



# AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, November 22, 2021

Spring Grove Area Middle School / LGI Room 242 (Door #15)

244 Old Hanover Road, Spring Grove, PA 17362

**6:00 PM** .....**EXECUTIVE SESSION (Closed to public)**  
*For Personnel, Legal, and Real Estate Purposes*

**I. Call To Order** .....**MS. CINDY HUBER**

- Flag salute and moment of silence
- Roll call
- Documented or announced reasons for known absences
- Announcements regarding executive sessions held since the last sunshine meeting:

**II. Superintendent’s Update**

**III. Welcome Visitors: Formal and Informal requests to address the Board**

*Members of the public who are school district residents, own property within the school district, or are current district employees will be recognized and invited to speak on any matter concerning the operation of the schools of our district. Generally, a maximum of five (5) minutes will be granted per individual and a maximum of thirty (30) minutes per meeting for this purpose. The Board’s rules for hearing of members of the public can be altered on a temporary basis by the majority vote of the School Directors present. If the comments are in the form of a complaint, the procedure for handling complaints is to be followed.*

*The period of public comment is not designed to serve as an open dialogue, but rather to be an opportunity for district residents to express their opinions before the Board. The presiding officer may interrupt or terminate a participant’s statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant. A limited response, for purposes of clarification only, may or may not be offered by either a board member or the school administration.*

**IV. Board and Administration Response to Public Comment**

**V. Superintendent’s Report** ..... **DR. GEORGE W. IOANNIDIS**

- Update – Deliveries to Nutrition Services Department, Status of Backpack Program, and Status of Social/Emotional/Mental Health of Students

**VI. Student Representative’s Report**..... **MISS PAIGE LITTLE**

**VII. Correspondence**.....**MS. CINDY HUBER**

**VIII. Legislative Update**..... **DR. GEORGE W. IOANNIDIS**

**IX. York County School of Technology**.....**MR. DAVE TRETTEL**



- X. **York Adams Academy**..... MRS. KAREN BAUM
- XI. **Lincoln Intermediate Unit #12**.....MR. DOUG WHITE
- XII. **Special Committee Reports** (*as needed*)
- XIII. **Approval of Minutes:** (*motion and second needed, voice vote*)
- October 25, 2021 – Regular Voting Meeting
  - November 8, 2021 – Voting Meeting
  - November 8, 2021 – Directors’ Study Forum
- XIV. **Treasurer’s Report** (*motion and second needed, roll call vote*).....MR. DOUG WHITE
- Month ending October 31, 2021
- XV. **Departmental Reports/Board Action Requests** (*motion and second needed, roll call vote*)
- **BUSINESS/FINANCE REPORTS**
    - Budget and Finance.....MR. DOUG WHITE
    - Buildings and Grounds ..... ***For Information Only***
  - **MANAGEMENT REPORTS**
    - Policy ..... MRS. KAREN BAUM
    - Personnel..... MR. DOUG STEIN
  - **PROGRAM REPORTS**
    - Curriculum .....MR. MAURICE GASKINS
- XVI. **Adjournment** (*motion and second needed, voice vote*)

TREASURER'S REPORT FOR THE MONTH ENDING OCT 31, 2021

**GENERAL FUND - CHECKING**

<u>Balance 09/30/2021</u>		\$ 30,295,437.98		\$ 30,295,437.98
<b>Receipts</b>				
	Total Receipts (as per attached)	\$ 5,597,644.97		
	Cleared Deposits (Including Prior Months)		\$ 5,597,644.97	\$ 5,597,644.97
<b>Expenditures</b>				
	Paid bills through end of month	\$ 6,265,469.53		
	Voided Checks	\$ 422.59		
		\$ 6,265,892.12		
	Cleared Expenses (Including Prior Months)		\$ 4,164,803.46	\$ 4,164,803.46
<u>Balance 10/31/2021</u>	ACNB (.95%)			\$ 31,728,279.49

**GENERAL FUND - INVESTMENTS**

<u>Balance 10/31/2021</u>				
	PLGIT Plus (.02%)	\$ 1,738.57		
	PSDLAF - Max (.01%)	\$ 6,063,394.33		
	PSDLAF - Full Flex Pool (.02%)	\$ 3,000,974.12		
	PSDLAF TOTAL	\$ 9,064,368.45		
	INVESTMENT TOTAL		\$ 9,066,107.02	\$ 9,066,107.02
<b>GENERAL FUND - TOTAL</b>				<b>\$ 40,794,386.51</b>

