



AGENDA REVISED

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Wednesday, March 20, 2013 ~ Educational Service Center, 7:00 PM

- I. **Call To Order** DOUGLAS STEIN
- Flag salute and moment of silence
 - Singing of the National Anthem – Expressions**
 - Roll call
 - Documented or announced reasons for known absences
 - Announcements regarding executive sessions held since the last sunshine meeting
 - × **March 13, 2013 – for personnel reasons and real estate purposes**
- II. **Superintendent’s Report** DR. ROBERT LOMBARDO
- × Music in Our Schools Month – *Student Vocal Group, Expressions*
- 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.*
 - × Music Boosters – **Amy Baublitz**
 - × 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*)
- XI. **Approval of Minutes:** (*motion and second needed, voice vote*)
- × February 20, 2013 Special Meeting
 - × February 20, 2013 Regular Voting Meeting
 - × **March 13, 2013 Voting Meeting**
 - × **March 13, 2013 DSF Meeting**



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 (FOR INFO ONLY)

MANAGEMENT REPORTS

Policy Brent Hoschar

Personnel..... Cindy Huber

PROGRAM REPORTS

Curriculum Emily Sindlinger

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

TREASURER'S REPORT FOR THE MONTH ENDING FEBRUARY 28, 2013

GENERAL FUND - CHECKING

<u>Balance 01/31/13</u>	<u>22,348,573.15</u>	\$22,348,573.15
<u>Receipts</u>		
Total Receipts (as per attached)	2,134,104.90	\$2,134,066.90
Returned Checks	<u>(38.00)</u>	
<u>Expenditures</u>		
Paid bills/Payroll through February 28, 2013	3,622,499.68	\$3,620,447.63
Voided Checks	<u>(2,052.05)</u>	
<u>Balance 02/28/13</u>		
M & T Bank (0.25%)	<u>20,862,192.42</u>	\$20,862,192.42

GENERAL FUND - INVESTMENTS

<u>Balance 2/28/13</u>		
PLGIT Plus (.03%)	1,449.07	
PLGIT Class (.02%)	376,328.56	
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 (.10%)	24,767.16	
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	
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%) 11/25/201	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	
PSDLAF - Apple CD (.40%) 03/19/13	245,000.00	
PNC Bank Money Market (.20%)	521,602.66	
Susquehanna Bank Money Market (.25%)	249,174.22	
Susquehanna Bank CD (1.14%) 6/20/13	252,824.30	
Susquehanna Cash Management	825.85	
		\$7,413,971.82
GENERAL FUND - TOTAL		\$28,276,164.24

NUTRITION SERVICES FUND

<u>Balance 01/31/13</u>	<u>264,028.89</u>	\$264,028.89
<u>Receipts</u>		
Total Receipts (as per attached)	254,046.52	\$253,951.52
Returned Items	<u>(95.00)</u>	
<u>Expenditures</u>		
Paid bills through February 28, 2013	<u>154,176.72</u>	\$154,176.72
Voided Checks		
<u>Balance 2/28/13</u>		
M & T Bank (0.25%)	<u>363,803.69</u>	\$363,803.69
NUTRITION SERVICES FUND TOTAL		\$363,803.69

CAPITAL RESERVE FUNDBalance 01/31/13163,887.49 **\$163,887.49**ReceiptsInterest 29.10 **\$29.10**ExpendituresPaid bills through February 28, 2013 0.00 **\$0.00**Balance 02/28/13M & T Bank (0.25%) 163,916.59 **\$163,916.59****CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.10%) 83,390.52

PSDLAF CD Pool (.15%) 3/27/12 1,000,000.00

\$1,083,390.52**CAPITAL RESERVE - TOTAL \$1,247,307.11****Invoices presented for Board approval - March 2013****\$0.00****STUDENT ACTIVITY FUNDS**Balance 2/28/13

Elementaries 6,095.43

Intermediate School 10,035.93

Middle School 7,219.35

High School 52,405.09**\$75,755.80****STUDENT ACTIVITY FUNDS-TOTAL \$75,755.80**

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

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

- B. **2013-2014 YORK ADAMS ACADEMY GENERAL FUND BUDGET** – Approval of the Operating Budget for the York Adams Academy for the 2013-2014 fiscal year, with revenues totaling \$721,445, expenditures of \$879,277 (0% tuition increase for the 5th consecutive year), with the difference of \$157,832 to be funded by the projected available Fund Balance.

- C. **DISPOSAL OF OBSOLETE/OUTDATED EQUIPMENT** – Approval to dispose of the obsolete / outdated surplus printer items as outlined on the attached list, with the district receiving monetary reimbursement from a recycle vendor, along with certification of destruction for any electronic storage of data on these devices.

FOR INFORMATION ONLY:

MANDATED BUILDING FIRE DRILLS

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	2/25/13	4	36
	3/05/13 – Severe Weather Drill	5	22
Middle School	2/15/13	2	33
Intermediate School	02/27/13 Blocked Exits	2	47
New Salem Elementary	2/26/2013	1	58
Paradise Elementary	2/27/13	1	7
	3/05/13-Severe Weather Drill		
Spring Grove Elementary	2/15/13	1	48

***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. 217: PUPILS, Graduation Requirements

- B. **SECOND READING** – Approval of a second reading for the following policies:
 - 1) Policy No. 911: COMMUNITY, News Media Relations

- C. **DONATIONS** – In accordance with Policy #702, Gifts, Grants and Donations, acceptance of the following:
 - 1) A monetary donation in the amount of \$1,000 received from Mr. and Mrs. Brian Leib to sponsor a presentation by Mr. Craig Dietz, a nationally recognized motivational speaker, to Middle and High School students

PERSONNEL BOARD ACTIONS REQUESTED:A. **APPOINTMENTS** – Approval of the following appointments:

- 1) **High School Clerical Support Aide** – Leslie Cooke, as a part-time, 4 hours per teacher day, clerical support aide, effective March 4, 2013. Compensation established at \$9.17 per hour base rate.

