

AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors

Monday, October 20, 2014, 7:00 PM

Spring Grove Area High School / Cafeteria

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:

- × October 6, 2014 for personnel reasons

II. Superintendent's Report DR. ROBERT LOMBARDO

- × 2013-2014 Yearbooks – Additional Material

- × Student Athletes of the Month:

- **Victoria Ross: Golf**

- **Shay Feulmer: Football**

III. Student Representative Report..... OLIVIA BORTNER

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.*

- × Athletic Boosters – Todd Staub

- × Windy Hill Update – Tammy Miller

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)*

- × September 22, 2014 Regular Voting Meeting
- × October 6, 2014 Voting Meeting
- × October 6, 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 Doug White

MANAGEMENT REPORTS

Policy Stacy Meyer
 Personnel..... Doug Stein

PROGRAM REPORTS

Athletic & Music..... Brent Hoschar
 Curriculum Brent Hoschar

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

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

GENERAL FUND - CHECKING

<u>Balance 08/31/14</u>	<u>10,704,456.29</u>	\$10,704,456.29
<u>Receipts</u>		
Total Receipts (as per attached)	16,568,449.19	\$16,568,413.19
Returned Item	<u>(36.00)</u>	
<u>Expenditures</u>		
Paid bills/Payroll through September 30, 2014	8,971,022.18	\$7,052,005.93
Voided Checks	<u>(1,919,016.25)</u>	
<u>Balance 09/30/14</u>		
M & T Bank (.18%)	<u>20,220,863.55</u>	\$20,220,863.55

GENERAL FUND - INVESTMENTS

<u>Balance 09/30/14</u>		
PLGIT Plus (.02%)	1,449.78	
PLGIT Class (.01%)	1,373,697.68	
PSDLAF PSDMAX (.01%)	1,026,670.47	
PSDLAF CD Pool (.10%) 12/06/2014	2,800,000.00	
PSDLAF - ASD - Stearns (.55%) 1/09/2015	245,000.00	
PSDLAF - ASD - Valley Green (.50%) 4/07/2015	245,000.00	
PSDLAF - ASD - Ally (.70%) 7/18/16	245,000.00	
PSDLAF - ASD - Goldman (.70%) 7/18/16	245,000.00	
PSDLAF - ASD - BMW (.70%) 7/18/16	245,000.00	
PNC Bank Money Market (.05%)	522,363.43	
Susquehanna Bank Money Market (.15%)	250,266.77	
Susquehanna Bank CD (.80%) 6/20/14	256,327.02	
		\$7,455,775.15

GENERAL FUND - TOTAL**\$27,676,638.70****NUTRITION SERVICES FUND**

<u>Balance 08/31/14</u>	<u>275,540.73</u>	\$275,540.73
<u>Receipts</u>		
Total Receipts (as per attached)	102,305.12	\$102,186.12
Returned Items	<u>(119.00)</u>	
<u>Expenditures</u>		
Paid bills through September 30, 2014	<u>77,634.78</u>	\$77,634.78
Voided checks		
<u>Balance 09/30/14</u>		
M & T Bank (.18%)	<u>300,092.07</u>	\$300,092.07

NUTRITION SERVICES FUND TOTAL**\$300,092.07**

CAPITAL RESERVE FUNDBalance 08/31/14434,823.52 **\$434,823.52**Receipts

Interest/CD Maturity

58.42 **\$58.42**Expenditures

Paid bills through September 30, 2014

24,611.00 **\$24,611.00**Balance 09/30/14

M & T Bank (.18%)

410,270.94 **\$410,270.94****CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.01%)

885,389.91

PSDLAF - CD Comenity Bank (.55%) 6/4/2015

200,000.00

\$1,085,389.91**CAPITAL RESERVE - TOTAL****\$1,495,660.85****Invoices presented for Board approval - October 2014****\$9,595.00**

Bernard Anthony, Inc.

\$14,300.00

H & H Excavating Co., Inc.

\$5,872.68

Lancaster Truck Bodies

\$9,595.00

STUDENT ACTIVITY FUNDSBalance 09/30/14

Elementaries

4,405.09

Intermediate School

5,830.46

Middle School

3,737.87

High School

31,454.26

\$45,427.68**STUDENT ACTIVITY FUNDS-TOTAL****\$45,427.68**



BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

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

- B. **PARAMETERS RESOLUTION FOR REFUNDING OF GENERAL OBLIGATION BONDS, SERIES 2009A and 2009B** – Approval of the attached Parameters Resolution authorizing the issuance of the Spring Grove Area School District, General Obligation Bonds Series of 2015, to fund the advance refunding of the remainder of the District’s General Obligation Bonds, Series 2009A and 2009B.

