The Board of School Directors of the Ephrata Area School District, Ephrata PA, held a Committee of the Whole meeting on Monday, September 12, 2022 at 7:00 PM in the District Office Board Room, 803 Oak Blvd., Ephrata, PA, as advertised on July 11, 2022 in LNP.

**Board Members Present:** Vice-President, Timothy W. Stayer, **Members:** Dr. Nancy Aronson, Judy Beiler, Philip Eby, Trisha Good, Justin L. Showalter, and Tim Stauffer; **Superintendent (non-voting)** Dr. Brian Troop; and **Treasurer (non-voting)** Kristee Reichard

**Board Members Absent:** Chris Weber

**School District Representatives Present:** Dr. Jacy Clugston Hess, Dr. Richard Hornberger, and Sarah McBee

**Media Present:** Melissa Frost, Ephrata Review

**Guests:** Grace Martin

**CALL TO ORDER BY BOARD VICE PRESIDENT**

**SECTION DISCUSSIONS (Minutes attached)**
- Budget & Finance / Property
- Personnel
- Policy & Curriculum
- Public Affairs & Planning

**GOVERNANCE DISCUSSION**
OE-2 Five Key Elements of the System

**ADVOCACY DISCUSSION**

**HOUSEKEEPING / ANNOUNCEMENTS**

**ADJOURNMENT**
DATE: September 12, 2022

SECTION ADMINISTRATOR: Kristee Reichard

BOARD MEMBERS IN ATTENDANCE: Dr. Nancy Aronson, Judy Beiler, Philip Eby, Trisha Good, Justin Showalter, Tim Stauffer, and Timothy W. Stayer

BOARD MEMBER ABSENT: Chris Weber

DISTRICT STAFF IN ATTENDANCE: Dr. Jacy Hess, Dr. Richard Hornberger, Sarah McBee, Kristee Reichard, and Dr. Brian Troop

MEDIA GUESTS IN ATTENDANCE: Melissa Frost, Ephrata Review

GUEST IN ATTENDANCE: Grace Martin

ACTION ITEMS

Budget & Finance

I. Real Estate Tax Exonerations
After review and discussion, the Committee endorsed the Administrative recommendation to approve the following Real Estate Tax Exonerations:

<table>
<thead>
<tr>
<th>Location</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clay Township 2022-2023</td>
<td>$56,429.13</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$56,429.13</strong></td>
</tr>
</tbody>
</table>

II. Transportation Contract Additions for the 2022-2023 School Year
A. Contract additions for Boyo
   - Renee Cammauf – Driver/Aide
B. Contract addition for Gehman’s Mennonite School
   - Barry Wenger – Substitute driver

III. TeenHope – Memorandum of Understanding
After review and discussion, the Committee endorsed the Administrative recommendation to approve a Memorandum of Understanding for the TeenHope program. TeenHope with Samaritan Counseling Center will conduct optional mental health screenings for 9th grade students. The cost is $25.00 per student. Traditionally, 260 students participate in this screening.

IV. Cooperative Agreement – Warren County School District
After review and discussion, the Committee endorsed the Administrative recommendation to approve a Cooperative Agreement for Open Campus Initiative with Warren County School District for an on-line instructional program.

Property

I. Change Order – High School/Middle School Construction Project
After review and discussion, the Committee endorsed the Administrative recommendation to approve change orders for the High School/Middle School Construction Project:

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
</table>
| 10                  | Hirneisen Electric, Inc. | High School | • Revised Stair Cooling Feeds
 |                       |           | • Add line voltage dimmer switch in office and new partition       | $26,442.94 |

Committee of the Whole: Budget & Finance & Property Meeting Minutes of September 12, 2022
Page 1 of 3
Run 120 volts to new variable air volume in District Office  
Relocate conduit and boxes in way of new ductwork for unit ventilators in classrooms

TOTAL $ 26,442.94 Inc.

