

AGENDA



REGULAR VOTING MEETING

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

- I. **Call To Order** CINDY HUBER
- 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:
 - × **May 5, 2014 for Real Estate purposes**
- II. **Superintendent's Report** DR. ROBERT LOMBARDO
- × **TARC Nationals Update – Brian Hastings**
 - × **Student Athletes of the Month:**
 - Samantha Bollinger
 - Jake Thoman
 - × **Student Representative Moul – Final Meeting**
- III. **Student Representative Report**..... ANDREW MOUL
- 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.*
- V. **Board and Administration Response to Public Comment**
- VI. **Correspondence**
- VII. **Legislative Update**..... TODD STAUB
- VIII. **York Adams Academy**..... STACY MEYER
- IX. **York County School of Technology**..... DAVE TRETTEL
- X. **Special Committee Reports** *(as needed)*
- XI. **Approval of Minutes:** *(motion and second needed, voice vote)*
- × April 21, 2014 Regular Voting Meeting
 - × May 5, 2014 Voting Meeting
 - × May 5, 2014 Directors' Study Forum



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 Information Only*

MANAGEMENT REPORTS

Policy Stacy Meyer
Personnel..... Doug Stein

PROGRAM REPORTS

Curriculum Brent Hoschar

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

TREASURER'S REPORT FOR THE MONTH ENDING APRIL 30, 2014

GENERAL FUND - CHECKING

| | | |
|---|----------------------|------------------------|
| <u>Balance 03/31/14</u> | <u>17,505,237.06</u> | \$17,505,237.06 |
| <u>Receipts</u> | | |
| Total Receipts (as per attached) | 2,037,751.45 | |
| | | \$2,037,751.45 |
| <u>Expenditures</u> | | |
| Paid bills/Payroll through April 30, 2014 | 3,998,192.10 | |
| Voided Checks | <u>0.00</u> | \$3,998,192.10 |
| <u>Balance 04/30/14</u> | | |
| M & T Bank (.25%) | <u>15,544,796.41</u> | \$15,544,796.41 |

GENERAL FUND - INVESTMENTS

| | | |
|---|--------------|-----------------------|
| <u>Balance 04/30/14</u> | | |
| PLGIT Plus (.02%) | 1,449.62 | |
| PLGIT Class (.01%) | 1,374,353.01 | |
| PSDLAF PSDMAX (.01%) | 779,716.16 | |
| PSDLAF CD Pool (.10%) 5/06/2014 | 2,800,000.00 | |
| PSDLAF - ASD - GE Capital (.40%) 9/26/2014 | 245,000.00 | |
| PSDLAF - ASD - Stearns (.55%) 1/09/2015 | 245,000.00 | |
| PSDLAF - ASD - Far East (.45%) 9/22/2014 | 245,000.00 | |
| PSDLAF - ASD - First Bancorp (.32%) 9/23/2014 | 245,000.00 | |
| PSDLAF - ASD - Everbank (.30%) 9/30/2014 | 245,000.00 | |
| PSDLAF - ASD - Valley Green (.50%) 4/07/2015 | 245,000.00 | |
| PNC Bank Money Market (.05%) | 522,253.97 | |
| Susquehanna Bank Money Market (.15%) | 250,161.89 | |
| Susquehanna Bank CD (.80%) 6/20/14 | 255,469.17 | |
| | | \$7,453,403.82 |

| | |
|-----------------------------|------------------------|
| GENERAL FUND - TOTAL | \$22,998,200.23 |
|-----------------------------|------------------------|

