



# AGENDA

## REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors  
Monday, July 15, 2013 ~ Educational Service Center, 7:00 PM

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- 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
    - × **June 17, 2013 for real estate**
  
- II. **Executive Session for Personnel and Real Estate**
  
- III. **Superintendent’s Report** ..... DR. ROBERT LOMBARDO
  - × Recognition – PASBO Updated Certificates
  
- 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.*

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)*
  
- XI. **Approval of Minutes:** *(motion and second needed, voice vote)*
  - × June 17, 2013 Regular Voting Meeting
  - × June 17, 2013 Directors’ Study



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 .....Doug White

**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 JUNE 30, 2013**

**GENERAL FUND - CHECKING**

<u>Balance 05/31/13</u>	<u>14,754,460.31</u>	<b>\$14,754,460.31</b>
<u>Receipts</u>		
Total Receipts (as per attached)	1,821,639.97	<b>\$1,821,618.47</b>
Returned Checks	<u>(21.50)</u>	
Paid bills/Payroll through June 30, 2013	4,501,955.49	<b>\$4,501,856.49</b>
Voided Checks	<u>(99.00)</u>	
<u>Balance 06/30/13</u>		
M & T Bank (.25%)	<u>12,074,222.29</u>	<b>\$12,074,222.29</b>

**GENERAL FUND - INVESTMENTS**

<u>Balance 06/30/13</u>		
PLGIT Plus (.03%)	1,449.34	
PLGIT Class (.02%)	376,359.56	
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 (.01%)	29,686.27	
PSDLAF CD Pool (.15%) 8/27/2013	2,800,000.00	
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 - One West Bank CD (.70%) 7/24/2013	245,000.00	
PNC Bank Money Market (.170%)	521,848.50	
Susquehanna Bank Money Market (.25%)	249,312.83	
Susquehanna Bank CD (1.14%) 6/20/13	253,773.20	
Susquehanna Cash Management	677.95	

**\$7,430,107.65**

<b>GENERAL FUND - TOTAL</b>	<b>\$19,504,329.94</b>
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**NUTRITION SERVICES FUND**

<u>Balance 05/31/13</u>	<u>296,682.78</u>	<b>\$296,682.78</b>
<b>Receipts</b>		
Total Receipts (as per attached)	220,553.22	<b>\$220,400.22</b>
Returned Check	<u>(153.00)</u>	
<b>Expenditures</b>		
Paid bills through June 30, 2013	<u>465,937.97</u>	<b>\$465,937.97</b>
Voided Checks		
<u>Balance 06/30/13</u>		
M & T Bank (.25%)	<u>51,145.03</u>	<b>\$51,145.03</b>

<b>NUTRITION SERVICES FUND TOTAL</b>	<b>\$51,145.03</b>
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**CAPITAL RESERVE FUND**

<u>Balance 05/31/13</u>	<u>164,012.22</u>	<b>\$164,012.22</b>
<b>Receipts</b>		
Interest/Transfer from Investment	<u>30.74</u>	<b>\$30.74</b>
<b>Expenditures</b>		
Paid bills through June 30, 2013	<u>0.00</u>	<b>\$0.00</b>
<u>Balance 06/30/13</u>		
M & T Bank (.25%)	<u>164,042.96</u>	<b>\$164,042.96</b>

**CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.01%)	1,083,885.63	<b>\$1,083,885.63</b>
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<b>CAPITAL RESERVE - TOTAL</b>	<b>\$1,247,928.59</b>
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<b>Invoices presented for Board approval - July, 2013</b>	<b>\$5,793.50</b>
Turf, Track & Court LLC	\$5,793.50

**STUDENT ACTIVITY FUNDS**

<u>Balance 06/30/13</u>		
Elementaries	4,847.02	
Intermediate School	4,793.70	
Middle School	3,307.50	
High School	<u>29,590.57</u>	
		<b>\$42,538.79</b>

<b>STUDENT ACTIVITY FUNDS-TOTAL</b>	<b>\$42,538.79</b>
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**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists as presented.
- B. **LEASE AGREEMENT – WINDY HILL SENIOR CENTER, INC.** – Approval of the Lease Agreement by and between Spring Grove Area School District and The Windy Hill Senior Center, Inc., for rental of approximately 16,000 sq. ft. of the first floor of the former Middle School property located at 1472 Roth's Church Road, Spring Grove, PA, in the amount of \$910.00 per month, for a term of five years beginning July 1, 2013, and ending June 30, 2019.

