



AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Monday, June 16, 2014, 7:00 PM
Educational Service Center

I. **Call To Order**EMILY SINDLINGER

- 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

II. **Superintendent's Report** DR. ROBERT LOMBARDO

- × Athletes of the Month of May
 - *Nathalie Elliott: Track and Field*
 - *Matthew Brooks: Baseball*

III. **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.*
 - × Spring Grove Athletic Boosters – *Todd Staub*
 - × Windy Hill on the Campus Update – *Tammy Miller*

IV. **Board and Administration Response to Public Comment**

V. **Correspondence**

VI. **Legislative Update**..... TODD STAUB

VII. **York Adams Academy**..... STACY MEYER

VIII. **York County School of Technology**..... DAVE TRETTEL

IX. **Special Committee Reports** *(as needed)*

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

- × May 19, 2014 Regular Voting Meeting
- × June 2, 2014 Voting Meeting
- × June 2, 2014 Directors' Study Forum



XI. **Treasurer's Report** (*motion and second needed, roll call vote*)TODD STAUB

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

BUSINESS/FINANCE REPORTS

Budget and Finance..... Todd Staub

Buildings and Grounds Doug White

MANAGEMENT REPORTS

Policy Stacy Meyer

Personnel..... Doug Stein

PROGRAM REPORTS

Curriculum Brent Hoschar

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

TREASURER'S REPORT FOR THE MONTH ENDING May 31, 2014

GENERAL FUND - CHECKING

<u>Balance 04/30/14</u>	<u>15,544,796.41</u>	\$15,544,796.41
<u>Receipts</u>		
Total Receipts (as per attached)	4,044,249.45	\$4,044,243.30
	<u>(6.15)</u>	
<u>Expenditures</u>		
Paid bills/Payroll through May 31 ,2014	3,816,971.20	
Voided Checks	<u>(2,404.08)</u>	\$3,814,567.12
 <u>Balance 05/31/14</u>		
M & T Bank (0.25%)	<u>15,774,472.59</u>	\$15,774,472.59

GENERAL FUND - INVESTMENTS

<u>Balance 05/31/14</u>		
PLGIT Plus (.02%)	1,449.62	
PLGIT Class (.01%)	1,374,367.77	
PSDLAF PSDMAX (.01%)	779,946.30	
PSDLAF CD Pool (.10%) 06/24/2014	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%)	522,275.43	
Susquehanna Bank Money Market (.15%)	250,183.14	
Susquehanna Bank CD (.80%) 6/20/14	255,637.15	
		\$7,453,859.41
GENERAL FUND - TOTAL		\$23,228,332.00

NUTRITION SERVICES FUND

Balance 04/30/14 162,612.19 **\$162,612.19**

Receipts

Total Receipts (as per attached) 210,018.98
Returned Checks (20.00) **\$209,998.98**

Expenditures

Paid bills through May 31 ,2014 115,901.24 **\$115,901.24**
Voided checks 0.00

Balance 05/31/14

M & T Bank (0.25%) 256,709.93 **\$256,709.93**

NUTRITION SERVICES FUND TOTAL**\$256,709.93****CAPITAL RESERVE FUND**Balance 04/30/14427,137.07 **\$427,137.07**Receipts

Transfer from Investment
Interest/CD Maturity 65.72 **\$65.72**

Expenditures

Paid bills through May 31 ,2014 10,520.00 **\$10,520.00**

Balance 05/31/14

M & T Bank (0.25%) 416,682.79 **\$416,682.79**

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.010%) 593,539.08
PSDLAF - ASD - Fifth Third (.40%) 7/03/2014 245,000.00
PSDLAF - ASD - Mizuho (.40%) 7/03/2014 245,000.00

\$1,083,539.08**CAPITAL RESERVE - TOTAL****\$1,500,221.87****Invoices presented for Board approval - June, 2014****\$7,520.64**

Houck Services. Inc. \$7,520.64

STUDENT ACTIVITY FUNDS

Balance 05/31/14

Elementaries	5,745.75
Intermediate School	6,157.95
Middle School	3,363.67
High School	<u>32,843.80</u>

\$48,111.17

STUDENT ACTIVITY FUNDS-TOTAL

\$48,111.17

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the June Accounts Payable lists as presented.
- B. **LOCAL AUDITOR** – Approval to appoint Kochenour, Earnest, Smyser & Burg to conduct the audit of the district’s financial statements for fiscal year ending June 30, 2014, at a proposed fee not to exceed \$11,925.
- C. **APPROVAL TO SELL FORMER MAINTENANCE BUILDING** – Approval for administration to gather proposals and proceed with the sale of the former maintenance building of the school district, located at 220 West Jackson Street, Spring Grove, PA.

BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **AWARD PROJECT FOR OLD HANOVER ROAD FARMHOUSE DEMOLITION** – Approval to award the project of the demolition of the old farmhouse located across from the Middle School at 253 Old Hanover Road, Spring Grove, to _____, at a cost not to exceed \$_____.

Background Information: Following discussion during the June 2nd DSF, the School Board requested procuring additional quotes for demolition of the structure. Results of any such proposals received after the June 2nd meeting will be placed at board members’ seats at the June 16th meeting for consideration with other quotes received. Amounts will be included in action language during the meeting.

- B. **USE OF FACILITIES** – Approval, in accordance with Board Policy #707, of the following Use of Facilities request:

- A. Providence Community Church, Mike Coarson, Hanover, PA 17331.

Activity:	Worship Services and Children’s classes
Facility:	Middle School Auditorium, 4 Classrooms including Library
Date(s):	Every Sunday beginning as early as available, for a period of one year from the first date of use
Time(s):	7:00 a.m. – 12:30 p.m.
Insurance:	Requested and will be provided prior to first use.
Fee:	Rental Fee approximately \$425.00 per use, plus AV and Custodial Fees.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	5/30/14	7	8
Middle School	5/30/14	1	15
Intermediate School	5/30/14	1	47
New Salem Elementary	5/30/14	1	50
Paradise Elementary	5/14/14	1	7
	6/02/14	1	14
Spring Grove Elementary	5/14/14	1	58

***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. 222: PUPILS, Tobacco Use
- 2) Policy No. 246: PUPILS, Student Wellness (*with amendment*)

B. **2014-2015 STUDENT/PARENT HANDBOOKS** – Approval of Student/Parent Handbooks for the 2014-2015 school year, to include a Code of Student Conduct section, a districtwide core section relevant to district policies and procedures, and a building-specific section appropriate to: High School, Middle School, Intermediate School, and Elementary K-4 Level.

Background Information: *A draft of handbook information was shared with board members at the June DSF. In the interest of cost-effectiveness, a final version of each of the four handbooks is available for viewing under the board member's webpage, via confidential login and password. If/When approved, this final version will be copied onto a CD, along with templates of frequently used district forms, and shared with each student/parent at the start of the 2014-2015 school year. Hard copies will be available upon request and all handbooks will be placed on the district website for easy accessibility.*

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

- 1) A monetary donation in the amount of \$1,000.00 from Edgar P. Kable Foundation, York, Pennsylvania, to be used in conjunction with the District Student Launch Initiative.
- 2) A monetary donation in the amount of \$1,500.00 from Wayneco, Inc., York, PA, to purchase water bottles to be used by students at refilling stations, positioned throughout the school district as a result of receiving the Highmark Wellness Grant.
- 3) A monetary donation in the amount of \$1,500.00 from Reigart-Kistler DDS, Inc. to purchase water bottles to be used by students at refilling stations positioned throughout the school district as a result of receiving the Highmark Wellness Grant .
- 4) A donation of a snow cone of choice to every student and staff member (approximately 675 individuals) of the Spring Grove Area Intermediate School, from Mr. and Mrs. Todd Meyer, Spring Grove, PA, in recognition of the school's achievement of the Governor's Award for Academic Excellence.

D. **STUDENT REPRESENTATIVE** – Authorization for Olivia Bortner to serve as Student Representative to the Board of School Directors and be a non-voting member from September 2014 through May 2015.

