



AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Wednesday, January 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:
 - × **January 9, 2013 for personnel purposes**

- II. **Superintendent’s Report** DR. ROBERT LOMBARDO
 - × Board Recognition: *Serving Every Child, Every Day*
 - Neil (Pat) vanKersen and Michelle Caffee (*High School Sophomores*)
 - × Successful District Fundraising

- 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.*
 - × Jennifer Myers – Music Boosters
 - × Evette Miller / Todd Staub – Athletic 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*)
 - × Budget & FinanceGEORGE IOANNIDIS

- XI. **Executive Session for Legal Purposes**

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

- × December 3, 2012 Reorganization / Regular Voting Meeting
- × January 9, 2013 Voting Meeting
- × January 9, 2013 Directors' Study Forum

XIII. **Treasurer's Report** *(motion and second needed, roll call vote)*GEORGE IOANNIDIS

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

BUSINESS/FINANCE REPORTS

Budget and Finance..... George Ioannidis, Business Manager
Buildings and Grounds Eric Cable
Transportation Douglas White

MANAGEMENT REPORTS

Policy Brent Hoschar
Personnel.....Cindy Huber

PROGRAM REPORTS

Athletic and Music Stacy Meyer
Curriculum Emily Sindlinger

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

TREASURER'S REPORT FOR THE MONTH ENDING DECEMBER 31, 2012.

GENERAL FUND - CHECKING

| | | |
|--|----------------------|------------------------|
| <u>Balance 11/30/12</u> | <u>26,677,883.28</u> | \$26,677,883.28 |
| | | |
| <u>Receipts</u> | | |
| Total Receipts (as per attached) | <u>4,648,320.68</u> | \$4,648,320.68 |
| | | |
| <u>Expenditures</u> | | |
| Paid bills/Payroll through December 31, 2012 | 4,365,978.95 | \$4,365,865.01 |
| Voided Checks | <u>(113.94)</u> | |
| | | |
| <u>Balance 12/31/12</u> | | |
| M & T Bank (.25%) | <u>26,960,338.95</u> | \$26,960,338.95 |

GENERAL FUND - INVESTMENTS

| | | |
|---|--------------|------------------------|
| <u>Balance 12/31/12</u> | | |
| PLGIT Plus (.04%) | 1,449.07 | |
| PLGIT Class (.02%) | 376,309.96 | |
| PLGIT - Sonabank, VA CD (.51%) 11/29/2013 | 248,000.00 | |
| PLGIT- Bank of the West CD (.65%) 11/29/13 | 248,000.00 | |
| PLGIT - Israel Disc Bank of NY CD (.65%) 11/29/13 | 248,000.00 | |
| PLGIT - Private Bank & Trust CD (.55) 11/29/13 | 248,000.00 | |
| PSDLAF PSDMAX (.010%) | 269,544.63 | |
| PSDLAF CD Pool (.15%) 2/12/2013 | 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 | |
| PSDLAF - 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 | |
| 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 - Customers (.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 CD (.50%) 03/28/2013 | 245,000.00 | |
| PNC Bank Money Market (.20%) | 521,434.07 | |
| Susquehanna Bank Money Market (.75%) | 249,073.56 | |
| Susquehanna Bank CD (1.24%) 6/20/13 | 252,336.08 | |
| Susquehanna Cash Management | 137,172.20 | |
| | | \$7,549,319.57 |
| GENERAL FUND - TOTAL | | \$34,509,658.52 |

NUTRITION SERVICES FUND

| | | |
|--------------------------------------|--------------------|----------------------|
| <u>Balance 11/30/12</u> | <u>(49,633.21)</u> | (\$49,633.21) |
| <u>Receipts</u> | | |
| Total Receipts (as per attached) | 174,928.13 | \$174,758.13 |
| Returned Items | <u>(170.00)</u> | |
| <u>Expenditures</u> | | |
| Paid bills through December 31, 2012 | 96,456.06 | \$96,416.06 |
| Voided checks | <u>(40.00)</u> | |
| <u>Balance 12/31/12</u> | | |
| M & T Bank (.25%) | <u>28,708.86</u> | \$28,708.86 |
| NUTRITION SERVICES FUND TOTAL | | \$28,708.86 |

