



# AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, February 20, 2017

Educational Service Center, 100 East College Avenue, Spring Grove, PA

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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:
  - February 6, 2017, for Personnel

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

III. **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

IV. **Board and Administration Response to Public Comment**

V. **Correspondence**

VI. **Legislative Update**.....MR. TODD STAUB

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

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

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

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

- January 23, 2017 – Regular Voting Meeting
- February 6, 2017 – Voting Meeting
- February 6, 2017 – Directors’ Study Forum

XI. **Treasurer’s Report** *(motion and second needed, roll call vote)* .....MR. TODD STAUB

- Month Ending January 31, 2017



XII. **Departmental Reports/Board Action Requests** (*motion and second needed, roll call vote*)

- **BUSINESS/FINANCE REPORTS**

- Budget and Finance.....Mr. Todd Staub
- Buildings and Grounds ..... ***For Information Only***
- Transportation .....Mr. Eric Cable

- **MANAGEMENT REPORTS**

- Policy .....Mrs. Stacy Meyer
- Personnel..... Mr. Doug Stein

- **PROGRAM REPORTS**

- Curriculum ..... Mr. Brent Hoschar

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

**TREASURER'S REPORT FOR THE MONTH ENDING January 31, 2017****GENERAL FUND - CHECKING**

<u>Balance 12/31/16</u>	24,423,927.91	<b>\$24,423,927.91</b>
<u>Receipts</u>		
Total Receipts (as per attached)	2,063,798.09	<b>\$2,063,798.09</b>
Returned checks		
<u>Expenditures</u>		
Paid bills/Payroll through January 31, 2017	7,564,307.98	<b>\$7,564,307.98</b>
Voided Checks		<b>\$0.00</b>
<u>Balance 1/31/17</u>		
M & T Bank (.12%)	<b><u>\$18,923,418.02</u></b>	<b>\$18,923,418.02</b>

**GENERAL FUND - INVESTMENTS**

<u>Balance 1/31/17</u>		
PLGIT Plus (.02%)	1,649.97	
PSDLAF PSDMAX (.36%)	1,340,724.21	
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 - Collateralized Pool (.60%) 6/12/17	4,000,000.00	
PSDLAF - Flex Pool (.50%) 6/13/17	3,000,000.00	
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>\$10,512,374.18</b>
<b>GENERAL FUND - TOTAL</b>		<b>\$29,435,792.20</b>

**NUTRITION SERVICES FUND**

<u>Balance 12/31/16</u>	346,925.39	<b>\$346,925.39</b>
<u>Receipts</u>		
Total Receipts (as per attached)	389,425.35	<b>\$389,315.35</b>
Returned Checks	(110.00)	
<u>Expenditures</u>		
Paid bills through January 31, 2017	276,068.58	<b>\$276,068.58</b>
Voided Checks	<u>99.70</u>	<b>\$99.70</b>
<u>Balance 1/31/17</u>		
M & T Bank (.12%)	<b><u>460,271.86</u></b>	<b>\$460,271.86</b>
<b>NUTRITION SERVICES FUND TOTAL</b>		<b>\$460,271.86</b>

**CAPITAL RESERVE FUND**

<u>Balance 12/31/16</u>	102,652.85	<b>\$102,652.85</b>
<u>Receipts</u>		
Interest (.03%)	9.68	<b>\$9.68</b>
<u>Expenditures</u>		
Paid bills through January 31, 2017	<u>26,270.00</u>	<b>\$26,270.00</b>
<u>Balance 1/31/17</u>		
M & T Bank (.03%)	<u>76,392.53</u>	<b>\$76,392.53</b>

**CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.36%)		\$89,173.43
PSDLAF - Collateralized Pool (.60%) 6/12/17		\$750,000.00
		<b>\$839,173.43</b>

<b>CAPITAL RESERVE TOTAL</b>	<b>\$915,565.96</b>
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**Invoices presented for Board approval - February 2017****\$9,500.00**

H &amp; H General Excavating Co., Inc.

\$9,500.00

**STUDENT ACTIVITY FUNDS**Balance 1/31/17

Elementaries	6,621.14
Intermediate School	9,629.30
Middle School	9,518.68
High School	<u>78,091.28</u>

**STUDENT ACTIVITY FUNDS-TOTAL****\$103,860.40**



**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists for January 2017, as presented.
- B. **BOUNDARY AGREEMENTS** – Acceptance of five agreements acknowledging property boundaries of properties located along Lakeview Drive, Spring Grove.
- C. **DISPOSAL OF OUTDATED EQUIPMENT** – Approval to declare the following listed equipment as surplus and to dispose of the equipment through Internet sale (eBay):
  - 1) 1995 Yard-Man Model 317E753F401, Serial 1H126B40291
  - 2) 1995 Yard-Man Model 317E753F401, Serial 1H126B80006
  - 3) 1991 Lawn boy Mower Model 10400
  - 4) 1993 Lawn boy Mower Model 10400
  - 5) 1990 Bobcat Mower Model 110988
  - 6) 1991 John Deere 48 C Mower
  - 7) 2000 Poulan Pro Mower Model 96012003200
- D. **YORK COUNTY TAX CLAIM BUREAU ACCOUNTS** – Approval of delinquent Real Estate tax accounts, turned over to the York County Tax Claim Bureau as indicated:

MUNICIPALITY	TAX YEAR	AMOUNT
Heidelberg Township	2016-17	\$106,706.97
Jackson Township	2016-17	\$244,225.38
Jackson Township	2015-16	\$6,676.46
North Codorus Township	2016-17	\$475,909.26
North Codorus Township	2015-16	\$5,220.00
Paradise Township	2016-17	\$137,920.11
Jefferson Borough	2016-17	\$18,723.91
New Salem Borough	2016-17	\$37,134.41
Seven Valleys	2016-17	\$20,959.75
Spring Grove Borough	2016-17	\$55,203.57
Spring Grove Borough	2015-16	\$18.67
*Totals listed are Face amounts	<b>TOTAL:</b>	<b>\$1,108,698.49</b>

**Background Information** – Delinquent Real Estate taxes turned over for collection last year totaled \$1,006,922.26 at the Face amount.

