The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, November 18, 2019 at Ephrata Middle School, 957 Hammon Ave., Ephrata, PA 17522, 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, 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

**Board Members Absent:** Richard Gehman

**School District Representatives Present:** Jennifer Barnabei, Dr. Jacy Clugston Hess, Dr. Kevin Deemer, Dr. Rick Hornberger, Sue Izydorczyk, Marcy Lloyd, Kirstin Loperena, Samantha Merkey, and Gregg Shulenberger

**Visitors Present:** Jill Hackman, Beth and Denton Kachel

**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 RESOLUTIONS**

**SUPERINTENDENT RECOGNITION**

**CELEBRATING PUBLIC EDUCATION**
A group of 5th Grade students and their teachers, Sue Izydorczyk and Samantha Merkey, talked about their recent trip to Ephrata Area Rehab Services to learn more about this community partner and to interact with adults with special needs.

**SECTION 2 – GENERAL BOARD ACTION ITEMS**

**Motion**
It was moved by Mr. Kachel, 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 - 8 Yes, 0 No.

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

**A. Meeting Minutes**
Minutes from the October 21, 2019 Regular School Board meeting and the November 4, 2019 School Board Committee Meetings

**B. School Board Resolutions (Attachment #1)**
- Ted Kachel for 8.5 years of service on the School Board
- Dr. Kevin Deemer for earning his doctorate
II. BUDGET & FINANCE / PROPERTY COMMITTEE – TIMOTHY W. STAYER

Budget & Finance

A. Treasurer’s Report for October 1-31, 2019 (Attachment #2)

B. List of Bills for November 18, 2019 (Attachment #3)

| General Fund | $678,432.64 |
| AP Direct Deposit | $1,175,012.00 |
| General Fund ACH Items | $1,940,943.89 |
| Capital Reserve | $107,682.23 |
| Food Service | $93,102.29 |
| Student Activities | $2,840.05 |
| **Total** | **$3,998,013.10** |

C. General Fund Budget Transfers for 2019-2020

<table>
<thead>
<tr>
<th>TRANSFER FROM</th>
<th>TRANSFER TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account</td>
<td>Description</td>
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<tr>
<td>1110-121-421</td>
<td>Title II Teacher Salary Expense</td>
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<td>1110-121-421</td>
<td>Title II Teacher Salary Expense</td>
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<tr>
<td>1110-213-421</td>
<td>Title II Teacher Life Ins Expense</td>
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<tr>
<td>1110-215-421</td>
<td>Title II Teacher Vision Expense</td>
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<tr>
<td>1110-220-421</td>
<td>Title II Teacher FICA Expense</td>
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<td>1110-220-421</td>
<td>Title II Teacher FICA Expense</td>
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<tr>
<td>1110-230-421</td>
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<td>1110-230-421</td>
<td>Title II Teacher Retirement Expense</td>
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<tr>
<td>1110-271-421</td>
<td>Title II Teacher Medical Ins Expense</td>
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<tr>
<td>1110-271-421</td>
<td>Title II Teacher Medical Ins Expense</td>
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<tr>
<td>1110-272-421</td>
<td>Title II Teacher Dental Ins Expense</td>
</tr>
<tr>
<td>3250-610-137</td>
<td>HS JV Boys Soccer</td>
</tr>
<tr>
<td>3250-610-139</td>
<td>HS JV Girls Soccer</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$152,598.00</strong></td>
</tr>
</tbody>
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D. Transportation Contract Addition
Boyo substitute aide and driver for the 2019-20 School Year
- Charlene Kline

E. Lancaster-Lebanon Intermediate Unit 13 – IDEA Part B – Agreement (Attachment #4)
Sub-grant agreement with the Lancaster-Lebanon Intermediate Unit 13 IDEA Part B, Use of Funds Agreement. The funds will be used to support appropriate services for school age eligible students. The amount of the pass-through funds for 2019-2020 is $883,629.00.

