



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, July 17, 2017

Educational Service Center

100 East College Avenue, Spring Grove, 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:
n/a

II. **Welcome Visitors: Formal and Informal requests to address the Board**

Members of the public who are school district residents, own property within the school district, or are current district employees will be recognized and invited to speak on any matter concerning the operation of the schools of our district. Generally, a maximum of five (5) minutes will be granted per individual and 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. If the comments are in the form of a complaint, the procedure for handling complaints is to be followed.

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.

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

IV. **Superintendent's Report**DR. DAVID RENAUT

V. **Correspondence**.....MS. CINDY HUBER

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*)

- June 19, 2017 – Regular Voting Meeting
- June 19, 2017 – Directors' Study Forum Meeting

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

- Month Ending June 30, 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***

- **MANAGEMENT REPORTS**

- PolicyMrs. 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 June 30, 2017**GENERAL FUND - CHECKING**

<u>Balance 5/31/17</u>	8,507,054.16	\$8,507,054.16
<u>Receipts</u>		
Total Receipts (as per attached)	5,595,202.95	\$5,595,202.95
Returned checks		
<u>Expenditures</u>		
Paid bills/Payroll through June 30, 2017	7,128,226.18	\$7,128,226.18
Voided Checks	<u>(567.27)</u>	(567.27)
<u>Balance 6/30/17</u>		
M & T Bank (.12%)	<u>\$6,973,463.66</u>	\$6,973,463.66

GENERAL FUND - INVESTMENTS

<u>Balance 6/30/17</u>		
PLGIT Plus (.02%)	1,655.08	
PSDLAF PSDMAX (.75%)	1,632,019.34	
PSDLAF - State Farm (.90%) 8/7/17	240,000.00	
PSDLAF- Malvern Federal Savings Bank (.90) 10/16/17	245,000.00	
PSDLAF - Full Flex (1.00%) 11/14/17	7,000,000.00	
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	
PSDLAF - CIT Bank (1.05%) 4/12/18	245,000.00	
PSDLAF - Western Alliance Bank (1.02%) 4/12/18	245,000.00	
PSDLAF - Whitney Bank (1.4%) 4/22/19	240,000.00	
		\$10,553,674.42

GENERAL FUND - TOTAL**\$17,527,138.08****NUTRITION SERVICES FUND**

<u>Balance 5/31/17</u>	445,875.74	\$445,875.74
<u>Receipts</u>		
Total Receipts (as per attached)	223,360.90	\$223,360.90
Returned Checks		
<u>Expenditures</u>		
Paid bills through June 30, 2017	191,475.68	\$191,475.68
Voided Checks	<u>(366.00)</u>	(366.00)
<u>Balance 6/30/17</u>		
M & T Bank (.12%)	<u>477,394.96</u>	\$477,394.96

NUTRITION SERVICES FUND TOTAL**\$477,394.96**

CAPITAL RESERVE FUND

<u>Balance 5/31/17</u>	51,813.57	\$51,813.57
<u>Receipts</u>		
Interest (.12%)	4.83	\$4.83
<u>Expenditures</u>		
Paid bills through June 30, 2017	<u>0.00</u>	\$0.00
<u>Balance 6/30/17</u>		
M & T Bank (.03%)	<u>51,818.40</u>	\$51,818.40

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.75%)		\$91,625.87
PSDLAF - Collateralized Pool (.60%) 6/12/17		\$750,000.00
		\$841,625.87

CAPITAL RESERVE TOTAL		\$893,444.27
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Invoices presented for Board approval - July 2017		\$13,626.36
J. Miller's Electric		\$13,626.36

STUDENT ACTIVITY FUNDS

<u>Balance 6/30/17</u>		
Elementaries	6,093.33	
Intermediate School	8,919.88	
Middle School	6,422.17	
High School	<u>60,418.49</u>	

STUDENT ACTIVITY FUNDS-TOTAL		\$81,853.87
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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** – Request to exonerate the Spring Grove Area School District from tax bill number 074737, dated 07/15/2017; parcel ID number 33000FF0094A000000, for 2017-18 real estate taxes due in the face amount of \$4,784.80.

Background Information: *This property, located at West Jackson Street, Spring Grove, is owned by Spring Grove Area School District.*



FOR INFORMATION ONLY:

MANDATED BUILDING FIRE DRILLS

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
High School	06/22/2017	03	19
Middle School	06/29/2017	00	58
Intermediate School	06/21/2017	01	23
New Salem Elementary	06/22/2017	00	55
Paradise Elementary	<i>Reported with June 19 Board Report</i>		
Spring Grove Elementary	06/29/2017	01	00

POLICY BOARD ACTIONS REQUESTED:

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

- 1) Policy No. 334: ADMINISTRATIVE EMPLOYEES, Sick Leave
- 2) Policy No. 434: PROFESSIONAL EMPLOYEES, Sick Leave
- 3) Policy No. 534: CLASSIFIED EMPLOYEES, Sick Leave

B. **DONATION** – Acceptance of the following donation in accordance with Board Policy No. 702, Gifts, Grants and Donations:

- 1) A monetary donation in the amount of \$250.00 from CHR Corp., Rutter’s Farm Stores, to be used in support of the Student Launch Initiative.

