

# VOTING MEETING / DIRECTORS' STUDY FORUM



Spring Grove Area School District, Board of School Directors  
Monday, April 4, 2016 ~ Educational Service Center, 7:00 PM

**CALL TO ORDER (Voting meeting)**..... Cindy Huber

- Flag salute and moment of silence
- Roll call
- Documented or announced reasons for known absences
- Announcements regarding Executive Sessions held since last sunshine meeting:
  - ✓ March 21, 2016 for Personnel

## **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.*

## **BOARD and ADMINISTRATION RESPONSE TO PUBLIC COMMENT**

**CORRESPONDENCE** ..... Cindy Huber

### **I. ACTION VOTING ITEMS** *(motion and second needed, roll call vote)*

- A. **BUDGET & FINANCE** – Todd Staub
  - 1) 2016-2017 Proposed General Fund Budget Action Discussion – G. Ioannidis
- B. **BUILDINGS & GROUNDS** – Doug White
- C. **PERSONNEL** – Doug Stein
- D. **CURRICULUM** – Brent Hoschar

### **II. ADJOURNMENT of ACTION VOTING MEETING** *(motion and second needed, voice vote)*

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**CALL TO ORDER (Directors' Study Forum meeting)** ..... Cindy Huber

## **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.)*

## **BOARD and ADMINISTRATION RESPONSE TO PUBLIC COMMENT**

### **I. BUSINESS/FINANCE COMMITTEE**

- A. **BUDGET & FINANCE** – Eric Cable
  - 1) 2016-2017 Proposed Nutrition Fund Budget – M. Czapp

**BUSINESS/FINANCE COMMITTEE, CONTINUED**

*B. BUILDINGS & GROUNDS – Doug White*

- 1) Middle School Stadium Renovations
- 2) Spring Grove Elementary Paving Bid Results

**II. MANAGEMENT COMMITTEE**

*A. POLICY – Brent Hoschar*

- 1) New Policy No. 824: OPERATIONS, Maintaining Professional Adult/Student Boundaries
- 2) 2016-2017 Proposed Student Launch Calendar

**III. PROGRAM COMMITTEE**

*A. CURRICULUM – Brent Hoschar*

- 1) New / Revised Curricula
- 2) G.A.P.P. to Include Foreign Exchange Students

*B. ATHLETIC & MUSIC – Dave Trettel*

- 1) Winter Sports Season Wrap-up – *G. Wagner*

**IV. PLANNING (Items to be considered for future agendas)**

**V. ADJOURNMENT (*motion and second needed, voice vote*)**

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**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **PROPOSED 2016-2017 GENERAL FUND BUDGET** – Approval of the Proposed General Fund Budget for the 2016-2017 fiscal year, with total revenues of \$\_\_\_\_\_ and total expenditures of \$\_\_\_\_\_, with the shortfall of \$\_\_\_\_\_ to be funded from the General Fund Unreserved Fund Balance, and setting the real estate tax millage rate of \_\_\_\_\_ mills, an increase of \_\_\_\_\_ mills from the 2015-2016 millage rate of 21.5428.
  
- B. **2016-2017 FINAL BUDGET NOTICE** – Approval of the attached Final Budget Notice, which gives notification to the public that the 2016-2017 Proposed Final Budget for the General Fund is available for public inspection, and states intention to present for adoption as a Final Budget at the May 16, 2016 school board meeting, allowing for amendments before final adoption.
  
- C. **2016-2017 PROPOSED FINAL BUDGET RESOLUTION** – Approval of the attached Resolution Authorizing Proposed Final Budget Display and Advertising, supporting the Final Budget Notice.



**BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:**

- A. **SNOW REMOVAL DESIGNATION OF AGENT RESOLUTION** – Adoption of the PEMA DAP-2 form, authorizing the Board President and Vice President to sign the DAP-01 Form Public Assistance Application and Agreement for Financial Assistance, in order to receive financial assistance for expenditures related to the January 22-23, 2016 snow storm.

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

- 1) **District Payroll Accountant** – Margaret Hoff, effective September 23, 2016, for purposes of retirement.

**Background Information** – At the time of her retirement, Mrs. Hoff will have served the District for 34 years.

- 2) **Varsity Assistant Boys' Soccer Coach** – William Metzger, effective March 23, 2016, for personal reasons.
- 3) **Varsity Head Girls' Soccer Coach** – Meghan Mahon, effective March 31, 2016, for personal reasons.

B. **UNCOMPENSATED LEAVE OF ABSENCE** – Approval of the following request for uncompensated leave:

- 1) **High Support FCS Instructor** – Diane Tufano, effective March 18 and March 21, 2016, for personal reasons.

