board Members Absent:** none

**School District Representatives Present:** Tracy Blunt, Tammy Deichman, Chandler Eby, Dr. Jacy Clugston Hess, Richard Hornberger, Carissa Martin, Sarah McBee, Amy Potts, Denise Shultz, Donna Weidler, and Susan Wenrich

**Visitors Present:** Andrew, Heather, and Jay Barnica; Jobany and Melanya Bedoya; Alex, Jeremy, and Tara Bischoff; Carolyn Chenworth; Jamie and Joyce Chon; Nicole and Troy Devonshire; Jason and Jessica Ehrhart; Jim and Terry Ernst; Debra Fox; Brian and Jennifer Frey; Megan Gainer; Shaun Hogarth; Anna, Jeff, Michele, and Nick Hoopes; Janelle Kapp; Alexis Kopp; Ashton Kunkle; Kristin Lapp; Kelly Martin; Braden and Kathy Mulcahy; Brenda, Derek, and Kevin Murphy; Lauren Musser; the Njoroge Family; Christina Schlegel; Dena and Lillian Sharpe; Ryan and Sarah Wertz; Madilyn Yuengel; and Glenn Zeek

**Media:** Marylouise Sholly, *Ephrata Review*

**CALL TO ORDER BY BOARD PRESIDENT**
President Stayer called the meeting to order at 7:00 PM.

**MOMENT OF SILENCE, 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 RESOLUTIONS**

**CELEBRATING PUBLIC EDUCATION**
Clay 2nd Grade students shared and showed their developing mathematical thinking as they engaged in quick-looks and math games with the board members.

**SECTION 2 – GENERAL BOARD ACTION ITEMS**

**Motion**
It was moved by Mr. Weber, seconded by Mrs. Beiler, 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 - 9 Yes, 0 No.

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

A. **Meeting Minutes**
Minutes of the February 25, 2019 Regular Board Meeting; March 11, 2019 Special Meeting; and the March 11, 2019 Committee Meetings
B. **School Board Resolutions (Attachment #1)**
   Resolutions were presented to Ciara Barreto, Jamie Chon, Nick Hoopes, Braden Mulcahy, Lillian Sharpe, and the EHS Robotics Team.

II. **BUDGET & FINANCE/PROPERTY COMMITTEE – TIMOTHY W. STAYER**

   **Budget & Finance**
   
   A. Treasurer's Report for February 1, 2019 through February 28, 2019 (Attachment #2)
   
   B. List of Bills for individual accounts for March 25, 2019 (Attachment #3)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$ 409,946.15</td>
</tr>
<tr>
<td>AP Direct Deposit</td>
<td>$ 854,417.33</td>
</tr>
<tr>
<td>General Fund ACH Items</td>
<td>$ 8,969,410.31</td>
</tr>
<tr>
<td>Capital Reserve</td>
<td>$ 62,296.29</td>
</tr>
<tr>
<td>Food Service</td>
<td>$ 68,750.39</td>
</tr>
<tr>
<td>Student Activities</td>
<td>$ 11,709.66</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$10,376,530.13</strong></td>
</tr>
</tbody>
</table>

   C. **Per capita Exonerations (Attachment #4)**
   - Akron Borough 2018-2019 $ 480.00
   - Clay Township 2018-2019 $ 870.00
   - Ephrata Borough 2018-2019 $1,970.00
   - Ephrata Township 2018-2019 $1,510.00
   - **Total** $4,830.00

   D. **General Fund Budget Transfers for 2018-2019**

<table>
<thead>
<tr>
<th>Account FROM</th>
<th>Description</th>
<th>Amount</th>
<th>Account TO</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1175121M</td>
<td>Non-Cap Music Equipment</td>
<td>$200.00</td>
<td>1161121M</td>
<td>Music Supplies</td>
<td>$200.00</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$200.00</td>
<td><strong>TOTAL</strong></td>
<td></td>
<td>$200.00</td>
</tr>
</tbody>
</table>

   E. **Cardiac Life Products, Inc. Agreement (Attachment #5)**
   Two-year agreement with Cardiac Life Products, Inc. to conduct on-site inspections of AED units. The cost for these services is $2,025.00.