**NUTRITION SERVICES FUND**

<u>Balance 9/30/2021</u>		\$ 495,447.14		\$ 495,447.14
<b>Receipts</b>				
	Total Receipts (as per attached)	\$ 26,827.60		
	Cleared Deposits (Including Prior Months)		\$ 26,827.60	\$ 26,827.60
<b>Expenditures</b>				
	Paid bills through end of month	\$ 146,146.59		
	Voided Checks	\$ -		
		\$ 146,146.59		
	Cleared Expenses (Including Prior Months)		\$ 147,375.89	\$ 147,375.89
<u>Balance 10/31/2021</u>	ACNB (.95%)			\$ 374,898.85
<b>NUTRITION SERVICES FUND TOTAL</b>				<b>\$ 374,898.85</b>

**CAPITAL RESERVE FUND**

<u>Balance 09/30/2021</u>		\$ 1,023,547.35		\$ 1,023,547.35
<b>Receipts</b>				
	Total receipts	\$ -		
	Interest		\$ 487.55	
	Cleared Deposits (Including Prior Months)		\$ -	\$ 487.55
<b>Expenditures</b>				
	Paid bills through end of month	\$ -		
	Voided Checks	\$ -		
		\$ -		
	Cleared Expenses (Including Prior Months)		\$ 464,484.00	\$ 464,484.00
<u>Balance 10/31/2021</u>	ACNB (.95%)			\$ 559,550.90
<b>CAPITAL RESERVE INVESTMENTS</b>				
	PSDLAF PSDMAX (.010%)	\$ 552,152.59		\$ 552,152.59
<b>CAPITAL RESERVE TOTAL</b>				<b>\$ 1,111,703.49</b>

**Invoices presented for Board approval - Oct 2021**

			\$ 64,763.20
	Johnson Controls	\$ 19,878.44	
	McClure Company	\$ 20,000.00	
	Lobar Associates	\$ 24,884.76	

**STUDENT ACTIVITY FUNDS**

<u>Balance 10/31/2021</u>				
	Elementaries	\$ 3,901.14		
	Intermediate School	\$ 7,940.13		
	Middle School	\$ 3,085.76		
	High School	\$ 86,398.01		
<b>STUDENT ACTIVITY FUNDS-TOTAL</b>				<b>\$ 101,325.04</b>



**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LISTS** – Approval of the Accounts Payable lists as presented.
- B. **2022 PROPOSED SGRPRC BUDGET** – Approval of the Spring Grove Regional Parks and Recreation Center proposed 2022 budget as presented on November 8, 2021.
- C. **ACCELERATED BUDGET OPT OUT RESOLUTION** – Adoption of the attached Resolution certifying that the 2022-2023 fiscal year budget will be funded based on maintaining the current tax rates or increasing tax rates by an amount less than or equal to the Act 1 Index application to the School District of 4.5%, and that the School Board will comply with the rules set forth in School Code §687 for adoption of the school district proposed and final budgets for the 2022-2023 fiscal year.
- D. **EXPAND FRONTLINE EDUCATION SYSTEM** – Approval to expand the District’s current agreement with Frontline Education System to include a professional growth and employee evaluation module as discussed at the November 8, 2021, study meeting, at costs to include implementation and migration of the current electronic evaluation data of \$13,770.00, a first year annual fee of \$6,223.00 for the additional modules system, and \$24,687.00 for the 2022-2023 fiscal year.
- E. **HIGH SCHOOL LEADER IN ME PROGRAM AGREEMENT** – Approval to enter into a five-year agreement with Franklin Covey Client Sales, Inc., at a total cost of \$143,427.74, to implement a “Leader in Me” program at the Spring Grove Area High School, according to the terms and conditions indicated in the attached and funded by ESSER III funds.
- F. **STAFFING SHORTAGE / CLEANING SUBCONTRACTOR SERVICES** – Approval to subcontract cleaning services to a local cleaning company on a temporary basis in acknowledgment of the ongoing custodial support staff shortage and to maintain the district’s current standard of cleaning throughout educational buildings and grounds.

