



# AGENDA

## REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors  
Monday, February 15, 2016, 7:00 PM  
Educational Service Center

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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:

- × February 1, 2016 for personnel reasons

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

- × February Students of the Month
  - **Ellen Greene**
  - **Brain Busters Team:**  
*Thompson Dasher, Caleb Edwards, Adam Prusakowski, Wyatt Wivell*
- × February Athletes of the Month
  - **Leanna Miller**
  - **Darin Gordon**
- × February Musicians of the Month
  - **Chloe Braden**
  - **Zach Harman**
- × Recognition of YCCF Grant - \$8,300

III. **Student Representative Report**..... SARAH 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.*

- × Jerry Mascaro – Music Boosters

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*)
  - × January 18, 2016 – Regular Voting Meeting
  - × February 1, 2016 – Voting Meeting
  - × February 1, 2016 – Directors’ Study Forum
- XII. **Treasurer’s Reports** (*motion and second needed, roll call vote*) .....TODD STAUB
  - × Month end January 31, 2016
- XIII. **Departmental Reports/Board Action Requests** (*motion and second needed, roll call vote*)

**BUSINESS/FINANCE REPORTS**

Budget and Finance..... Todd Staub  
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 January 31, 2016****GENERAL FUND - CHECKING**

<u>Balance 12/31/15</u>	<u>17,005,112.21</u>	<b>\$17,005,112.21</b>
<u>Receipts</u>		
Total Receipts (as per attached)	10,416,011.35	<b>\$10,416,011.35</b>
Returned checks		
<u>Expenditures</u>		
Paid bills/Payroll through January 31, 2016	8,719,465.39	<b>\$8,686,291.31</b>
Voided Checks	<u>(33,174.08)</u>	
<u>Balance 1/31/16</u>		
M & T Bank (.12%)	<u>18,734,832.25</u>	<b>\$18,734,832.25</b>

**GENERAL FUND - INVESTMENTS**

<u>Balance 1/31/16</u>		
PLGIT Plus (.02%)	1,450.72	
PLGIT Class (.01%)	1,377,205.24	
PSDLAF PSDMAX (.17%)	1,194,252.07	
PSDLAF - Royal (.60%) 2/17/16	248,513.00	
PSDLAF - ASD - Uninvest Bank & Trust Co (.60%) 4/06/16	245,000.00	
PSDLAF - CD Pool (.35%) 4/21/16	2,250,000.00	
PSDLAF CD Pool (.33%) 6/21/16	2,000,000.00	
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 - Merrick (.55%) 10/12/16	245,000.00	
PSDLAF - Nexbank (.90%) 10/17/16	245,000.00	
PSDLAF - ASD-Key (.80%) 4/10/17	245,000.00	
PSDLAF - TCF Natl (.70%) 4/10/17	245,000.00	
PSDLAF - Synovus (.80) 4/10/17	245,000.00	
PSDLAF - Everbank (.80%) 4/13/17	245,000.00	
PSDLAF - State Farm (.90%) 8/7/17	240,000.00	
PSDLAF - Luana (1.10%) 3/30/18	235,000.00	
PSDLAF - Tristate Cap (1.14%) 4/2/18	235,000.00	
PSDLAF - Discover (1.15%) 4/9/18	235,000.00	
		<b>\$10,466,421.03</b>
<b>GENERAL FUND - TOTAL</b>		<b>\$29,201,253.28</b>

**NUTRITION SERVICES FUND**

<u>Balance 12/31/15</u>	<u>226,592.47</u>	<b>\$226,592.47</b>
<u>Receipts</u>		
Total Receipts (as per attached)	<u>196,492.29</u>	<b>\$196,352.29</b>
Returned Checks	<u>(140.00)</u>	
<u>Expenditures</u>		
Paid bills through January 31, 2016	<u>182,237.56</u>	<b>\$182,237.56</b>
<u>Balance 1/31/16</u>		
M & T Bank (.12%)	<u>240,707.20</u>	<b>\$240,707.20</b>
<b>NUTRITION SERVICES FUND TOTAL</b>		<b>\$240,707.20</b>