   F. **Messiah College Affiliation Agreement (Attachment #6)**
   Affiliation agreement with Messiah College on behalf of a Messiah student who is planning to pursue an internship at the Ephrata Intermediate School during the fall of 2019.

   G. **Addendum to Contract with Austill’s Rehabilitation Services, Inc. (Attachment #7)**
   Addendum to the current contract with Austill’s Rehabilitation Services. The addendum will include the following services and rates:

<table>
<thead>
<tr>
<th>Year</th>
<th>OTR and PT per hour</th>
<th>OTA and PTA per hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract Year 1 (7/1/2019 - 6/30/2020)</td>
<td>$61.07</td>
<td>$50.24</td>
</tr>
<tr>
<td>Contract Year 2 (7/1/2020 - 6/30/2021)</td>
<td>$61.99</td>
<td>$50.99</td>
</tr>
<tr>
<td>Contract Year 3 (7/1/2021 - 6/30/2022)</td>
<td>$62.92</td>
<td>$51.76</td>
</tr>
</tbody>
</table>

   H. **Lancaster-Lebanon IU 13 Private Cloud Services and Service Level Agreement (Attachment #8)**
   Agreement with Lancaster-Lebanon IU13 for Private Cloud Services and Customer support for August 1, 2019 through July 31, 2020. An annual cost is approximately $33,031.00.
I. **Transportation Contract Additions**

Aide for Boyo Transportation for the 2018-2019 school year:
- Shirley Gehr

J. **Agreement with Kimono (Attachment #9)**

Agreement with Kimono, LLC. This subscription is the tool that connects information between multiple systems. The cost for the 2019-2020 fiscal year is $9,030.00.

K. **Gaggle Agreement (Attachment #10)**

Agreement with Gaggle for safety monitoring for Office 365. The cost for 2019-2020 is $11,528.00.

L. **Sapphire Agreement (Attachment #11)**

Agreement with Sapphire for the School Nurse Health System. The cost for 2019-2020 is $17,700.00.

M. **MOU Lancaster County Head Start, Community Action Partnership of Lancaster County (Attachment #12)**

Memorandum of Understanding with Lancaster County Head Start for coordinating mutually beneficial activities of the parties involved to provide effective services for children and families who are served. The MOU is for April 1, 2019 through April 1, 2020.

**Property**

A. **UGI Utilities, Inc. Agreement (Attachment #13)**

Natural Gas Service Agreement with UGI Utilities, Inc., Reading, PA, to extend its natural gas facilities to Fulton Elementary. The District is responsible for the Contribution in Aid of Construction for Main Extension in the amount of $86,500. The gas main extension and conversion will be completed prior to June 30, 2019; the District must make the conversion to natural gas by June 30, 2019.

Based on historical data, Fulton burns 22,500 gallons of oil a year.
- 22,500 gallons/7.438 gallons = 3,000 mcf a year
- Yearly savings = $33,900.00
- Payback will be 4.07 years

III. **PERSONNEL COMMITTEE – JUDY BEILER**

A. **Resignations**

- Sarah Polaski, Middle School Math, effective March 20, 2019

B. **Leaves**

- David Bucher, Akron/Clay Custodian, effective March 4, 2019 through approximately April 1, 2019
- Jewel Ebelhar, Akron Inclusion Aide, effective February 28, 2019 through approximately March 8, 2019
- Larry Gehman Sr., High School Custodian, effective February 13, 2019 through approximately April 5, 2019
- Megan Laskey, Clay Personal Care Assistant, effective approximately March 22, 2019 through approximately March 29, 2019
- Stacy Longstaff, Highland Kindergarten, effective approximately April 1, 2019 through approximately November 1, 2019
- Kathleen McBrearty, Clay Inclusion Aide, effective March 7, 2019 through approximately March 22, 2019
- Stacie Ryan, Middle School Inclusion Aide, effective February 19, 2019 through approximately May 24, 2019
• David Souder, High School Health and Physical Education, a half-year (full-pay)
  Sabbatical Leave for Study as per the Negotiated Contract, effective the second semester
  of the 2019-20 school year