CAPITAL RESERVE FUND

| | | |
|--------------------------------------|-------------------|-----------------------|
| <u>Balance 11/30/12</u> | <u>163,823.09</u> | \$163,823.09 |
| <u>Receipts</u> | | |
| Interest | 32.19 | \$32.19 |
| <u>Expenditures</u> | | |
| Paid bills through December 31, 2012 | <u>0.00</u> | \$0.00 |
| <u>Balance 12/31/12</u> | | |
| M & T Bank (.25%) | <u>163,855.28</u> | \$163,855.28 |
| CAPITAL RESERVE INVESTMENTS | | |
| PSDLAF PSDMAX (.010%) | 83,136.06 | |
| PSDLAF CD Pool (.15%) 02/12/13 | 1,000,000.00 | |
| | | \$1,083,136.06 |
| CAPITAL RESERVE - TOTAL | | \$1,246,991.34 |

| | |
|---|---------------|
| Invoices presented for Board approval - January 2013 | \$0.00 |
|---|---------------|

STUDENT ACTIVITY FUNDS

| | | |
|-------------------------------------|------------------|--------------------|
| <u>Balance 12/31/12</u> | | |
| Elementaries | 6,052.13 | |
| Intermediate School | 1,060.27 | |
| Middle School | 5,627.43 | |
| High School | <u>38,275.11</u> | |
| | | \$51,014.94 |
| STUDENT ACTIVITY FUNDS-TOTAL | | \$51,014.94 |

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists as presented.
- B. **COMPUTER LAB AT SPRING GROVE ELEMENTARY** – Approval for the installation of a computer lab at Spring Grove Elementary, estimated at \$27,000, with necessary wiring currently available in the classroom.
- C. **DISTRICT ENROLLMENT STUDY** – Approval to engage Crabtree, Rohrbaugh & Associates to conduct an enrollment study, and simultaneous facilities study, for the School District at no cost.

Background Information: *CRA has proposed the study at no cost to the district per proposal received and dated December 14, 2012.*

- D. **MILEAGE REIMBURSEMENT** – Approval of the reimbursement for travel for school district business at the rate of \$.565 per mile, retroactive for the period beginning January 1, 2013.

Background Information: *This rate of reimbursement is annually approved in accordance with the current IRS rate, in accordance with the agreement with SGEA.*

- E. **2012-2013 BUDGETARY TRANSFERS** – Approval of the attached, midyear budgetary transfers for the 2012-2013 school year.

Background Information: *Budget transfers are mandated by PDE and enable the Administration to have better control of the financial operations of each facility or function. These transfers also provide the necessary internal control for the fiscal operations of the entire school district.*

- F. **2013-2014 YORK COUNTY SCHOOL OF TECHNOLOGY BUDGET** – Approval of the attached 2013-2014 Budget Resolution for the York County School of Technology, with total revenues and total expenditures not to exceed \$25,089,580.00.

Background Information: *The YCST budget requires annual consideration by all participating school districts.*

- G. **2013-2014 PRELIMINARY BUDGET NOTICE** – Approval of the attached Preliminary Budget Notice and Act 1 Referendum Exception Notice, which gives notification to the public that the 2013-2014 Proposed Preliminary Budget is available for public inspection, and states intention to seek Act 1 Referendum Exception as the district may be eligible.

- H. **2013-2014 PRELIMINARY BUDGET RESOLUTION** – Approval of the attached Resolution Authorizing Proposed Preliminary Budget Display and Advertising and Authorizing Referendum Exception, which supports and outlines the Proposed Preliminary Budget Notice, as indicated in the prior voting action.

- I. **ASSESSMENT APPEAL SETTLEMENT** – Approval of settlement of revised assessment appeal as presented.