B. General Contractor

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
</table>
| 17                  | Lobar, Inc.     | High School | Additional resilient flooring  
Six additional exit signs per code inspector | $ 13,516.00  Inc.|
| 19                  | Lobar, Inc.     | High School | Prep/prime/paint existing HM frames                                         | $ 6,176.39  Inc.|
| TOTAL               |                 |           |                                                                            | $ 19,692.39 Inc.|

C. Electrical Contractor

<table>
<thead>
<tr>
<th>Change Order Number</th>
<th>Contractor</th>
<th>Location</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
</table>
| 2                   | McCarty & Son   | Middle School | Minimum fuse size on unit is larger than circuit design.  
The design circuit breaker will be left in the existing panel and 30A disconnect will be turned over to owner.  
Provide fused disconnect switches | $ 2,940.91  Inc. |
| TOTAL               |                 |           |                                                                            | $ 2,940.91  Inc.|

Grand total change orders $ 49,076.24 Inc.

INFORMATION / DISCUSSION ITEMS

Budget & Finance

I. Acknowledge Donations
   A. Acknowledge a collection of early childhood books collected by Olivia Mountz to be distributed through the District Early Childhood program. Dr. Hess and Michelle Perry reviewed the books.

II. STEAM Days Contract
   Contract for Elementary STEAM Days for 2022-2023, grades K-4 will participate having on-site field trips in each elementary building. The Administration is currently reviewing the contract for this activity and should have it available for the September 26th board meeting. The costs will be paid by the Ephrata Area Education Foundation.

III. Act 57 Waiver Resolution
   Act 57 amends the Local Tax Collection Act to waive the imposition of penalties, interest and other charges previously imposed for the late payment of real estate taxes in certain limited instances.
IV. Land Bank Agreement

Property

I. High School/Middle School Construction Project
   • High School/Middle School Additions and Renovations September Report
   • High School
     • Room renovations continue – 2 will be turned over in September – then 2 more to complete
     • Renovated area- turned over November 1
     • Parking lot rework
     • Working on punch list
   • Middle School
     • Gym and weight room units will be completed in the next few weeks.
     • Remaining EIS units and roof will be next summer

II. Middle School Fields Project
    Mark Shrift of Johnson Mirmiran and Thompson are currently working on bid documents.

III. Clay HVAC
    Trane is currently working on design and estimate for Clay HVAC.

IV. Potential Solar Project
    District staff is reworking savings estimate.
DATE: September 12, 2022

SECTION ADMINISTRATOR: Dr. Jacy Hess

BOARD MEMBERS IN ATTENDANCE: Dr. Nancy Aronson, Judy Beiler, Philip Eby, Trisha Good, Tim Stauffer, Justin L. Showalter, and Timothy W. Stayer

BOARD MEMBERS ABSENT: Chris Weber

DISTRICT STAFF IN ATTENDANCE: Dr. Jacy Clugston Hess, Dr. Richard Hornberger, Sarah McBee, Kristee Reichard, and Dr. Brian Troop

MEDIA IN ATTENDANCE: Sara Melissa Frost, Ephrata Review

GUESTS IN ATTENDANCE: Grace Martin

ACTION ITEMS

I. Retirements
   • Lisa Keely, Middle School Computer Teacher, effective January 24, 2023
   • Donald Peiffer, Middle School Custodian, effective May 1, 2023

II. Resignations
   • Gabrielle Steffy, High School General Cafeteria Worker, effective September 1, 2022

III. Leaves
   • Maggie Myers, Middle School English, effective August 22, 2022 through approximately January 23, 2023

IV. Appointments
   Support
   • Leona Brendle, High School Special Education One-to-One Emotional Support, effective September 13, 2022 through the conclusion of the 2022-2023 school year, replacing Michelle Bock who transferred

   Extracurricular
   • Austin Jones, Wrestling Assistant Coach, effective August 29, 2022
   • Lyssa Morehart, High School Newspaper Co-Advisor, effective August 29, 2022
   • Dominic Vitale, Intermediate 5th Grade and 6th Grade Chorus Advisor, effective August 29, 2022

