

The Board of School Directors of the Ephrata Area School District, Ephrata PA, met in regular session on Monday, December 17, 2018 in the Akron Elementary School gymnasium, 125 South 11th Street, Akron, 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; **Treasurer (non-voting)**, Kristee Reichard; and **Secretary (non-voting)**, Stephanie Gingrich

Board Members Absent: None

School District Representatives Present: Chandler Eby, Dr. Jacy Clugston Hess, Richard Hornberger, Sheri Horner, Sarah McBee, Kristen Selzer, and Dr. Brian Troop

Visitors Present: Carolyn Beyers; Justin and Renee Gehman; Kathy and Mark Homan; Heather Martin; Chris Rountree; Brie, Jeff, and Maddie Root; Malisa Royer; Dustin and Heidi Stauffer; and Brian and Laurie Welsh

Media: Marylouise Sholly, *Ephrata Review*

CALL TO ORDER BY BOARD PRESIDENT

President Stayer called the meeting to order at 7:00 PM.

MOMENT OF SILENT MEDITATION, 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.

EXECUTIVE SESSION

President Stayer announced the Board met in Executive Sessions on December 3, 2018 and immediately before tonight's meeting for student discipline.

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

Resolutions were presented to Madison Root for being named to the All-State Girls' Soccer Team and to the Ephrata High School Girls' Soccer Team, who qualified for the State Tournament.

CELEBRATING PUBLIC EDUCATION

Akron Elementary School 4th Grade students and their teachers provided a presentation about the outreach program they are participating in to raise money for the local community.

SECTION 2 – GENERAL BOARD ACTION ITEMS

Motion

It was moved by Mr. Martin, 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 November 19, 2018 Regular Board Meeting, the December 3, 2018 Board Reorganization Meeting, and the December 3, 2018 Committee Meetings

B. School Board Resolutions (Attachment #1)

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

Budget & Finance

A. Treasurer’s Report for November 1, 2018 through November 30, 2018 (Attachment #2)

B. List of Bills for individual accounts for December 17, 2018 (Attachment #3)

General Fund	\$ 489,889.91
AP Direct Deposit	\$ 408,400.08
General Fund ACH Items	\$ 3,094,268.36
Capital Reserve	\$ 22,736.86
Food Service	\$ 74,925.06
Student Activities	\$ 16,191.83
TOTAL	\$ 4,106,412.10

C. Real Estate Tax Exonerations (Attachment #4)

Ephrata Borough 2018-2019 \$4,673.12

D. General Fund Budget Transfers for 2018-2019

TRANSFER FROM			TRANSFER TO		
Account	Description	Amount	Account	Description	Amount
117512M	EMS Tech Ed Equip	\$2,400.00	1161260M	EMS Tech Ed Supplies	\$2,400.00
	TOTAL	\$2,400.00		TOTAL	\$2,400.00

E. 2017-2018 Local Audit – Herbein + Company (Attachment #5)

Receipt and acceptance of the 2017-2018 audit report completed by Herbein + Company

F. General Fund Budget – Opt Out Resolution (Attachment #6)

Accelerated Budget Opt-Out Resolution for 2019-2020. The adjusted index for the 2019-2020 fiscal year is 2.80%. The School Board will not increase the rate of its real estate tax in excess to the adjusted index.

G. DoubleTree by Hilton – Catering Sales Agreement (Attachment #7)

Catering Sales Agreement with DoubleTree by Hilton for a Prom Package in April 2019. Estimated Cost is \$14,700.00. The costs are paid for by the Prom Committee and students.

H. Transportation Contract Additions

Van driver and aide for the 2018-19 School Year

Boyo Driver and Aide

- Robert Powers

I. Omni Group, Inc. Model 403(b) Retirement Plan Re-Adoption Agreement (Attachment #8)

Re-adoption Agreement with the OMNI Group, Inc. for the District 403(b) Retirement Plan. OMNI serves as a third-party administrator; the OMNI plan documents are compliant with IRS regulations.

J. Agreement with Lancaster-Lebanon Intermediate Unit 13 – IDEA Section 619 – Early Intervention (Attachment #9)

Sub-grant agreement with the Lancaster-Lebanon 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 2018-2019 is \$3,938.00.