Background Information: *Per Policy #004, the student representative is a member of the Board, but does not have voting rights and does not attend caucus sessions (unless by invitation of the Board). Olivia will begin participation with the regularly scheduled voting meeting in September and will serve until the May 2015 voting meeting, giving opportunity to gain knowledge of a political subdivision. She will provide a Student Representative Report at each meeting.*

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

- 1) **High School Math Instructor** – Lori Eichelberger, effective the end of the 2013-2014 school year, due to personal reasons.
- 2) **High School English Teacher** – Amanda Kozen, effective at the end of the 2013-2014 school year, due to personal reasons.
- 3) **Paradise Elementary Extended Day Kindergarten Aide** – Laurie Dietrich, effective at the end of the 2013-2014 school year, due to personal reasons.
- 4) **Middle School Custodian** – Melissa Eicholtz, effective June 6, 2014, due to personal reasons.
- 5) **High School Cook** – Barbara Sprenkle, effective June 5, 2014, due to personal reasons.
- 6) **Assistant Girls' Tennis Coach** – Katy King, effective June 2, 2014, due to personal reasons.
- 7) **Assistant Junior High Football Coach 7th Grade** – Glenn Brandt, effective June 2, 2014, due to personal reasons.
- 8) **Marching Band Instructor** – Andrew Jones, effective June 8, 2014, due to personal reasons.

B. **TRANSFERS** – Approval of the following transfers:

- 1) **Paradise Elementary Cook** – Donna Caulfield, from a part-time 3 hours per day cook, to a full-time 6 hours per day cook, effective the beginning of the 2014-2015 school year. Compensation established at current base pay, plus any additional merit and longevity increase due from the 2013-2014 school year.
- 2) **Intermediate School Cook** – Susan Snyder, from a part-time 4.5 hours per day cook, to a full-time 6 hours per day cook, effective the beginning of the 2014-2015 school year. Compensation established at current base pay, plus any additional merit and longevity increase due from the 2013-2014 school year.
- 3) **High School Cook** – Amy Kehm, from a part-time 3.5 hours per day cook, to a part-time 4 hours per day cook, effective the beginning of the 2014-2015 school year. Compensation established at current base pay, plus any additional merit and longevity increase from the 2013-2014 school year.

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

- 1) **Student Technology Assistant** – Timothy Ardner, effective June 7, 2014, compensation established at \$7.50 per hour.

Background Information – *Mr. Ardner is a student at the high school.*

- 2) **New Salem Elementary Cook** – Shannon Knotts, part-time, 4.5 hours per day cook effective the beginning of the 2014-2015 school year. Compensation established at \$12.03 per hour.

Background Information – *Ms. Knotts worked for the District in the cafeteria from May 2003 until November 2013.*

- 3) **Middle School Cook** – Melissa Eicholtz, 3.75 hours per day cook, effective the beginning of the 2014-2015 school year. Compensation established at \$9.22 per hour.

***Background Information** – Ms. Eicholtz was a custodian in the District from September 9, 2011 through June 6, 2014.*

- 4) **Assistant Junior High Field Hockey Coach** – Erika Stauffer, effective June 16, 2014, for the 2014-2015 school year. Compensation to be established following a successfully negotiated agreement between Spring Grove Area School District and Spring Grove Education Association.

***Background Information** – Ms. Stauffer is a learning support instructor at the high school. This position became available with the resignation of Michelle Garrett.*

- 5) **7th Grade Head Football Coach** – David Shaffer, effective June 16, 2014, for the 2014-2015 school year pending favorable Act 151 clearance.

***Background Information** – Mr. Shaffer has 3 years experience as a football coach. This position became available with the resignation of Ryan Rabuck.*

- D. **SEVERANCE PAY** – Approval of severance pay for a deceased employee under guidelines in the Classified Staff Wage and Salary Guidelines:

- 1) The Estate of James Roth – \$3,000 (150 unused days x \$20.00 per day)

- E. **SUMMER MUSIC PROGRAM INSTRUCTORS** – Approval of the following Spring Grove Area School District Instructors, to be used to teach students in the Summer Music Program on an as needed basis, with compensation at the approved curriculum rate to be paid from tuition fees received from participants in the program:

- 1) Tim Bupp
- 2) Kyle Showalter
- 3) Susan Gross
- 4) Daniel Brenner
- 5) Rayce Leib
- 6) Daniel Fake
- 7) Leasha Folk
- 8) William Robinson

