

TO: Board of School Directors

FROM: George W. Ioannidis, Business Manager / Board Secretary

SUBJECT: Meeting Minutes – Directors’ Study Forum

DATE OF MEETING/ May 7, 2012  
TIME: 7:12 PM

LOCATION: Educational Service Center

PARTICIPANTS: School Board: Michael Brookhart, Eric Cable, Brent Hoschar,  
Cindy Huber, David Trettel, Douglas White

District: Karyn Brown, George Ioannidis, Robert Lombardo,  
David Renaut

Absent: Stacy Meyer, Emily Sindlinger, Douglas Stein

The Directors’ Study Forum meeting of the Board of School Directors of the Spring Grove Area School District was called to order at 7:12 PM by Mr. Brent Hoschar, Board Vice President. Mr. Hoschar noted that six Board members remained present from the voting meeting.

**PUBLIC COMMENT**

None

**PROGRAM COMMITTEE**

Mr. Renaut presented new High School courses for discussion, noting no changes from the April DSF meeting. Katie Gindlesperger and Steve Wible were present to address concerns. Mr. Wible noted YCST offers the CISCO certification; however, often times high school students do not want to leave the community. Brookhart requested students be made aware the SAT Prep course is an elective, and will not count toward academic credits necessary for graduation. The board will consider approval of the new courses and textbooks / licensures at the May 21 voting meeting.

**BUSINESS AND FINANCE COMMITTEE**

Mr. Ioannidis presented the 2012-2013 General Fund Budget for discussion, noting itemized expenditure actions, revenue increases and available fund balance usage, each reflecting no change from the preliminary approval on April 16, and resulting in a net effect year-to-year millage rate increase of 2.1%. There may be partial reinstatement of the Accountability Block Grant prior to a request for final approval by the board at the May 21 voting meeting.

Ioannidis updated the board on savings from debt refinancing that occurred during the prior week, cumulatively totaling almost \$700,000. The board will still need to consider the refinancing of the 2006A Series.

Ioannidis presented the 2012-2013 Nutrition Fund Budget for discussion, citing estimated revenues of \$2,160,166, which reflect an increase of \$.10 in breakfast and lunch prices district-wide, expenditures of \$2,149,860, and a projected profit of \$10,306. The board will consider approval of the final Nutrition Fund Budget at the May 21 voting meeting.

Ioannidis presented a Real Estate Tax Universal Installment Payment Plan Resolution for discussion. Following brief discussion concerning the consideration of collecting a convenience fee from taxpayers who opt to use the installment plan, board consensus was to consider approval of the Resolution at the May 21 voting meeting. George will look into the convenience fee option.

Ioannidis presented a recommendation to engage Municipay to process online payments of School District Real Estate taxes. Municipay assesses a lower convenience fee to the taxpayer than the current provider of these same services, and corrective actions by the collector could be processed on a timelier basis, offering quicker refunds to taxpayers. The online payment option is advertised on the district website. The board will consider approval of engaging Municipay at the May 21 voting meeting.

Ioannidis presented a recommendation to enter into the National Joint Powers Alliance with Staples Corporation. There is no cost, obligation or liability to join, and will allow the district to participate in joint purchasing, resulting in reduced supplies and delivery costs. The district will continue to do comparison shopping, even with the agreement. The board will consider approval of the agreement at the May 21 meeting.

Ioannidis presented a request to pursue options for a Managed Print Services program for discussion. The administration is seeking a program which allows for electronic document archiving and storage, use of a card reader system to retrieve print jobs, and management of our printer fleet, which includes analysis of combined printer usage, handling of repairs and providing toner. The Technology Department has reviewed proposals, and recommends ALPS be awarded the contract, which will be included as an agenda item at the May 21 meeting.

Brookhart presented 2011-2012 budgetary transfers for review and discussion. Ioannidis noted these are standard account transfers for accounting purposes as the district moves toward the end of the year. The transfers will be considered for board approval at the May 21 voting meeting.

Mike Brookhart stated an action is necessary to appoint a Board Treasurer for the 2012-2013 fiscal year, and noted his willingness to continue in this capacity. The board will consider his reappointment at the May 21 voting meeting.