Property

A. Lancaster-Lebanon IU 13 Bulk Fuel Procurement Program (Attachment #10)

Participation Agreement with Lancaster-Lebanon IU 13 to participate in the collaborative procurement to purchase bulk fuel for district buildings for 2019-2020 as follows:

Akron Elementary	15,000 gallons
Clay Elementary	22,500 gallons
Fulton Elementary	22,500 gallons
HS at Washington	4,500 gallons
TOTAL	64,500 gallons

**B. Change Order for the High School Media Center Project (Attachment #11)
Mechanical Contractor**

Change Order #	Contractor	Location	Description	Amount	
1	Shannon Smith	HS Media Center	Hallway diffusers	\$218.79	Inc.
			Total	\$218.79	Inc.

C. Crabtree, Rohrbaugh & Associates Architects – Contract (Attachment #12)

Contract with Crabtree, Rohrbaugh & Associates Architects for the renovation of the Middle School Library into a 21st Century Media Center and Maker Space. The fee proposal is a fixed fee of \$28,500 for the completion of the design, project management, and construction administration for the project. The fee includes Architectural, Interior Design, HVAC Engineering, and Electrical Engineering.

III. PERSONNEL COMMITTEE – JUDY BEILER

A. Resignations

- Joshua Clair, Football Assistant Coach, effective November 30, 2018
- Emily Ditzler, Field Hockey Assistant Coach, effective November 16, 2018
- Sharon Elligson, Part-time High School General Cafeteria, effective November 30, 2018
- Edward Gambler, Golf Head Coach, effective November 16, 2018
- Amber Shirk, Field Hockey Assistant Coach, effective November 16, 2018

B. Termination

- Jessica Flory, Part-time HS@Washington Inclusion Aide, effective November 20, 2018

C. Leaves

- Chad Droege, High School Math, effective November 27, 2018 through approximately January 18, 2019
- Jewel Ebelhar, Part-time Akron Inclusion aide, approximately December 28, 2018 to approximately January 25, 2019
- Michael Muhr, High School Guidance, effective November 27, 2018 through approximately March 29, 2019
- Helen Roda, Highland Grade 2, requests to extend her leave through the conclusion of the 2018-19 school year
- Theresa Shahan, Akron/Clay ESL, intermittent leave, effective November 26, 2018 through November 25, 2019
- James Sushinski, Middle School Head Custodian, intermittent leave, effective November 7, 2018 through November 6, 2019

D. Restructure of Positions

- **Coordinator of Virtual Education to Coordinator of Instructional Programs**
This position will be responsible for supporting the growth of students, teachers, and staff in multiple educational environments including physical, virtual, and blended.

- **Systems Specialist to Coordinator of Systems Operations**
This position will be responsible for the oversight of all network, servers, storage, and cyber security.

E. Transfers

- Lisa Goeke, Part-time Akron Playground Aide to Part-time Akron Title I Aide, effective December 18, 2018 through the 2018-19 school year, replacing Laura Gibble who resigned
- Daniel Mahlandt, Coordinator of Virtual Education to Coordinator of Instructional Programs, effective January 2, 2019, filling the restructured position
- Daniel Strepko, Systems Specialist to Coordinator of Systems Operations, effective January 2, 2019, filling the restructured position

F. Appointments

Professional

- Kelsey Barr, LTS High School Science @ Level B/Step 1 (Pro-rated), effective January 21, 2019 through the conclusion of the 2018-19 school year, replacing Joshua Shortuse while he is on leave
- Lauren Eyer, LTS Highland Grade 2 @ Level B/Step 1 (Pro-rated), extend through the conclusion of the 2018-19 school year, replacing Helen Roda while she is on leave
- Kristi Lewis, Temporary Professional Employee High School Math @ Level M/Step 1 (Pro-rated), effective January 18, 2019 or until released from current employment, replacing Carl Bomberger who is retiring

Support

- David Bucher, Akron/Clay Custodian, effective December 18, 2018, replacing Curtis Sickmeier who transferred to another position
- Lisa Drury, Part-time Akron Playground Aide, effective January 2, 2019 through the conclusion of the 2018-19 school year, replacing Lisa Goeke who transferred to another position
- Brenda Gabriel, Part-time HS@Washington Inclusion Aide, effective January 2, 2019 through the conclusion of the 2018-19 school year, replacing Jessica Flory who was terminated
- Krista Petty, Part-time Clay Health Room Nurse, effective January 2, 2019 through the conclusion of the 2018-19 school year, replacing Susan Dsouza who resigned