F. Lancaster-Lebanon Intermediate Unit 13 – IDEA Section 619 – Early Intervention – Agreement (Attachment #5)
Sub-grant agreement with the Lancaster-Lebanon Intermediate Unit 13 IDEA Section 619. Use of Funds Agreement 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 2019-2020 is $5,984.00.

G. Updated School Resource Officer (SRO) Agreement (Attachment #5)
Consideration to approve the updated SRO agreement that was approved on October 21, 2019. A municipal partner requested to change Section 11 of the agreement by removing the phrase “…any renewal term thereof.”
A. **Change Orders – Middle School Media Center (Attachment #6)**

**HVAC Contractor**

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Frey-Lutz</td>
<td>MS Media Center</td>
<td>$1,317.80 Inc.</td>
</tr>
</tbody>
</table>

**Total $1,317.80 Inc.**

**General Contractor**

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<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>East Coast Contracting</td>
<td>MS Media Center</td>
<td>$1,304.71 Inc.</td>
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</tbody>
</table>

**Total $1,304.71 Inc.**

III. **PERSONNEL COMMITTEE – JUDY BEILER**

A. **Resignations**

- Brianna Andraos, Softball Assistant Coach, effective November 6, 2019
- Jeremy King, High School Business Education, effective December 23, 2019 or until replacement is found
- Melissa Lapp, Part-time Middle School Attendance Secretary, effective November 26, 2019

B. **Leaves**

- Allison Bricker, Highland/Clay Music, two concurrent intermittent leaves spanning October 2, 2019 through October 21, 2020
- Jessica Chrusch, Clay Special Education, requests to extend leave through the conclusion of the 2019-20 school year
- Larry Gehman, District-Wide Maintenance – HVAC Technician, October 14, 2019 through October 22, 2019
- Angela Graybill, High School English, intermittent leave October 1, 2019 through January 22, 2020
- Dawn Hopkins, High School Head Cook/Baker, approximately November 21, 2019 through approximately January 16, 2020
- Megan Lasky, Clay Personal Care Assistant, effective approximately April 6, 2020 through the conclusion of the 2019-20 school year
- Kirstin Loperena, High School Special Education, effective approximately January 3, 2020 through approximately May 3, 2020
- Sherry Stover, Part-time Clay General Cafeteria, approximately December 16, 2019 through approximately February 17, 2020
- James Sushinski, Intermediate/Middle School Head Custodian, intermittent leave November 7, 2019 through November 6, 2020

C. **Transfers**

- Heather Balmer, Full-time Middle School Personal Care Assistant Life Skills Support to Full-time Middle School Personal Care Assistant Emotional Support, effective November 19, 2019 through the conclusion of the 2019-20 school year, replacing Patricia Pollock who resigned
- Madison Garrigan, Temporary Professional Employee Part-time Clay Special Education, extend through the conclusion of the 2019-20 school year, replacing Jessica Chrusch while she is on leave (Madison will return to her part-time contracted position when Jessica Chrusch returns.)
D. Appointments

Professional
- Maggie Davis, LTS Part-time Clay Learning Support @ Level B/Step 1 (Pro-rated), effective November 11, 2019 through the conclusion of the 2019-20 school year, replacing Madison Garrigan who temporarily transferred to another position
- Julie Shirk, LTS Middle School English @ Level B/Step 1 (Pro-rated), effective November 13, 2019 through the conclusion of the 2019-20 school year, replacing Hillary Chwiecko while she is on leave

Support
- Emily Archibald, Part-time Clay Inclusion Aide Learning Support, effective November 19, 2019 through the conclusion of the 2019-20 school year, replacing Nicole Myers who transferred
- Kassi Auker, Part-time High School General Cafeteria, effective November 19, 2019, replacing Sarah Martin who resigned
- Amy Kohler, Part-time High School General Cafeteria, effective November 19, 2019, replacing Tracy Kepple who resigned
- Amanda White, Part-time Middle School Personal Care Assistant Life Skills Support, effective November 19, 2019 through the conclusion of the 2019-20 school year, replacing Heather Balmer who transferred to another position
- Kelly Wright, Part-time Middle School General Cafeteria, effective November 19, 2019, replacing Vanessa Klinger who transferred to another position