## SPRING GROVE AREA SCHOOL DISTRICT

### **Accelerated Budget Opt Out Resolution Certifying Tax Rate Within Inflation Index** **(and No Need to Comply with Act 1 Accelerated Budget Procedures)** **2022-2023 School Year**

**Background.** Act 1 § 311(a), 53 P.S. § 6926.311(a), requires an accelerated budget adoption timeline and procedure unless a school district, no later than 110 days before the primary election, adopts a resolution containing the certifications incorporated in this resolution. The deadline this year is January 27, 2022. After adoption of a resolution containing such certifications, § 311(d) authorizes a school district to comply with pre-Act 1 budget adoption rules as set forth in School Code § 687, 24 P.S. § 6-687. The School Board has reviewed the school district preliminary budget or has other information sufficient to make a determination that the budget for the next fiscal year can be funded based on maintaining current tax rates or increasing taxes by an amount less than or equal to the Act 1 index. In lieu of the Act 1 budget adoption timeline and procedure, the School Board wishes to make the required certifications and comply with pre-Act 1 budget adoption rules.

**RESOLVED**, that the Board of School Directors of the Spring Grove Area School District, makes the following unconditional certifications:

1. The school district's various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year (2022-23) based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget or other information available to the School Board.
2. The applicable index for the next fiscal year is 4.5%, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date, and in the future will comply with the rules set forth in School Code § 687 for adoption of the school district proposed and final budgets for the next fiscal year.
4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

**ADOPTED** by the School Board November 22, 2021.

\_\_\_\_\_, Secretary

**FOR INFORMATION ONLY:****BUILDING FIRE DRILLS**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	10/04/2021	2	25
Paradise Elementary	10/06/2021	1	30
Spring Grove Elementary	10/21/2021	1	50
Spring Grove Area Intermediate School	10/27/2021	2	13
Spring Grove Area Middle School	10/07/2021	1	50
Spring Grove Area High School	10/27/2021	5	36

*\*Drill included lockdown/evaluation procedures, associated with Office of Safe Schools mandates to school districts, and conducted in collaboration with District School Resource Officers. There is no requirement for documenting duration of these specific drills, although, some buildings may include the time.*

**POLICY BOARD ACTIONS REQUESTED:**

- A. **AMICUS BRIEF FILING** – Approval and authorization for the solicitor to file an Amicus Brief, if permitted by Court rules, in the Corman vs. DOH appeal now pending in the Pennsylvania Supreme Court, at a cost not to exceed \$4,000.00.
  
- B. **2022-2025 COMPREHENSIVE PLAN** – Acknowledgment of the attached committee representatives, named and identified to serve on the 2022-2025 Comprehensive Plan Professional Education Steering Committee.
  
- C. **DONATIONS** – Acknowledgment and/or acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:
  - 1) A monetary donation in the amount of \$100.00 from Jenny Zech to support the District’s Backpack Program.



**Professional Education Steering Committee**

Steve Guadagnino	Assistant Superintendent
Karyn Brown	Director of Pupil Services
Craig Seelye	NSE Principal
Elysia Ehrich	HS Assistant Principal
Michael Snell	SGI Assistant Principal
Ben Louey	Supervisor of Online Learning
Michael Becker	HS Teacher
Katie Gindlesperger	HS Teacher
Kristen King	HS Teacher
Kathy Krall	HS Teacher
Deanna Thatcher	HS Teacher
Kim Dunlap	Instructional Tech Specialist
Jill Trimmer	MS Teacher
Steve Hersh	MS Teacher
Lisa Whisler	SGI Teacher
Susan Moore	School Counselor
Steffani Stine	NSE Teacher
Chelsea Slate	NSE Teacher
Erin Tanczos	SGE Teacher
Alysha Staggers	PES Teacher
Renee Burgard	PES Teacher
Alison Schriver	PES Teacher