C. **APPOINTMENTS** – Approval of the following appointments, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:

- 1) **Elementary Art Instructor** – Renae M. Greene, effective at the beginning of 2016-2017 contracted school year. Compensation to be established at Step 6 of the Bachelor's Schedule.

**Background Information** – Ms. Greene is certified in Art K-12. She received her Bachelor's Degree from Marywood University. She currently teaches at the Susquehanna Township School District in Harrisburg, PA.

- 2) **Elementary Instructor** – Chelsea Cable, effective at the beginning of the 2016-2017 contracted school year, pending receipt of appropriate clearances. Compensation to be established at Step 3 of the Bachelor's Schedule.

**Background Information** – Ms. Cable is certified in Elementary K-6. She is a former graduate of Spring Grove Area School District and received her Bachelor's Degree from Slippery Rock University. She currently teaches at the School District of the City of York.

- 3) **Elementary Instructor** – Mikaela Huppman, effective at the beginning of the 2016-2017 contracted school year. Compensation to be established at Step 4 of the Bachelor's Schedule.

**Background Information** – Ms. Huppman is certified in Early Childhood Education Pre-K-4. She received her Bachelor's Degree from Shippensburg University. She currently teaches at the Red Lion Area School District.

- 4) **Elementary Instructor** – Tabatha Schaffer, effective at the beginning of the 2016-2017 contracted school year. Compensation to be established at Step 2 of the Bachelor's Schedule.

**Background Information** – Ms. Schaffer is certified in Elementary K-6. She received her Bachelor's Degree from Lock Haven University. She currently teaches at the Anne Arundel County Public Schools in Annapolis, Maryland.

- 5) **Elementary Instructor** – Cynthia Back, effective at the beginning of the 2016-2017 contracted school year. Compensation to be established at Step 6 of the Bachelor’s Schedule.

**Background Information** – Ms. Back is certified in Early Childhood PK-4. She received her Bachelor’s Degree from Miami University, Oxford, Ohio. She is currently teaching at Spring Grove Elementary for the 2015-2016 school year as a 1<sup>st</sup> grade long-term substitute.

- 6) **Elementary Special Education Instructor** – Katherine Techtmann, effective at the beginning of the 2016-2017 contracted school year. Compensation to be established at Step 3 of Masters schedule, upon verification of education.

**Background Information** – Ms. Techtmann is certified in Special Education PK-8. She received her Bachelor’s Degree from Hood College and her Master’s Degree from Walden University. She currently teaches at the Anne Arundel County Public Schools in Annapolis, Maryland.

- 7) **Extended School Year Instructor** – Kristin Roberts, effective June 21, 2016 through July 26, 2015. Compensation established at the 2015-2016 per diem rate.

**Background Information** – Ms. Roberts is an instructor at Spring Grove Middle School.

- 8) **Extended School Year Instructor** – Elizabeth Harner, effective June 21, 2016 through July 26, 2015. Compensation established at the 2015-2016 per diem rate.

**Background Information** – Ms. Harner is an instructor at Spring Grove Middle School.

- 9) **Spring Grove Intermediate School Full-time Personal Care Aide** – Beverly Hoofnagle, effective April 5, 2016, as a full-time, 7 hours per student day, personal care aide at the Intermediate School. Compensation to be established at \$9.17 per hour.

**Background Information** – Ms. Hoffnagle was previously employed by Hanover Hospital and Reigart/Kistler Dental Office.

- D. **NON-INSTRUCTIONAL SUBSTITUTES** – Approval of the following classified substitutes for the 2015-2016 school year at the hourly rate approved in the Classified Wage & Salary Guidelines:

- 1) Stephanie Becker
- 2) Faith Boyer
- 3) Sierra Carpenter
- 4) Maryann Shifflett
- 5) April Showers\
- 6) Sara Zartman

- E. **GUEST TEACHER SUBSTITUTES** – Approval of the following individuals holding a Bachelor’s Degree and completing the District’s Guest Teacher orientation program to substitute teach in all subject areas during the 2015-2016 school year at a rate of \$95.00 per day and \$110.00 per day beginning on the 21<sup>st</sup> day cumulative:

- 1) Leeward Tryson
- 2) Jennifer Peters



F. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individuals for the 2015-2016 school year to work athletic events at the established rate of \$8.00 per hour:

- 1) Stephanie Becker
- 2) Faith Boyer
- 3) Sara Zartman

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **OVERNIGHT CONFERENCE** – Approval for Mr. Brian Hastings, High School Science Teacher, to attend a Monroe Astronautical Rocket Society (MARS) Rocket Launch, in Geneseo, New York, May 28-30, 2016.

***Background Information:*** Attendance at this launch will give Mr. Hastings the certification needed to sign off on level 2 certification flights for students. The Student Launch Initiative budget (student-raised funds) will be used to pay for the registration, mileage, lodging, and meals, estimated at approximately \$597.00.