

AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Monday, November 17, 2014, 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:
 - × November 3, 2014 for personnel reasons
- II. **Superintendent’s Report** DR. ROBERT LOMBARDO
- × Student Athletes of the Month
 - *Camille Lecrone – Field Hockey*
 - *Chase Flickinger – Boys’ Soccer*
 - × School Performance Profile
- 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
- 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)*
- × October 20, 2014 – Regular Voting Meeting
 - × November 3, 2014 – Voting Meeting
 - × November 3, 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..... Emily Sindlinger
Curriculum Brent Hoschar

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

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

GENERAL FUND - CHECKING

<u>Balance 09/30/14</u>	<u>20,220,863.55</u>	\$20,220,863.55
<u>Receipts</u>		
Total Receipts (as per attached)	12,340,138.51	\$12,340,138.51
Returned Checks	<u>0.00</u>	
<u>Expenditures</u>		
Paid bills/Payroll through October 31, 2014	5,053,694.60	\$5,052,161.60
Voided Checks	<u>(1,533.00)</u>	
<u>Balance 10/31/14</u>		
M & T Bank (.25%)	<u>27,508,840.46</u>	\$27,508,840.46

GENERAL FUND - INVESTMENTS

<u>Balance 10/31/14</u>		
PLGIT Plus (.02%)	1,449.78	
PLGIT Class (.01%)	1,373,717.84	
PSDLAF PSDMAX (.01%)	781,638.73	
PSDLAF CD Pool (.10%) 12/16/2014	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	
PSDLAF - CIT Bk (.70%) 10/15/2015	245,000.00	
PNC Bank Money Market (.05%)	522,385.62	
Susquehanna Bank Money Market (.10%)	250,288.03	
Susquehanna Bank CD (.20%) 03/02/15	256,412.71	
		\$7,455,892.71
GENERAL FUND - TOTAL		\$34,964,733.17

NUTRITION SERVICES FUND

<u>Balance 09/30/14</u>	<u>300,092.07</u>	\$300,092.07
<u>Receipts</u>		
Total Receipts (as per attached)	117,025.13	\$116,905.13
Returned Items	<u>(120.00)</u>	
<u>Expenditures</u>		
Paid bills through October 31, 2014	119,716.25	\$119,716.25
Voided Checks		
<u>Balance 10/31/14</u>		
M & T Bank (.25%)	<u>297,280.95</u>	\$297,280.95
NUTRITION SERVICES FUND TOTAL		\$297,280.95

CAPITAL RESERVE FUNDBalance 09/30/14410,270.94 **\$410,270.94**ReceiptsInterest/CD Maturity/GF Transfer 300,067.84 **\$300,067.84**ExpendituresPaid bills through October 31, 2014 29,767.68 **\$29,767.68**Balance 10/31/14M & T Bank (.25%) 680,571.10 **\$680,571.10****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** **\$1,765,961.01****Invoices presented for Board approval - November 2014****\$0.00****STUDENT ACTIVITY FUNDS**Balance 10/31/14

Elementaries 6,679.95

Intermediate School 12,127.38

Middle School 6,604.41

High School 40,614.75**\$66,026.49****STUDENT ACTIVITY FUNDS-TOTAL** **\$66,026.49**



BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

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

- B. **S.E.C. MCDC INITIATIVE – REVISED ACTION** – Approval to rescind the November 3, 2014 S.E.C. MCDC Initiative action and revise the action to authorize and direct the Business Manager to prepare, execute and file the Securities and Exchange Commission’s Municipalities Continuing Disclosure Cooperation Initiative Questionnaire for Self Reporting Entities for the relevant and appropriate municipal bond offerings; and, to the extent the Securities and Exchange Commission recommends entering into a settlement agreement in accordance with the standard terms described in the Municipalities Continuing Disclosure Cooperation Initiative, authorize the proper officers of the School District to execute such agreement.



BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **SPRING GROVE ELEMENTARY CANOPY** – Approval to contract with Houck, Inc. for replacement of the exterior canopy at the entrance to Spring Grove Elementary, with the scope of work to include removal of existing fabric and installation of additional aluminum support brackets and blue Kynar-coated .032 aluminum R-36 panels, at a cost not to exceed \$19,735.

Background Information: *Samples of materials and color options were shared with board members during the November 3 DSF. Cost for the project includes a 20-year warranty.*

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
Educational Service Center	10/16/14	Earthquake	Drill
High School	10/16/14	Earthquake	Drill
	10/27/14	7	14
Middle School	10/16/14	Earthquake	Drill
	10/28/14	2	11
Intermediate School	10/16/14	Earthquake	Drill
	10/28/14	1	57
	11/10/14	1	51
New Salem Elementary	10/16/14	Earthquake	Drill
Paradise Elementary	10/07/14	1	13
	10/20/14	Earthquake	Drill
	11/04/14	1	22
Spring Grove Elementary	10/16/14	Earthquake	Drill
	10/31/14	1	56

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. 000: LOCAL BOARD PROCEDURES, Board Policy/Administrative Procedures
 - 2) Policy No. 002: LOCAL BOARD PROCEDURES, Authority and Powers
 - 3) Policy No. 004: LOCAL BOARD PROCEDURES, Membership
- B. **2014-2015 SCHOOL CALENDAR, LAUNCH PROGRAM SPECIFIC** – Approval of the attached 2014-2015 school calendar, slightly modified from the original school calendar to remove Act 80 days and reflect full instructional days specific to the Spring Grove Area School Launch Program.

