



AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Monday, November 19, 2012, 7:00 PM
Educational Service Center

- 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:
- II. **Superintendent’s Report** DR. ROBERT LOMBARDO
- × 2012-2013 Outstanding Educator – *Katrina Kinneer*
 - × Mini-Grant Award Recipients:
Timothy Bupp, Allison Gibson, Pamela Heiser, Deborah Kronsteiner, Amy Shaffer, Jennifer Whalen, Steven Wible
- III. **Student Representative Report**..... COLBY WEBB
- 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.*
- × Jen Myers, Music Boosters
- 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 15, 2012 Regular Voting Meeting
- × November 5, 2012 Voting Meeting
- × November 5, 2012 Directors' Study Forum

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

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

BUSINESS/FINANCE REPORTS

Budget and Finance..... Michael Brookhart
 Buildings and Grounds (*Information Only*)
 Transportation Douglas White

MANAGEMENT REPORTS

Policy Brent Hoschar
 Personnel.....Cindy Huber

PROGRAM REPORTS

Curriculum Emily Sindlinger
 Athletic & Music..... Stacy Meyer

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

TREASURER'S REPORT FOR THE MONTH ENDING OCTOBER 31, 2012

GENERAL FUND - CHECKING

<u>Balance 09/30/12</u>	<u>18,986,824.17</u>	\$18,986,824.17
<u>Receipts</u>		
Total Receipts (as per attached)	13,938,804.32	\$13,938,776.32
Returned Checks	(28.00)	
<u>Expenditures</u>		
Paid bills/Payroll through October 31, 2011	3,741,821.38	\$3,737,616.42
Voided Checks	(4,204.96)	
<u>Balance 10/31/12</u>		
M & T Bank (.25%)	<u>29,187,984.07</u>	\$29,187,984.07

GENERAL FUND - INVESTMENTS

<u>Balance 10/31/12</u>		
PLGIT Plus (.04%)	1,448.91	
PLGIT Class (.03%)	371,963.89	
PLGIT - Privatebank & Trust Co. CD (.55%) 11/28/2012	248,000.00	
PLGIT- Israel Discount Bank CD (.65%) 11/28/12	248,000.00	
PLGIT - Fifth Third Bank CD (.61%) 11/28/12	248,000.00	
PLGIT - Pacific Trust Bank CD (.60) 11/28/12	248,000.00	
PSDLAF PSDMAX (.01%)	13,602.20	
PSDLAF CD Pool (.15%) 12/31/2012	1,075,000.00	
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 - GD Capital Ret Bank (1.00%) 09/23/2013	245,000.00	
PSDLAF - BMW Bank N America (1.05%) 11/25/2013	245,000.00	
PSDLAF - Beal Bank CD (.50%) 6/19/2013	245,000.00	
PSDLAF - Discov Bank CD (.45%) 6/20/13	245,000.00	
PSDLAF - One West Bank CD (.70%) 7/24/2013	245,000.00	
PSDLAF - Apple Bank (.35%) 12/27/12	245,000.00	
PSDLAF - Customers CD (.45%) 4/29/13	245,000.00	
PSDLAF - Sterling Nat CD (.40%) 6/08/13	245,000.00	
PSDLAF - Financial Fed CD (.35%) 6/08/2013	245,000.00	
PSDLAF - Everbank .50% 03/28/2013	245,000.00	
PNC Bank Money Market (.20%)	521,260.31	
Susquehanna Bank Money Market (.25%)	248,969.81	
Susquehanna Bank CD (1.24%) 6/20/13	251,857.32	
Susquehanna Cash Management	394,261.63	
		\$7,790,364.07
GENERAL FUND - TOTAL		\$36,978,348.14

NUTRITION SERVICES FUND

<u>Balance 09/30/12</u>	<u>184,343.05</u>	\$184,343.05
<u>Receipts</u>		
Total Receipts (as per attached)	117,841.65	\$117,646.65
Returned Items	<u>(195.00)</u>	
<u>Expenditures</u>		
Paid bills through October 31, 2012	249,048.37	\$249,048.37
Voided Checks		
<u>Balance 10/31/12</u>		
M & T Bank (.25%)	<u>52,941.33</u>	\$52,941.33