NUTRITION SERVICES FUND

| | | |
|-----------------------------------|-------------------|---------------------|
| <u>Balance 03/31/14</u> | <u>141,888.46</u> | \$141,888.46 |
| <u>Receipts</u> | | |
| Total Receipts (as per attached) | 203,405.40 | |
| Returned Checks | <u>(30.00)</u> | \$203,375.40 |
| <u>Expenditures</u> | | |
| Paid bills through April 30, 2014 | 182,651.67 | \$182,651.67 |
| Voided Check | <u>0.00</u> | |
| <u>Balance 04/30/14</u> | | |
| M & T Bank (0.25%) | <u>162,612.19</u> | \$162,612.19 |

| | |
|--------------------------------------|---------------------|
| NUTRITION SERVICES FUND TOTAL | \$162,612.19 |
|--------------------------------------|---------------------|

CAPITAL RESERVE FUND

| | | |
|-----------------------------------|-------------------|---------------------|
| <u>Balance 03/31/14</u> | <u>433,399.73</u> | <u>\$433,399.73</u> |
| <u>Receipts</u> | | |
| Interest | <u>67.34</u> | <u>\$67.34</u> |
| <u>Expenditures</u> | | |
| Paid bills through April 30, 2014 | <u>6,330.00</u> | <u>\$6,330.00</u> |
| <u>Balance 04/30/14</u> | | |
| M & T Bank (.25%) | <u>427,137.07</u> | <u>\$427,137.07</u> |

CAPITAL RESERVE INVESTMENTS

| | | |
|---------------------------------|------------|-----------------------|
| PSDLAF PSDMAX (.010%) | 593,539.08 | |
| PSDLAF CD Pool (.40%) 7/03/2014 | 490,000.00 | |
| | | <u>\$1,083,539.08</u> |

| | | |
|--------------------------------|--|-----------------------|
| CAPITAL RESERVE - TOTAL | | \$1,510,676.15 |
|--------------------------------|--|-----------------------|

| | | |
|--|-------------|--------------------|
| Invoices presented for Board approval - May, 2013 | | \$10,520.00 |
| Houck Services, Inc. | \$10,520.00 | |

STUDENT ACTIVITY FUNDS

| | | |
|-------------------------|------------------|---------------------|
| <u>Balance 04/30/14</u> | | |
| Elementaries | 5,744.97 | |
| Intermediate School | 7,317.37 | |
| Middle School | 36,497.88 | |
| High School | <u>56,227.54</u> | |
| | | <u>\$105,787.76</u> |

| | | |
|-------------------------------------|--|---------------------|
| STUDENT ACTIVITY FUNDS-TOTAL | | \$105,787.76 |
|-------------------------------------|--|---------------------|

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the General Fund and Nutrition Fund Accounts Payable lists as presented.
- B. **2014-2015 NUTRITION SERVICES FUND BUDGET** – Approval of the Nutrition Services Fund Budget for the 2014-2015 fiscal year, with total revenues of \$2,198,513 (which includes a \$0.10 increase in all program prices over the 2013-2014 year), total expenditures of \$2,197,998, and an ending surplus of \$515.
- C. **2014-2015 GENERAL FUND BUDGET** – Approval of the General Fund Budget for the 2014-2015 fiscal year, with total revenues of \$58,816,065, total expenditures of \$63,019,496, with the shortfall of \$4,203,431 to be funded from the General Fund Unreserved Fund Balance, and setting the real estate tax millage rate at 21.0379 mills, an increase of .5331 mills from the millage rate of 20.5048; in addition, earned income tax of ½% and real estate transfer tax of ½% under Act 511.
- D. **BUDGETARY TRANSFERS** – Approval of the attached budgetary transfers for the 2013-2014 fiscal year.
- E. **DISPOSAL OF OBSOLETE/OUTDATED TECHNOLOGY EQUIPMENT** – Approval to dispose of the obsolete / outdated surplus technology equipment as outlined on the attached list, with the district receiving monetary reimbursement from the recycling vendor, where applicable, along with certification of destruction for any electronic storage of data on these devices.
- F. **APPRAISAL** – Approval for Mary McCleary MAI, Associated Appraisers, to perform an appraisal of the adjoining property to the former Spring Grove Elementary building, for an amount not to exceed \$2,000.00.
- G. **SCHOOL DEPOSITORY** – Appointment of the following as school depositories for the period July 1, 2014 through June 30, 2015:
- 1) M&T Bank, 33 Roth's Church Road, Spring Grove, PA
 - 2) Susquehanna Bank, 10 South Main Street, Spring Grove, PA
 - 3) PayPal (an eBay Company) headquartered at 2211 North First Street, San Jose CA 95131
- H. **SCHOOL PHYSICIANS FOR SCHOOL HEALTH SERVICES** – Approval to employ the following Certified Physician Assistant for the remainder of the 2013-2014 school year, in order to complete mandated sports physical examinations at \$15 per physical:
- 1) Brandon J. Bishop, PA-C, under the Licensure of Dr. Nancy Faulkner, MD, 2030 Thistle Hill Dr., Suite 100, Spring Grove, PA 17362