**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **STAFF COMPENSATION** – Approval to compensate eligible facilities, nutrition services, and business department staff with a one-time bonus payment of \$750, to be processed and payable with the second pay date in December 2021, for additional work performed to support the Nutrition Services Department during the COVID-19 lockdown period, March through June 2020.
- B. **MEMORANDUM OF UNDERSTANDING** – Approval of a Memorandum of Understanding (MOU) between Spring Grove Area School District and Spring Grove Education Association regarding tuition reimbursement under special circumstances.
- C. **RESIGNATIONS** – Approval of the following resignations:
- 1) **Spring Grove Area High School Full-Time Custodian** – Mr. Benjamin Morin, effective November 29, 2021, to accept another position.
  - 2) **Spring Grove Area School District Instructional Assistant – Special Education – Personal Care** – Ms. Jessica Wise, effective November 29, 2021, for personal reasons.
  - 3) **Spring Grove Area School District Instructional Assistant – Special Education – Personal Care** – Ms. Desarea Kennedy, effective November 30, 2021, for personal reasons.
  - 4) **Junior High Track and Field Assistant Coach** – Mr. Jackson LeVault, effective November 4, 2021, for personal reasons.
  - 5) **Varsity Head Girls’ Soccer Coach** – Ms. Emily Wryk, effective November 14, 2021, for personal reasons.
  - 6) **Unified Track Coach** – Ms. Emily Wryk, effective November 14, 2021, for personal reasons.
- D. **APPOINTMENTS** – Approval of the following appointments, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
- 1) **Spring Grove Area Elementary School Instructional Assistant – Kindergarten** – Ms. Danielle Keith, effective November 23, 2021. Compensation established at \$12.00 per hour for 5 hours per day, 180 days per year.  
  
***Background Information** – Ms. Keith earned a Bachelor’s degree in Elementary Education from York College and was a substitute in the district early in her education career. Ms. Keith spent 2 years as an early childcare teacher and 7 years in financial services. She is filling the position resulting from the addition of an Instructional Assistant – Kindergarten for Spring Grove Elementary.*
  - 2) **Paradise Elementary Head Custodian** – Mr. Eric Hostetler, effective November 23, 2021. Compensation established at 16.30 per hour for 8 hours per day, 260 days per year.  
  
***Background Information** – Mr. Hostetler is a Spring Grove graduate and worked at the Spring Grove Area High School for 4 years as a full-time custodian. Mr. Hostetler also has 3 years of experience as a custodian in a local healthcare setting. Mr. Hostetler is filling the position resulting from the retirement of Mr. Scott Leppo.*

- 3) **Paradise Elementary School Full-Time Custodian** – Mr. John Sterner, effective November 23, 2021. Compensation established at \$13.50 per hour for 8 hours per day, 260 days per year.

**Background Information** – Mr. Sterner is a former Spring Grove graduate who has experience as a local business owner and 25 years of experience working with a local company. Mr. Sterner also has 10 years of experience as a groundskeeper for a local church. He is filling the position resulting from the resignation of Ms. Mary Younger.

- 4) **Paradise Elementary – Instructional Assistant Special Education – Life Skills Support** – Ms. Amy Montague, effective November 23, 2021. Compensation established at \$12.48 per hour for 7 hours per day, 180 days per year.

**Background Information** – Ms. Montague is a certified nursing assistant with more than 10 years of experience supporting residents with activities of daily living. Ms. Montague is filling the position resulting from the resignation of Ms. Lauren Reichenberg.

- E. **ATHLETICS** – Approval of the following additional coach for the 2021-2022 Winter Season, with compensation determined by the Coaches’ Salary Matrix, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled season due to COVID-19:

Job Title	Coach Name	Stipend
Cheerleading (Wrestling) - Varsity Head Coach	Kelsey Sersen	\$ 1,828.00

- F. **EXTRACURRICULAR POSITION** – Approval of the following individual, for the 2021-2022 school year, with compensation determined by the Extracurricular Minimum Stipend Matrix. Approval is contingent upon the school’s ability to implement such programming as the result of ongoing COVID-19 pandemic crisis. The school’s ability to implement programs will be guided, in part, by ongoing orders of the federal government, the Governor, the Centers for Disease Control, the Pennsylvania Department of Health, local and county restrictions, and student participation in such programs. At its sole discretion, the district reserves the right to rescind or prorate payments on these extracurricular positions due to the pandemic and/or other reasons that make the full or partial implementation of these programs impractical, impossible, or difficult.

