



# Agenda

**Reorganization / Voting Meeting of the Board of School Directors  
Educational Service Center, 100 East College Avenue, Spring Grove, PA / 7 PM**

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**I. Call To Order .....GEORGE IOANNIDIS**

- × Flag salute and moment of silence

**II. Board Reorganization**

**A. Meeting Purpose (*George Ioannidis*)**

1. Roll call of holdover members
2. Documented or announced reasons for known absences
3. Announcement – no executive sessions held since the last sunshine meeting

**B. Nomination / Election of Temporary President (*George Ioannidis*)**

**C. Reading of Official Certificates of Election (*George Ioannidis*)**

**D. Oath of Office Administered to Newly Elected Board Officials (*Suzanne Sterner, Notary Public*)**

**E. Nomination / Election of President (*Temporary President*)**

**F. Nomination / Election of Vice President (*Board President*)**

**G. Motion to appoint Solicitor for 2014 (*motion and second needed, voice vote*)**

**H. Motion to approve Committees for 2014, with representatives as listed (*motion and second needed, voice vote*)**

**I. Distribution of Board Member List/Mission Statement/Operational Principles (*attached to Agenda*)**

**J. Conclude Reorganization**

**III. Superintendent’s Report ..... DR. ROBERT LOMBARDO**

- × Educators of the Year:

- *Joni McKenzie, New Salem (elementary)*
- *Melissa Sneeringer, Middle School (secondary)*

**IV. Student Representative Report..... ANDREW MOUL**

**V. 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.*



- VI. **Board and Administration Response to Public Comment**
- VII. **Correspondence**
- VIII. **Legislative Update**..... CINDY HUBER
- IX. **York Adams Academy**..... STACY MEYER
- X. **York County School of Technology**..... CINDY HUBER
- XI. **Special Committee Reports** *(as needed)*
- XII. **Approval of Minutes:** *(motion and second needed, voice vote)*  
  - × November 18, 2013 Regular Voting Meeting
- XIII. **Treasurer’s Report** ..... NO REPORT
- XIV. **Departmental Reports/Board Action Requests** *(motion and second needed, roll call vote)*

BUSINESS/FINANCE REPORTS

- Budget and Finance..... Eric Cable
- Buildings and Grounds ..... *(For Information Only)*

MANAGEMENT/PROGRAM REPORTS

- Policy ..... Brent Hoschar
- Personnel.....Cindy Huber
- Athletic and Music ..... Stacy Meyer

- XV. **Other Business**
- XVI. **Adjournment** *(motion and second needed, voice vote)*
- XVII. **Executive Session - Negotiations**

**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LIST** – Approval to disburse December 2013 Accounts Payable checks, with formal presentation of disbursements to the school board in January 2014.

**Background Information:** Checks will be distributed consistent with the regular accounts payable process, with additional listings included in the January 2014 board packet.

- B. **2012-2013 FINANCIAL AUDIT** – Acceptance of the School District’s annual financial audit for the period ending June 30, 2013, as submitted by Kochenour, Earnest, Smyser & Burg, Certified Public Accountants.

**Background Information:** The full audit report has been placed as a link for board members’ review prior to the meeting. A bound hard-copy will be placed at each member’s seat on December 2nd.

- C. **REFUNDING A PORTION OF GENERAL OBLIGATION BONDS, SERIES B OF 2009** – Approval of the attached resolution authorizing the issuance of the Spring Grove Area School District, General Obligation Note, Series of 2014 to fund the advance refunding of a portion of the District’s General Obligation Bonds, Series B of 2009.

**Background Information:** Details for this Resolution were still being written at the time of board packet delivery; the Resolution will be included as a link for board members on the website upon receipt.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School			
Middle School			
Intermediate School	11/15/2013 (w/ evacutrac training)	2	19
New Salem Elementary	11/18/2013	1	32
Paradise Elementary	11/22/13	1	16
Spring Grove Elementary	11/15/13 (w/ evacutrac training)	2	42

***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. **SPRING GROVE AREA EDUCATIONAL FUND BY-LAW CHANGES** – Approval for Spring Grove Area Educational Fund to proceed with necessary by-law changes in order to allow for successful attainment of IRS 501(c)3 status.