E. Volunteer Coaches for the 2019-20 School Year
- Dylan Lindberg, Boys’ Lacrosse
- Mary Witmer, Winter Track

F. Mentors for the 2019-20 School Year
- Vonessa Dobson for Maggie Davis – Full (Pro-rated)
- Rachel Young for Julie Shirk – Orientation (Pro-rated)

G. Extracurricular Event Positions for the 2019-20 School Year

<table>
<thead>
<tr>
<th>2019-2020 Extracurricular Event Staff Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Activity</td>
</tr>
<tr>
<td>Quiz Bowl</td>
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IV. POLICY & CURRICULUM COMMITTEE – TED KACHEL

Policy
A. Policies for Second Reading (Attachment #7)
- Policy 208, Withdrawal from School
- Policy 808, Food Services

B. Policies for First Reading (Attachment #8)
- Policy 606, Tax Collection
- Policy 607, Tuition Income
- Policy 705, Facilities and Workplace Safety

Curriculum
A. Field Trips (Attachment #9)
- EHS German National Honor Society (approximately 30 students) to travel to New York, N.Y., to visit Goethe Institute and Neue Galerie, December 9, 2019 (Monday)
• EMS Boston Club (approximately 60 students) to travel to Boston, Concord, Lexington, and Salem, Massachusetts, May 8-11, 2020 (Friday-Monday)

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

SECTION 3 – INFORMATION ITEMS

I. PERSONNEL
   A. Vacancies
      Professional
      High School Business Education
      LTS High School Health & Physical Education (2nd Semester)
      LTS Middle School Health & Physical Education
      Middle School Math (2020-2021)
      Support
      District-wide Database Support Specialist
      District-wide Maintenance HVAC Technician
      Part-time Attendance Secretary
      Part-time Inclusion Aide
      Part-time Personal Care Assistant (3)
      Extracurricular
      Softball Assistant Coach
      Theatre Set Construction
      Track & Field Assistant Coach

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.

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 robots with iPads that are being used to help students who are absent stay connected to their classroom.
   • Mr. Stauffer was recognized as a member of the IU Honor Roll.

IV. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Philip Eby
   • The Extraordinary Give will be held on November 22.
   • The Purple and Gold Gala will be held on February 22.

V. REPORT OF PSBA SECTION VII LIAISON – Glenn R. Martin
   • A charter school accountability plan is being considered.
   • Dr. Troop was present when Governor Wolf discussed a charter school reform package, which includes a financial accountability measure.

VI. REPORT OF THE SUPERINTENDENT – Dr. Brian Troop
   • The Fall Athletic wrap-up report was provided.
   • Many Veterans Day events were held throughout the District. Thanks were extended to all veterans, including Board members Tim Stauffer and Tim Stayer.
• District staff participated in the Jeans for Troops fundraiser to support veterans. Nearly $1,250 was raised.
• The District received a letter from Daniel Scully, the Lancaster County Emergency Management Agency Deputy Director, expressing thanks for allowing his agency to use Ephrata High School for a recent training.
• The Ephrata High School Theatre Program presented “Peter and the Starcatcher.” The students and theatre staff present remarkable productions.
• There is no school for students from November 27 through December 2 for Thanksgiving break.
• There will be a presentation on state assessment data and the Ends 2 report after the meeting.
• Dr. Troop requested an Executive Session immediately after the meeting to discuss a personnel matter.

VII. GOOD NEWS REPORTS
• The 5th Grade students provided a great presentation.
• The District is fortunate to have a leadership team committed to their own education as well as the students’ education.
• The Akron mural unveiling showcased student ideas.
• Clay has great involvement by parents and the community.
• Mrs. Kachel was thanked for supporting Mr. Kachel throughout his School Board service.
• Fourth grade students recently completed a homework worksheet about fixed vs. growth mindset.

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 7:54 PM.

Respectfully Submitted,

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