



AGENDA

REGULAR VOTING MEETING

Spring Grove Area School District, Board of School Directors
Monday, April 18, 2016, 7:00 PM
Educational Service Center

PRELUDE TO MEETING, Indoor Percussion Ensemble 6:30 PM
Students of the Spring Grove Indoor Percussion Ensemble will perform, under the direction of Mr. Doug Groft, on the outer macadam of the upper parking area adjacent to the Educational Service Center, beginning at 6:30 PM. Special thanks to these students and to Mr. Groft.

I. Call To Order @ 7:00 PM..... 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

× April 4, 2016 for Real Estate purposes

II. Superintendent's Report DR. ROBERT LOMBARDO

- × Indoor Percussion Ensemble Acknowledgment
- × 2016 MiniTHON Results – Mrs. Jessica O'Brien and **THON Students**
- × Students of the Month (April):
 - **Amy Hauer, Grant Wierman**
- × Student Musicians of the Month:
 - **Madison Becker, Nicholas Chrissomallis**
- × Student Athletes of the Month:
 - **Emily Crites, Katie Eichelberger, Matthew Brooks**

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.*

× Tammy Miller – *Executive Director, Windy Hill on the Campus*

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*)
 - × March 21, 2016 – Regular Voting Meeting
 - × April 4, 2016 – Voting Meeting
 - × April 4, 2016 – Directors’ Study Forum
- XII. **Treasurer’s Report** (*motion and second needed, roll call vote*)TODD STAUB
 - × Month Ending March 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 Doug White

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 March 31, 2016**GENERAL FUND - CHECKING**

<u>Balance 2/29/16</u>	<u>16,174,084.99</u>	\$16,174,084.99
<u>Receipts</u>		
Total Receipts (as per attached)	2,365,231.53	\$2,365,196.53
Returned checks	<u>(35.00)</u>	
<u>Expenditures</u>		
Paid bills/Payroll through March 31, 2016	7,073,302.98	\$7,073,302.98
Voided Checks		
<u>Balance 3/31/16</u>		
M & T Bank (.12%)	\$11,466,013.54	\$11,465,978.54

GENERAL FUND - INVESTMENTS

<u>Balance 3/31/16</u>		
PLGIT Plus (.02%)	1,451.92	
PLGIT Class (.01%)	1,377,581.39	
PSDLAF PSDMAX (.25%)	1,445,667.32	
PSDLAF - ASD - Univest 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	
		\$10,469,700.63
GENERAL FUND - TOTAL		\$21,935,679.17

NUTRITION SERVICES FUND

<u>Balance 2/29/16</u>	<u>279,598.22</u>	\$279,598.22
<u>Receipts</u>		
Total Receipts (as per attached)	<u>207,097.47</u>	\$207,072.47
Returned Checks	<u>(25.00)</u>	
<u>Expenditures</u>		
Paid bills through March 31, 2016	<u>188,116.48</u>	\$188,116.48
<u>Balance 3/31/16</u>		
M & T Bank (.12%)	<u>298,554.21</u>	\$298,554.21
NUTRITION SERVICES FUND TOTAL		\$298,554.21

CAPITAL RESERVE FUND

<u>Balance 2/29/16</u>	194,565.40	\$194,565.40
<u>Receipts</u>		
Interest	<u>18.29</u>	\$18.29
<u>Expenditures</u>		
Paid bills through March 31, 2016	<u>0.00</u>	\$0.00
<u>Balance 3/31/16</u>		
M & T Bank (.03%)	<u>194,583.69</u>	\$194,583.69

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.20%)	86,886.75	
PSDLAF CD Pool (.25%) 6/21/16	1,000,000.00	
		\$1,086,886.75

CAPITAL RESERVE TOTAL		\$1,281,470.44
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Invoices presented for Board approval - April 2016

STUDENT ACTIVITY FUNDS

<u>Balance 3/31/16</u>		
Elementaries	4,957.67	
Intermediate School	6,498.07	
Middle School	6,768.34	
High School	<u>153,308.67</u>	

STUDENT ACTIVITY FUNDS-TOTAL		\$171,532.75
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BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

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



BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

A. **MIDDLE SCHOOL STADIUM UPGRADES** – Approval to complete a renovation project to the Middle School stadium, at a total projected cost of \$150,359, with the scope of work to be funded from capital reserve funds and to include the following:

- 1) Replacement of wooden bleachers @ \$81,559
Includes removal and installation of bleachers, handrails, aluminum closure, and fencing around press box
- 2) Acquisition of (4) portable bleachers @ \$1,500 / each
- 3) Walking path and resurfacing @ \$31,000
Includes repaving of existing surface and new 7-foot walking path
- 4) Placement of scoreboard @ \$15,000
- 5) Field work, including crowning, aerating, over seeding and fertilizing @ \$9,000
- 6) Painting, doors and windows @ \$7,800

Background Information: *Items 1, 2 and 3 will be contracted via Keystone Purchasing Network. Items 4, 5 and 6 will be performed with in-house labor.*

B. **SPRING GROVE ELEMENTARY ROAD/LOT REPAIR AND RESURFACING** – Approval to accept the bid in the amount of \$198,075 and contract with H & H General Contracting, Inc. for completion of repairs and resurfacing of the road and parking area at Spring Grove Elementary, with the scope of work to be funded from capital reserve funds.