**Background Information:** *A memo explaining this action in greater detail is included in board packets.*

- B. **DONATIONS** – Acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:

- 1) From the Spring Grove Swim Club, for use in the pool area / aquatic department:
  - a. Hytek Software Upgrade (in a collaborative financial effort with the District)
  - b. Underwater Camera
  - c. Portable 4' x 6' Magnetic White Board
  - d. Pace Clock Batteries

**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **RESIGNATIONS** – Approval of the following resignations:
- 1) **High School Marching Band Instructor** – Daniel Brenner, effective November 22, 2013, due to personal reasons.
  - 2) **High School Indoor Percussion Instructor** – Daniel Brenner, effective November 22, 2013, due to personal reasons.
- B. **SEVERANCE PAY** – Under authorization contained in the Level V Employees' Handbook, payment to be made to Lisa Alwine, in the approximate amount of \$3,875.00, for accumulated unused sick days.
- Background Information:** *Mrs. Alwine has accumulated 155 unused sick leave days @ \$25.00 per day.*
- C. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following requests for family and medical leave:
- 1) **Intermediate School Cook** – Barbara Culp, beginning November 20, 2013, not to exceed the 12 week maximum (in conjunction with previous FMLA requests during the year) as outlined under the Family and Medical Leave guidelines for the restoration of health.
  - 2) **High School Science Instructor** – Kimberly Richard, beginning November 18, 2013, not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health.
  - 3) **Middle School Mathematics Instructor** – Sarah Riser, for intermittent leave, as needed, not to exceed the total 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health of an immediate family member.
  - 4) **District Network Manager** – David Livelsberger, beginning December 17, 2013, not to exceed the 12 week maximum (in conjunction with previous FMLA requests during the year) as outlined under the Family and Medical Leave guidelines for the restoration of health.
  - 5) **Intermediate School Custodian** – Darlin Heiner, beginning December 17, 2013, not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health.
- D. **UNCOMPENSATED LEAVE OF ABSENCE** – Approval of the following request for uncompensated leave:
- 1) **Middle School Learning Support Aide** – Suzanne Hoffman, beginning approximately January 6, 2014, until approximately February 4, 2014, for the restoration of health.
- E. **APPOINTMENTS** – Approval of the following appointments:
- 1) **Intermediate School Learning Support Substitute Instructor** – Jeena Hake, as a short-term substitute Instructor, beginning November 18, 2013, until approximately January 6, 2014, for so long as regular professional employee is on a leave of absence. Compensation established at \$110.00 per day for the first thirty days and on the thirty-first day, a proration of Step 1 of the Bachelor schedule.

**Background Information:** Ms. Hake will be covering for Emily Sprenkle during her child rearing leave of absence. Ms. Hake has her Bachelor's degree in Elementary and Special Education from Bloomsburg University and her Master's degree in School Administration from Shippensburg University. She was employed as a Learning Support Instructor for 5 years with Northeastern School District and 3 years as an Emotional Support Instructor for Lincoln Intermediate Unit #12.

- 2) **Spring Grove Elementary Cook** – Rachel Smith, as a part-time, 3 hours per student day cook, effective November 20, 2013. Compensation established at \$9.07 per hour base rate.

**Background Information:** This vacancy occurred with the transfer of Tuesday DeCello. Ms. Smith has been in food service for 15 years at various local restaurants.

- 3) **New Salem Elementary Cook** – Tina Wagner as a part-time, 3 hours per student day cook, effective December 3, 2013. Compensation established at \$9.07 per hour base rate.

**Background Information:** This vacancy occurred with the resignation of Suzanne Mitzel. Ms. Wagner has a background with 14 years of customer service experience at various businesses in the York area.

- 4) **High School Assistant Swimming Co-Coach** – Jake Landry, effective November 18, 2013, for the 2013-2014 Swim Season. Stipend established at \$834.00 as outlined in the agreement between the Spring Grove Area School District and the Spring Grove Education Association.

**Background Information:** This vacancy occurred with the resignation of Suzanne Hoffman. This position covers the diving portion for the swim team. Mr. Landry is a graduate of Spring Grove and participated on the swim team, both swimming and diving, for four (4) years. He also initiated and coached a youth diving program for five (5) years.

- F. **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) Derek Russell

**ADDENDUM TO PERSONNEL BOARD ACTIONS REQUESTED:**

- C. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following requests for family and medical leave:
- 6) **High School English Instructor** – Jennifer Huhn, beginning approximately January 27, 2014, not to exceed the 12 week maximum as outlined under the Family and Medical leave guidelines for child rearing.
- D. **UNCOMPENSATED LEAVE OF ABSENCE** – Approval of the following request for uncompensated leave:
- 2) **High School Special Education/Social Studies Instructor** – Chris Roth, beginning December 3, 2014, through the end of the 2013-2014 school year based on military orders from the PA Army National Guard for active duty for operational support in a multinational exercise.



**ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for the golf team, along with the David Childress, Head Golf Coach, and three adults, to travel to Kissimmee, Florida, June 14-21, 2014, to tour a Professional Golfers’ Career College and have an opportunity to golf at high quality courses.

**Background Information:** *This trip will allow golf athletes the opportunity to play golf at several PGA Golf Courses, tour the World Golf Hall of Fame, and visit a Professional Golfers’ Career College. The total trip cost of \$871.00 per person (excluding food costs) will be provided through team fundraising and is the responsibility of each participant.*