V. Afterschool 5-8 Program Tutors

| Tanya Goss          |
| Ted Irwin          |
| Jodi Lehman        |
| Christina Thomas   |
| Debbie Bender - Substitute |

VI. Mentors for the 2022-2023 School Year

<table>
<thead>
<tr>
<th>Mentor</th>
<th>Inductee</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dianna Becker</td>
<td>Kierstin McQuate</td>
<td>Full Mentor</td>
</tr>
</tbody>
</table>
DISCUSSION / INFORMATIONAL ITEMS

I. Vacancies

Professional
Districtwide Instructional Coach
High School Learning Support (2nd Semester)
Long Term Substitute High School Itinerant Autistic Support (1st Semester)
Long Term Substitute High School Science (2nd Semester)
Long Term Substitute Intermediate Learning Support (1st Semester)
Long Term Substitute Middle School English (1st Semester)
Middle School Computer Teacher (2nd Semester)

Support
Assistant to the Coordinator of Instructional Programs
Building Aide (2)
Custodian (2)
Full-time Special Education Para Educator (2)
General Cafeteria (3)
Media Center Secretary
Part-time Special Education One-to-One (3)
Part-time Special Education Para Educator (15)

Extracurricular
Boys Basketball Assistant Coach
Boys Lacrosse Head Coach
Boys Volleyball Assistant Coach
Girls Basketball Assistant Coach (2)
Girls Softball Assistant Coach (2)
Middle School Boston Club Advisor
DATE: September 12, 2022

SECTION ADMINISTRATOR: Dr. Richard Hornberger

BOARD MEMBERS IN ATTENDANCE: Dr. Nancy Aronson, Judy Beiler, Philip Eby, Trisha Good, Tim Stauffer, Justin L. Showalter, and Timothy W. Stayer

BOARD MEMBERS ABSENT: Chris Weber

DISTRICT STAFF IN ATTENDANCE: Dr. Jacy Clugston Hess, Dr. Richard Hornberger, Sarah McBee, Kristee Reichard, and Dr. Brian Troop

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ACTION ITEMS

Policy
I. Policies for Second Reading
   • Policy 227, Controlled Substance/Paraphernalia

II. Policies for First Reading
   • Policy 808, Food Services
   • Policy 916, Volunteers

Curriculum
I. Field Trips
   • EHS Photography and Art Classes (approximately 46 students) to travel to Washington, D.C., to visit the National Mall, October 27, 2022 (Thursday)

INFORMATION / DISCUSSION ITEMS

Curriculum
I. Limit Library Material Access Form
DATE: September 12, 2022  
SECTION ADMINISTRATOR: Dr. Brian Troop  
BOARD MEMBERS IN ATTENDANCE: Dr. Nancy Arons, Judy Beiler, Philip Eby, Trisha Good, Tim Stauffer, Justin L. Showalter, and Timothy W. Stayer  
BOARD MEMBERS ABSENT: Chris Weber  
DISTRICT STAFF IN ATTENDANCE: Dr. Jacy Clugston Hess, Dr. Richard Hornberger, Sarah McBee, Kristee Reichard, and Dr. Brian Troop  
MEDIA IN ATTENDANCE: Sara Melissa Frost, Ephrata Review  
GUESTS IN ATTENDANCE: Grace Martin  

ACTION ITEMS  
None  

INFORMATION / DISCUSSION ITEMS  

I. **MakerBus in the Ephrata Parade – Wednesday, September 21**  
Elementary principals will walk with the MakerBus in the 2022 Ephrata Parade.  

II. **League of Innovative Schools**  
More information on this will be shared at the voting meeting on September 26.  

III. **Patriot Day (EASD observed 9/9) & Constitution Day (EASD observing 9/16)**  
Dr. Troop shared a variety of activities and lessons that took place across the District.