



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, July 16, 2018

Educational Service Center

100 East College Avenue

Spring Grove, PA 17362

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**..... NO REPORT

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 18, 2018 – Regular Voting Meeting
 - June 18, 2018 – Directors’ Study Forum
- XI. **Treasurer’s Report** (*motion and second needed, roll call vote*)..... MR. TODD STAUB
- Month Ending June 30, 2018
- 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**
 - Policy Mrs. Stacy Meyer
 - Personnel..... Mr. Doug Stein
- XIII. **Adjournment** (*motion and second needed, voice vote*)
- XIV. **Executive Session for Collective Bargaining Negotiations and Real Estate**

TREASURER'S REPORT FOR THE MONTH ENDING June 30, 2018

GENERAL FUND - CHECKING

<u>Balance 5/31/18</u>		10,197,513.54	\$10,197,513.54
<u>Receipts</u>			
	Total Receipts (as per attached)	8,530,898.68	\$8,530,898.68
	Returned checks		
<u>Expenditures</u>			
	Paid bills/Payroll through June 30, 2018	10,317,080.57	\$10,317,080.57
	Voided Checks	(40.25)	(\$40.25)
<u>Balance 6/30/18</u>	M & T Bank (.45%)& ACNB (.80%)	<u>\$8,411,291.40</u>	\$8,411,291.40

GENERAL FUND - INVESTMENTS

<u>Balance 6/30/18</u>			
	PLGIT Plus (.02%)	1,675.05	
	PSDLAF - Max (1.43%)	2,510.09	
	PSDLAF - Collateralized Pool (2.00%) 7/17/18	2,500,000.00	
	PSDLAF - Financial Federal Bank (1.40%) 11/19/18	245,000.00	
	PSDLAF -TCM Bank (1.40%) 11/20/18	245,000.00	
	PSDLAF - Premier Business Bank (1.45%) 11/20/18	245,000.00	
	PSDLAF - Beal Bank USA (1.40%) 11/28/18	245,000.00	
	PSDLAF - Compass Bank (1.45%) 11/30/18	245,000.00	
	PSDLAF - Safra National Bank of NY (1.45%) 12/6/18	245,000.00	
	PSDLAF - Collateralized Pool (2.00%) 12/17/18	2,000,000.00	
	PSDLAF - Collateralized Pool (1.95%) 3/6/19	2,000,000.00	
	PSDLAF - Whitney Bank (1.4%) 4/22/19	240,000.00	
	PSDLAF - Ally Bank (1.50%) 5/24/19	243,000.00	
	PSDLAF - Goldman Sachs Bank (1.55%) 5/29/19	243,000.00	
			\$8,700,185.14
GENERAL FUND - TOTAL			\$17,111,476.54

NUTRITION SERVICES FUND

<u>Balance 5/31/18</u>		450,407.17	\$450,407.17
<u>Receipts</u>			
	Total Receipts (as per attached)	439,048.26	\$439,048.26
	Returned Checks		
<u>Expenditures</u>			
	Paid bills through June 30, 2018	344,551.66	\$344,551.66
	Voided Checks		\$0.00
<u>Balance 6/30/18</u>	M & T Bank (.45%) & ACNB (.80%)	<u>544,903.77</u>	\$544,903.77
NUTRITION SERVICES FUND TOTAL			\$544,903.77

CAPITAL RESERVE FUND

<u>Balance 5/31/18</u>		627,253.14	\$627,253.14
<u>Receipts</u>			
	Interest	338.32	
	Deposit		\$338.32
<u>Expenditures</u>			
	Paid bills through June 30, 2018	<u>65,901.77</u>	\$65,901.77
<u>Balance 6/30/18</u>			
	M & T Bank (.50%) & ACNB (.80%)	<u>561,689.69</u>	\$561,689.69

CAPITAL RESERVE INVESTMENTS

	PSDLAF PSDMAX (1.58%)		\$101,795.05
	PSDLAF - Collateralized Pool (2.050%) 6/26/18		\$750,000.00
			\$851,795.05

GENERAL FUND - CAPITAL RESERVE TOTAL**\$1,413,484.74****Invoices presented for Board approval - June 2018****\$50,061.54**

	CB Flooring LLC	\$25,427.54	
	Enecon USA, Inc.	\$24,634.00	

STUDENT ACTIVITY FUNDS

<u>Balance 6/30/18</u>			
	Elementaries	11,908.63	
	Intermediate School	4,440.29	
	Middle School	6,712.62	
	High School	<u>75,766.41</u>	
	STUDENT ACTIVITY FUNDS-TOTAL		\$98,827.95

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists for June 30, 2018, as presented.
- B. **DISPOSAL OF OBSOLETE FACILITIES EQUIPMENT** – Approval to consider the facilities equipment obsolete as listed on the attached and dispose of the items in accordance with Board Policy 706.1.
- C. **MOBILE INTERNET CONNECTIVITY SERVICES** – Approval to contract with T-Mobile to provide mobile hotspots to eligible SGFlex students at an average cost of \$30/month for unlimited 4G LTE data.
- D. **TAX EXONERATION REQUEST** – Approval to exonerate the Spring Grove Area School District from tax bill number 084727 dated 07/15/2018, parcel ID number 33000FF0094A000000, for 2018-19 real estate taxes due in the face amount of \$4,871.80.