J. **TAX EXONERATIONS** – Approval to accept Per Capita/Occupation tax exonerations from tax years’ 2007, 2008, 2009, and 2010 per listings from Statewide Tax Recovery.

| TAX YEAR | NUMBER OF EXONERATIONS | REASON FOR EXONERATION | DOLLAR AMOUNT EXONERATED |
|---------------|------------------------|---|--------------------------|
| 2010 | 7 | Non-Resident, Deceased, Student, Bankruptcy | \$192.50 |
| 2009 | 4 | Deceased, Bankruptcy, | \$110.00 |
| 2008 | 2 | Deceased | \$55.00 |
| 2007 | 3 | Deceased, Duplicate | \$82.50 |
| TOTAL: | 16 | | \$440.00 |

BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **CONTRACT TO DEVELOP LAND DEVELOPMENT PLAN** – Approval to contract with Kurowski & Wilson, LLC, to prepare a Survey and Subdivision Plan Services related to the former district maintenance building, at a cost of \$6,005.00.

Background Information: *A memo is included in packets for board members' reference. The scope of work within the contract is necessary to comply with Jackson Township requirements for rental of the property presently, as well as to prepare for any future subdivision(s).*

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

| <i>SCHOOL BUILDING</i> | <i>DATE OF DRILL</i> | <i>MINUTES</i> | <i>SECONDS</i> |
|-------------------------|----------------------|----------------|----------------|
| High School | 11/29/12 | 7 | 17 |
| | 12/04/12 | 7 | 53 |
| Middle School | 11/30/12 | 2 | 02 |
| | 12/4/12 | 2 | 35 |
| | 1/10/13 | 2 | 16 |
| Intermediate School | 11/12/12 | 2 | 03 |
| | 12/04/12 | 2 | 01 |
| New Salem Elementary | 12/4/12 | 1 | 59 |
| Paradise Elementary | 11/14/12 | 1 | 07 |
| | 12/03/12 | 1 | 12 |
| | 01/10/13 | 1 | 09 |
| Spring Grove Elementary | 12/4/12 | 2 | 01 |

***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. **DURHAM BUS / VAN DRIVER:** Approval of the following Durham School Services, Inc. contracted driver for the 2012-2013 school year:

- 1) Michael E. Starner

POLICY BOARD ACTIONS REQUESTED:

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

- 1) Policy No. 203: PUPILS, Communicable Diseases and Immunization

B. **2013-2014 SCHOOL CALENDAR** – Approval of the attached 2013-2014 Spring Grove Area School District Calendar.

Background Information: *The proposed calendar was discussed during the January DSF and includes no significant changes over the prior year. Graduation is set and firm for May 30, 2014.*

C. **DONATIONS** – In accordance with Board Policy #702, Gifts, Grants and Donations, acceptance of the following:

- 1) Desktop Computer with Printer, donated by Claudenia Burgenmeister, Maryland
- 2) A monetary donation in the amount of \$1,000 from VFW Post 5265, Spring Grove, with \$500 designated toward the Veterans' Memorial Garden and \$500 toward the purchase of equipment for the High School weight training room

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

- 1) **Paradise Elementary Instructor** – Dwayne Henry, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to disability retirement.

Background Information: *Mr. Henry has provided 33 years of service to the district.*

- 2) **Middle School Math Instructor** – Cheryl Hoffman, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to retirement.

Background Information: *Mrs. Hoffman has provided 30 years of service to the district.*

- 3) **Middle School Social Studies Instructor** – Sharan Rinehart, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to retirement.

Background Information: *Ms. Rinehart has provided 35 years of service to the district.*

- 4) **New Salem Elementary Instructor** – Sandra Smyser, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to retirement.

Background Information: *Mrs. Smyser has provided 28.5 years of service to the district.*

- 5) **Intermediate and Spring Grove Elementary Art Instructor** – Susan Bucchioni, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to retirement.

Background Information: *Ms. Bucchioni has provided 27 years of service to the district.*

- 6) **Spring Grove Elementary Instructor** – Barbara Leppo, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to retirement.

Background Information: *Mrs. Leppo has provided 34 years of service to the district.*

- 7) **Spring Grove Elementary Instructor** – Patricia Burakow, effective at the conclusion of the last day for professional staff of the 2012-2013 school year, due to retirement.

Background Information: *Mrs. Burakow has provided 23 years of service to the district.*

- 8) **Spring Grove Elementary Cook** – Sara Hilty, effective January 25, 2013, due to personal reasons.

- 9) **High School Head Boys' Volleyball Coach** – William Hahn, effective January 1, 2013, due to personal reasons.

