



# AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, October 17, 2016

New Salem Elementary, 3745 Salem Road, York, PA

I. **Call To Order** ..... MS. 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:

II. **Superintendent’s Report**..... DR. DAVID RENAUT

III. **Student Representative’s Report** ..... MISS KAYLA WEAVER

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** ..... MR. TODD STAUB

VIII. **York Adams Academy** ..... MRS. STACY MEYER

IX. **York County School of Technology** ..... MR. DAVE TRETTEL

X. **Special Committee Reports** *(as needed)*

XI. **Approval of Minutes:** *(motion and second needed, voice vote)*

- September 26, 2016 – Regular Voting Meeting
- October 3, 2016 – Voting Meeting
- October 3, 2016 – Directors’ Study Forum



- XII. **Treasurer's Report** (*motion and second needed, roll call vote*).....MR. TODD STAUB
- Month End September 30, 2016
- XIII. **Departmental Reports/Board Action Requests** (*motion and second needed, roll call vote*)
- **BUSINESS/FINANCE REPORTS**
    - Budget and Finance ..... Mr. Todd Staub
    - Buildings and Grounds ..... Mr. Doug White
  - **MANAGEMENT REPORTS**
    - Policy ..... Mrs. Stacy Meyer
    - Personnel ..... Mr. Doug Stein
- XIV. **Adjournment** (*motion and second needed, voice vote*)

**TREASURER'S REPORT FOR THE MONTH ENDING September 30, 2016****GENERAL FUND - CHECKING**

<u>Balance 8/31/16</u>	4,536,329.26	<b>\$4,536,329.26</b>
<u>Receipts</u>		
Total Receipts (as per attached)	21,861,605.20	<b>\$21,861,605.20</b>
Returned checks		
<u>Expenditures</u>		
Paid bills/Payroll through September 30, 2016	7,462,952.04	<b>\$7,462,952.04</b>
Voided Checks		<b>\$0.00</b>
<u>Balance 9/30/16</u>		
M & T Bank (.03%)	<b><u>\$18,934,982.42</u></b>	<b>\$18,934,982.42</b>

**GENERAL FUND - INVESTMENTS**

<u>Balance 9/30/16</u>		
PLGIT Plus (.02%)	1,622.02	
PSDLAF PSDMAX (.29%)	3,837,662.23	
PSDLAF - Merrick (.55%) 10/12/16	245,000.00	
PSDLAF - Nexbank (.90%) 10/17/16	245,000.00	
PSDLAF CD Pool (.33%) 12/13/16	2,000,000.00	
PSDLAF CD Pool (.33%) 12/13/16	2,000,000.00	
PSDLAF - One West Bank (1.16%) 4/6/17	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>\$10,499,284.25</b>

**GENERAL FUND - TOTAL****\$29,434,266.67****NUTRITION SERVICES FUND**

<u>Balance 8/31/16</u>	363,299.48	<b>\$363,299.48</b>
<u>Receipts</u>		
Total Receipts (as per attached)	96,778.99	<b>\$96,673.99</b>
Returned Checks	<u>(105.00)</u>	
<u>Expenditures</u>		
Paid bills through September 30, 2016	83,429.26	<b>\$83,429.26</b>
Voided Checks		<b>\$0.00</b>
<u>Balance 9/30/16</u>		
M & T Bank (.12%)	<b><u>376,544.21</u></b>	<b>\$376,544.21</b>

**NUTRITION SERVICES FUND TOTAL****\$376,544.21**

**CAPITAL RESERVE FUND**

<u>Balance 8/31/16</u>	251,548.71	<b>\$251,548.71</b>
<u>Receipts</u>		
Interest (.03%)	7.48	<b>\$7.48</b>
<u>Expenditures</u>		
Paid bills through September 30, 2016	<u>36,361.43</u>	<b>\$36,361.43</b>
<u>Balance 9/30/16</u>		
M & T Bank (.03%)	<u>215,194.76</u>	<b>\$215,194.76</b>

**CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.29%)	88,329.64	
PSDLAF CD Pool (.35%) 12/13/16	750,000.00	
		<b>\$838,329.64</b>

<b>CAPITAL RESERVE TOTAL</b>		<b>\$1,053,524.40</b>
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**Invoices presented for Board approval - October 2016**

		<b>\$112,575.00</b>
Stadium Solutions, Inc.	\$112,575.00	

**STUDENT ACTIVITY FUNDS**

<u>Balance 9/30/16</u>		
Elementaries	4,642.60	
Intermediate School	7,722.38	
Middle School	6,421.47	
High School	<u>58,216.69</u>	

<b>STUDENT ACTIVITY FUNDS-TOTAL</b>		<b>\$77,003.14</b>
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**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists as presented.
- B. **TAX EXONERATION REQUEST** – Approval to exonerate 2016-2017 real estate taxes due for property owned by Mount Zion United Methodist Church, in Heidelberg Township, Spring Grove, in the amount of \$1,147.03, based upon tax exempt status granted by the York County Assessment Office effective January 1, 2017.
- C. **2015-2016 BUDGETARY TRANSFERS** – Approval of the attached budgetary transfers to close out the 2015-2016 fiscal year.
- D. **GDC CONSULTING SERVICES AGREEMENT** – Approval to enter into agreement with GDC for technology consulting services in order to receive network and application support, on an as-needed basis, at a rate of \$125 per hour.



