



AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Monday, September 23, 2013 ~ Educational Service Center, 7:00 PM

- I. **Call To Order** DOUGLAS STEIN
- 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
- × **September 9, 2013 for Personnel**
- II. **Superintendent’s Report** ROBERT LOMBARDO
- × Recognition – Isadora Dukehart, “www.becauseireadso.com”
 - × Honorable Mentions – Student / Staff
 - × 2012-2013 Yearbook – Additional Material
 - × Welcome 13-14 Student Representative to the Board – Andrew Moul
- III. **Student Representative Report**..... ANDREW MOUL
- IV. **Welcome Visitors: Formal and Informal requests to address the Board**
- *(A maximum of five (5) minutes will be granted per individual and generally 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.)*
 - *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.*
- Todd Staub – Athletic Boosters
- V. **Board and Administration Response to Public Comment**
- VI. **Correspondence**
- VII. **Legislative Update**..... DAVE TRETTEL
- VIII. **York Adams Academy**..... STACY MEYER
- IX. **York County School of Technology**..... BRENT HOSCHAR
- X. **Special Committee Reports** *(as needed)*



XI. **Approval of Minutes:** (*motion and second needed, voice vote*)

- × August 19, 2013 Regular Voting Meeting
- × September 9, 2013 Voting Meeting
- × September 9, 2013 Directors' Study

XII. **Treasurer's Report** (*motion and second needed, roll call vote*) ERIC CABLE

XIII. **Departmental Reports/Board Action Requests** (*motion and second needed, roll call vote*)

BUSINESS/FINANCE REPORTS

Budget and Finance..... Eric Cable
 Buildings and Grounds, *Information Only*

MANAGEMENT REPORTS

Policy Brent Hoschar
 Personnel..... Dave Trettel

PROGRAM REPORTS

Curriculum Emily Sindlinger

XIV. **Adjournment** (*motion and second needed, voice vote*)

TREASURER'S REPORT FOR THE MONTH ENDING AUGUST 31, 2013

GENERAL FUND - CHECKING

<u>Balance 07/31/13</u>	<u>9,900,987.91</u>	\$9,900,987.91
<u>Receipts</u>		
Total Receipts (as per attached)	5,846,330.95	\$5,846,318.95
Returned checks	<u>(12.00)</u>	
<u>Expenditures</u>		
Paid bills/Payroll through August 31, 2013	4,493,329.60	\$4,491,968.31
Voided Checks	<u>(1,361.29)</u>	
<u>Balance 08/31/13</u>		
M & T Bank (.25%)	<u>11,255,338.55</u>	\$11,255,338.55

GENERAL FUND - INVESTMENTS

<u>Balance 08/31/13</u>		
PLGIT Plus (.04%)	1,449.34	
PLGIT Class (.02%)	376,374.72	
PLGIT - Privatebank & Trust Co. CD (.55%) 11/28/2012	248,000.00	
PLGIT- Fifth Third Bank, Ohio CD (.61%) 11/28/12	248,000.00	
PLGIT - Pacific Trust Bank, Fsb CA CD (.60%) 11/28/12	248,000.00	
PLGIT - Israel Discount Bank of New York, NY CD (.65) 11/28/12	248,000.00	
PSDLAF PSDMAX (.01%)	278,007.84	
PSDLAF CD Pool (.15%) 8/27/2013	2,800,000.00	
PSDLAF - GE Capital CD (1.05%) 10/15/2013	245,000.00	
PSDLAF - Compass Bank (1.00%) 10/15/2013	245,000.00	
PSDLAF - Ally Bank CD (1.05%) 10/21/2013	245,000.00	
PSDLAF - Cit Bank CD (1.05%) 10/21/2013	245,000.00	
PSDLAF - Goldman Sachs (1.05%) 10/21/2013	245,000.00	
PSDSAF - American Expr Cen (1.10%) 10/21/2013	245,000.00	
PSDLAF - GE Capital Ret Bank (1.05%) 09/23/2013	245,000.00	
PSDLAF - BMW Bank N America (1.05%) 11/25/2013	245,000.00	
PNC Bank Money Market (.20%)	521,938.58	
Susquehanna Bank Money Market (.25%)	249,996.09	
Susquehanna Bank CD (1.24%) 6/20/14	254,285.26	
		\$7,434,051.83
GENERAL FUND - TOTAL		\$18,689,390.38