Background Information: *Students enrolled in the Launch Program have a school day that runs from 9:30 AM to 3:30 PM. This translates to a reduction in the number of required instructional hours when operating on the regular school calendar, which was approved by the board in February, 2014. In order to make up for these lost hours, the attached school calendar has been modified to remove four Act 80 early dismissal days (Sept. 26, 2014, Jan. 16, 2015, March 5, 2015, and June 4, 2015) and one Act 80 full day (February 17, 2015), resulting in students' compulsory attendance and a gain of the instructional hours necessary to meet the 990-hour mandated state requirement for High School students.*

- 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 \$100 from Delores Aumen toward support of Empty Bowls for the National Art Honor Society.
 - 2) A monetary donation in the amount of \$500 from Glatco Credit Union toward support of the High School's Link Crew Club.
 - 3) A monetary donation in the amount of \$500 from Spring Grove Athletic Boosters toward support of the High School's Link Crew Club.
 - 4) A monetary donation in the amount of \$500 from Sacred Heart Church toward support of the High School's Peer Mentoring Club.
 - 5) A monetary donation in the amount of \$1,000 from Wayneco Kitchens toward support of the High School's Future Farmers Club and Link Crew Club.
 - 6) A monetary donation in the amount of \$100 from Amish Markets toward support of the High School's Future Farmers Club.
 - 7) A monetary donation in the amount of \$250 from Hanover General Hospital Rehab toward support of the High School's Future Farmers Club.
 - 8) A monetary donation in the amount of \$100 from Nature in Design Landscaping toward the High School's Future Farmers Club.
 - 9) A monetary donation in the amount of \$500 from Hain Pure Protein Corp. toward the High School's Rocket Science Club.

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

- 1) **High School Head Field Hockey Coach** – Sarah Enoff, effective November 5, 2014, for personal reasons.
- 2) **High School Assistant Girls' Volleyball Coach** – Lisa Little, effective November 5, 2014, for personal reasons.
- 3) **Paradise Elementary Cook** – Lois Innerst, effective November 25, 2014, for personal reasons.
- 4) **High School Head Baseball Coach** – Eric Ziegler, effective October 31, 2014, for personal reasons.

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

- 1) **Spring Grove Intermediate School Cook** – Judy Snyder, effective October 6, 2014 through October 15, 2014, not to exceed to the 12 week maximum as outlined in the Family and Medical Leave guidelines for restoration of health.
- 2) **Paradise Elementary Instructor** – Michelle Crouthamel, effective approximately March 17, 2015, not to exceed to the 12 week maximum as outlined in the Family and Medical Leave guidelines for child rearing.

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

- 1) **Spring Grove Elementary Personal Care Assistant** – Abby Pearce, as a full-time, 190 days, personal care assistant, effective November 18, 2014 pending the receipt of a favorable Act 151 clearance. Compensation established at \$9.17 per hour.

Background Information: *This new position became available due to student need. Ms. Pearce has experience as a nursing assistant.*

- 2) **High School Personal Care Assistant** – Janet Senft, effective October 30, 2014, as a full-time, 190 days, personal care assistant. Compensation established at \$9.17 per hour.

Background Information: *Ms. Senft has served the district as a substitute for many years.*

D. **NON-INSTRUCTIONAL SUBSTITUTE** – Approval of the following classified substitute for the 2014-2015 school year at the hourly rate approved in the Classified Wage & Salary Guidelines:

- 1) Linda Alexander

E. **INSTRUCTIONAL SUBSTITUTES** – Approval of the following professional substitutes 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) Jessica Vehar – Elementary
- 2) Megan Noll – Early Elementary



F. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individuals for the 2014-2015 school year to work athletic events at the established rate of \$8.00 per hour:

- 1) Brandi Kinard
- 2) Cameron Mummert



ATHLETIC/MUSIC BOARD ACTIONS REQUESTED:

- A. **TOURNAMENT REQUEST** – Approval for the Junior High Wrestling team to attend the Bellefonte Junior High School Tournament in Bellefonte, Pennsylvania, on January 23 and 24, 2015.

Background Information: This tournament will provide an opportunity for our Spring Grove wrestlers to compete against other wrestlers throughout the state. Cost of registration is \$325.00, with transportation fees of \$380.00, and both are budgeted items for the 2014-2015 academic school year. The Athletic Booster Club will provide meals and lodging for this overnight stay.

