The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, October 21, 2019 at Akron Elementary School, 125 South 11th Street, Akron, PA, as advertised on July 15, 2019 in LNP News.

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

School District Representatives Present: Sheri Horner and Kristen Selzer

Visitors Present: Jill Heckman, Sally Kieffer, Adam Ludwig, Katrina Spitalsky, Tara Starling, Katie Trainer, Amanda and Trevor Ulrich, and Kelly Webb

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 of the Pledge of Allegiance and by the recitation the District 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 RESOLUTION

CELEBRATING PUBLIC EDUCATION
A group of 4th Grade students and Mrs. Kristen Selzer provided a presentation about the courtyard design challenge, including layout, sign, mural, and pathway.

SECTION 2 – GENERAL BOARD ACTION ITEMS

Motion
It was moved by Mr. Martin, 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 - 9 Yes, 0 No.

I. SECRETARY REPORT – STEPHANIE A. GINGRICH
A. Meeting Minutes
Minutes from the September 23, 2019 Regular School Board meeting and the October 7, 2019 School Board Committee Meetings

B. School Board Resolution (Attachment #1)
- Jamie Chon for being selected for National Orchestra

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

Budget & Finance
A. Treasurer's Report for September 1-30, 2019 (Attachment #2)
B. **List of Bills for October 21, 2019** (Attachment #3)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund</td>
<td>$891,894.46</td>
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<tr>
<td>AP Direct Deposit</td>
<td>$803,970.06</td>
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<tr>
<td>General Fund ACH Items</td>
<td>$3,274,108.26</td>
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<tr>
<td>Capital Reserve</td>
<td>$264,875.87</td>
</tr>
<tr>
<td>Food Service</td>
<td>$70,019.46</td>
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<tr>
<td>Student Activities</td>
<td>$5,989.58</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$5,310,857.69</strong></td>
</tr>
</tbody>
</table>

C. **Real Estate Tax Exoneration** (Attachment #4)

- Ephrata Township 2019-2020: $696.03
- **Total**: $696.03

D. **General Fund Budget Transfers for 2019-2020**

<table>
<thead>
<tr>
<th>TRANSFER FROM</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
<th>TRANSFER TO</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>110330H</td>
<td>Substitutes</td>
<td>$1,000.00</td>
<td>110610H</td>
<td>General Supplies</td>
<td>$5,500.00</td>
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<tr>
<td>110442H</td>
<td>Copier Lease</td>
<td>$1,500.00</td>
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<tr>
<td>238530H</td>
<td>Postage</td>
<td>$1,200.00</td>
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<td></td>
</tr>
<tr>
<td>321550H</td>
<td>Printing</td>
<td>$500.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>110430H</td>
<td>Repair</td>
<td>$1,300.00</td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,500.00</strong></td>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$5,500.00</strong></td>
</tr>
</tbody>
</table>

E. **American Red Cross Agreement** (Attachment #5)

American Red Cross of the Susquehanna Valley Facility Use Agreement. The Ephrata Middle School would be used as a mass care shelter in the event of a disaster or emergency. The term of the agreement ends after a 30-day written notice by either party.

F. **School Resource Officer Agreement** (Attachment #6)

Three-year agreement to provide and fund law enforcement resources within the Ephrata Area School District through a School Resource Officer Program. The term of the agreement shall be effective January 1, 2020 through December 31, 2022. The total 2020 share is $155,525.00; the total 2021 share is $161,870.00; and the total 2022 share is $168,626.00. The Ephrata Area School District shall be responsible for fifty percent (50%) of the program costs. The municipalities located in the Ephrata Area School District shall be responsible for the remaining fifty percent (50%) of the program costs.

G. **Transportation Contract Additions**

- Van driver for Groff Transportation for the 2019-2020 school year
  - Kelly Thompson
- Sub driver and sub aide for Boyo Transportation for the 2019-2020 school year
  - Karina Pacheco-Vazquez

H. **Transportation Reimbursement** (Attachment #7)

Reimburse a district parent mileage at the federal rate of 58.0¢ per mile. The parent will be responsible to transport the child to and from the school the child is attending in the Ephrata Area School District for 2019-2020.