Background Information: *The Parameters Resolution is included as a separate link on the District website.*

- C. **2013-2014 YEAR END BUDGETARY TRANSFERS** – Approval of the attached list of final budgetary transfers for the 2013-2014 fiscal year.



BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **PUBLIC WATER CONNECTION AT PARADISE ELEMENTARY** – Approval to transition Paradise Elementary to public water at the time of York Water Company’s installation of a water main along Lake Road.



FOR INFORMATION ONLY:

MANDATED BUILDING FIRE DRILLS

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	9/26/14	12 Lockdown during CIRE	24
	9/29/14	8	44
Middle School	9/15/14	CIRE Evacuation & Relocation Practice	
	9/26/14	CIRE DRILL Full Lockdown Full Evacuation, Relocation, & Partial Reunification	
Intermediate School	9/18/2014	1	58
	9/26/14	Lockdown during CIRE	
New Salem Elementary	9/24/2014	1	26
	9/26/2014	Lockdown during CIRE	
	10/9/2014	1	24
Paradise Elementary	9/26/14	Lockdown during CIRE	
Spring Grove Elementary	9/26/14	Lockdown during CIRE	
	9/29/14	2	8

***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. 000: LOCAL BOARD PROCEDURES, Board Policy / Administrative Procedures – *Revision*
 - 2) Policy No. 002: LOCAL BOARD PROCEDURES, Authority and Powers – *Revision*
 - 3) Policy No. 004: LOCAL BOARD PROCEDURES, Membership – *Revision*

- B. **2015 BOARD MEETING SCHEDULE** – Approval of the attached schedule of meetings for the Board of School Directors during the 2015 calendar year.

- C. **DONATIONS** – Acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:
 - 1) A monetary donation in the amount of \$500 from Mrs. Donna Waugh, to support the National Art Honor Society.
 - 2) A monetary donation in the amount of \$100 from Mr. and Mrs. Scott Witeford, to support the Future Farmers Club.
 - 3) A monetary donation in the amount of \$500 from Advanced Application Design, Inc., to support the Rocket Science Club.
 - 4) A donation of (20) \$50 gift cards from Hanover Wal-Mart, to be used as rewards for Middle School teachers in support of non-budgeted educational supplies.

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

- 1) **Spring Grove Elementary Learning Support Aide** – Heidi Millard-Lewis, effective October 24, 2014, for personal reasons.
- 2) **New Salem Elementary Custodian** – Judy Ewell, effective January 2, 2015, due to retirement.

B. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Approval of the following request for family and medical leave:

- 1) **Spring Grove Elementary Instructor** – Nancy Phillips, effective November 19, 2014, not to exceed the 12 week maximum as outlined in the Family and Medical Leave guidelines for the restoration of health.

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

- 1) **Interim Principal Paradise Elementary** – Michael Holtzapple, to transfer **from** Spring Grove Elementary/Intermediate School Assistant Principal **to** Interim Principal at Paradise Elementary, effective approximately November 18, 2014, through approximately June 30, 2015. Additional compensation of \$30.00 per day to be added to existing salary during interim period.

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

- 1) **Middle and Intermediate School Health Care Assistant** – Kristi Heitmann, as a full-time, 190 days per school year health care assistant, beginning October 6, 2014. Compensation established at \$14.24 per hour.

Background Information: Ms. Heitmann is a licensed practical nurse with six years of experience working with children.

- 2) **Middle School Learning Support Aide** – Debbie Zavatsky, as a part-time, 4 hours per school day learning support aide, effective October 22, 2014. Compensation established at \$9.17 per hour.

Background Information: Ms. Zavatsky has served as a parent volunteer for six years and also serves as an Educational Fund board member.

- 3) **High School Learning Support Aide** – Cheryl Harrell, as a part-time, 4 hours per school day learning support aide, effective October 20, 2014. Compensation established at \$9.17 per hour.

Background Information: Ms. Harrell has experience working with foster children and children with special needs.

- 4) **High School Custodian** – Billie Durst, as a full-time, 8 hours per day second shift custodian, effective October 20, 2014. Compensation established at \$9.54 per hour plus \$0.20 per hour shift differential.

Background Information: Ms. Durst was a substitute custodian for the District.



- 5) **High School Guidance Secretary** – Theresa Piety, as a full-time, 8 hours per day, 260 days per school year secretary, effective December 10, 2014. Compensation will remain unchanged.

Background Information: Ms. Piety will assume the full time position vacated by Gail Heilig's resignation; she held the part-time secretarial position in the guidance office.

