



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, September 25, 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.

- Mr. Jerry Mascaro, Spring Grove Music Boosters

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

IV. **Board Action – Board Director Replacement**MS. CINDY HUBER

V. **Administer Oath to New Director** MRS. SUZANNE STERNER, Notary Public

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

VII. **Student Representative's Report**..... MISS ABIGAIL O'LEARY

VIII. **Correspondence**.....MS. CINDY HUBER

IX. **Legislative Update**.....MR. TODD STAUB

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

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



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

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

- August 21, 2017 – Regular Voting Meeting
- September 11, 2017 – Voting Meeting
- September 11, 2017 – Directors’ Study Forum

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

- Month Ending August 31, 2017

XV. **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**

- PolicyMrs. Stacy Meyer
- Personnel..... Mr. Doug Stein

• **PROGRAM REPORTS**

- Athletics and MusicMr. Dave Trettel
- Curriculum Mr. Brent Hoschar

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

APPOINTMENT OF BOARD DIRECTOR REPLACEMENT

IV. **APPOINTMENT OF BOARD DIRECTOR REPLACEMENT** – Nomination and appointment of _____ to fill the School Board Director vacancy created with Matthew Jansen’s resignation, effective September 25, 2017, through December 2019.

- 1) Troy Hamilton **OR**
- 2) Karen Baum **OR**
- 3) Suzanne Hoffman

Background Information: Board members had the opportunity to hear each candidate during the September 11, 2017, Directors’ Study interviews.

TREASURER'S REPORT FOR THE MONTH ENDING August 31, 2017

GENERAL FUND - CHECKING

<u>Balance 7/31/17</u>	4,964,646.80	\$4,964,646.80
<u>Receipts</u>		
Total Receipts (as per attached)	10,023,459.96	\$10,023,459.96
Returned checks		
<u>Expenditures</u>		
Paid bills/Payroll through August 31, 2017	4,552,092.94	\$4,552,092.94
Voided Checks	<u>(957.95)</u>	(\$957.95)
<u>Balance 8/31/17</u>		
M & T Bank (.18%)	<u>\$10,435,055.87</u>	\$10,435,055.87

GENERAL FUND - INVESTMENTS

<u>Balance 8/31/17</u>		
PLGIT Plus (.02%)	1,655.33	
PSDLAF PSDMAX (.78%)	1,887,235.64	
PSDLAF- Malvern Federal Savings Bank (.90) 10/16/17	245,000.00	
PSDLAF - Full Flex (1.00%) 11/14/17	2,000,000.00	
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	
		\$5,568,890.97
GENERAL FUND - TOTAL		\$16,003,946.84

NUTRITION SERVICES FUND

<u>Balance 7/31/17</u>	397,171.69	\$397,171.69
<u>Receipts</u>		
Total Receipts (as per attached)	71,902.37	\$71,902.37
Returned Checks		
<u>Expenditures</u>		
Paid bills through August 31, 2017	1,528.97	\$1,528.97
Voided Checks		\$0.00
<u>Balance 8/31/17</u>		
M & T Bank (.18%)	<u>467,545.09</u>	\$467,545.09
NUTRITION SERVICES FUND TOTAL		\$467,545.09

CAPITAL RESERVE FUND

<u>Balance 7/31/17</u>	38,198.50	\$38,198.50
<u>Receipts</u>		
Interest (.18%)	24.28	
Deposit	500,000.00	\$500,024.28
<u>Expenditures</u>		
Paid bills through August 31, 2017	<u>30,570.00</u>	\$30,570.00
<u>Balance 8/31/17</u>		
M & T Bank (.18%)	<u>507,652.78</u>	\$507,652.78

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.78%)		\$92,791.14
PSDLAF - Collateralized Pool (1.1%) 11/14/17		\$750,000.00
		\$842,791.14

CAPITAL RESERVE TOTAL		\$1,350,443.92
------------------------------	--	-----------------------

Invoices presented for Board approval - September 2017		\$43,844.19
Degler-Whiting, Inc.		\$5,990.00
Industrial Combustion Specialty, Inc.		\$12,150.00
Industrial Combustion Specialty, Inc.		\$9,368.00
Industrial Combustion Specialty, Inc.		\$6,800.00
R. F. Fager Company		\$9,536.19