B. **SABBATICAL LEAVE OF ABSENCE** – Approval of the following leave request:

- 1) **Spring Grove Elementary IST Instructor** – Margaret Layman, beginning January 17, 2013 for the second semester of 2012-2013 school year, for the restoration of health.

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

- 1) **Senior High Assistant Softball Coach** – Jason Miller, effective January 24, 2013, for the spring of the 2012-2013 school year, pending receipt of current favorable Act 151 Child Abuse Clearances. Compensation established at \$1,896.00 with the Agreement between Spring Grove Area School District and Spring Grove Education Association.

Background Information: *Mr. Miller is a graduate of Spring Grove and played baseball during his high school career. He has been an Assistant Coach for past 12 years at various York County schools and has served as an executive officer of the Jefferson Little League Baseball Association.*

- 2) **Senior High Assistant Track Coach** – Jamie Tyson, effective January 24, 2013, for the spring of the 2012-2013 school year. Compensation established at \$1,667.00 with the Agreement between Spring Grove Area School District and Spring Grove Education Association.

Background Information: *Ms. Tyson is a substitute teacher for the District and was a Volunteer Track Coach for our program last season.*

- 3) **Spring Grove Elementary Personal Care Aide** – Julie Hollinger, as a full-time, 7.0 hours per student day, effective January 14, 2013. Compensation established at \$9.17 per hour.

Background Information: *Ms. Hollinger is a district resident who has children in our schools. She is a graduate of Georgetown College with degrees in psychology and business. She was an “Art Goes to School” volunteer from 2006 to 2009 and has been a guest teacher in our District since September 2010.*

D. **EXTRACURRICULAR ACTIVITIES** – Approval of the following individuals in the designated extracurricular activities as outlined in the agreement between the Spring Grove Area School District and the Spring Grove Education Association for the fall season of the 2013-2014 school year.

| Fall Season Position | Name | Stipend |
|--|-----------------|----------------|
| Head Football Coach | Russell Stoner | \$4,568.00 |
| High School Marching Band Director | Kyle Showalter | \$3,898.00 |
| Head Field Hockey Coach | Brooke Aumen | \$2,586.00 |
| Head Boys’ Soccer Coach | Matthew Spahr | \$2,956.00 |
| Head Girls’ Soccer Coach | Emily Sprenkle | \$2,757.00 |
| Head Girls’ Volleyball Coach | Dawn Myers | \$3,383.00 |
| Head Golf Coach | David Childress | \$2,522.00 |
| Assistant Football Coach | Wil Rider | \$2,696.00 |
| Assistant Football Coach | John Erickson | \$2,554.00 |
| Assistant Football Coach | Troy Smith | \$2,869.00 |
| Assistant Football Coach | Eric Glass | \$2,680.00 |
| Head JH Football Coach-9 th Grade | Kyle Sprenkle | \$2,598.00 |
| Head JH Football Coach-8 th Grade | Montgomery Reed | \$2,522.00 |
| Head JH Football Coach-7 th Grade | Jason Heitmann | \$2,522.00 |
| Head Cross Country Coach | Brian Bahn | \$2,086.00 |

| Fall Season Position | Name | Stipend |
|---|---------------------|------------|
| Head Girls' Tennis Coach | Holly Metzger | \$2,309.00 |
| Head JH Field Hockey Coach | Monica Eckenrode | \$1,906.00 |
| Assistant Field Hockey Coach | Lynn Hoff | \$1,718.00 |
| Assistant Boys' Soccer Coach | Andrew Coy | \$1,718.00 |
| Assistant Boys' Soccer Coach | Don Joel | \$1,761.00 |
| Assistant Girls' Soccer Coach | David Roy | \$1,880.00 |
| Assistant Girls' Volleyball Coach | Lisa Little | \$1,984.00 |
| Assistant Cross Country Coach | Scott Zeigler | \$1,718.00 |
| Assistant Girls' Tennis Coach | Katy Hoover | \$1,718.00 |
| Assistant JH Field Hockey Coach | Lea Guinn | \$1,718.00 |
| Assistant JH Football Coach-9 th Grade | Shane Grim | \$1,930.00 |
| Assistant JH Football Coach-8 th Grade | Ryan Rabuck | \$1,718.00 |
| Assistant JH Football Coach-7 th Grade | Bradley LeVault | \$1,718.00 |
| High School Marching Band Assistant Band Director | Daniel Brenner | \$1,718.00 |
| Head JH Cross Country Coach | Kathy Mensinger | \$1,964.00 |
| High School Fall Drama Coach | Claire Shubert | \$2,169.00 |
| Assistant Fall Drama Coach | Sara Smith | \$ 821.00 |
| Football Cheerleading Coach | Jacqueline Morehead | \$ 750.00 |
| JH Football Cheerleading Coach | Lori Eichelberger | \$ 832.00 |