Eric Cable presented a listing of obsolete/outdated hearing impaired equipment, previously used as teacher amplification units, which are being requested for disposal. Karyn Brown, Pupil Services Director, noted this listing includes equipment that is no longer practical for the instructional environment and cannot be used for spare parts. The board will consider approval of the equipment's disposal at the May 21 meeting.

Cindy Huber presented Policy 213, Grading of Student Progress, for discussion. Dr. Lombardo noted the policy reflects minor changes as a result of the addition of AP courses at the High School. The board will consider approval of Policy 213 for a first reading at the May 21 meeting.

Huber presented Policy 702.1, Memorials, for discussion. Dr. Lombardo noted this agenda item as a carryover from discussion during a prior meeting. The Superintendent recommended the board retain the current practice of encouraging an engraved brick or auditorium seat, a memorial scholarship, or a tree, to requests for memorials on behalf of loved ones, in order to retain equitability with all requestors.

Huber presented the draft of the 2012-2013 Code of Student Conduct for review and discussion. Following lengthy discussion concerning Dress and Grooming Guidelines language, the board requested the administration include a statement that prohibits the wearing of jewelry which could potentially create a dangerous situation or disrupt the educational process by its style or appearance. The board will consider approval of the Code of Student Conduct, with these changes included, at the May 21 voting meeting.

### **MANAGEMENT COMMITTEE**

Cindy Huber presented the Special Ed Supervisor (260-day contract) position description for discussion. Dr. Lombardo noted the description combines the Secondary position currently held by Michelle Ludwig and the Elementary position being vacated with the retirement of Sharon O'Connell, into a district-wide position. Mrs. Ludwig will assume the duties and role of the K-12 position, and will go from a 200-day to a 260-day position, with a slight increase in salary to be recommended with the transfer. The district will experience a savings of approximately \$75-\$80,000 by combining two levels into one district-wide position.

Dr. Lombardo shared that a complaint was received from a community member, that the loudspeaker system and the use of lighting at the High School Stadium have both been excessive. Dr. Lombardo noted that steps have been taken to reduce the loudspeaker volume when used for events, and confirmed that practices do not include the use of music over the sound system. With the current volume of seasonal athletic events, students need to use all fields, including the turf. Brookhart noted turf fields do not wear out from use, they wear out from sun and non-use. Grass practice fields require a lot of upkeep.

Cable noted with girls' soccer moving to a fall season, a discussion needs to take place concerning the use of all fields. The Superintendent noted the district will exercise fairness and equitability in making all fields available for use by teams and youth sports leagues. Cable asked that the administration conduct an analysis of field usage for games and practices district-wide and share the results with the board. Huber would like to see community members have the opportunity to use the track at the high school, with the track behind the middle and intermediate school currently not in good condition.

Cable asked if the district has a plan in place to hire a person to take over the athletic program in an effort to continue moving forward, particularly relative to our youth leagues. Dr. Lombardo noted the committee being assembled includes three coaches. He also noted two key components for hiring consideration will be management and leadership, which includes the ability to work with coaches.

Dr. Lombardo shared anticipated graduation protocol will include Dr. Cugliari addressing parents at the stadium prior to start of the ceremony. The administration intends to stop the program at the onset of disruptions, and will not resume until such disruptions cease. Those unwilling to comply will not receive a diploma during the ceremony, but will be given their certificate afterward.

Karyn Brown reported that according to the State Department of Health and PDE, students must be compliant with all required immunizations by Friday, May 11. Beginning Monday, May 14, any students non-compliant will be excluded from school, and receive an unexcused absence; however, these students will be allowed to make up missed work. Currently the district has 45 of 257 students missing required immunizations.

Brookhart requested a summary of district wide athletic field use for the June discussion meeting.

Hoschar noted all board members are to submit their Statement of Financial Interest to Mrs. Sterner.

Doug White noted Spring Grove Lacrosse youth league hosted (?)a tournament comprised of approximately 81 teams over the weekend. He received many compliments about the school, and cited that Spring Grove is the only school to allow this. Mr. White thanked district administration for cooperating to make the event possible.

Cable moved for adjournment at 8:40 PM. The motion, seconded by Huber, was unanimously approved by voice vote.

Respectfully submitted,

George W. Ioannidis  
Business Manager / Board Secretary