NUTRITION SERVICES FUND

<u>Balance 07/31/13</u>	<u>54,397.66</u>	\$54,397.66
<u>Receipts</u>		
Total Receipts (as per attached)	<u>96,733.75</u>	\$96,563.75
Returned Checks	<u>(170.00)</u>	
<u>Expenditures</u>		
Paid bills through August 31, 2013	<u>508.65</u>	\$508.65
<u>Balance 08/31/13</u>		
M & T Bank (.25%)	<u>150,452.76</u>	\$150,452.76
NUTRITION SERVICES FUND TOTAL		\$150,452.76

CAPITAL RESERVE FUND

<u>Balance 07/31/13</u>	<u>158,280.03</u>	\$158,280.03
<u>Receipts</u>		
Interest	<u>31.04</u>	\$31.04
<u>Expenditures</u>		
Paid bills through August 31, 2013	<u>2,898.50</u>	\$2,898.50
<u>Balance 08/31/13</u>		
M & T Bank (.25%)	<u>155,412.57</u>	\$155,412.57

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.01%)	593,494.26	
PSDLAF- Fifth Third CD (.40%) 7/03/14	245,000.00	
PSDLAF - Mizuho CD (.40%) 7/03/14	245,000.00	
		\$1,083,494.26

CAPITAL RESERVE TOTAL	\$1,238,906.83
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Invoices presented for Board approval - September 2013	\$59,600.00
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The Breneman Company	\$59,600.00
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STUDENT ACTIVITY FUNDS

<u>Balance 08/31/13</u>		
Elementaries	5,137.93	
Intermediate School	4,646.45	
Middle School	2,474.79	
High School	<u>22,914.44</u>	
		\$35,173.61
STUDENT ACTIVITY FUNDS-TOTAL		\$35,173.61

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists as presented.
- B. **AGREEMENT OF SALE AND PURCHASE** – Approval to enter into Agreement with RRA Properties, LLC and River Rock Academy, Inc., for the sale and purchase of district property formerly known as Spring Grove Elementary at 149 East College Avenue, Spring Grove, along with a portion of adjoining property (outlined in the agreement), at a sale price of \$420,000.00, plus River Rock’s provision for three (3) full-time district student enrollments, for each of two school years following closing and beginning on July 1, 2014.
- C. **DISPOSAL OF OBSOLETE / SURPLUS ITEMS** – Approval to dispose of items included on the attached list, considered to be obsolete/outdated and of no value to the district, either by sale via EBAY or consignment, donation, or scrap (after all usable parts are salvaged).
- D. **2012 – 2013 YEAR END BUDGETARY TRANSFERS** – Approval of the attached list of budgetary transfers for the 2012-2013 fiscal year.
- E. **2014 – 2015 BUDGETARY TIMELINE** – Approval of the attached 2014-2015 Budgetary Timeline for preparation, review and approval of the General Fund and Nutrition Services Fund budgets for the 2014-2015 fiscal year.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	8/23/2013	6	21
Middle School	8/28/2013	2	18
Intermediate School	8/22/2013	2	17
New Salem Elementary	8/24/2013	1	46
Paradise Elementary	8/22/2013	1	32
Spring Grove Elementary	8/22/2013	2	09
Educational Service Center	9/13/2013	1	21

***NOTE:** If there is no fire drill listed for a building,
it is due to the drill being conducted after the Board meeting.*

POLICY BOARD ACTIONS REQUESTED:

- A. **FIRST READING** – Approval of a first reading for the following policies:
- 1) Policy No. 605: FINANCES, Tax Levy
- B. **PSBA OFFICER** – Approval of designated candidates to be submitted by George Ioannidis, Board Secretary, in conjunction with 2013 PSBA officer elections, as follows:
- 1) William S. LaCoff OR Mark B. Miller *as President-Elect.*
 - 2) Larry B. Breech OR Charles H. Ballard *as Vice President*
 - 3) Norman G. Hasbrouck OR Otto W. Voit, III *as Treasurer*
 - 4) Kathy K Swope *as At-large Representative (Central, Region 12)*
- C. **DONATIONS** – Acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:
- 1) A monetary reimbursement of approximately \$70.00 to each of (46) teachers at Spring Grove Elementary, for purchases over the course of the school year toward school supplies, and a monetary donation of \$200 toward the purchase of paint for a U.S. Map Mural on the playground, from the SGE PTO organization.
 - 2) A monetary reimbursement of approximately \$40.00 to each of (45) teachers at Spring Grove Intermediate, for purchases over the course of the school year toward school supplies, from the SGI PTO organization.
 - 3) A monetary gift of \$1,000 from Raytheon Company, to be used toward the Student Launch Initiative / Rocket Scientists.
 - 4) A folding banquet table donation to the Spring Grove Intermediate School, 30 x 60”, heavy duty grade, model #ICE65217, from the Spring Grove Intermediate PTO.
 - 5) Five (5) Automated External Defibrillators (AED’s) from the Southwestern Regional Police Department.

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATION** – Approval of the following resignation:
- 1) **High School Assistant Swimming Co-Coach** – Suzanne Hoffman, effective September 5, 2013, due to personal reasons.
- B. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following request for family and medical leave:
- 1) **Intermediate School Special Education Instructor** – Emily Sprenkle, beginning approximately November 21, 2013, not to exceed the 12 week maximum as outlined under the Family and Medical leave guidelines for child rearing purposes.
- C. **TRANSFER** – Approval of the following transfer:
- 1) **Intermediate School Neurological Support Aide** – Kristi Hoschar, from a part-time, 4 hours per student day learning support aide at the Intermediate School, to a full-time, 7 hours per student day neurological support aide at the Intermediate School, effective September 16, 2013. Compensation to remain at current hourly rate for the 2013-2014 school year.
- Background Information:** *This position is a new position created with increased enrollments at the Intermediate Neurological Support (NS) level. The NS program began in 2011 at Paradise Elementary. Mrs. Hoschar has been employed as an instructional aide since 2008.*
- D. **APPOINTMENT** – Approval of the following appointments:
- 1) **High School Custodian** – Lee Slagle, as a part-time, 4 hours per day, 1st shift custodian, effective September 17, 2013. Compensation established at \$9.54 per hour.
- Background Information:** *This vacancy occurred with the recent transfer of Rhonda Priest to Head Custodian at the Middle School. Mr. Slagle has been substituting for the district in this capacity.*
- 2) **Paradise Elementary Cook** – Michele Jones, as a part-time, 2.75 hours per student day cook at Paradise Elementary, effective September 17, 2013. Compensation established at \$9.07 per hour.
- Background Information:** *This vacancy occurred with the recent resignation of Tammy Rinehart. Ms. Jones has been substituting for the district in this capacity.*
- 3) **High School Assistant Girls' Soccer Coach** – Lindsey Lauer, effective September 5, 2013, for the 2013-2014 school year. Compensation established at a proration of \$1,750.00, in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association.
- Background Information:** *Ms. Lauer coached soccer at the varsity level for York Catholic High School as an assistant coach for two seasons.*
- 4) **Junior High Head Boys' Basketball Coach** – Jeffery Warren, effective September 24, 2013, for the 2013-2014 school year. Compensation established at \$1,943.00, in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association.

Background Information: *Mr. Warren had coached for four seasons at Dover High School as the Junior High Head Boys' Basketball Coach. In addition, he has been an official in boys' basketball for the past nine years.*

- 5) **Student Maintenance Support** – Nicholas Renoll, as a part-time, co-op maintenance support student, effective September 17, 2013, pending receipt of current favorable Act 34 Criminal Background clearances. Compensation established at \$7.50 per hour.