I. **Western PA School for the Deaf Transportation Contract** (Attachment #8)

Transportation contract with Western PA School for the Deaf. The District is responsible to transport the student to the Camp Hill, PA, location, and WPSD will transport the student from the Camp Hill location to WPSD in Pittsburgh, PA, at the start of the week and then back to Camp Hill at the end of the school week. The cost for WPSD transportation is $7,500.00 per student.
J. **Accelerate Education, Inc. Amendment (Attachment #9)**
Amendment with Accelerate Education, Inc. for two additional blocks (20 users) of license online courses for Ephrata Virtual Academy and EHS@Washington. The cost for the two additional blocks is $2,180.00 for the 2019-2020 school year.

K. **Growing Every Day Home Child Care, LLC Agreement (Attachment #10)**
Agreement with Growing Every Day Home Child Care, LLC. If the center would be forced to evacuate, the six children and the owner would receive temporary shelter at Fulton Elementary School.

L. **Philhaven Linkage/Referral Agreement (Attachment #11)**
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.

M. **Carbon Lehigh Intermediate Unit 21 Agreement (Attachment #12)**
Four-month agreement, October 10, 2019-January 31, 2020, with Carbon Lehigh Intermediate Unit 21 for PIMS submission on behalf of EASD. The cost will be $13,137.00, and the services included in this agreement are as follows:
- Consult and guide in preparation of data for PIMS submissions during the contract duration (PIMS required fields)
- Upload data in accordance with PIMS guidelines
- Provide error reports to district identified contacts
- Provide reports to district contacts for review
- Print/prepare ACS for Superintendent signature and submission to PIMS

N. **Sweigart Consulting, LLC Agreement (Attachment #13)**
Agreement with Sweigart Consulting, LLC. for PowerSchool consultation. Sweigart Consulting, LLC will provide twenty (20) hours of the following services for a fee of $2,000:
- Guidance of PowerSchool reports including report creation as requested
- Support for Phoenix Learning eMailer program
- Review and recommend use of log entries
- Guidance related to customized web page creation
- Other items as requested by the Client

O. **District Healthcare – 2020-2021**
The Health and Other Benefit Plans Advisory Committee recommendation to the Board of School Directors:
- a. Medical and Dental Insurance for the 2020-2021 fiscal year at a zero percent rate increase
- b. Employee funding holiday for November and December 2019 for District health plans

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**Property**

A. **Change Order – General Construction, Middle School Media Center (Attachment #14)**

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>East Coast MS Media</td>
<td>Provide protective, decorative laminate panel assemblies around two existing steel columns</td>
<td>$1,737.80 Inc.</td>
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<tr>
<td>4</td>
<td>East Coast MS Media</td>
<td>Provide a new “ACT1” ceiling system in the Maker Space</td>
<td>$3,727.43 Inc.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td>$5,465.23 Inc.</td>
</tr>
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III. PERSONNEL COMMITTEE – JUDY BEILER

A. Resignations
- Rustin Kreider, Database Support Specialist, effective October 15, 2019
- Sarah Martin, High School General Cafeteria, effective October 11, 2019
- Juan Medina Illuveras, Middle School General Cafeteria, effective October 4, 2019
- Rodney Snyder, High School Theatre Set Construction, effective October 9, 2019

B. Leaves
- Gloria Conner, High School Special Education, effective September 18, 2019 through approximately November 9, 2019
- Meredith Dombach, High School Health and Physical Education, effective approximately November 22, 2019 through approximately January 6, 2020
- Tonya Fetterhoff, Middle School Inclusion Aide Life Skills, effective September 16, 2019 through TBD
- Scott Leed, Akron Head Custodian, effective approximately November 1, 2019 through approximately January 20, 2020
- Esther Martin, Fulton Elementary Cafeteria Manager, effective approximately October 21, 2019 through approximately November 18, 2019
- Yvonne Peifer, Highland Intervention Specialist, full leave effective October 7, 2019 through October 11, 2019 and intermittent leave effective October 15, 2019 through approximately November 24, 2019
- Ashley Silva, District-Wide Autistic Support, effective approximately December 19, 2019 through approximately March 31, 2020
- Sandra Whitmeyer, Akron Cafeteria Manager, effective October 3, 2019 through approximately October 22, 2019

C. Transfers
- Elizabeth Ehrhart, Middle School Head Cook/Baker to Fulton Cafeteria Manager, effective November 11, 2019, replacing Esther Martin who is retiring
- Heidi Gonzales, Part-time Clay Inclusion Aide Learning Support to Part-time EHS@Washington Inclusion Aide Life Skills Support effective October 7, 2019, replacing Stacy Weit who resigned
- Vanessa Klinger, Part-time Middle School General Cafeteria to Middle School Head Cook/Baker, effective December 2, 2019, replacing Elizabeth Ehrhart who is transferring

D. Appointments
Professional
- Meredith Martin, Professional Employee Highland Kindergarten @ Level B+30/Step 10 (Pro-rated), effective September 26, 2019, replacing Stacy Longstaff who transferred to another position (This is a change in her level and step from what was approved by the Board in August 2019.)