**CAPITAL RESERVE FUND**Balance 12/31/15231,623.55      **\$231,623.55**Receipts

Interest

21.69**\$21.69**Expenditures

Paid bills through January 31, 2016

0.00**\$0.00**Balance 1/31/16

M &amp; T Bank (.03%)

231,645.24**\$231,645.24****CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.17%)

86,536.46

PSDLAF CD Pool (.25%) 6/21/16

1,000,000.00

**\$1,086,536.46****CAPITAL RESERVE TOTAL****\$1,318,181.70****Invoices presented for Board approval - February 2016****\$37,100.00**

Whitmoyer Ford

\$37,100.00

**STUDENT ACTIVITY FUNDS**Balance 1/31/16

Elementaries

5,014.40

Intermediate School

6,108.66

Middle School

17,230.63

High School

68,499.81**STUDENT ACTIVITY FUNDS-TOTAL****\$96,853.50**



**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists for month ending January 31, 2016, as presented.
  
- B. **2016-2017 LINCOLN INTERMEDIATE UNIT #12 BUDGET** – Acceptance of the proposed 2016-2017 General Operating Budget for Lincoln Intermediate Unit #12 in the amount of \$7,313,571, representing a minimal increase of \$5,186 over 2015-2016, and Spring Grove Area School District’s contribution being \$35,769.52, representing a slight decrease from 2015-2016 of \$635.52.
  
- C. **PSBA COMPENSATION STUDY** – Acceptance of the proposal from Pennsylvania School Boards Association (PSBA) to conduct a study, using statewide and regional data that will assist the District in updating wage and salary ranges for support staff positions, at a cost of \$4,800.00.



**BUILDINGS AND GROUNDS / FOR INFORMATION ONLY:**

**MANDATED BUILDING FIRE DRILLS**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	01/20/2016	3	16
Middle School			
Intermediate School	01/27/2016	1	25
New Salem Elementary	01/22/2016	2	11
Paradise Elementary	01/29/2016	0	51
Spring Grove Elementary	01/27/2016	1	19



**POLICY BOARD ACTIONS REQUESTED:**

A. **FIRST READING** – Approval of a first reading for the following policy:

- 1) Policy No. 832: OPERATIONS, Electronic Signatures (*new*)

B. **SECOND READING** – Approval of a second reading for the following policies:

- 1) Policy No. 304: ADMINISTRATIVE EMPLOYEES, Employment of Administrators
- 2) Policy No. 404: PROFESSIONAL EMPLOYEES, Employment of Professional Employees
- 3) Policy No. 504: CLASSIFIED EMPLOYEES, Employment of Classified Employees
- 4) Policy No. 815: OPERATIONS, Responsible Use of Internet and Network Resources

C. **STUDENT DISCIPLINE**

- 1) Approval of the High School Administration and Superintendent’s recommendation that the Agreement, Waiver and Stipulation, numbered 2015-2016, #007, and dated February 12, 2016, be approved as documented.

D. **DONATIONS** – Acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:

- 1) A donation from Paradise PTO of two (2) large outdoor games (Connect Four and Jenga) to be used on the blacktop at Paradise Elementary.
- 2) A donation from Spring Grove Swim Club of a Gutterhung Touch Pad with Aqua Grip to be used in the High School Natatorium.
- 3) A monetary donation in the amount of \$100 from Hanover Foods Corporation in support of the District Rocket Science Program.
- 4) A monetary donation in the amount of \$1,000 from an anonymous donor in support of the Rocket Launch Initiative.

**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **RESIGNATIONS** – Approval of the following resignations:
- 1) **High School English Instructor** – Hailey Partsch, effective the last day of the 2015-2016 contracted school year, due to relocation.
  - 2) **Assistant Varsity Girls' Softball Coach** – Jason Miller, effective February 2, 2016, for personal reasons.
- B. **UNCOMPENSATED LEAVE OF ABSENCE** – Approval of the following request for uncompensated leave:
- 1) **Learning Support Aide** – Michele Schuckman, on February 6, 2016, for personal reasons.
- C. **RESCIND UNCOMPENSATED LEAVE REQUEST/APPROVAL** – Rescind board action on February 1, 2016, granting approval for Middle School 8<sup>th</sup> Grade ELA Instructor, Korie Lain, to have uncompensated leave from approximately April 10, 2016 until approximately May 23, 2016.
- D. **APPOINTMENTS** – Approval of the following appointments, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:
- 1) **Technology Assistant** – Matthew Cordi, effective February 29, 2016, as a full-time Technology Assistant. Compensation established at a proration of an annual salary of \$49,000.00.  
  