**Background Information:** *As outlined in a memo shared with board members, discussions continue with Windy Hill concerning renovations being made to the facility, at occupant's expense. Should consideration be made for additional language to be included in this lease, the appropriate rider / addendum will be reviewed by the District's Solicitor and brought before the board for separate approval.*

- C. **SCHOOL PHYSICIANS FOR SCHOOL HEALTH SERVICES** – Approval to employ the following school physicians for the 2013-2014 school year, in order to complete mandated student examinations:

- 1) Howard Farrington, MD, 2030 Thistle Hill Dr., Suite 200, Spring Grove, PA 17362
- 2) Nancy Faulkner, MD 2030 Thistle Hill Dr., Suite 100, Spring Grove, PA 17362
- 3) Catherine Heilman, MD, East Berlin Family Medicine, 105 Fourth Street, East Berlin, PA 17316
- 4) Edward Nelson, MD, East Berlin Family Medicine, 105 Fourth Street, East Berlin, PA 17316

**BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:**

- A. **WINDY HILL CAMPUS SIGNAGE** – Approval for Windy Hill Senior Center, Inc. to place 10' x 4' signage, "Windy Hill on the campus," on the brick located to the right of the north entrance of the former Middle School property located at 1472 Roth's Church Rd., Spring Grove, as indicated on the attached design template.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	6/24/13	3	28
Middle School			
Intermediate School	6/20/13	0	19
New Salem Elementary			
Paradise Elementary			
Spring Grove Elementary			

***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. 250: PUPILS, Student Recruitment
- B. **2013-2014 OPERATIONAL PLAN** – Approval of the 2013-2014 Operational Plan items, as reflected on the attached.
- C. **DONATIONS** – Acceptance of the following donations in accordance with Board Policy No.702, Gifts, Grants and Donations:
- 1) Cash donation of \$100 from Andersen Family Chiropractic, York, PA, to support the Cafeteria Fund and help students needing assistance with purchasing school lunch.
  - 2) A Glaesel Violin, with bow and case, from Sarah Enoff, Spring Grove.
- D. **VOTING DELEGATE FOR PSBA LEGISLATIVE POLICY COUNCIL MEETING** – Appointment of \_\_\_\_\_, board member, as voting delegate in the PSBA Legislative Policy Council Meeting on Tuesday, October 15, 2015.

**Background Information:** *Spring Grove is a fourth class district and eligible to send one voting delegate. Delegates will consider and act upon proposed changes to PSBA Bylaws and consider proposals recommended by the PSBA Platform Committee. The platform that is adopted will reflect the majority of those school boards present and voting at this meeting. Additional information is included in board member packets. A response/registration form will be submitted to PSBA on behalf of the appointed member through the Superintendent's office.*