PERSONNEL BOARD ACTIONS REQUESTED:

A. **RESIGNATIONS** – Approval of the following resignations:

- 1) **Spring Grove Area High School English Instructor** – Mary Katharine Byrne, effective at the end of the 2016-2017 school year for personal reasons and relocation.
- 2) **New Salem Elementary Full-time Custodian** – John Hartley, effective July 6, 2017, for personal reasons.
- 3) **Spring Grove Area Elementary School Part-time Kindergarten Aide** – Lynette Kane, effective June 21, 2017, for personal reasons.
- 4) **Spring Grove Area Middle School Part-time Cook** – Kelly Landis, effective June 20, 2017, for personal reasons.
- 5) **Junior High Head Cross Country Coach** – Mary Katharine Byrne, effective at the end of the 2016-2017 school year for personal reasons and relocation.
- 6) **Varsity Assistant Track Coach** – Mary Katharine Byrne, effective at the end of the 2016-2017 school year for personal reasons and relocation.

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

- 1) **Spring Grove Area High School Cooperative Education Instructor** – Bradly Gossert, effective at the beginning of the 2017-2018 school year, with compensation established at Step 2 of the Bachelor's Schedule.

Background Information: *Mr. Gossert is a Spring Grove graduate who earned his Bachelor of Science Degree in Education from Lock Haven University. He taught at Dorchester High School as an Educational Specialist for the Directional Behavioral Intervention Program. Mr. Gossert spent the 2016-2017 school year substituting for the district and this appointment will fill the vacancy created with Ms. Staci Delp's retirement.*

- 2) **Spring Grove Area Elementary Instructor** – Madison Bowser, effective at the beginning of the 2017-2018 school year, with compensation established at Step 1 of the Bachelor's Schedule.

Background Information: *Ms. Bowser earned a Bachelor of Science Degree in Elementary Education from Grove City College in 2016. She was a long-term substitute at Ore Valley Elementary School in Dallastown Area School District during the 2016-2017 school year. Ms. Bowser is filling the vacancy created with Ms. Lynne Martin's resignation.*

- 3) **New Salem Elementary Full-Time Custodian (2nd Shift)** – Richard Turner, effective July 18, 2017, with compensation established at \$11.65 per hour, 8 hours per day, 260 days per year.

Background Information: *Mr. Turner's background includes cleaning and maintenance for a Residential Care facility. He is filling the vacancy created with Mr. Scott Leppo's transfer to Head Custodian.*

- C. **SPRING SEASON ATHLETICS** – Approval of the following coaches for the 2017-2018 Spring Season, with compensation determined by the 2017-2018 Coaches' Salary Matrix:

<u>Sport</u>	<u>Varsity/Junior High</u>	<u>Head / Assistant</u>	<u>Coach First Name</u>	<u>Coach Last Name</u>
Baseball	Varsity	Head	Kevin	Stiffler
Baseball	Varsity	Assistant	Joshua	Fishel
Baseball	Varsity	Assistant	Nathan	Wertz
Boys' Lacrosse	Varsity	Head	Scott	Toman
Boys' Lacrosse	Varsity	Assistant	VACANT	
Boys' Tennis	Varsity	Head	Holly	Metzger-Brown
Boys' Volleyball	Varsity	Head	Cameron	Mummert
Boys' Volleyball	Varsity	Assistant	Colby	Messersmith
Girls' Lacrosse	Varsity	Head	Jeff	Richards
Girls' Lacrosse	Varsity	Assistant	David	Englar
Girls' Volleyball	Junior High	Head	Dawn	Myers
Girls' Volleyball	Junior High	Assistant	Brandi	Kinard
Softball	Varsity	Head	Mark	Hull
Softball	Varsity	Assistant	Roger	Miller
Softball	Varsity	Assistant	Jason	Miller
Boys' Track	Varsity	Head	Eric	Baumgardner
Girls' Track	Varsity	Head	Eric	Baumgardner
Track	Varsity	Assistant	Caitlin	Hancox
Track	Varsity	Assistant	Kathleen	Krall
Track	Varsity	Assistant	Kirk	Ruff
Track	Varsity	Assistant	VACANT	
Track	Junior High	Head	Brian	Link
Track	Junior High	Assistant	Brian	Campbell
Track	Junior High	Assistant	Michelle	Garrett
Track	Junior High	Assistant	Bradly	Gossert

- D. **PROFESSIONAL SUBSTITUTES** – Approval of the following professional substitutes for the 2017-2018 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) Mariah Klunk
- 2) Bobbi Mellott

- E. **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 2017-2018 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) Marc Charisse



F. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2017-2018 school year at the hourly rates indicated on the Support Staff/Substitute Salary Matrix, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:

- 1) Mindy Altland
- 2) Nicole Matias



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>
Elizabeth Wright	ESC	Business Office	Intermittent	

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **DISTRICT ASSESSMENT PLAN** – Approval of the attached 2017-2018 District Assessment Plan for classroom teachers.

- B. **TRIP REQUEST** – Approval for Jessica O’Brien, High School Physical Education/Wellness Teacher, Sarah Hipp, Middle School/High School Library Aide, Stacy Shue, High School Cafeteria Employee, and Jennifer Lecrone, Bus Driver, to accompany approximately 27 middle and high school students to the Penn State University THON at Penn State University, University Park, PA, February 16-18, 2018.