***Background Information** – Mr. Cordi previously served as the Technology Support Specialist for Dallastown Area School District. He currently works for Pennex Aluminum as a Helpdesk Technician. He is currently working toward this Comp Tia Net +certificate.*
  - 2) **Short-Term High School Instructional Support Substitute** – Tanya Garvick, beginning February 19, 2016, through the end of the 2015-2016 school year while the regular professional is on Military Leave during the 2015-2016 school year. Compensation established at \$110 per day for the first 30 days. On the 31<sup>st</sup> day, compensation to be a proration of Step I of the Bachelor's Schedule, and will be established following a successfully negotiated agreement between Spring Grove Area School District and the Spring Grove Education Association.
  - 3) **Curriculum Leader for English Language Arts, Grades 7-8** – Lindsay McAllister, effective February 16, 2016, for the remainder of the 2015-2016 school year. Compensation established at a proration of \$940.00.
  - 4) **Spring Musical Director** – Jessica Staub, effective for the 2015-2016 school year. Compensation established at \$3,260.00.
  - 5) **Musical Light and Sound Advisor** – Weston Jackson, effective February 16, 2016, as the Musical Light and Sound Advisor. Compensation established at \$515.00 for the 2015-2016 school year.
  - 6) **Aquatics - Lifeguard/Swimming Aide** – Mackenzie Miller, effective February 16, 2016, as a lifeguard/swimming aide for the 2015-2016 school year. Compensation established at \$7.50 per hour.





- 7) **Assistant Track Coach** – Andrew Stauffer, effective February 16, 2016, for the 2015-2016 school year as an Assistant Track Coach. Compensation established at \$1,667.00.

**Background Information** – *Mr. Stauffer served as an Assistant Football Coach for the District at the JH and Varsity level. He assisted with off-season weight training, conditioning, running, speed and agility training for four years.*

- 8) **JH Assistant Track Coach** – Ellen Hilt, effective February 16, 2016, for the 2015-2016 school year as a JH Assistant Track Coach. Compensation established at \$1,667.00.

**Background Information** – *Ms. Hilt was a member of the Spring Grove JH Track Team. She also serves the District as a substitute teacher.*

- E. **CLASSIFIED SUBSTITUTE** – Approval of the following classified substitute for the 2015-2016 school year at the hourly rate approved in the Classified Wage & Salary Guidelines. Provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers if required:

- 1) Bonita Comeau

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **OVERNIGHT CONFERENCE REQUEST** – Approval for Dr. Michael Holtzapple, Federal Programs Coordinator, to attend the Annual Pennsylvania Association of Federal Program Coordinators (PAFPC) Conference at Seven Springs, Pennsylvania, on May 1-4, 2016.

**Background Information:** Attendance at this conference is an expectation of PDE's Division of Federal Programs as updated procedures and guidelines are presented and analyzed for various programs, the largest being Title 1. Regional Coordinators from PDE meet with district representatives to review information and respond to questions. The total estimated cost of this conference, with registration, lodging, meals, and mileage, is \$1,319, and will be funded with reserved Title 1 funds.

- B. **SPRING SUPERINTENDENTS' SYMPOSIUM** – Approval for Dr. Robert Lombardo, Superintendent, to participate in the LIU #12 Superintendents' Spring Symposium, scheduled for Alexandria, VA, March 30 – April 1, 2016.

**Background Information:** Costs for lodging, meals and meeting room space are typically funded through sponsorships by area businesses. Any remaining costs for registration and roundtrip travel expenses will be funded through monies set aside in the Superintendent's 2015-16 budget.