C. **CONTINUATION OF LEASE AGREEMENT WITH WINDY HILL SENIOR CENTER** – Commitment to renew the existing lease with Windy Hill Senior Center, current expiration August 2018, for space at the former Middle School on the Roth’s Church Road campus, for an additional term of three years.

Background Information: *The Board received a memo in packets highlighting Windy Hill’s opportunity to qualify for a \$15,000 Grant, if able to provide proof that the center will be at its current location for at least three years.*



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	March 29, 2016	06	19
Middle School	March 24, 2016	02	10
Intermediate School	<i>March drill previously approved</i>		
New Salem Elementary	March 22, 2016	01	42
Paradise Elementary	March 24, 2016	01	07
Spring Grove Elementary	<i>March drill previously approved</i>		



POLICY BOARD ACTIONS REQUESTED:

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

- 1) Policy No. 824: OPERATIONS, Maintaining Professional Adult/Student Boundaries (*new*)

B. **SECOND READING** – Approval of a first reading for the following policy:

- 1) Policy No. 217: PUPILS, Graduation Requirements (*revised*)

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

- 1) A monetary donation from the Rotary Club of Hanover, PA, in the amount of \$2,000.00 to support the two Student Launch Initiative teams with \$1,000.00 / each.
- 2) A monetary donation from Edgar P. Kable Foundation in the amount of \$1,000.00 to support the Rocket Club / Student Launch Initiative program.
- 3) A monetary donation from Stambaugh Plumbing and Heating, Inc., in the amount of \$250.00 to support the start of the New Salem Elementary Book Club.
- 4) A monetary donation from Rutter’s Farm Stores in the amount of \$250.00 to support the Student Launch Initiative program.
- 5) A donation of building materials from Wayneco Kitchens, Inc., to be used in support of a design/build project by students in the High School Tech Ed Department.

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATION** – Approval of the following resignation:
- 1) **New Salem Elementary Head Custodian** – Dennis Myers, effective July 28, 2016, for retirement.

***Background Information:** At the time of retirement, Dennis will have served the District for 39 years.*
 - 2) **Assistant Marching Band Director** – Timothy Bupp, effective April 11, 2016, for personal reasons.
- B. **FAMILY AND MEDICAL LEAVE OF ABSENCE** – Acknowledgment of the following request for family and medical leave, not to exceed the 12-week maximum as outlined in the Family and Medical Leave guidelines:
- 1) **Spring Grove Elementary Third Grade Instructor** – Stacey Bupp, effective approximately August 22, 2016 through approximately November 18, 2016.
- C. **UNCOMPENSATED LEAVE OF ABSENCE** – Approval of the following request for uncompensated leave:
- 1) **Middle School Aide** – Carrie Miller, on May 16, 2016, for personal reasons.
- D. **APPOINTMENTS** – Approval of the following appointment, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:
- 1) **District Human Resources Director** – AnJanette Doll, effective April 20, 2016, with compensation established at \$81,000.

***Background Information:** This vacancy occurred with the resignation of Kristin Massicot. Mrs. Doll holds a Bachelor's degree in Politics and French from Ursinus College, a Master's degree for Applied Behavioral Science from Johns Hopkins University, and a Master of Business Administration from the University of Maryland. She has been employed at DHC USA Inc. as Human Resources Manager and was previously at Gettysburg College as Siegfried Career Development Fellowship Coordinator.*
 - 2) **High School ELA Instructor** – Caitlin Clark, effective at the beginning of the 2016-2017 school year, pending receipt of her Pennsylvania Teaching Certification. Compensation established at Step 1 of the Bachelor's Schedule.

***Background Information:** Ms. Clark is certified in English 7-12. She will be a graduate of Shippensburg University in May 2016, after the completion of her student teaching assignment.*
 - 3) **Middle School Part-Time Cook** – Kelly Landis, effective April 19, 2016, as a 3.5 hour per student day, part-time cook. Compensation established at \$9.07 per hour.

***Background Information:** Ms. Landis is retired from the County of York and has commercial cooking experience through her volunteer service at local fire hall.*



E. **SUMMER SCHOOL PROGRAM** – Approval of the following instructional staff to teach Spring Grove students during the Summer School Program. Compensation to be established at a per diem rate of each instructor’s annual salary:

- 1) Michael Becker – Mathematics
- 2) Renee Bosak – Biology
- 3) Stephen Perago – ELA
- 4) Dorothy Romero – Mathematics

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) Sarah Hipp
- 2) Karen Baumgardner



CURRICULUM BOARD ACTIONS REQUESTED:

- A. **FOREIGN EXCHANGE PROGRAM ORGANIZATION / LIAISON** – Acknowledgment of the German American Partnership Program as an approved group-sponsored exchange organization for long-term foreign exchange students; and approval for Deanna Thatcher, High School foreign language instructor, to serve as local contact with the GAPP organization while overseeing students' experiences in Spring Grove.