Background Information: *Mr. Renoll will be working under the guidance of Ms. Shutter, Co-Operative Education Instructor, Mr. Robinson, Business Education Instructor, and Mr. Czapp, Director of Support Services. He is a senior at Spring Grove Area High School and is a volunteer firefighter.*

- 6) **Middle School Mathematics Short-term Substitute Instructor** – Tiffany Skias, effective approximately October 1, 2013, for approximately 12 weeks, for so long as regular professional employee is on a child rearing leave of absence during the 2013-2014 school year. Compensation established at \$110.00 per day for the first 30 days. On the 31st day, compensation to be a proration of Step 1 of the Bachelor's Schedule.

Background Information: *Ms. Skias will cover during Mrs. Harner's leave of absence. She is on our current substitute listing and is the Junior High Wrestling Cheerleading Coach.*

- E. **NON-INSTRUCTIONAL SUBSTITUTE** – Approval of the following classified substitute for the 2013-2014 school year at the hourly rate approved in the Classified Wage & Salary Guidelines:

- 1) Kelly Naylor

- F. **INSTRUCTIONAL SUBSTITUTES** – Approval of the following professional substitutes for the 2013-2014 school year at a rate of \$95.00 per day and \$110.00 per day beginning on the 21st day cumulative:

- 1) Thaddeus Abbott – Mathematics, 7-12
- 2) Kerri Bankert – Elementary K-6, ESL K-6
- 3) Stetson Bostic – Social Studies, 7-12
- 4) Chelsea Cable – Elementary K-6
- 5) Jeffery Fuhrman – Social Studies, Mid-Level Mathematics, 7-9
- 6) Leif Johnson – Social Studies, 7-12
- 7) Derek Saltzgiver – Health & Physical Education, K-12
- 8) Nadia Schildt – Elementary, K-6
- 9) Brianna Sites – Elementary, K-6 & Grades PK-4
- 10) Jessica Waltersdorff – Elementary K-6

- G. **GUEST TEACHER 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 2013-2014 school year at a rate of \$95.00 per day and \$110.00 per day beginning on the 21st day cumulative:

- 1) Kristine Trettel

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for approximately 50 high school students, along with Brian Buterbaugh, High School Choir Director, and additional chaperones as required, to travel to Times Square, New York, on Wednesday, January 29, 2014.

Background Information: *This trip will allow those high school students who are enrolled in Introduction to Broadway or are members of Concert Choir and Chorus to experience a live Broadway show. Students will be able to view the technical demands of a professional singer. The Spring Grove Music Boosters will be funding this trip via fundraising.*

- B. **TRIP REQUEST** – Approval for approximately five high school student council members, along with Edel Pfisterer, High School Special Education Teacher, Hailey Holder, High School Communication Arts Teacher, and Stephen Richards, High School Social Studies Teacher, to travel to Washington, D.C. to attend the Leadership Experience and Development Conference on Friday, January 31 – Sunday, February 2, 2014.

Background Information: *Attendance at the Leadership Experience and Development (LEAD) Conference will give high school student council members and advisors the opportunity to learn valuable lessons on leadership and service, which will ultimately benefit the Spring Grove Area High School student population and community. The cost of this trip will be paid by the Spring Grove Area High School Student Council through fundraising.*

- C. **TRIP REQUEST** – Approval for Brian Hastings, Pam Kimber, Catrina Frey, Kim Richard, Cathy Drapiewski, Debbie Kronsteiner (district science teachers), and Sherry Stambaugh (gifted teacher) to accompany approximately 34 middle school and high school students to the Science Olympiad State Competition in State College and Juniata College on Thursday, May 1 – Friday, May 2, 2014.

Background Information: *Students who participate in the Rocket Scientists Club and are members of the Science Olympiad teams that competed in the Regional Competition will attend this event. They will engage in a variety of science related events and competitions. The costs associated with this trip have been budgeted at both the middle school and high school levels.*