



AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Monday, November 18, 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
 - × **November 4, 2013 for Student Discipline**

- II. **Superintendent’s Report** DR. ROBERT LOMBARDO

- 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.*
 - × Athletic Boosters – Todd Staub

- V. **Board and Administration Response to Public Comment**

- VI. **Correspondence**

- VII. **Legislative Update**..... CINDY HUBER

- VIII. **York Adams Academy**..... STACY MEYER

- IX. **York County School of Technology**..... CINDY HUBER

- X. **Special Committee Reports** *(as needed)*

- XI. **Approval of Minutes:** *(motion and second needed, voice vote)*
 - × October 21, 2013 Regular Voting Meeting
 - × November 4, 2013 Voting Meeting
 - × November 4, 2013 Directors’ Study Forum



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.....Cindy Huber

PROGRAM REPORTS

Athletic and Music Stacy Meyer
Curriculum Emily Sindlinger

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

TREASURER'S REPORT FOR THE MONTH ENDING October 31, 2013**GENERAL FUND - CHECKING**

<u>Balance 09/30/13</u>	<u>20,671,814.07</u>	\$20,671,814.07
<u>Receipts</u>		
Total Receipts (as per attached)	12,287,866.87	\$12,287,866.87
Returned Checks	<u>0.00</u>	
<u>Expenditures</u>		
Paid bills/Payroll through October 31, 2013	3,928,795.97	\$3,911,460.82
Voided Checks	<u>(17,335.15)</u>	
<u>Balance 10/31/13</u>		
M & T Bank (.25%)	<u>29,048,220.12</u>	\$29,048,220.12

GENERAL FUND - INVESTMENTS

<u>Balance 10/31/13</u>		
PLGIT Plus (.04%)	1,449.45	
PLGIT Class (.02%)	376,383.53	
PLGIT - Privatebank & Trust Co. CD (.55%) 11/29/2013	248,000.00	
PLGIT- Bank of the West, CA CD (.65%) 11/29/13	248,000.00	
PLGIT - Sonabank, VA CD (.51%) 11/29/13	248,000.00	
PLGIT - Israel Discount Bank of New York, NY CD (.65)	248,000.00	
PSDLAF PSDMAX (.01%)	1,749,563.58	
PSDLAF CD Pool (.15%) 12/17/2013	2,800,000.00	
PSDLAF - BMW Bank N America (1.05%) 11/25/2013	245,000.00	
PSDLAF - ASD - GE Capital (.40%) 9/26/2014	245,000.00	
PNC Bank Money Market (.20%)	522,027.24	
Susquehanna Bank Money Market (.25%)	250,037.87	
Susquehanna Bank CD (.80%) 6/20/14	254,452.46	
		\$7,435,914.13
GENERAL FUND - TOTAL		\$36,484,134.25

NUTRITION SERVICES FUND

<u>Balance 09/30/13</u>	<u>192,702.05</u>	\$192,702.05
<u>Receipts</u>		
Total Receipts (as per attached)	133,971.59	\$133,791.59
Returned Items	<u>(180.00)</u>	
<u>Expenditures</u>		
Paid bills through October 31, 2013	266,834.18	\$266,591.73
Voided Checks	<u>(242.45)</u>	
<u>Balance 10/31/13</u>		
M & T Bank (.25%)	<u>59,901.91</u>	\$59,901.91
NUTRITION SERVICES FUND TOTAL		\$59,901.91

CAPITAL RESERVE FUNDBalance 09/30/1395,834.47 **\$95,834.47**ReceiptsInterest/CD Maturity 9.29 **\$9.29**ExpendituresPaid bills through October 31, 2013 0.00 **\$0.00**Balance 10/31/13M & T Bank (.25%) 95,843.76 **\$95,843.76****CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.01%) 593,509.49

PSDLAF CD Pool (.40%) 12/20/11 490,000.00

\$1,083,509.49**CAPITAL RESERVE - TOTAL****\$1,179,353.25****Invoices presented for Board approval - November 2013****\$17,595.00**