**BUILDINGS & GROUNDS BOARD ACTIONS REQUESTED:**

- A. **2016-2017 FACILITY USE FEE WAIVER LIST** – Approval to add organizations as noted on the attached list for eligibility of a waiver of rental fees for usage of facilities during the 2016-2017 fiscal year.



**FOR INFORMATION ONLY:**

**MANDATED BUILDING FIRE DRILLS**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	09/27/2016	05	47
Middle School	09/27/2016	02	47
Intermediate School	09/27/2016	02	05
New Salem Elementary	09/27/2016	01	18
Paradise Elementary	09/30/2016	01	55
Spring Grove Elementary	09/28/2016	01	58

**POLICY BOARD ACTIONS REQUESTED:**

- A. **2017 BOARD MEETING SCHEDULE** – Approval of the attached schedule of meetings of the Board of School Directors during the 2017 calendar year.
  
- B. **STUDENT DISCIPLINE** – Approval of the High School Administration and Superintendent’s recommendation that the Agreement, Waiver, and Stipulation, numbered 2016-2017, #002, and dated October 3, 2016, be approved as documented.
  
- C. **DONATION** – Acceptance of the following donation in accordance with Board Policy No. 702, Gifts, Grants and Donations:
  - 1) A donation of 61 backpacks for elementary students as needed, from TARGET, York Store.
  
  - 2) A monetary donation in the amount of \$1,675.21 from Kennie’s Markets in Spring Grove, generated through their 2016 Partners in Learning Program, to support district programs.



**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **JOB DESCRIPTION** – Approval to create the position of K-12 School Social Worker for the Spring Grove Area School District using the attached new job description.
- B. **AMEND RESIGNATION** – Authorization to amend the resignation of Matthew Cordi, board action taken at the October 3, 2016 voting meeting, from October 12, 2016 to October 5, 2016.
- C. **UNCOMPENSATED LEAVE** – Approval of the following request for uncompensated leave:
- 1) **Spring Grove Area Middle School Cook** – Melissa Artz, effective March 23 and March 24, 2017.
- D. **COMPENSATED PROFESSIONAL LEAVE** – Approval of the following request for a half year compensated professional leave for the 2016-2017 school year:
- 1) **Spring Grove Intermediate / Elementary Art Instructor** – Anita Williams, for the spring semester of the 2016-2017 school term, for professional development.
- E. **SABBATICAL LEAVE OF ABSENCE** – Approval of the following request for a half year sabbatical leave of absence for the 2016-2017 school year:
- 1) **Paradise Elementary Grade 2 Instructor** – Leah Frey, from September 26, 2016, to February 1, 2017, based on employee's voluntary request to return prior to the end of the half year period (February 13, 2017).
- F. **APPOINTMENTS** – Approval of the following appointments, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:
- 1) **Aquatics - Lifeguard/Swimming Aide** – Shelby Alwine, effective October 18, 2016, as a lifeguard/swimming aide for the 2016-2017 school year. Compensation established at \$7.50 per hour.
  - 2) **Aquatics - Lifeguard/Swimming Aide** – Jenna Heist, effective October 18, 2016, as a lifeguard/swimming aide for the 2016-2017 school year. Compensation established at \$7.50 per hour.
- G. **PROFESSIONAL SUBSTITUTES** – Approval of the following professional substitutes for the 2016-2017 school year at a rate of \$100.00 per day and \$115.00 per day beginning on the 21st day cumulative, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers, if required:
- 1) Amelia Laird
  - 2) Lureen Nelson
- H. **GUEST TEACHER** – Approval of the following individual holding a Bachelor's degree and completing the District's Guest Teacher orientation program to substitute teach in all subject areas during the 2016-2017 school year at a rate of \$100.00 per day and \$115.00 per day beginning on the 21st day cumulative, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:
- 1) Stephanie Slenker

- I. **CLASSIFIED SUBSTITUTE** – Approval of the following classified substitute for the 2016-2017 school year at the hourly rates on the Support Staff / Substitute Salary Matrix, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:

- 1) Karen Rodgers



**PERSONNEL REPORT / FOR INFORMATION ONLY:**

**A. FAMILY MEDICAL LEAVE ACT (FMLA) LEAVES GRANTED:**

<i>EMPLOYEE NAME</i>	<i>BUILDING</i>	<i>DEPARTMENT</i>	<i>DATE LEAVE BEGINS (approximately)</i>	<i>DATE LEAVE ENDS (approximately)</i>
Leah Frey	Paradise Elementary	2 <sup>nd</sup> Grade	09/26/2016	12/16/2016