



# AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, November 20, 2017

Educational Service Center

100 East College Avenue

Spring Grove, PA 17362

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

VI. **Correspondence**.....MS. CINDY HUBER

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*)

- October 16, 2017 – Regular Voting Meeting
- November 6, 2017 – Voting Meeting
- November 6, 2017 – Directors’ Study Forum

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

- Month Ending October 31, 2017

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 ..... ***For Information Only***
- Transportation.....Mr. Eric Cable

• **MANAGEMENT REPORTS**

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

• **PROGRAM REPORTS**

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

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

**TREASURER'S REPORT FOR THE MONTH ENDING October 31, 2017**

**GENERAL FUND - CHECKING**

<u>Balance 9/30/17</u>	18,351,326.64	<b>\$18,351,326.64</b>
<u>Receipts</u>		
Total Receipts (as per attached)	15,575,663.73	<b>\$15,575,663.73</b>
Returned checks		
<u>Expenditures</u>		
Paid bills/Payroll through October 31, 2017	7,157,481.05	<b>\$7,157,481.05</b>
Voided Checks	<u>(222.00)</u>	<b>(\$222.00)</b>
<u>Balance 10/31/17</u>		
M & T Bank (.20%)	<b><u>\$26,769,287.32</u></b>	<b>\$26,769,287.32</b>

**GENERAL FUND - INVESTMENTS**

<u>Balance 10/31/17</u>		
PLGIT Plus (.02%)	1,658.87	
PSDLAF PSDMAX (.84%)	2,140,588.07	
PSDLAF - Full Flex (1.00%) 11/14/17	2,000,000.00	
PSDLAF - Full Flex (1.11%) 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	
		<b>\$7,577,246.94</b>
<b>GENERAL FUND - TOTAL</b>		<b>\$34,346,534.26</b>

**NUTRITION SERVICES FUND**

<u>Balance 9/30/17</u>	451,190.48	<b>\$451,190.48</b>
<u>Receipts</u>		
Total Receipts (as per attached)	116,587.96	<b>\$116,557.96</b>
Returned Checks	<u>(30.00)</u>	
<u>Expenditures</u>		
Paid bills through October 31, 2017	171,482.54	<b>\$171,482.54</b>
Voided Checks	<u>(17.10)</u>	<b>(\$17.10)</b>
<u>Balance 10/31/17</u>		
M & T Bank (.18%)	<b><u>396,248.80</u></b>	<b>\$396,248.80</b>
<b>NUTRITION SERVICES FUND TOTAL</b>		<b>\$396,248.80</b>

**CAPITAL RESERVE FUND**

<u>Balance 9/30/17</u>	463,876.31	<b>\$463,876.31</b>
<u>Receipts</u>		
Interest (.20%)	102.98	
Deposit	500,000.00	<b>\$500,102.98</b>
<u>Expenditures</u>		
Paid bills through September 30, 2017	<u>0.00</u>	<b>\$0.00</b>
<u>Balance 10/31/17</u>		
M & T Bank (.18%)	<u>963,979.29</u>	<b>\$963,979.29</b>

**CAPITAL RESERVE INVESTMENTS**

PSDLAF PSDMAX (.84%)		\$94,301.58
PSDLAF - Collateralized Pool (1.1%) 11/14/17		\$750,000.00
		<b>\$844,301.58</b>

<b>CAPITAL RESERVE TOTAL</b>		<b>\$1,808,280.87</b>
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<b>Invoices presented for Board approval - November 2017</b>		<b>\$20,400.00</b>
NRG Building Services, Inc.		<b>\$20,400.00</b>

**STUDENT ACTIVITY FUNDS**

<u>Balance 10/31/17</u>		
Elementaries	2,334.06	
Intermediate School	12,456.88	
Middle School	4,663.87	
High School	<u>59,398.42</u>	

<b>STUDENT ACTIVITY FUNDS-TOTAL</b>		<b>\$78,853.23</b>
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**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists as presented.
  