- F. **CURRICULUM LEADERS** – Approval of the following Curriculum Leaders, for the 2014-2015 school term, at the approved stipend, in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association:

	Appointment	Level	Area
1.	Kathy Gross/P	Grades K-6	English Language Arts
2.	Julie Janusz/SGI	Grades K-6	English Language Arts
3.	Andrew Howell/P	Grades K-6	Math
4.	Stephanie Winemiller/P	Grades K-6	Math

	<u>Appointment</u>	<u>Level</u>	<u>Area</u>
5.	Sara Starck/SGE	Grades K-6	Science
6.	Britton Mundy/SGE	Grades K-6	Social Studies
7.	Melissa Sneeringer/MS	Grades 7-8	English Language Arts
8.	Kevin Stiffler/MS	Grades 7-8	Math
9.	Carrie Livingston/MS	Grades 7-8	Science
10.	Tom Trone/MS	Grades 7-8	Social Studies
11.	Clinton Walters/MS	Grades 7-8	Technology
12.	Donna Greco/MS	Grades 7-8	Family and Consumer Science
13.	Jill Trimmer/MS	Grades 7-8	World Languages
14.	Steve Perago/HS	Grades 9 - 12	English Language Arts
15.	Melissa Grim/HS	Grades 9 - 12	Math
16.	Pam Kimber/HS	Grades 9 - 12	Science
17.	Kathleen Krall/HS	Grades 9 - 12	Social Studies
18.	Nicole Riser /HS	Grades 9 - 12	Business
19.	Claire Shubert/HS	Grades 9 - 12	Family and Consumer Science
20.	Abbie Sechrist/HS	Grades 9 - 12	World Languages
21.	Steve Wible/HS	Grades 9 - 12	Technology

G. **DEPARTMENT CHAIRPERSONS** – Approval of the following Department Chairpersons, for the 2014-2015 school term, at the approved stipend, in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association:

	<u>Appointment</u>	<u>Area</u>
1.	Troy Smith/HS	Art
2.	Daniel Brenner/HS	Music
3.	Lisa Gunnet/SGE	Library
4.	Sheryl Vojcsik/SGE	School Counselors
5.	Anthony Miller/HS	Health/Wellness

H. **LEAD TEACHERS** – Approval of the following Lead Teachers, for the 2014-2015 school term, at the approved stipend, in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association:

	<u>Appointment</u>	<u>Area</u>
1.	Amy Hahn	Spring Grove Elementary
2.	Clinton Snyder	New Salem Elementary
3.	Stacey Bupp	Paradise Elementary

- I. **BUILDING TECHNOLOGY SUPPORT TEACHERS** - Approval of the following Technology Support Teachers, for the 2014-2015 school term, at the approved stipend, in accordance with the Collective Bargaining Agreement with the Spring Grove Education Association:

	<u>Appointment</u>	<u>Area</u>
1.	Derrick Henning	High School
2.	Steve Wible	High School
3.	Carrie Livingston	Middle School
4.	Shawn Kint	Intermediate School
5.	Cynthia Cohen	New Salem Elementary
6.	Andrew Howell	Paradise Elementary
7.	Lisa Gunnet	Spring Grove Elementary

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for approximately 14 high school students of the Student Launch Initiative (SLI) team and Team America Rocketry Challenge (TARC), along with Brian Hastings and Renee Eaton, high school science teachers, to travel to Prince, Maryland, on a weekend in November 2014 to be determined by the Maryland Delaware Rocketry Association.

Background Information: *The students will learn and understand the fluid dynamics of a rocket going through the air. They will have experience as part of an engineering and design team designing, building, and testing rockets for a scientific experiment payload. The cost of this trip will be paid by the Student Launch Initiative account, through grants and fundraising.*

- B. **TRIP REQUEST** – Approval for approximately 50 high school students enrolled in German IV, German V, or AP German, along with Abbie Sechrist and Deanna Thatcher, high school world language teachers, to travel to Philadelphia, Pennsylvania, on Saturday, December 6, 2014.

Background Information: *The students will visit Christmas Village in Philadelphia, which is modeled after Christkindlmarket in Nuremberg, Germany. The cost of this trip will be paid by the Globe Trekkers Club through fundraising.*