H & H General Excavating Co., Inc. \$12,600.00

NRG Building Services, Inc. \$4,995.00

STUDENT ACTIVITY FUNDSBalance 10/31/13

Elementaries 6,049.09

Intermediate School 6,025.21

Middle School 7,446.92

High School 53,891.88

\$73,413.10**STUDENT ACTIVITY FUNDS-TOTAL****\$73,413.10**

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists as presented.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
Educational Service Center	10/25/13	<i>Informational – no time recorded</i>	
High School	10/25/13	10	38
Middle School	10/18/13	2	10
Intermediate School	10/18/13	2	09
New Salem Elementary	10/18/13	1	45
Paradise Elementary	10/18/13	1	30
Spring Grove Elementary	10/18/13	2	13
<i>As part of the district's ongoing safety efforts and in collaboration with the York County Emergency Management System, several district buildings participated in a county-wide Earthquake/Evacuation Drill on October 18. The High School and the ESC building conducted the same drill on a smaller scale on October 25, 2013.</i>			

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. **SECOND READING** – Approval of a second reading for the following policies:
 - 1) Policy No. 204: PUPILS, Attendance

- B. **STUDENT DISCIPLINE** – Approval of the Middle School Administration and Superintendent’s recommendation of the Agreement, Waiver and Stipulation as documented (for student 007) during a meeting held on November 6, 2013.

- C. **DONATION** – Acceptance of the following donation in accordance with Board Policy No. 702, Gifts, Grants and Donations:
 - 1) From Miller’s Plant Farm, York, PA, one (1) bin of pumpkins, enough for each student to receive one pumpkin, for teachers to use in an in-class fall-related activity.

PERSONNEL BOARD ACTIONS REQUESTED:A. **RESIGNATIONS** – Approval of the following resignations:

- 1) **High School Cook** – Molly Heck, effective at the conclusion of the day, November 8, 2013, due to personal reasons.
- 2) **High School Musical Light and Sound Advisor** – Sara Smith, effective at the conclusion of the day, November 15, 2013, due to personal reasons.

B. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following request for family and medical leave:

- 1) **New Salem/Spring Grove Elementary Library Aide** – Kelly Mills, effective November 7, 2013, through approximately November 29, 2013, not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health.

C. **TRANSFER** – Approval of the following transfer:

- 1) **High School Personal Care Aide** – Jennifer Weitzel, from a part-time, 4 hours per student day Learning Support Aide, to a full-time, 7 hours per student day Personal Care Aide, effective November 4, 2013, for as long as students require assistance. Compensation remains at current base stipend of \$9.17 per hour.

Background Information: *This position was developed to assist two students with special requirements throughout their academic day.*

D. **APPOINTMENTS** – Approval of the following appointments:

- 1) **New Salem Elementary Cook** – Julie Safley, as a part-time, 4.5 hours per student day cook, effective November 6, 2013. Compensation established at a base rate of \$9.07 per hour.

Background Information: *This vacancy occurred with the recent resignation of Shannon Knotts. Ms. Safley had been a volunteer at New Salem Elementary and has food service experience. She holds a Bachelor's degree in Psychology.*

- 2) **Paradise Elementary Aide** – Beth Marshall, as a part-time, 3 hours per student day, classroom aide, effective November 11, 2013, through the remainder of the 2013-2014 school year. Compensation established at a base rate of \$9.17 per hour.

Background Information: *This vacancy is due to having several students requiring additional assistance for this school term only. Ms. Marshall is a music coordinator for West York Church of the Brethren and had previously worked for the Spring Grove Area School District as a Personal Care Aide for two years.*

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

- 1) Alexis Anderson
- 2) Tammy Atkins

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) Benjamin Gambler – Chemistry Certification
- 2) Nicole Negley – Elementary Education & Special Education Certification
- 3) Ashley Saltmarsh – Early Childhood & Elementary Education Certification

G. **GUEST TEACHER SUBSTITUTES** – Approval of the following individuals 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) Melina Blackwell
- 2) Nathan Hesselink

ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:

- A. **SENIOR HIGH WRESTLING COMPETITION:** Approval for the Senior High Wrestling team to attend the King of the Mountain Tournament at Central Mountain High School in State College, Pennsylvania, December 13-14, 2013.