- B. **ACCELERATED BUDGET OPT OUT RESOLUTION** – Adoption of the attached Resolution certifying that the 2018-2019 fiscal year budget will be funded based on maintaining the current tax rates, or increasing taxes by an amount less than or equal to the Act 1 Index of 3.0%, and that the School Board will comply with the rules set forth in School Code §687 for adoption of the school district proposed and final budgets for the 2018-2019 fiscal year.

**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	10/23/2017	01	45
Paradise Elementary	10/18/2017	01	52
Spring Grove Elementary	10/20/2017	02	22
Spring Grove Intermediate	10/20/2017	02	13
Spring Grove Middle School	10/20/2017	02	05
Spring Grove High School	10/20/2017	05	53

**EARTHQUAKE DRILLS**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>
New Salem Elementary	10/23/2017
Paradise Elementary	10/23/2017
Spring Grove Elementary	10/20/2017
Spring Grove Intermediate	10/20/2017
Spring Grove Middle School	10/20/2017
Spring Grove High School	10/20/2017



**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 drivers for the 2017-2018 school year:
- 1) Heather Krebs
  - 2) Michelle Mattingly
  - 3) Jacqueline McFarland



**POLICY BOARD ACTIONS REQUESTED:**

- A. **2018 BOARD MEETING SCHEDULE** – Approval of the attached schedule listing meetings of the Board of School Directors during the 2018 calendar year.
  
- B. **FIRST READING** – Approval of a first reading for the following policies:
  - 1) Policy No. 138: PROGRAMS, English Language Development Program - *revision*
  - 2) Policy No. 150: PROGRAMS, Title I – Comparability of Services - *new*
  - 3) Policy No. 918: COMMUNITY, Title I – Parent and Family Engagement - *revision*



**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **RESIGNATIONS** – Approval of the following resignations:
- 1) **Spring Grove Area Middle School Part-Time Cook** – Kimberly McCannon, effective November 27, 2017, to accept a full-time position outside of the district.
  - 2) **High School Varsity Assistant Cross Country Coach** – Scott Zeigler, effective November 14, 2017, for personal reasons.
- B. **APPOINTMENTS** – Approval of the following appointments, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
- 1) **New Salem Elementary Full-Time Custodian (2<sup>nd</sup> Shift)** – Brandon Busha, effective November 21, 2017. Compensation established at \$11.95 per hour for 8 hours per day, 260 days per year.  
  
***Background Information** – Mr. Busha has 12 years' experience in custodial / maintenance positions. Most recent, Mr. Busha has been employed with Dallastown School District. He is filling the vacancy created by Mr. John Hartley's resignation.*
  - 2) **Spring Grove Area High School Full-Time Custodian (2<sup>nd</sup> Shift)** – April Albert, effective November 21, 2017. Compensation established at \$11.65 per hour for 8 hours per day, 260 days per year.  
  
***Background Information** – Ms. Albert has many years cleaning experience, most recently with Chambersburg Area School District and as a substitute custodial with Spring Grove. She is filling the vacancy created by Mr. Kevin Berkheimer's resignation and Mr. Eric Becker's subsequent transfer to 3<sup>rd</sup> shift.*
  - 3) **Spring Grove Area High School Student Custodian** – Ryan Shields, effective November 21, 2017. Compensation established at \$7.50 per hour.
  - 4) **Spring Grove Area High School Student Custodian** – Gabriel Mellott, effective November 21, 2017. Compensation established at \$7.50 per hour.
- C. **ATHLETICS** – Approval of the following additional coach for the 2017-2018 Spring Season with compensation determined by the 2017-2018 Coaches' Salary Matrix:

Sport	Varsity / Junior High	Head / Assistant	Coach First Name	Coach Last Name
Boys' Lacrosse	Varsity	Assistant	Austin	Barley