G. Mentors for the 2018-19 School Year

- Emily Detweiler for Lauren Eyer – Full (Pro-rated – extend through the conclusion of the 2018-19 school year)
- Sarah Stauffer for Kelsey Barr – Full (Pro-rated – second semester of the 2018-19 school year)
- Samantha Ulrich for Kristi Lewis – Full (Pro-rated)

H. Grade Level Leader for 2018-19 School Year

- Susan Wenrich – Grade 2 (Pro-rated)

I. Spring Volunteer Coach for the 2018-19 School Year

- Travis Mumma – Boys Lacrosse

IV. POLICY & CURRICULUM COMMITTEE – TED KACHEL

Policy

A. Policies for Second Reading (Attachment #12)

- Policy 311, Reduction of Staff
- Policy 808, Food Services

B. Policies for First Reading (Attachment #13)

- Policy 806, Child Abuse

Curriculum

A. Field Trip (Attachment #14)

- High School Music students (approximately 50 students) to travel to New York, NY, to attend a Broadway Musical, April 17, 2019 (Wednesday)

V. PUBLIC AFFAIRS & PLANNING COMMITTEE – TIM STAUFFER

No Action Items

VI. SUPERINTENDENT REQUEST FOR ACTION – Dr. Brian Troop

A. Expulsion of Student

The School District administration, a student, and the student's parents executed an Expulsion Hearing Waiver agreement recommending that the student be permanently expelled from school with the opportunity to receive alternative education services. The Board has determined to accept the recommended disciplinary action set forth in the Expulsion Hearing Waiver agreement, and adopts the same.

SECTION 3 – INFORMATION ITEMS

I. PERSONNEL

A. Vacancies

Professional

- District-wide Instructional Coach
- District-wide Speech & Language Pathologist
- High School Science (effective February 14, 2019)

Support

- Part-time Fulton Title I Aide
- Part-time High School General Cafeteria
- Part-time Highland Title I Aide
- Part-time Inclusion Aide
- Part-time Personal Care Assistant

Extracurricular

- Baseball Assistant Coach
- Field Hockey Assistant Coach (2)
- Football Assistant Coach
- Golf Head Coach
- Softball Assistant Coach (2)
- Track & Field Head 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 LANCASTER COUNTY CAREER & TECHNOLOGY CENTER (LCCTC) JOINT OPERATING COMMITTEE REPRESENTATIVE – Judy Beiler

The CTC Board approved a preliminary budget with an increase of approximately 2.3 percent.

III. REPORT OF LANCASTER-LEBANON IU13 BOARD REPRESENTATIVE – Tim Stauffer

The IU Board reviewed Strategic Business Units.

- IV. REPORT OF PSBA REGION IX LIAISON – Glenn R. Martin**
 - Legislators will return to session on January 15.
 - EPA grants are available.

- V. REPORT OF EPHRATA AREA EDUCATION FOUNDATION LIAISON – Chris Weber**
The Gala will be held on February 23.

- VI. REPORT OF THE SUPERINTENDENT – Dr. Brian Troop**
 - Lists with the Fall Scholar Athletes, County and District Band and Orchestra, and Football All-Stars were provided.
 - Lauren Sanchez from Senator Toomey's staff visited the District. The Life Ready Graduate profile and the Design Challenge projects were showcased.
 - Representatives Mindy Fee and David Zimmerman visited the District. They toured the High School Media Center and heard about the Life Ready Graduate profile.
 - The half-day of Professional Development on December 5 focused on Peer Review and the Mastery Scale.
 - The District participated in the 6th annual Hour of Code, which encourages students to experiment with coding activities and challenges.
 - Several District Administrators presented at the annual PDE SAS Institute.
 - The 3rd annual Elementary Family STEAM night was held on December 12.
 - The District has been awarded a school safety and security grant for \$25,000 to continue to enhance security.
 - The final interviews for the students in the Attollo program will take place on Thursday.
 - There will be a safety update presentation after the meeting tonight.

- VII. GOOD NEWS REPORTS**
 - Akron students were thanked for a great presentation.
 - Akron recently held a Grandparents Night.
 - Fulton received a \$500 grant to implement a project called *STEM Community Impact Design Challenge*.
 - Students worked hard to complete the FFA Fruit Sale.

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