Support
- Christina Baron, Part-time Intermediate Personal Care Assistant Emotional Support, effective October 22, 2019 through the conclusion of the 2019-20 school year, replacing Sheila Hagy who resigned
- Heather J. Hibshman, Full-time Highland Administrative Assistant to the Principal, effective TBD, replacing Christine Ditzler who is retiring
- Lois Hoover, Part-time Middle School General Cafeteria, effective November 11, 2019, replacing Juan Medina Illuveras who resigned
- Charisma Mottershead, Part-time Highland Personal Care Assistant Emotional Support, effective October 8, 2019 through the conclusion of the 2019-20 school year, replacing Linda Frankfort who resigned

Extracurricular
- Katherine Querciagrossa, Swimming Assistant Coach, effective October 22, 2019 through the conclusion of the 2019-20 school year, replacing Madison Walmer who resigned
• Todd Ream, Track & Field Assistant Coach, effective October 22, 2019 through the conclusion of the 2019-20 school year

E. Professional Contracts
• Rachel Engleman

F. Stipend for Support of a Substitute Working Outside Certification Area
• Vanessa Dobson, Level A, October 7, 2019 - TBD

G. Winter Volunteer Coaches for the 2019-20 School Year

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Sport</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bailey</td>
<td>Scott</td>
<td>Winter Track</td>
</tr>
<tr>
<td>Bonner</td>
<td>Stephen</td>
<td>Winter Track</td>
</tr>
<tr>
<td>Cardin</td>
<td>Maggie</td>
<td>Swimming</td>
</tr>
<tr>
<td>Ehrhart</td>
<td>Benjamin</td>
<td>Wrestling</td>
</tr>
<tr>
<td>Jones</td>
<td>Austin</td>
<td>Wrestling</td>
</tr>
<tr>
<td>Keller</td>
<td>Gregory</td>
<td>Winter Track</td>
</tr>
<tr>
<td>Kohan</td>
<td>Matthew</td>
<td>Boys Basketball</td>
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<tr>
<td>Lammer</td>
<td>Chad</td>
<td>Wrestling</td>
</tr>
<tr>
<td>Lammer</td>
<td>Michael</td>
<td>Wrestling</td>
</tr>
<tr>
<td>McHenry</td>
<td>Vincent</td>
<td>Winter Track</td>
</tr>
<tr>
<td>Minnich</td>
<td>Jan</td>
<td>Wrestling</td>
</tr>
<tr>
<td>Shuke</td>
<td>Lauren</td>
<td>Girls Basketball</td>
</tr>
<tr>
<td>Sparmbabk</td>
<td>John</td>
<td>Winter Track</td>
</tr>
</tbody>
</table>

IV. POLICY & CURRICULUM COMMITTEE – TED KACHEL

Policy
A. Policy for Second Reading (Attachment #15)
• Policy 335, Family & Medical Leaves

B. Policies for First Reading (Attachment #16)
• Policy 208, Withdrawal from School
• Policy 808, Food Services

Curriculum
A. Field Trips (Attachment #17)
• EHS Art Department (approximately 50 students) to travel to Washington, D.C., to visit National Gallery of Art & The National Portrait Gallery, November 22, 2019
• EHS Vocal Music/EHS Music Department (approximately 4 students) to travel to Central Dauphin High School, Harrisburg, PA, to participate in the District 7 Choral Festival, January 16-18, 2020
• EHS Orchestra (# of students TBD) to travel to Lampeter-Strasburg High School, Lancaster, PA, to participate in PMEA District 7 Orchestra Festival, January 30-February 1, 2020
• EHS Band (# of students TBD) to travel to Central York High School, York, PA, to participate in PMEA District 7 Honors & Festival, February 13-15, 2020
• EHS Vocal Music/EHS Music Department (approximately 4 students) to travel to Eastern York High School, Wrightsville, PA, to participate in PMEA Region V Choral Festival, February 27-29, 2020
• EHS Orchestra (# of students TBD) to travel to Susquehannock High School, Glen Rock, PA, to participate in PMEA Central Region Orchestra Festival, March 12-14, 2020
• EHS Band (# of students TBD) to travel to Eastern York High School, Wrightsville, PA, to participate in PMEA Region V Band, March 26-28, 2020
• EHS Music Department (approximately 53 students) to attend a Broadway musical in New York City, N.Y., April 29, 2020