NUTRITION SERVICES FUND TOTAL**\$52,941.33****CAPITAL RESERVE FUND**

<u>Balance 09/30/12</u>	<u>149,923.65</u>	\$149,923.65
<u>Receipts</u>		
Interest/CD Maturity	<u>13,868.28</u>	\$13,868.28
<u>Expenditures</u>		
Paid bills through October 31, 2012	<u>0.00</u>	\$0.00
<u>Balance 10/31/12</u>		
M & T Bank (.25%)	<u>163,791.93</u>	\$163,791.93

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.01%)	82,883.97	
PSDLAF CD Pool (.15%) 12/20/11	1,000,000.00	
		\$1,082,883.97

CAPITAL RESERVE - TOTAL**\$1,163,791.93**

Invoices presented for Board approval - November 2012

\$0.00**STUDENT ACTIVITY FUNDS**

<u>Balance 10/31/12</u>		
Elementaries	5,334.76	
Intermediate School	13,354.57	
Middle School	4,792.68	
High School	<u>26,781.54</u>	
		\$50,263.55
STUDENT ACTIVITY FUNDS-TOTAL		\$50,263.55

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>
High School	10/25/12	7	42
Middle School	10/25/12	2	07
Intermediate School	10/22/12	1	59
New Salem Elementary	10/10/12	1	39
Paradise Elementary	10/12/12	1	20
Spring Grove Elementary	10/26/12	1	50

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

TRANSPORTATION BOARD ACTIONS REQUESTED:

A. **CONTRACTED BUS/VAN DRIVERS:** Approval of the following contracted Durham School Services, Inc. drivers, for the 2012-13 school year:

- 1) Karol Ashman
- 2) Danelle Bosley
- 3) Staci Eckard

POLICY BOARD ACTIONS REQUESTED:

A. **FIRST READING** – Approval of a first reading for the following policies:

- 1) Policy No. 122: PROGRAMS, Extracurricular Activities
- 2) Policy No. 123: PROGRAMS, Interscholastic Activities
- 3) Policy No. 123.1: PROGRAMS, Concussion Management
- 4) Policy No. 123.2: PROGRAMS, Sudden Cardiac Arrest

B. **SECOND READING** – Approval of a second reading for the following policies:

- 1) Policy No. 610: FINANCES, Purchases Subject to Bid / Quotation
- 2) Policy No. 611: FINANCES, Purchases Budgeted

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following requests for family and medical leave:
- 1) **High School Physics Instructor** – Brian Hastings, beginning October 29, 2012, through November 2, 2012, for the restoration of health.
 - 2) **Intermediate School Elementary Instructor** – Cristi Macharola, beginning November 12, 2012, not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health.
 - 3) **Middle School Custodian/District Delivery** – Cheryl Sprenkle, beginning December 4, 2012, through approximately December 12, 2012, not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health.
 - 4) **Elementary Music Instructor** – Marianne Moran, beginning approximately January 2, 2013, up to the 12 week maximum as outlined under the Family and Medical Leave guidelines for child rearing.
- B. **UNCOMPENSATED LEAVE OF ABSENCE** – Approval of the following request for uncompensated leave:
- 1) **Elementary Music Instructor** – Marianne Moran, beginning approximately March 25, 2013, through the remainder of the 2012-2013 school year.
- C. **APPOINTMENT** – Approval of the following appointments:
- 1) **Middle School Personal Care Assistant Aide** – Cynthia Bellamy, as a full-time, 7.5 hours per student day aide, effective November 12, 2012, for so long as student requires assistance. Compensation established at \$9.17 per hour.