Background Information: *PIAA regulations allow for Physician Assistants to perform the necessary sports physicals. Other area athletic trainers were surveyed and verified they use the services of a Physician's Assistant. They pay the same amount per physical to the Assistant as they would to a Doctor.*

FOR INFORMATION ONLY:

MANDATED BUILDING FIRE DRILLS

| <i>SCHOOL BUILDING</i> | <i>DATE OF DRILL</i> | <i>MINUTES</i> | <i>SECONDS</i> |
|-------------------------|----------------------------|----------------|----------------|
| High School | 04/21/14 | 6 | 45 |
| Middle School | | | |
| Intermediate School | 04/21/14 | 1 | 55 |
| New Salem Elementary | 05/02/14 | 1 | 55 |
| Paradise Elementary | 04/23/14 | 1 | 11 |
| Spring Grove Elementary | 04/30/14 Lockdown Drill | | |

***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 first reading for the following policies:
- 1) Policy #504: CLASSIFIED EMPLOYEES, Employment of Classified Employees
 - 2) Policy #541: CLASSIFIED EMPLOYEES, Benefits for Regularly Employed Part-Time Personnel
- B. **BOARD TREASURER** – Reappointment of Eric Cable as Treasurer for the Spring Grove Area School District for the period July 1, 2014 through June 30, 2015.
- C. **FEDERAL GRANT SUMMARY** – Approval to enter into all necessary agreements to meet mandates for participation in the programs and/or grants for the 2014-2015 fiscal year as outlined in the attached Overview of Federal, State, and Other Programs and/or Grants chart.
- D. **FINAL 2013-2014 SCHOOL CALENDAR** – Approval of the attached, amended final version of the 2013-2014 school calendar, reflecting weather-related school closings, Act 80 days for high school seniors only, and additional senior make-up days.
- E. **2014-2015 CODE OF STUDENT CONDUCT** – Approval of the attached 2014-2015 Code of Student Conduct to be included in 2014-2015 Student/Parent Handbooks.

Background Information: *In accordance with Chapter 12 Regulations, annual adoption of the Code of Student Conduct has been recommended by our District Solicitor. The Code becomes part of Student/Parent handbooks, which are slated for review during the June DSF.*

- F. **2015-2018 COMPREHENSIVE PLAN** – Approval of the 2015-2018 Comprehensive Plan, formerly known as the Strategic Plan, and authorization for administration to make any changes deemed appropriate to fulfill the requirements for submission to and/or acceptance by Pennsylvania Department of Education.
- G. **DONATIONS** – In accordance with Policy #702, Gifts, Grants and Donations, acceptance of the following:
- 1) A donation from Spring Grove Area Athletic Boosters of three (3) aluminum signs, designed and created by Perms Awards, recognizing Boys' Tennis, Girls' Tennis, and Spring Grove Teams as Tennis State Champions respectively, to be placed on the rear fencing of the tennis courts adjacent to the Opilo Technology Center.
 - 2) A monetary donation from AquaPhoenix Scientific, Inc. in the amount of \$500.00 to be used to support the High School's Student Launch Initiative program.
 - 3) A monetary donation from Paradise PTO in the amount of \$425.90 to be used to fund a second grade field trip to Nixon Park, York, PA.