- E. **TAX EXONERATIONS** – Approval to accept Per Capita/ Occupational Tax exonerations from tax years 2009 & 2010, per listing from Statewide Tax Recovery:

TAX YEAR	NUMBER OF EXONERATIONS	REASON FOR EXONERATION	DOLLAR AMOUNT EXONERATED
2009	1	Deceased	\$27.50
2010	3	Deceased/Duplicate	\$82.50
<b>TOTAL</b>	<b>4</b>		<b>\$110.00</b>



**FOR INFORMATION ONLY:**

**MANDATED BUILDING FIRE DRILLS**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	01/19/2017	06	08
Middle School	<i>Recorded in January Agenda</i>		
Intermediate School	02/07/2017	02	38
New Salem Elementary	01/26/2017	01	46
	02/02/2017	<i>(lockdown drill) n/a</i>	n/a
Paradise Elementary	<i>Recorded in January Agenda</i>		
Spring Grove Elementary	01/20/2017	<i>(lockdown drill) n/a</i>	n/a
	01/27/2017	01	40



**TRANSPORTATION BOARD ACTIONS REQUESTED:**

A. **2016-2017 BUS/VAN DRIVERS** – Approval of the following contracted Red Lion Bus Company bus/van driver for the 2016-2017 school year:

- 1) Allison Reynolds

**POLICY BOARD ACTIONS REQUESTED:**

- A. **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 \$2,000.00 from the Spring Grove Youth Athletic Association toward beautification of buildings and grounds at the Middle School Stadium.
  - 2) Monetary donations in the amounts listed to underwrite costs associated with the Penn State vs. Rutgers Game at the Bryce Jordan Center, honoring Spring Grove Intermediate “Lion’s List” students:
    - a. \$1,000.00 from Connie and Ed Dunklebarger
    - b. \$500.00 from Total Identity Solutions
    - c. \$500.00 from Glatco Credit Union
    - d. \$500.00 from Barton Associates, Inc.
    - e. \$500.00 from Dan and Trudy Waltersdorff
  - 3) Donations in the amounts listed toward the purchase of shirts for the high school students’ Diversity Festival scheduled for March 16, 2017:
    - a. \$1,000.00 from Spring Grove Athletic Boosters
    - b. \$1,000.00 from Spring Grove Music Boosters
    - c. \$500.00 from Hanover Door
  - 4) A donation of gift cards totaling \$250 from Weis Markets, Inc. toward support of the Diversity Festival.
  - 5) A monetary donation in the amount of \$100.00 from Alice Bortner toward support of the District Student Launch Initiative.
  - 6) A monetary donation in the amount of \$250.00 from Maryland Delaware Rocketry Association, Inc. toward support of the District Student Launch Initiative.





**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **RESIGNATION** – Approval of the following resignation:
  - 1) **Spring Grove Area Intermediate School Full Time Custodian** – Matthew Shively, effective February 21, 2017, due to accepting a full-time position outside of the district.
  
- B. **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) Howida Moustafa
  
- C. **ACT 93 AGREEMENT** – Approval of the attached agreement between Spring Grove Area School District Administrative/Supervisory Personnel and Spring Grove Area School District, dated February 20, 2017, for the period July 1, 2017 through June 30, 2020.



**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>
Brenda Bateman	Middle School	Learning Support	01/09/2017	02/10/2017

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **OVERNIGHT CONFERENCE REQUEST** – Approval for Timothy Bupp, Elementary Music Teacher, to attend the 2017 Pennsylvania Music Educators Association (PMEA) Annual Conference in Erie, PA, April 20-21, 2017.
- B. **TRIP REQUEST** – Approval for approximately 100 high school students in the History Club and/or National Honor Society (NHS), along with Mr. Jason Baker and Mr. Stephen Richards (High School Social Studies Teachers), and Ms. Nicole Harlacher, Mrs. Benae Hoffnagle, and Mrs. Pam Kimber (High School Teachers and NHS Advisors), to travel to New York City, NY, on Friday, March 31, 2017.
- C. **TRIP REQUEST** – Approval for approximately 50 twelfth grade students who have an American Government class, along with Mr. Jason Baker and Mr. Stephen Richards (High School Social Studies Teachers), and Ms. Nicole Harlacher (High School World Language Teacher), to travel to Washington, DC, on Tuesday, April 18, 2017.
- D. **TRIP REQUEST** – Approval for Ms. Sarah Caplan, Senior Class Advisor, to accompany graduating seniors on the 2017 Senior Class Trip to Six Flags America, Upper Marlboro, MD, Wednesday, May 31, 2017. Additional chaperones will also attend at a ratio of approximately one teacher/chaperone per every ten students.