- 6) **High School Guidance Secretary** – Barbara Valencia, as a part-time, 4 hours per day, 260 days per school year secretary, effective October 14, 2014. Compensation established at \$10.42 per hour.

Background Information: Ms. Valencia has been a classified substitute for the District.

- E. **INSTRUCTIONAL SUBSTITUTE** – Approval of the following professional substitute for the 2014-2015 school year at a rate of \$95.00 per day and \$110.00 per day beginning on the 21st day cumulative:

- 1) Meghan Mahon – Science 4-8, Language Arts 4-8

- F. **INCREASE IN FOOD SERVICE HOURS AT SPRING GROVE INTERMEDIATE** – Approval to increase hours of cafeteria staff at the Intermediate School as follows, in order to better serve the needs of students and staff:

- 1) Level 1 Cook – from 3.5 to 4.0 hours
- 2) Level 1 Cook – from 3.5 to 4.0 hours
- 3) Level 1 Cook – from 3.25 to 3.5 hours
- 4) Level 1 Cook – from 3.0 to 4.5 hours
- 5) Level 1 Cook – from 3.0 to 4.5 hours



ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:

- A. **SENIOR HIGH WRESTLING TOURNAMENT** – Approval for the Senior High Wrestling team to attend the Indian River Tournament at Indian River High School in Dagsboro, Delaware, on December 29 and December 30, 2014.

***Background Information:** This tournament will provide an opportunity for our Spring Grove wrestlers to compete against other wrestlers from several states. The cost of registration is \$350.00, with transportation fees of \$380.00. Both are budgeted items for the 2014-2015 academic year. The Athletic Booster Club will provide meals and lodging for this overnight stay.*

- B. **JUNIOR HIGH WRESTLING TOURNAMENT** – Approval for the Junior High Wrestling team to attend the Wilson Junior High Wrestling Tournament at Wilson High School in West Lawn, Pennsylvania on February 6 and 7, 2015.

***Background Information:** This tournament will provide an opportunity for our Spring Grove Junior High wrestlers to compete against other wrestlers from other districts. The cost of the registration is \$250.00, with transportations fees of \$380.00. Both are budgeted items for the 2014-2015 academic year. Parents are required to attend this tournament to supervise their children and provide lodging and meals.*

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for Brian Hastings, Renee Eaton, and Kim Richard, High School science teachers, to accompany approximately 30 students to the TARC (Teach America Rocketry Challenge) Nationals in the Plains, Virginia, from Thursday, May 7 – Sunday, May 10, 2015.

Background Information: *Students will learn and understand the fluid dynamics of a rocket going through the air. They will have experience in engineering and design as the team will design, build, and test rockets for competition. Funds from grants, fund-raising, and the district budget will cover the expenses of this trip.*

- B. **TRIP REQUEST** – Approval for Brian Hastings, Pam Kimber, Catrina Frey, Kim Richard, Cathy Drapiewski, Debbie Kronsteiner (District science teachers), and Sherry Stambaugh (gifted teacher) to accompany approximately 34 middle school and high school students to the Science Olympiad State Competition in State College and Juniata College on Friday, April 24 – Saturday, April 25, 2015.

Background Information: *Students who participate in the Rocket Scientists Club and are members of the Science Olympiad teams that competed in the Regional Competition will attend this event. They will engage in a variety of science related events and competitions. The costs associated with this trip have been budgeted at both the middle school and high school levels.*

- C. **TRIP REQUEST** – Approval for approximately four high school National Art Honor Society Officers, along with Natalie Lamparter and Troy Smith, High School Art Teachers, to travel to Washington, D.C. on Thursday, November 6 – Saturday, November 8, 2014.

Background Information: *This trip will give high school students in the National Art Honor Society the opportunity to work together under the direction of accomplished professionals in fine art and design. The costs associated with this trip will be paid by the National Art Honor Society through fundraising.*

- D. **OVERNIGHT CONFERENCE REQUEST** – Approval for Amanda Grant, High School Language Arts Teacher, to attend the ALER (Association of Literacy Educators and Researchers) 2014 Conference – Building Literacy through Culture in Delray Beach, Florida on Thursday, October 30 – Sunday, November 2, 2014.

Background Information: *Ms. Grant has been invited to be a co-presenter with Dr. Carolyn Cook from Mount Saint Mary's University. The presentation will include information from research that Ms. Grant completed over the past few years in helping students gain meaning of a complex text through the use of storytelling. Ms. Grant will be paying for her registration, travel, and lodging expenses. Costs to the District include substitute coverage for two school days and meal expense reimbursement to Ms. Grant.*