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATIONS** – Approval of the following resignations:
- 1) **Assistant Junior High Boys' Basketball Coach** – Wayne Dull, effective March 25, 2014 due to personal reasons.
 - 2) **Junior High Assistant Field Hockey Coach** – Michelle Garrett, effective April 24, 2014 due to personal reasons.
- B. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following requests for family and medical leave:
- 1) **High School Communication Arts Instructor** – Allison Gibson, effective August 18, 2014, not to exceed the 12 week maximum as outlined under the Family Medical Leave guidelines for child rearing.
 - 2) **New Salem Elementary First Grade Instructor** – Stacy Jamison, effective August 18, 2014, not to exceed the 12 week maximum as outlined under the Family Medical Leave guidelines for child rearing.
 - 3) **New Salem Elementary Principal** – Robert Shick, effective May 5, 2014, not to exceed the 12 week maximum as outlined under the Family Medical Leave guidelines restoration of health.
- C. **APPOINTMENTS** – Approval of the following appointments:
- 1) **High School Student Council Advisor** – Hailey Holder, effective at the start of the 2014-2015 school year, with compensation to be established following a successful negotiated agreement between Spring Grove Area School District and Spring Grove Education Association.

***Background Information** – Ms. Holder is currently the High School Assistant Student Council Advisor for the 2013-2014 school year; this appointment comes as a result of Edel Pfisterer's resignation.*
 - 2) **High School Assistant Student Council Advisor** – Staci Delp, effective at the start of the 2014-2015 school year, with compensation to be established following a successful negotiated agreement between Spring Grove Area School District and Spring Grove Education Association.

***Background Information** – Ms. Delp is a teacher and career counselor at the High School and will assume the Assistant Advisor position to be vacated as a result of Ms. Holder's move to Advisor.*
 - 3) **Lifeguard Swimming Aide** – MacKenzie Bricker, effective April 22, 2014 for the 2013-2014 school year. Compensation established at \$7.50 per hour.
 - 4) **Paradise Elementary Short-term Substitute Instructor** – Megan Theobald, as a short-term professional substitute instructor, effective April 21, 2014, through the remainder of the 2013-2014 school year. Compensation established at \$110.00 per day for the first thirty days and then a proration of Step 1 of the Bachelor's schedule beginning on the thirty-first day.

Background Information – Ms. Theobald will be covering for Renee Burgard during her Family and Medical Leave of Absence. Ms. Theobald is a graduate of Shippensburg University, with teaching certification in Elementary Education K-6 and Early Childhood Education.

- D. **EXTRACURRICULAR ACTIVITIES** – Approval of the following individuals for extracurricular positions as outlined in the agreement between the Spring Grove Area School District and the Spring Grove Education Association, for the winter season of the 2014-2015 school year, with compensation to be established following a successful negotiated agreement between the District and the Education Association:

| POSITION | NAME |
|--------------------------------------|---|
| Head Boys' Basketball Coach | James Brooks |
| Head Girls' Basketball Coach | Gerry Rohrbaugh |
| Head Wrestling Coach | Anthony Miller |
| Head Swimming Coach | Peggy Kile |
| Assistant Boys' Basketball Coach | John Hagerman |
| Assistant Girls' Basketball Coach | Holly Baublitz |
| Assistant Wrestling Co-Coach | Terry Conover (75%) Kevin Paules (25%) |
| Assistant Wrestling Coach | Kyle Sprenkle |
| Head JH Boys' Basketball Coach | Jeffery Warren |
| Head JH Girls' Basketball Coach | Brian Leib |
| Head JH Wrestling Coach | Joshua Ross |
| Assistant Swimming Coach | David Kile |
| Assistant Swimming Co-Coaches | Jake Landry (50%) Daniel Brenner (50%) |
| Assistant JH Boys' Basketball Coach | Vacant |
| Assistant JH Girls' Basketball Coach | Thomas Leese |
| Assistant JH Wrestling Coach | Kevin Henning |
| Basketball Cheerleading Coach | Jessica Mummert |
| Wrestling Cheerleading Coach | Janelle Newark |
| JH Basketball Cheerleading Coach | Nicole Wolf |
| JH Wrestling Cheerleading Coach | Tiffany Skias |