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for approximately 12 high school students, along with Jason Baker, High School Social Studies Teacher, and Nichole Harlacher, High School World Language Teacher, to travel to the University of Pittsburgh to compete in a Mock Trial Competition on January 2-4, 2015.

Background Information: *This trip will allow those high school students who are members of the Mock Trial Team to participate in a Mock Trial competition with other high schools. Students will pay for their own meals. Other expenses associated with this trip are being paid from the 2014-15 district budget.*

- B. **TRIP REQUEST** – Approval for approximately 18 high school students, along with Jason Baker, High School Social Studies Teacher, and Nichole Harlacher, High School World Language Teacher, to travel to the University of Pennsylvania to compete in a Mock Trial Competition on January 17-18, 2015.

Background Information: *This trip will allow those high school students who are members of the Mock Trial Team to participate in the Ben Franklin Invitational with other high schools. Students will pay for their own meals. Other expenses associated with this trip are being paid from the 2014-15 district budget.*

- C. **TRIP REQUEST** – Approval for approximately 11 high school students who are on the Student Launch Initiative (SLI) Team, along with Brian Hastings and Renee Eaton, High School Science Teachers, to travel to Huntsville, AL, on April 6-13, 2015.

Background Information: *The SLI Team will be required to submit a detailed proposal, complete several design stages, educate middle school students in a STEM area, make a professional presentation to the NASA group, and complete a final packet after the project is finished. The cost of this trip will be paid by the Student Launch Initiative Account through grants and fundraising.*

- D. **TRIP REQUEST** – Approval for approximately 55 high school students, along with Brian Buterbaugh, High School Choir Director, Kyle Showalter, High School Band Director, and additional approved chaperones as required, to travel to Times Square, New York, on April 25, 2015.

Background Information: *This trip will allow those high school students who are enrolled in Introduction to Broadway or are members of Concert Choir and Chorus, Orchestra and/or Symphonic Band to experience a live Broadway show. The Spring Grove Music Boosters will be funding this trip via fundraising.*

- E. **TRIP REQUEST** – Approval for approximately six High School Student Council members, along with Hailey Holder, Staci Delp, and Stephen Richards, Student Council advisors, to travel to Washington, D.C., on January 30 – February 1, 2015 to participate in the 2015 Leadership Experience and Development conference.

Background Information: *Information regarding this request is included in board members' packets. This annual LEAD conference will give Student Council members and advisors the opportunity to learn valuable lessons on leadership and service that will ultimately benefit the entire High School student population and community.*



- F. **OVERNIGHT CONFERENCE REQUEST** – Approval for Timothy Bupp, Elementary Music Teacher, to attend the National Association for Music Education (NAfME) Biennial Eastern Division Conference in Providence, Rhode Island on April 9-12, 2015.

Background Information: *Mr. Bupp has been invited to be a presenter. The presentation will be on “Getting the Most out of Your Beginning Percussionists.” The District will provide a substitute for one school day as well as pay the registration fee. Other costs are covered by the conference.*

- G. **NEW HIGH SCHOOL COURSES** – Approval of the following new courses beginning with the 2015-2016 school year:

- 1) Advanced Placement Spanish Language and Culture
- 2) Real World Skills: Careers in Family Consumer Sciences and Food Preparation
- 3) Skills for the 21st Century Family: Nurturing Children and Sewing as a Resource

Background Information: *These new courses were discussed at the November 3rd Directors’ Study Forum.*

- H. **REVISED HIGH SCHOOL COURSES** – Approval of revisions to the following courses which would include changes to the credit value, time allotment, and/or grade level offering beginning with the 2015-2016 school year:

- 1) Enhanced Biology – (Credit Value Change from 1 to .25; Change from 1 semester to 1 marking period) – Project Based Course written by the State
- 2) CAD I – (Change from Grades 10-12 to Grades 9-12)
- 3) Introduction to Technology – (Change Weighted Value from .9 to 1.0)
- 4) Power Technology – (Credit Value Change from .5 to .25; Change from six meetings/cycle to three meetings/cycle; Change from Grades 10-12 to Grades 9-12)
- 5) Advanced Placement English Literature – (Credit Value Change from 1 to 1.5; Change from six meetings/cycle to nine meetings per/cycle; Change from Grade 12 to Grade 11 and Grade 12)
- 6) Advanced Placement US History – (Credit Value Change from 1 to 1.5; Change from six meetings/cycle to nine meetings/cycle)
- 7) College Prep English 10 – (Credit Value Change from 1 to 1.5; Change from six meetings/cycle to nine meetings/cycle)
- 8) College Prep English 10 Honors – (Credit Value Change from 1 to 1.5; Change from six meetings/cycle to nine meetings/cycle)

Background Information: *These course revisions were discussed at the November 3rd Directors’ Study Forum.*