**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **RESIGNATIONS** – Approval of the following resignations:
- 1) **Paradise Elementary Instructor** – Caitlin Harman, effective June 11, 2013, due to personal reasons.
  - 2) **Spring Grove Personal Care Assistant** – Angela Grim, effective June 27, 2013, due to personal reasons.
  - 3) **High School Learning Support Aide** – Marissa Bankert, effective June 21, 2013, due to personal reasons.
  - 4) **New Salem Elementary Cook** – Suzanne Mitzel, effective July 1, 2013, due to personal reasons.
  - 5) **Junior High 7th Grade Assistant Football Coach** – Bradley LeVault, effective July 3, 2013, due to personal reasons.
  - 6) **High School Marching Band Instructional Staff** – Catherine Scheetz, effective July 2, 2013, due to personal reasons.
  - 7) **High School Marching Band Instructional Staff** – Christopher Scheetz, effective July 2, 2013, due to personal reasons.
  - 8) **Inactive District Maintenance Technician Coordinator** – Jeffrey Herbst, effective June 6, 2013, due to settlement of workers' compensation claim.
- B. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following requests for family and medical leave:
- 1) **Middle School Building Secretary** – Jennifer Morin, beginning approximately July 16, 2013, for approximately 4 weeks, not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for the restoration of health.
  - 2) **Middle School Math Instructor** – Elizabeth Harner, beginning approximately October 6, 2013, and not to exceed the 12 week maximum as outlined under the Family and Medical Leave guidelines for child rearing.
- C. **APPOINTMENTS** – Approval of the following appointments:
- 1) **Summer Painter** – Dave Miller, as a seasonal summer painter, effective June 10, 2013, until approximately August 30, 2013. Compensation established at \$9.04 per hour.
  - 2) **Summer Painter** – Scott Leppo, as a seasonal summer painter, effective June 10, 2013, until approximately August 30, 2013. Compensation established at \$9.04 per hour.
  - 3) **Summer Painter** – Shane Grim, as a seasonal summer painter, effective July 1, 2013, until approximately August 30, 2013. Compensation established at \$9.04 per hour.
  - 4) **Lifeguard/Swimming Aide** – Jeremy Seitz-Brown, as a seasonal Lifeguard/Swim Aide, effective June 17, 2013, for the 2013-2014 school year. Compensation established at \$7.50 per hour.

- 5) **Student Technology Assistant** – Andrew Luckenbaugh, as a part-time Technology Assistant, effective July 8, 2013, pending receipt of current favorable Child Abuse Clearance. Compensation established at \$7.50 per hour.

**Background Information:** *Mr. Luckenbaugh will be entering 10<sup>th</sup> grade at Spring Grove Area High School.*

- 6) **Student Technology Assistant** – Corey Bossom, as a part-time Technology Assistant, effective July 8, 2013, pending receipt of current favorable Child Abuse Clearance. Compensation established at \$7.50 per hour.

**Background Information:** *Mr. Bossom will be entering 12<sup>th</sup> grade at Spring Grove Area High School.*

- 7) **Elementary Short-term Music Instructor** – Leasha Folk, effective August 19, 2013, until approximately December 17, 2013, for so long as regular professional employee is on a child rearing leave of absence during the 2013-2014 school term. Compensation established at \$110.00 per day for the first 30 days; beginning on the 31<sup>st</sup> day, compensation to be at the per diem rate of Step 1 of the Bachelor's Schedule.

**Background Information:** *Ms. Folk covered for Mrs. Moran's child rearing leave during the 2012-2013 school term, from December 14, 2012 through the end of the school year.*

- 8) **District Dental Hygienist** – Karla McCleary, to serve the district as a Dental Hygienist in conjunction with the Dental Hygiene Program for 74 days during the 2013-2014 school year, pending receipt of appropriate PA Dental Hygienist certification. Compensation established at the per diem rate of Step 1 of the Bachelor's Schedule.

**Background Information:** *This will be Ms. McCleary's 13<sup>th</sup> year providing service to the Spring Grove Area School District in this capacity. The District's comprehensive Dental Hygiene Program K-12 for the 2013-2014 school year was approved at the June 17, 2013 voting meeting.*

- D. **GAME MANAGER PERSONNEL** – Approval of the following individuals for the 2013-2014 school year to work athletic events at the established rate of \$15.97 per hour:

- |                   |                    |
|-------------------|--------------------|
| 1) Lori Beaner    | 8) Dale Rohrbaugh  |
| 2) Jason Cole     | 9) Gerry Rohrbaugh |
| 3) Tammy DiPuppo  | 10) Joshua Ross    |
| 4) Eric Glass     | 11) William Stiles |
| 5) Peggy Kile     | 12) Russell Stoner |
| 6) Anthony Miller | 13) Steve Young    |
| 7) Vance Myers    | 14) Eric Zeigler   |

- E. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individuals for the 2013-2014 school year to work athletic events at the established rate of \$8.00 per hour:

- |                     |                   |                      |
|---------------------|-------------------|----------------------|
| 1) Lisa Alwine      | 7) Kendra Bortner | 13) Randi Cheek      |
| 2) Anthony Bachman  | 8) Kris Bortner   | 14) Scott Craver     |
| 3) Diane Bahn       | 9) Scott Bortner  | 15) Tammy DiPuppo    |
| 4) Stephanie Becker | 10) Jeff Butters  | 16) Monica Eckenrode |
| 5) Josh Bixler      | 11) Donald Carl   | 17) Michelle Garrett |
| 6) Jackie Bortner   | 12) Reona Cassel  | 18) David Guinn      |

- 19) William Hahn
- 20) Elizabeth Harner
- 21) Suzanne Hoffman
- 22) Mark Hull
- 23) Sandy Irwin
- 24) Lyn Kane
- 25) Dana Kile
- 26) Peggy Kile
- 27) David Kile
- 28) Scott Leppo
- 29) Lisa Little
- 30) Charles Lusco
- 31) Karen Magalski
- 32) Michael Magalski

- 33) Robin Miller
- 34) Kelly Mills
- 35) Jen Morin
- 36) Joshua Mummert
- 37) Kelly Mummert
- 38) Dawn Myers
- 39) Vance Myers
- 40) Kelly Nell
- 41) Sue Richards
- 42) Dale Rohrbaugh
- 43) Gerry Rohrbaugh
- 44) Theresa Rohrbaugh
- 45) LeeAnn Schorner
- 46) Bob Senft

- 47) Celia Smith
- 48) Leslie Sprenkle
- 49) Beth Sterner
- 50) Tyler Stiles
- 51) William Stiles
- 52) Lori Stine
- 53) Deb Wentz
- 54) Ben Warfield
- 55) Mitch Warner
- 56) Jim Wildasin
- 57) Lisa Wildasin
- 58) Pearl Wintrode
- 59) Steve Young

**ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for Dawn Myers and Lisa Little, Girls’ Varsity Volleyball Coaches, to accompany approximately 10-12 Varsity Girls’ volleyball players to Raystown Lake, Huntingdon County, PA, for an overnight trip August 16-17, 2013.

**Background Information:** *The group will lodge at a family cabin of one of the coaches. The trip will include team activities, a team craft, and a team meeting to encourage comradery within the group. Students will be responsible to contribute \$5 toward food expenses and a minimal donation toward total mileage costs of approximately \$60 (round trip).*

- B. **MARCHING BAND WIND MUSIC DEVELOPMENT** – Approval for Dr. Andrew Yozviak, Composer/Arranger/Professor of Conducting and Director of Bands at West Chester University, to develop and arrange wind music for the 2013 Spring Grove Area High School Marching Band field show, at a contracted fee of \$3,000.
- C. **MARCHING BAND PERCUSSION DEVELOPMENT** – Approval for Brent Behrenshausen to develop and arrange percussion accompaniment for the 2013 Spring Grove Area High School Marching Band field show, at a contract fee of \$1,200.

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for Matthew Robinson, High School Business Education Teacher, and Abbie Sechrist, High School World Language Teacher, to accompany up to eight students to attend the FBLA (Future Business Leaders of America) State Leadership Workshop in State College, PA, November 10-11, 2013.

***Background Information:*** *Students will participate in various business related workshops in order to increase their knowledge and skills in career-related areas. All costs will be paid through the FBLA activity fund (school store). Students will be responsible for their meal expenses.*