- D. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individual for the 2017 – 2018 school year to work athletic events at the established rate of \$8.00 per hour.
- 1) Tammy Herman

E. **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) Katie Diehl
- 2) Stacy Fisher

F. **GUEST TEACHERS** – Approval of the following individuals 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) Heather Toomey
- 2) Konnor Grimek
- 3) Derrick Ferree

G. **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) Chris Snyder
- 2) Staci Delp
- 3) Stacy Fisher



**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>
Kelly Mills	Elementary	Library Aide	11/16/2017	12/11/2017

**TEMPORARY PROFESSIONALS WHOSE WORK HAS BEEN CERTIFIED BY THE DISTRICT SUPERINTENDENT (*within the last 4 months of the third year of service*) AS BEING SATISFACTORY AND MEETING REQUIREMENTS TO BE EXTENDED A TENURE CONTRACT:**

<i>EMPLOYEE NAME</i>	<i>BUILDING</i>	<i>DEPARTMENT</i>
Alysha Stagers	Paradise	Grade 1



**ATHLETICS & MUSIC BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for the High School Varsity Girls’ Basketball Team to attend the Penn State University Girls’ Basketball Game in State College, PA, on December 31, 2017.

**CURRICULUM BOARD ACTIONS REQUESTED:**

- A. **TRIP REQUEST** – Approval for Jason Baker and Stephen Richards (High School Social Studies Teachers), and Nichole Harlacher (High School World Language Teacher), to accompany approximately 24 high school students to a Mock Trial Competition at the University of Pittsburgh, January 5-7, 2018.
- B. **TRIP REQUEST** – Approval for Jason Baker (High School Social Studies Teacher) and Nichole Harlacher (High School World Language Teacher) to accompany approximately 24 high school students to a Mock Trial Competition at Pennsylvania State University, January 13-14, 2018.
- C. **TRIP REQUEST** – Approval for Jason Baker (High School Social Studies Teacher) and Nichole Harlacher (High School World Language Teacher) to accompany approximately 24 high school students to a Mock Trial Competition at the University of Pennsylvania, January 20-21, 2018.
- D. **TRIP REQUEST** – Approval for Brian Hastings (High School Science Teacher), Jennifer Hastings, and one parent volunteer, to accompany approximately 15 students to the Battle of the Rockets in Culpeper, Virginia, April 13-16, 2018.
- E. **TRIP REQUEST** – Approval for Pam Kimber, Catrina Frey and Kim Richard (High School Science Teachers), Steve Wible (High School Technology Teacher), Cathy Drapiewski (Middle School Science Teacher), and Sherry Stambaugh (Gifted Teacher), to accompany approximately 34 middle school and high school students to the Science Olympiad State Competition in State College and Juniata College, April 27-28, 2018.
- F. **TRIP REQUEST** – Approval for Dan Brenner, Abigail Kirkpatrick, and Kyle Showalter (High School Music Teachers), to accompany approximately 40 high school music students to Baltimore, Maryland and Washington, D.C. for performances and touring, April 27-29, 2018.
- G. **TRIP REQUEST** – Approval for Brian Hastings and a parent volunteer to accompany approximately 10 student rocket team members to the National Sport Launch in Geneseo, New York, May 26-28, 2018.
- H. **NEW HIGH SCHOOL COURSES** – Approval of the following new courses beginning with the 2018-2019 school year:
- 1) Digital Art and Design
  - 2) Digital Art and Painting
  - 3) Advanced Video Journalism 2
  - 4) Algebra 1A
  - 5) Algebra 1B
  - 6) Introduction to Computer Programming
  - 7) Robotics
  - 8) Panorama of German Culture
  - 9) Spanish Cultural Perspectives
- I. **REVISION OF HIGH SCHOOL COURSE NAME** – Approval to change the name of the current “Cooperative Education – Your Employability Skills (YES)” course to “Diversified Occupations.”