C. Creation of Positions
The following positions are being created due to the District opening a new classroom and
itinerant support to serve students formerly in IU programs and elementary programs. These
positions are being created as part of the Transfer Between Entities (TBE).
• Supervisor of Student Support Services
  This position will provide direct support to all Special Education programs (students and
  staff) in the District, providing program assistance in both special education and general
  education classrooms.
• Two Itinerant Autistic Support Teachers – District-wide
  These positions will support students on the spectrum by giving direct instruction to
  students and support to staff members who work with the students.
• Special Education Teacher – Intermediate and Middle School Program
  This position will facilitate the new verbal behavior and life skills classroom.
• Three Full-time Personal Care Assistants – Intermediate and Middle School
  These positions will support students in the new verbal behavior and life skills classroom.
  Support will be given both in the program classroom and in general education classrooms.
• Two Part-time Personal Care Assistants – Intermediate and Middle School
  These positions will support students in the new verbal behavior and life skills classroom.
  Support will be given both in the program classroom and in general education classrooms.

D. Transfers
• Heather Balmer, Clay Personal Care Assistant Autistic Support to Middle School Personal
  Care Assistant Emotional Support, effective March 26, 2019, to support a student new to
  the District
• Sheila Hagy, High School Inclusion Aide Emotional Support to Intermediate School
  Personal Care Assistant Emotional Support, effective March 26, 2019, replacing Patricia
  Pollock who transferred to another position
• Patricia Pollock, Intermediate School Personal Care Assistant Emotional Support to Clay
  Personal Care Assistant Autistic Support, effective March 26, 2019, replacing Heather
  Balmer who transferred to another position

E. Appointment
  Professional
• Madilyn Yuengel, Professional Employee High School Math @ Level M/Step 6, effective
  August 19, 2019, replacing Edward Gambler who is retiring
  Support
• Sharon Senft, Part-time Middle School General Cafeteria, effective March 26, 2019,
  replacing Tracy Hitchcock who resigned

F. 2018-19 Volunteer Coach
• Michael Reddig, Boys Tennis

IV. POLICY & CURRICULUM COMMITTEE – TED KACHEL
  Policy
  A. Policies for Second Reading (Attachment #14)
  • Policy 333, Professional Development
  • Policy 707, Use of School Facilities
  • Policy 904, Public Attendance at School Events
B. **Policies for First Reading (Attachment #15)**
   - Policy 103, Nondiscrimination/Discriminatory Harassment – School and Classroom Practices
   - Policy 103.1, Nondiscrimination – Qualified Students with Disabilities
   - Policy 104, Nondiscrimination/Discriminatory Harassment – Employment Practices

**Curriculum**

A. **Field Trip (Attachment #16)**
   - High School Digital Photography/Advanced Photography classes (approximately 36 students) to travel to the National Gallery of Art and the Smithsonian Portrait Gallery in Washington, DC, March 29, 2019 (Friday)

V. **PUBLIC AFFAIRS & PLANNING COMMITTEE – TIM STAUFFER**

No action items

SECTION 3 – INFORMATION ITEMS

I. **PERSONNEL**

A. **Vacancies**
   
   **Professional**
   
   **2018-19**
   - District-Wide Speech & Language Pathologist
   - High School Science
   - Middle School Math
   
   **2019-20**
   - District-Wide Itinerant Autistic Support Teacher (2)
   - Elementary (2)
   - High School ESL
   - High School Health and Physical Education (2nd Semester)
   - Intermediate School (2)
   - Intermediate and Middle School Special Education Teacher
   - Supervisor of Student Support Services