- E. **NON-INSTRUCTIONAL SUBSTITUTE** – Approval of the following classified substitute for the 2013-2014 school year at the hourly rate approved in the Classified Wage & Salary Guidelines:

- 1) Barbara DeCello

- F. **EVENT STAFF** – Approval of the following individual for the remainder of the 2013-2014 school year to work athletic events at the established rate of \$8.00 per hour:

- 1) Richard Huber, Jr.

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for approximately 20 high school student council members, along with Hailey Holder, High School Communication Arts Teacher and Student Council Advisor, and Steve Richards, High School Social Studies Teacher, to travel to Gifford Pinchot State Park, July 22 – 23, 2014, for a team building and planning camping trip.

Background Information: This trip will allow student council members to develop leadership skills by participating in team building activities. Costs associated with this trip will be funded by the high school student council.

- B. **NEW/REVISED CURRICULA** – Approval of the following new/revised curricula:

| Title | Department |
|---|-----------------------|
| English Language Arts – Grade 7 | English Language Arts |
| English Language Arts – Grade 8 | English Language Arts |
| English 9 | English Language Arts |
| College Prep English 9 | English Language Arts |
| College Prep English 9 Honors | English Language Arts |
| English 10 | English Language Arts |
| College Prep English 10 | English Language Arts |
| College Prep English 10 Honors | English Language Arts |
| English 11 | English Language Arts |
| College Prep English 11 | English Language Arts |
| College Prep English 11 Honors | English Language Arts |
| English 12 | English Language Arts |
| College Prep English 12 | English Language Arts |
| | |
| Pre-Algebra 6 | Mathematics |
| Mathematics 7 | Mathematics |
| Pre-Algebra 7 | Mathematics |
| Pre-Algebra 8 | Mathematics |
| Algebra 1 | Mathematics |
| Algebra 1 Honors | Mathematics |
| Algebra 1 Concepts | Mathematics |
| Algebra 2 | Mathematics |
| Algebra 2 Concepts | Mathematics |
| Algebra 2 Honors | Mathematics |
| Geometry | Mathematics |
| Geometry Concepts | Mathematics |
| Geometry Honors | Mathematics |
| Trigonometry | Mathematics |
| Trigonometry Honors with Pre-Calculus | Mathematics |
| Basic Introductory Statistics | Mathematics |
| Advanced Placement Statistics | Mathematics |
| Calculus | Mathematics |
| Consumer Economics and Personal Finance | Mathematics |
| SAT Preparation – Mathematics | Mathematics |
| PSSA Concepts - Mathematics | Mathematics |
| | |

| | |
|---|-----------------|
| Science - Kindergarten | Science |
| Science – Grade 1 | Science |
| Science – Grade 2 | Science |
| Science – Grade 3 | Science |
| Science – Grade 4 | Science |
| Science – Grade 5 | Science |
| Science – Grade 6 | Science |
| Science – Grade 7 | Science |
| Science – Grade 8 | Science |
| Advanced Placement Biology | Science |
| Advanced Placement Physics 1 | Science |
| Advanced Placement Physics 2 | Science |
| Biology | Science |
| Biology Honors | Science |
| Human Anatomy and Physiology | Science |
| Science 1 | Science |
| Science 2 | Science |
| General Biology | Science |
| | |
| Computer and Information Technology – Grade 7 | Technology |
| Computer and Information Technology – Grade 8 | Technology |
| | |
| Advanced Placement German | World Languages |

Background Information: Approval of these curricula was discussed at the May Directors' Study Forum.