Background Information: *This vacancy occurred with the recent resignation of Robin Miller. Ms. Cooke has been volunteering in the district and had previously been employed as an accounting clerk at Jenkins Memorial Nursing Home and an office manager at Shellie Curry Architects.*

- 2) **Paradise Elementary Kindergarten Aide** – Halle Kauffman, as a part-time, 3 hours per student day, kindergarten aide, effective March 4, 2013, through the remainder of the 2012-2013 school year. Compensation established at \$9.17 per hour base rate.

Background Information: *This vacancy is due to having several students requiring additional assistance and will be for this school term only. Miss Kauffman is currently working towards an Early Childhood Education certification and had completed shadowing in the district. She is an assistant Sunday School teacher and preschool assistant at her church. Miss Kauffman also works in the summer at a Down Syndrome Camp and is an All-Star Cheerleading Coach.*

- 3) **High School Health & Physical Education Short-term Substitute Instructor** – Nathaniel Murren, as a short-term professional substitute effective March 4, 2013, through the remainder of the 2012-2013 school year. 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: *Mr. Murren will be covering Mr. Meckley's class. Mr. Murren received his Bachelor's degree in Exercise Sports Science and PA Teaching Certification in Health and Physical Education from Ursinus College. He currently is a personal fitness coach and instructor at Gold's Gym, Hanover and previously he completed a long-term substitute physical education assignment at Red Lion Area School District and various day to day substitute positions at several surrounding districts.*

- 4) **Paradise Elementary IST/Gifted Short-term Substitute Instructor** – Lindsay Kaltreider, as a short-term professional substitute effective March 11, 2013, through the remainder of the 2012-2013 school year. 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. Kaltreider will be covering during Mrs. Bupp's child rearing leave of absence. Ms. Kaltreider, an elementary certified instructor, has been substituting in various instructional capacities within the district.*

- 5) **High School Assistant Track Coach** – Shane Grim, effective March 4, 2013, for the 2012-2013 school year. Compensation established at \$1,667.00 in accordance with the Collective Bargaining Agreement with Spring Grove Education Association.

Background Information: *Mr. Grim currently teaches Social Studies at River Rock Academy, Spring Grove and is an Asst. Junior High Football Coach for our Spring Grove Athletic Program.*

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

- 1) **Junior High Head Track Coach** – Kyle Sprenkle, from High School Assistant Track Coach to Junior High Head Track Coach effective March 4, 2013, for the 2012-2013 school year. Compensation established at \$2,081.00 in accordance with the Collective Bargaining Agreement with Spring Grove Education Association.

Background Information: *Mr. Sprenkle has 5 years' experience as a throwing coach for Track and Field. He is also an Asst. Wrestling Coach and a Head Junior High Football Coach and teaches Social Studies at the High School level.*

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for Claire Shubert, High School Family Consumer Science Teacher/Drama Club Advisor, and Jessica Staub, Musical Director, to accompany approximately 24 members of the Drama Club and International Thespian Society to the Newtown Student Theatre Festival in Newtown, PA on May 1, 2013.

Background Information: *This trip will give these students the opportunity to perform at the festival as well as attend workshops in the afternoon. The registration fee and transportation cost will be paid by the Drama Club.*

- B. **TRIP REQUEST** – Approval for Sarah Caplan, Senior Class Advisor, to accompany graduating seniors to Skytop Lodge, Skytop, PA, on the senior class trip on May 29, 2013. Additional chaperones will also go at a ratio of approximately one teacher/chaperone per every ten students.

Background Information: *This trip will be paid for with Senior Class funds.*

- C. **OVERNIGHT CONFERENCE REQUEST** – Approval for Michael Holtzapple, Federal Programs Coordinator, to attend the Annual Pennsylvania Association of Federal Program Coordinators (PAFPC) Conference in Pittsburgh, Pennsylvania, on April 14-17, 2013.

Background Information: *Attendance at this conference is an expectation of PDE's Division of Federal Programs as updated procedures and guidelines are presented and analyzed for various programs, the largest being Title 1. Regional Coordinators from PDE meet with district representatives to review information and respond to questions. The total estimated cost of this conference, with registration, lodging, meals, and mileage, is \$1,229, and will be funded with reserved Title I funds.*

- D. **OVERNIGHT CONFERENCE REQUEST** – Approval for Christopher Enck, Director of Technology, to travel to San Diego, California on April 11-12, 2013, to become part of Lightspeed Systems' 25- member District Advisory Committee.

Background Information: *Mr. Enck has been invited to be part of this committee by Lightspeed who will be covering all expenses for the trip. Chris's involvement will give the District exposure on a national level with respect to its technology integration.*

- E. **SUMMER MUSIC PROGRAM** – Authorization to conduct a self-supporting, five-week Summer Music Program for all Spring Grove Band/Orchestra students, at the Spring Grove Area High School, beginning June 10, 2013.