   **Support**
   
   **2018-19**
   - Part-time Personal Care Assistant (2)
   
   **2019-20**
   - Full-time Personal Care Assistant (3)
   - Fulton Cafeteria Manager (eff. December 2019)
   - Part-time Intermediate School Playground Aides (2)
   - Part-time Personal Care Assistant (2)

   **Extracurricular**
   
   **2019-20**
   - Cross Country Assistant Coach
   - Field Hockey Assistant Coach (2)

SECTION 4 – REPORTS

I. **REPORT OF THE STUDENT REPRESENTATIVE – Chandler Eby**

A report was provided about various activities being held in buildings throughout the District.
III. REPORT OF LANCASTER COUNTY CAREER & TECHNOLOGY CENTER (LCCTC) JOINT OPERATING COMMITTEE REPRESENTATIVE – Judy Beiler
- The Fly on the Run fundraiser will be held in May.
- A CTC graduate shared his story about how the CTC prepared him for the workforce.
- Several Ephrata High School students placed in district-level skill competitions.

IV. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer
- An early childhood education tour is going to be scheduled.
- The IU Board saw a presentation about a grant program to support re-entry from prison.

V. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin
- E-gaming is becoming a high school sport.
- CPR training for all high school students is being considered.
- School construction costs are increasing due to safety measures.

VI. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Philip Eby
- The fifth annual Gala raised nearly $70,000.
- A video produced for the gala by recent EHS graduate Seth Bollinger can be viewed on the EAEF website.
- The Program Allocation Committee met and will make their proposal to the EAEF Board in April.
- The Coding Contest, sponsored by the Foundation, will be held later this month.
- Upcoming events include the appreciation event and Backyard Throwdown.

VII. REPORT OF THE SUPERINTENDENT – Dr. Brian Troop
- The Board received the winter athletic season wrap-up and lists of the EHS and EMS County Science and Engineering Fair award winners.
- The recent PSBA Bulletin featured two EHS students from the Attollo program.
- Several Board members and district administrators participated in the IU13 Legislative Breakfast.
- Dr. Troop presented information about the Life Ready Graduate program to members of the Akron/Ephrata Ministerium.
- Dr. Troop served on a panel that focused on technology in education at Elizabethtown College.
- Dr. Troop served on a panel about technology in education for northern Lancaster County business leaders.
- The District was recognized on EduTalk Radio in an episode about how the District is using digital tools to engage students in a culture aimed at preparing them to be “Life Ready.”
- Superintendents from across the county are signing a joint letter in support of the Cyber Charter Reform Bill that would require parents to use the school’s cyber school or pay for it themselves.
- There will be a presentation on the Middle School Media Center project after the meeting tonight.

VIII. GOOD NEWS REPORTS
- The EHS Unified Track team will have three meets this spring.
- Braden Mulcahy was named to the PMEA All State concert band in April.
- Senior Ciara Barreto and three teammates from the Brownstown Campus of the CTC won the local SkillsUSA competition and qualified for the state competition.
- Lillian Sharpe placed third in the Lancaster County You Be the Chemist Competition and qualified for the state competition.
- Cloister FFA students recently competed at the county level. Freshman Mary Ribbeck placed third in the Creed Speaking Contest. In the Junior Prepared Public Speaking Contest, sophomores Lily Moore and Joshua Potts placed 1st and 2nd respectively. Clara Bollinger was named Star Red Rose in Ag Placement.
A team from the Middle School won the regional *What’s So Cool About Manufacturing* Video Contest “Outstanding Creativity” award. They qualified for the state competition on April 30.

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
   - The Hibshman Scholarship interviews will be conducted at the end of April.

IV. ADJOURNMENT
   The meeting adjourned at 8:06 PM.

Respectfully Submitted,

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