E. **NON-INSTRUCTIONAL SUBSTITUTES** – Approval of the following classified substitutes for the 2012-2013 school year at the hourly rate approved in the Classified Wage & Salary Guidelines:

- 1) Jo Anne Cook
- 2) Stephen Riley
- 3) Judith Knight

F. **INSTRUCTIONAL SUBSTITUTES** – Approval of the following professional substitutes for the 2012-2013 school year at a rate of \$95.00 per day and \$110.00 per day beginning on the 21st day cumulative:

- 1) Ethan Chrimer – Social Studies
- 2) Seth Swartzbaugh – Health / PE
- 3) Danyiel Wise – Elementary

G. **GAME MANAGER PERSONNEL** – Approval of the following individuals for the remainder of the 2012-2013 school year to work athletic events at the established rate of \$15.97 per hour:

- 1) Eric Glass
- 2) Anthony Miller
- 3) Gerald Rohrbaugh
- 4) Josh Ross
- 5) Russell Stoner
- 6) Emily Sprenkle
- 7) Eric Zeigler

H. INTERSCHOLASTIC PERSONNEL – Approval of the following individual for the remainder of the 2012-2013 school year to work athletic events at the established rate of \$8.00 per hour:

- 1) Susan Richards

ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:

- A. **AUTOMATED PAYMENT SYSTEM FOR ATHLETIC OFFICIALS** – Approval to contract with RefPay Services for automated payment services for athletic officials, at a cost of \$0.68 per transaction.

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for approximately 26 Middle School History Club student members, along with Tom Trone, Middle School Social Studies Teacher, Kristen Roberts, Middle School Special Education Teacher, and two additional teachers, to travel to and tour Philadelphia, PA, on Thursday, March 7, 2013.

Background Information: *This trip is a culminating event for the History Club regarding Colonial Philadelphia. Cost of the trip will be paid by the History Club via fundraising.*

- B. **TRIP REQUEST** – Approval for approximately 45 High School History Club student members, along with Jason Baker, High School Social Studies Teacher, and Stephen Bischof, High School Counselor, to travel to and tour New York City, NY, on Tuesday, March 26, 2013.

Background Information: *This trip will enable students to experience New York culture. The cost of this trip will be paid by the History Club via fundraising.*

- C. **TRIP REQUEST** – Approval for approximately 50 eleventh and twelfth grade National Honor Society members, along with Benae Hoffnagle, High School Gifted Teacher, and Pamela Kimber, High School Science Teacher, to travel to New York City, NY, on Tuesday, March 26, 2013.

Background Information: *This trip will enable students to experience New York culture. The cost of this trip will be paid by the National Honor Society via fundraising.*

- D. **TRIP REQUEST** – Approval for approximately 40 twelfth grade students who have American Government Honors or College in the High School classes, along with Jason Baker, High School Social Studies Teacher, to travel to Washington, D. C., on Friday, May 3, 2013.

Background Information: *This trip will enable students to visit the Pentagon, Representative Scott Perry, and the Capitol Building and/or the White House. The cost of this trip will be paid by the History Club via fundraising.*

- E. **TRIP REQUEST** – Approval for approximately 11 high school students who are on the Student Launch Initiative Team, along with Brian Hastings and Renee Eaton, High School Science Teachers, and Tom Aument, District Volunteer, to travel to Prince, MD, on February 16 and/or 17, and/or March 16 and/or March 17, 2013, as schedule is determined.

Background Information: *The Student Launch Initiative (SLI) Team must provide proof to NASA that one successful full scale launch of the rocket has been made in order to travel to Huntsville, AL, in April to launch with NASA. The cost of this trip will be paid by the Student Launch Initiative Account through grants and fundraising.*