Appointment	Position	2021-2022 Stipend
Ashlyn Bushey	Musical Choral Director	\$ 1,132.00

- E. **STUDENT EMPLOYEE** – Approval of the following student employee pending receipt of clearances and completed Act 168 disclosure forms from previous employers. Compensation established at \$10.25 per hour:

- 1) Isaac Rinehart, Student Custodian

- F. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individual, pending receipt of updated clearances, for the 2021 – 2022 school year to work athletic events at the established event rate in the matrix:

- 1) Craig Day

G. **GUEST SUBSTITUTE** – Approval of the following individual holding a bachelor’s degree and completing the District’s Guest Teacher orientation program to substitute teach in all subject areas during the 2021-2022 school year at a rate of \$110.00 per day and \$125.00 per day beginning on the 21st day cumulative, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

- 1) Dominic Mascaro

H. **ACT 86 DAY-TO-DAY STUDENT SUBSTITUTE** – Approval of the following Act 86 substitute for a maximum of 20 days for the 2021-2022 school year at a rate of \$110.00 per day, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

- 1) Allison Rake

I. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2021-2022 school year at the hourly rates indicated on the Support Staff Compensation (Minimum Salary) Matrix, provisionally hired pending receipt of updated clearances, and completed Act 168 disclosure forms from previous employers:

- 1) Cristy Becker
- 2) Garrett Fissel
- 3) Michele Jones
- 4) Allison Rake
- 5) Suzanne Sterner
- 6) Carl Stremmel, Sr.
- 7) Jennifer Van Horn



**PERSONNEL REPORT / FOR INFORMATION ONLY**

**I. FAMILY MEDICAL LEAVE ACT (FMLA) LEAVES GRANTED:**

<i>EMPLOYEE NAME</i>	<i>BUILDING</i>	<i>DEPARTMENT</i>	<i>DATE LEAVE BEGINS</i> <i>(approximately)</i>	<i>DATE LEAVE ENDS</i> <i>(approximately)</i>
Wanda Geesey	Middle School	Facilities Services	11/18/2021	01/20/2022
Kathy Sterner	Middle School	Facilities Services	11/23/2021	01/03/2022

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **OVERNIGHT CONFERENCE REQUEST** – Approval for Cory Mengel, High School Special Education teacher and Link Crew Advisor, to attend the Link Crew Basic Training Course in Cincinnati, Ohio, March 7-9, 2022.
- B. **NEW HIGH SCHOOL COURSES** – Approval of the following new courses at the high school beginning with the 2022-2023 school year:
- 1) Creative Writing II
  - 2) Culinary I – Fundamentals of Food Preparation
  - 3) Culinary II – Menu Planning and Meal Construction
  - 4) Introduction to Culinary Art
  - 5) Songwriting
  - 6) Strength Training for Sports – Level 3
  - 7) Yoga
  - 8) Human Anatomy and Physiology II
  - 9) Advanced Placement Art History
  - 10) Advanced Placement Human Geography
  - 11) The Flying Environment (AOPA Level 5)
  - 12) Flight Planning (Manned Flight, AOPA Level 6)
  - 13) UAS Operations (Unmanned Flight, AOPA Level 6)
  - 14) World Language Experience
- C. **REVISION OF HIGH SCHOOL COURSES** – Approval for the following course revisions at the high school, beginning with the 2022-2023 school year:
- 1) Principals of Financial Accounting – name change only
  - 2) English 11 – reduce from 9 periods/cycle to 6 periods/cycle (1.5 to 1.0 credit)
  - 3) College Prep English 10 Honors – reduce from 9 periods/cycle to 6 periods/cycle (1.5 to 1.0 credit)
  - 4) Home Cooking Basics – name change only
  - 5) Pastry Arts – name change only
  - 6) Geometry Concepts – reduce from 9 periods/cycle to 6 periods/cycle (1.5 to 1.0 credit)
  - 7) Algebra 2 Concepts – reduce from 9 periods/cycle to 6 periods/cycle (1.5 to 1.0 credit)
  - 8) Introduction To Sports Fitness – discontinue course
- D. **TRIP REQUEST** – Approval for Claire Shubert, High School Family Consumer Science Teacher, and one volunteer to accompany approximately 15 high school students to the Pennsylvania State Thespian Conference in Lansdale, PA, on December 4, 2021.