***Background Information:** This vacancy occurred with the recent resignation of Brooke Aumen. Ms. Bellamy is a certified nursing assistant and certified in CPR. She previously worked in this capacity for Dover Area School District and in Falls, MN.*
 - 2) **Middle School Custodian** – Jeffrey Harner, as a part-time, 4 hours per day, 2nd shift custodian, effective November 12, 2012. Compensation established at \$9.54 per hour + 20¢ 2nd shift differential when applicable.

***Background Information:** This vacancy occurred with the recent resignation of Wendy Wagner. Mr. Harner was a youth pastor at Hanover First Church of God and an Associate Pastor at Germantown Church of God.*
 - 3) **Intermediate School Short-term Substitute Elementary Instructor** – Morgan Mickley, effective approximately November 30, 2012, for as long as regular professional employee is on a child rearing leave during the 2012-2013 school term. Compensation is established at \$110.00 per day for the first 30 days and then a proration of step 1 of the Bachelor's schedule beginning on the 31st day.

***Background Information:** Ms. Mickley, a certified elementary instructor will be covering during Mrs. McKim's child rearing leave of absence of approximately 6-8 weeks.*

- 4) **Paradise Elementary Short-term Substitute Kindergarten Instructor** – Wanda Peterson, effective November 5, 2012, for as long as regular professional employee is on a sabbatical leave of absence during the 2012-2013 school term. Compensation is established at \$110.00 per day for the first 30 days and then a proration of step 1 of the Bachelor's schedule beginning on the 31st day.

Background Information: *Ms. Peterson, a certified elementary instructor has been substituting in this capacity for the district and will cover during Mrs. Collins sabbatical leave till approximately January 2, 2013.*

- 5) **High School Short-term Substitute Learning Support Instructor** – Matthew Marshall, effective approximately December 4, 2012, for as long as regular professional employee is on a child rearing leave of absence. Compensation is established at \$110.00 per day for the first 30 days and then a proration of step 1 of the Bachelor's schedule beginning on the 31st day.

Background Information: *Mr. Marshall, a certified health and physical education instructor will be covering during Mrs. Pequignot's child rearing leave not to exceed 12 weeks.*

- 6) **Paradise Elementary Short-term Substitute Learning Support Instructor** – Linda Stump, effective approximately December 3, 2012, for as long as regular professional employee is on a child rearing leave of absence during the 2012-2013 school term. Compensation established at \$110.00 per day for the first 30 days and then a proration of step 1 of the Bachelor's schedule beginning on the 31st day.

Background Information: *Ms. Stump, a certified elementary instructor has been substituting in this capacity for the district and will cover during Mrs. Barley's child rearing leave of approximately 6-8 weeks.*

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

- 1) **Junior High Basketball Cheerleading Coach** – Nicole Wolf, from Junior High Wrestling Cheerleading Coach to Junior High Basketball Cheerleading Coach, effective November 16, 2012, for the 2012 – 2013 school year. Compensation established at \$750.00 in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association.

ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:

- A. **COMPETITION REQUEST** – Approval for the Competition Cheerleading Squad to participate in the Cheer Extreme Competition in Philadelphia, Pennsylvania, on January 19, 2013.

Background Information: *The squad is comprised of twenty members and two coaches. The student cheerleaders will not be absent from school to attend this trip. They plan to leave January 18 and return January 19, 2013. The registration for participation will be paid by the Spring Grove Athletic Booster Club. Squad members' parents and coaches will be responsible for transportation fees, hotel accommodations and meals.*

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for approximately 25 National Art Honor Society students, along with Anita Williams and Troy Smith, High School Art teachers, to travel to Philadelphia, PA on Friday, April 12, 2013, to tour the Barnes Museum.

Background Information: *If time permits, students may tour the Philadelphia Museum of Art and Pennsylvania Academy of Fine Arts. The cost of this trip will be paid with monies raised through fundraising.*

- B. **PROPOSED 2013-2014 HIGH SCHOOL COURSE** – Approval of Advanced Placement Calculus BC beginning with the 2013-2014 school year.

Background Information: *This proposed course was discussed at the November 5th Directors' Study Forum.*