V. PUBLIC AFFAIRS & PLANNING COMMITTEE – TIM STAUFFER
No Action Items

SECTION 3 – INFORMATION ITEMS

I. PERSONNEL
A. Vacancies
   Professional
   LTS Clay Part-time Learning Support
   LTS High School Health & Physical Education (2nd Semester)
   LTS Middle School English
   Middle School Math (2020-2021)

   Support
   District-wide Database Support Specialist
   District-wide Maintenance HVAC Technician
   Middle School Head Cook/Baker
   Part-time General Cafeteria (2)
   Part-time Inclusion Aide (2)
   Part-time Personal Care Assistant (4)

   Extracurricular
   Track & Field Assistant Coach
   High School Theatre Set Construction

SECTION 4 – REPORTS

I. REPORT OF THE STUDENT REPRESENTATIVE – Chandler Eby (presented by Sarah McBee)
   A report was provided about various activities being held in buildings throughout the District.

II. REPORT OF THE 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 Board saw a presentation about the Headstart program and received a booklet that summarizes all IU programs.

IV. REPORT OF PSBA SECTION VII LIAISON – Glenn R. Martin
   • The annual PSBA/PASA Conference was recently held.
   • Most of the suggested Legislative Platform changes were approved.

V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Philip Eby
   • The Color Run was well attended.
   • The Purple and Gold Gala will be held on February 22.
   • New EAEF Board members are going to be sworn in.
   • The Board and community are encouraged to visit the Foundation website for information about the Foundation and their projects.

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian Troop
   • Professional Learning activities in October will focus on PowerSchool, Student Performance Data, and other Evidence of Learning.
• Dr. Troop recently met with Representative Zimmerman about a bill that he is drafting in conjunction with the Pennsylvania Optometric Association to help ensure vision issues are not the cause of students being identified for learning disabilities.
• The District received a letter from the Director of the Four Diamonds Mini-THON thanking students for supporting Mini-THON. During the 2018-2019 school year, District students joined over 90,000 other students in raising nearly $7.3 million to help fight childhood cancer.
• The District is ranked in the top 25 percent of public-school districts in the state according to Niche.com, based on test scores, the quality of teachers, attendance, extracurricular activities, and several other factors.
• A ribbon cutting ceremony was recently held for the Ephrata Mountain Bike path. Several Ephrata Mountain Bike Club members spoke.
• Corny Days for 6th Grade students will be held later this month.
• A MakerBus presentation and tour was offered before tonight’s meeting.
• Dr. Troop requested an Executive Session immediately after the meeting to discuss school safety enhancements.

VII. GOOD NEWS REPORTS
• The MakerBus is a credit to the hard work of students and staff.
• Rep. Zimmerman had information about the EHS STEM Fair in his newsletter.
• Parents saw a wide variety of seating configurations at the EIS Open House.
• The Middle School Media Center changes are well done.
• The Mounts Tech Support program offers hands-on experience for Middle School students.
• Well-balanced learning spaces were evident at the Clay Open House.
• The Girls Soccer team won the Lancaster-Lebanon League Championship for the first time in the program’s history and qualified for the District soccer tournament.
• Other Ephrata High School student athletes who qualified for District tournaments include Jeet Patel in golf, the Girls Volleyball team, and 16 Cross Country runners.
• Senior Khalid Brelvia and junior Ezekiel Jones are finalists in the *Fountainhead* essay contest.
• The Football team recorded its 6th win, which ensures a winning record for the regular season for the first time since 2003.

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
• Board members will find Corny Days worthwhile to attend.

IV. ADJOURNMENT
The meeting adjourned at 8:02 PM.

Respectfully Submitted,

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