STUDENT ACTIVITY FUNDS

<u>Balance 8/31/17</u>		
Elementaries	4,209.23	
Intermediate School	8,920.09	
Middle School	6,352.73	
High School	<u>57,590.09</u>	

STUDENT ACTIVITY FUNDS-TOTAL		\$77,072.14
-------------------------------------	--	--------------------



BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LISTS** – Approval of the Accounts Payable lists as presented.
- B. **2018-2019 BUDGETARY TIMELINE** – Approval of the attached 2018-2019 Budgetary Timeline for preparation, review and approval of the General Fund and Nutrition Services Fund budgets for the 2018-2019 fiscal year.
- C. **STUDENT INFORMATION SYSTEM** – Approval to purchase Sapphire K12 as the District's Student Information System at an initial cost of \$38,400, an approximate annual license fee of \$83,828, and an anticipated launch date at the start of the 2018-2019 school year.
- D. **ADDITIONAL 2017-2018 FUND RAISING ORGANIZATIONS** – Approval to add the American Foundation for Suicide Prevention and the SPCA organizations to the approved list of fund raising organizations for the 2017-2018 school year so students and/or staff may raise funds toward their support, in accordance with Board Policy #229.



FOR INFORMATION ONLY:

MANDATED BUILDING FIRE DRILLS

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	08/24/2017	1	13
	09/15/2017	1	15
Paradise Elementary	08/24/2017	1	44
Spring Grove Elementary	08/24/2017	2	10
Spring Grove Intermediate	08/25/2017	2	10
Spring Grove Middle School	08/25/2017	2	57
Spring Grove High School	08/28/2017	5	44



TRANSPORTATION BOARD ACTIONS REQUESTED:

A. **2017-2018 BUS/VAN DRIVERS, RED LION BUS** – Approval of the following additional contracted Red Lion Bus Company Bus/Van Driver for the 2017-2018 school year:

- 1) Mack, Henry

POLICY BOARD ACTIONS REQUESTED:

- A. **SECOND READING** – Approval of a first reading for the following policy:
- 1) Policy No. 246: PUPILS, Student Wellness
- B. **FIRST READING** – Approval of a first reading for the following policy:
- 1) Policy No. 007: LOCAL BOARD PROCEDURES, Distribution
- C. **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 \$100.00 from Seven Valleys Borough to be used in support of the History Club.
 - 2) A monetary donation in the amount of \$125.00 from Mr. and Mrs. Dana Edsall to be used in support of Team America Rocketry Challenge (TARC).
 - 3) A donation of pencil sharpeners, three-hole punches, and recess boxes for 17 classrooms that included such items as Legos, Play Doh, stacking cups, and other games, from the Paradise Elementary PTO to support students and staff at Paradise Elementary.
- D. **DESIGNATION TO CAST VOTE FOR PSBA OFFICERS** – Approval for George Ioannidis, Board Secretary, to register votes on behalf of School Directors, by the close of the voting window on October 12, 2017, for election of PSBA Governing Board officers, as follows:
- 1) David Hutchinson OR Otto W. Voit, III *as President-Elect (vote for one)*
 - 2) Eric Wolfgang OR Gary Michael Smedley *as Vice President (vote for one)*
 - 3) Mike Gossert *as Treasurer*
 - 4) Larry Augustine OR Clythera Hornung *as Central at Large Representative (vote for one)*
 - 5) Michael Faccinetto AND/OR Marianne L. Neel *as Trustees, term ending December 31, 2020 (vote for up to two)*

Background Information: Board members were given background information on each candidate at the September 11, 2017, DSF.

PERSONNEL BOARD ACTIONS REQUESTED:

A. **CLARIFICATION PETITION** – Approval of the Petition to the Pennsylvania Labor Relations Board to add the position of school social worker to the bargaining unit and amend the unit description accordingly.

B. **RESIGNATION** – Approval of the following resignation:

1) **Spring Grove Area Varsity Assistant Swimming Coach** – Kelcie Beck, effective September 13, 2017, to accept a full-time position outside the district.

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

1) **Spring Grove Elementary Part-Time Learning Support Aide** – Laurie Dietrich, effective September 26, 2017, with compensation established at \$11.11 per hour, 4 hours per day, 180 days per year.