Background Information: This tournament will provide an opportunity for Spring Grove wrestlers to compete against wrestlers from several states. The cost of registration is \$250.00, with transportation fees of \$325.00. Both are budget items for the 2013-2014 school year. The Athletic Booster Club will provide meals and lodging for this overnight stay.

- B. **JUNIOR HIGH WRESTLING COMPETITION:** Approval for the Junior High Wrestling team to attend the Wilson Junior High Wrestling tournament at Wilson High School in West Lawn, Pennsylvania, February 7-8, 2014.

Background Information: This tournament will provide an opportunity for Spring Grove Junior High wrestlers to compete against wrestlers from other districts. The cost of the registration is \$240.00, with transportation fees of \$300.00. Both are budget items for the 2013-2014 school year. Parents are required to attend this tournament to supervise their children and provide lodging and meals.

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for approximately eight high school students, along with Jason Baker, High School Social Studies Teacher, and Nicole Harlacher, High School World Language Teacher, to travel to the University of Pittsburgh to compete in a Mock Trial Competition, January 3-5, 2014.

Background Information: *This trip will allow those high school students who are members of the Mock Trial Team to participate in a Mock Trial competition against other high schools. Students will pay for their own meals. Other expenses associated with this trip are being paid from 2013-14 budgeted funds.*

- B. **TRIP REQUEST** – Approval for approximately 18 high school students, along with Jason Baker, High School Social Studies Teacher, and Nicole Harlacher, High School World Language Teacher, to travel to the University of Pennsylvania to compete in a Mock Trial Competition, January 18-19, 2014.

Background Information: *This trip will allow those high school students who are members of the Mock Trial Team to compete in the Ben Franklin Invitational against other high schools. Students will pay for their own meals. Other expenses associated with this trip are being paid from 2013-14 budgeted funds.*

- C. **TRIP REQUEST** – Approval for Renee Eaton, Catrina Frey, Brian Hastings, and Kim Richard, High School Science Teachers, to accompany approximately 30 students to the TARC (Team America Rocketry Challenge) Nationals in The Plains, Virginia, May 8-11, 2014.

Background Information: *Students will learn and understand the fluid dynamics of a rocket going through the air. They will gain experience with an engineering and design team to design, build, and test rockets for competition. Budgeted 2013-14 funds, as well as grants and fund-raising proceeds will cover expenses associated with this trip.*

- D. **TRIP REQUEST** – Approval for approximately 150 middle school students, along with Dan Fake, Sue Gross, and Kyle Showalter, Middle School Music Teachers, along with twelve additional parent or teacher chaperones, to travel to Blake High School and Six Flags America, Maryland, on May 17, 2014.

Background Information: *This trip will give middle school students enrolled in band, orchestra, or chorus, the opportunity to perform at Blake High School and then travel to Six Flags for the celebration and awards ceremony. The cost of this trip will be covered by participants, Spring Grove Area Music Boosters, and 2013-14 budgeted funds.*

- E. **HIGH SCHOOL COURSES WITH TIME ALLOTMENT CHANGES** – Approval of time allotment changes for the following courses, beginning with the 2014-2015 school year:

- 1) English 11
- 2) Advanced Placement Biology

Background Information: *These time allotment changes were discussed at the November 4th Directors' Study Forum.*

F. **NEW HIGH SCHOOL COURSES** – Approval of the following new courses, beginning with the 2014-2015 school year:

- 1) Advanced Placement German
- 2) Advanced Placement Physics 1
- 3) Advanced Placement Physics 2
- 4) Enhanced Biology
- 5) Harrisburg Area Community College Academy – Automotive Technology
- 6) Harrisburg Area Community College Academy – Nurse Aide Program
- 7) Human Anatomy and Physiology
- 8) Science 1
- 9) Science 2

Background Information: *These new course proposals were discussed at the November 4th Directors' Study Forum.*

G. **REVISED HIGH SCHOOL COURSES** – Approval of the revision of the following courses, beginning with the 2014-2015 school year:

- 1) College Prep English 9
- 2) College Prep English Honors 9
- 3) College Prep English 10
- 4) College Prep English Honors 10
- 5) College Prep English 11
- 6) College Prep English Honors 11
- 7) College Prep English 12
- 8) English 12

Background Information: *These course revisions were discussed at the November 4th Directors' Study Forum.*