***Background Information** – Ms. Dietrich has a Bachelor’s Degree in Elementary Education from York College and has worked for the district previously as a Kindergarten Aide and a substitute teacher. She is filling the vacancy created by Ms. Lyndall Akstull’s resignation.*

2) **Spring Grove Area High School Full-Time Custodian (2nd shift)** – Eric Becker, effective September 26, 2017, with compensation established at \$11.65 per hour, 8 hours per day, 260 days per year.

***Background Information** – Mr. Becker has worked as a machinist for 27 years. He is filling the vacancy created by Mr. Andrew Smith’s transfer to day shift following Mr. Rodney Wentz’s retirement.*

3) **Spring Grove Area High School Part-Time Custodian** – Kim Reimold, effective September 26, 2017, with compensation established at \$11.95 per hour, 4 hours per day, 260 days per year.

***Background Information** – Ms. Reimold has over 20 years’ experience in the cleaning industry. She is filling the vacancy created by Ms. Karen Mason’s retirement.*

D. **ATHLETICS** – Approval of the following additional coaches for the 2017-2018 Fall Season, with compensation determined by the 2017-2018 Coaches’ Salary Matrix:

Sport	Varsity / Junior High	Head / Assistant	Coach First Name	Coach Last Name
Boys’ Basketball	Junior High	Head	Marley	Hay
Boys’ Basketball	Varsity	Assistant	Jeffrey	Warren

E. **GAME MANAGER PERSONNEL** – Approval of the following individual for the 2017-2018 school year to work athletic events at the established rate of \$15.97 per hour:

1) David Gipe

F. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individuals for the 2017 – 2018 school year to work athletic events at the established rate of \$8.00 per hour:

- 1) Karen Baumgartner
- 2) Lance Genicola
- 3) Stephen Neil Riley



PERSONNEL REPORT / FOR INFORMATION ONLY:

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>
Robert Shick	New Salem Elementary School	Administration	09/25/2017	12/18/2017
Lisa Hall	SGI	Reading Specialist	09/27/2017	11/09/2017

ATHLETICS & MUSIC BOARD ACTIONS REQUESTED:

- A. **ATHLETIC TRIP PROPOSAL** – High School Varsity Girls’ Volleyball Team to attend the Penn State University Girls’ Volleyball match in State College, Pennsylvania, on October 14, 2017.

Background Information: *Details of this proposed trip have been amended from discussions that took place during the September 11, 2017, DSF meeting. Board members received a memorandum with board packet materials indicating that transportation will be funded through Athletic Boosters.*

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **OVERNIGHT CONFERENCE REQUEST** – Approval for Michelle Mummert, High School Counselor, to attend and participate in the Penn State Counselor Advisory Group at Penn State University, in State College, PA, October 15-16, 2017.
- B. **OVERNIGHT CONFERENCE REQUEST** – Approval for Shannon Engles, School Social Worker, to attend and present during the Advancing School Mental health Conference at Gaylord Resort and Conference Center, in National Harbor, MD, October 19-21, 2017.
- C. **TRIP REQUEST** – Approval for Brian Hastings and Renee Bosak, High School Science Teachers, to accompany approximately seven students to attend a rocket launch at Maryland Delaware Rocketry Association (MDRA) in Centreville, Maryland, on October 14, 2017.
- D. **TRIP REQUEST** – Approval for Brian Hastings and Renee Bosak, High School Science Teachers, to accompany approximately seven students to attend a rocket launch at Maryland Delaware Rocketry Association (MDRA) in Centreville, Maryland, on a Saturday to be determined in November 2017.
- E. **TRIP REQUEST** – Approval for Brian Hastings and Renee Bosak, High School Science Teachers, to accompany approximately seven students to attend a rocket launch at Maryland Delaware Rocketry Association (MDRA) in Centreville, Maryland, on a weekend to be determined in December 2017.
- F. **TRIP REQUEST** – Approval for Ms. Kristen King and Ms. Phalon Mallory, High School Student Council Advisors, and Mr. Stephen Richards, High School Social Studies Teacher, to accompany approximately five student council members to the Leadership Experience and Development (LEAD) 2018 Conference in Washington, DC, on January 26-28, 2018.
- G. **DRIVING SCHOOL AGREEMENT** – Approval to enter into an agreement of services with Krupinski Driving School, LLC, to allow Spring Grove Area High School students to have the option to receive behind-the-wheel driving experience and take the End of Course Skills Test at no cost to the District for this service.