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

QTY	DESCRIPTION
1	1990 Dodge van
1	Advenger Convertamatic 200-B
2	Beverage-Air Milk Coolers
4	Lab Tables
2	Bobcat - Self-propelled mowers
2	Cast iron slop sink
3	Choral Risers
26	Cooper High Bay Lighting/250 watt Voltage/20/208/240/277
80	Gardco Lighting/100 Watt/Metal Halide 277 volts/Wall Mount
1	GBC laminator
2	Glass showcases
2	Golf Club bags and clubs
1	Gould pump /Sewer pump (New-never used)
1	Honeywell Air Compressor
1	John Deere LX 279 Lawn Tractor (No mower deck)
1	Lawn Boy - Self-propelled mower
4	Lunch tray carts/stainless steel
1	Meat slicer
1	Minute Man 260
1	Minute Man 2700 Burnishing System
1	Minuteman Ambassador
2	Paper cutter
3	Pottery Wheels
1	Pulverizer
1	Regal Perfection Powered Condiment System
100 (+/-)	Six compartment lunch trays/mixed colors
150 (+/-)	Six compartment lunch trays/blue
3	Spring Playground Toys/Broken Springs
1	Swimming pool wheel chair
3	Wooden Desk
2	Wooden Tables



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			
Paradise Elementary			
Spring Grove Elementary			
Spring Grove Area Intermediate			
Spring Grove Area Middle School			
Spring Grove Area High School	6/18/2018	3	12

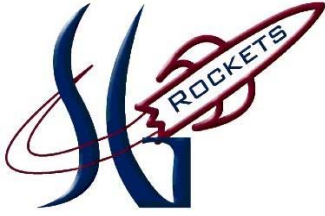
***NOTE:** Final 2017-2018 mandated fire drills were included with the June 18th Board Meeting packet. The High School's information was not included with that list and appears separately above.*

POLICY BOARD ACTIONS REQUESTED:

- A. **2018-2019 STUDENT/PARENT HANDBOOK** – Approval of the Student/Parent Handbook for the 2018-2019 school year, which includes the Code of Student Conduct, a core section relevant to district policies and procedures, and a building-specific section appropriate to the High School, Middle School, Intermediate School, and Elementary K-4 Level.

***Background Information:** A draft of handbook information was shared with board members at the June 18, 2018, Directors’ Study Forum. In the interest of cost-effectiveness, a final version of the handbook is available for viewing by board members via login and password on the confidential webpage.*

- B. **2018-2019 OPERATIONAL PLAN** – Approval of the proposed 2018-2019 Operational Plan, as attached.



SPRING GROVE AREA SCHOOL DISTRICT

PROPOSED OPERATIONAL PLAN

2018-2019

CURRICULUM & INSTRUCTION

- 1. Continue Expansion of Instructional Technology and Online Learning Options for Staff and Students**
- 2. Continue to Evaluate and Implement Programming for Students with Complex Special Needs and Medical Needs**
- 3. Implementation of ESSA (Every Student Succeeds Act) Mandates**
- 4. Implementation of Full-Day Kindergarten**

MANAGEMENT

- 5. Engage Teacher Contract Negotiations**
- 6. Continue Planning for Repurposing and/or Disposition of District Facilities Not Currently Used for Instruction**
- 7. Full Transition/Implementation of Sapphire (*Student Information System*)**

Board Approved:

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATIONS** – Acceptance of the following resignations:
- 1) **Spring Grove Area Middle School Building Secretary** – Linda Shultz, effective, July 27, 2018, to accept another position outside the district.
 - 2) **Spring Grove Elementary Part-Time Learning Support Aide** – Laurie Dietrich, effective June 14, 2018, for personal reasons.
 - 3) **Spring Grove Area High School Marching Band Instructor and Indoor Color Guard Director** – Kathleen Brown, effective June 27, 2018, for personal reasons.
 - 4) **Junior High Girls' Volleyball Assistant Coach** – Jennifer Wolfe, effective June 28, 2018, for personal reasons.
- B. **TRANSFERS** – Approval of the following transfers:
- 1) **Paradise Elementary Full-Time Cook** – Sara Snell, **from** Paradise Elementary Part-Time Cook **to** Paradise Elementary Full-Time Cook, effective August 20, 2018. Compensation established at \$11.33 per hour for 6.5 hours per day, 180 days per year.
 - 2) **Spring Grove Elementary Full-Time Autistic Support Aide** – Bridget Smith, **from** Spring Grove Area Intermediate School Personal Care Assistant **to** Spring Grove Elementary Full-Time Autistic Support Aide, effective August 20, 2018. Compensation established at \$11.50 per hour for 7 hours per day, 180 days per year.
- 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 Area High School Learning Support Instructor** – Mrs. Kara Reed, effective at the beginning of the 2018-2019 school year. Compensation established at Step 8 of the Master's Schedule.
 - 2) **Spring Grove Intermediate School Learning Support Instructor** – Patricia Lackey, effective at the beginning of the 2018-2019 school year. Compensation established at Step 5 of the Master's Schedule.
 - 3) **Spring Grove Area School District Elementary Instructor** – Elizabeth Berger, effective at the beginning of the 2018-2019 school year. Compensation established at Step 5 of the Bachelors Plus 24 Schedule.
 - 4) **Spring Grove Elementary Full-Time Autistic Support Aide** – Mrs. Nancy Neff, effective August 20, 2018. Compensation established at \$13.61 per hour for 7 hours per day, 180 days per year.
 - 5) **Spring Grove Area Intermediate School Full-Time Autistic Support Aide** – Cynthia Ferrence, effective August 20, 2018. Compensation established at \$12.00 per hour for 7 hours per day, 180 days per year.
 - 6) **Spring Grove Area Intermediate School Full-Time Autistic Support Aide** – Mrs. Carol Bortner, effective August 20, 2018. Compensation established at \$12.00 per hour for 7 hours per day, 180 days per year.

- 7) **Spring Grove Area Middle School Full-Time Autistic Support Aide** – Mrs. Heather Austin, effective August 20, 2018. Compensation established at \$12.42 per hour for 7 hours per day, 180 days per year.
- 8) **Spring Grove Elementary Part-Time Kindergarten Aide** – Mrs. Jennifer Herbst, effective August 20, 2018. Compensation established at \$10.61 per hour for 5 hours per day, 180 days per year.
- 9) **New Salem Elementary Part-Time Kindergarten Aide** – Mrs. Erin Ramsay, effective August 20, 2018. Compensation established at \$10.61 per hour for 5 hours per day, 180 days per year.

D. **ATHLETICS** – Approval of the following additional coach for the 2018-2019 Fall Season, with compensation determined by the 2018-2019 Coaches’ Salary Matrix:

Sport	Varsity / Junior High	Head / Assistant	Coach First Name	Coach Last Name
Field Hockey	Junior High	Assistant	Julia	Snyder

E. **PROFESSIONAL SUBSTITUTES** – Approval of the following professional substitutes for the 2018-2019 school year at a rate of \$110.00 per day and \$125.00 per day beginning on the 21st day cumulative, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

1	Nicholas Alton	21	Ellen Hilt	41	Sarah Nickey
2	Meleah Berger	22	Zachary Huff	42	Doris Olver
3	David Bowersox	23	Hannah Illyes	43	Zachary Paradise
4	Mark Bowersox	24	Aubrie Kincaid	44	Wanda Peterson
5	Rachel Brewer	25	Morgan King	45	Linda Rigler
6	Kristina Brockman	26	Mariah Klunk	46	Lorelei Rohrbaugh
7	Amber Copenheaver	27	Kayla Krebs	47	Darryl Smeltzer
8	Julie Cox	28	Beckie Kress	48	Donna Smeltzer
9	Rachel Cross	29	Cynthia Kuhn	49	Brittney Smith
10	Daniel Deatrick	30	Mark Kuntz	50	Brandy Storms
11	Jenna Dell	31	Kaylee Laughman	51	Christina Stough
12	Katie Diehl	32	Charlotte Lawrence	52	Victoria Temple
13	Christine Eldridge	33	Heather Lee	53	Chad Thatcher
14	Anna Elliott	34	Amanda Meranto	54	Shelley Toomey
15	Kristina Gartrell	35	Courtney Miller	55	Julie Waltemyer
16	Tanya Garvick	36	Jessica Miller	56	Daniel Wilmot
17	Barbara Gault	37	Denise Miller	57	Pearl Wintrode
18	Mary Grissett-Havrilak	38	Jennifer Mondorff	58	Jesse Wolford
19	Jennifer Herbst	39	Kenton Mummert	59	Gloria Yinger
20	Mitchell Hildebrand	40	Laureen Nelson	60	Erin Yurick

- F. **GUEST SUBSTITUTES** – 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 2018-2019 school year at a rate of \$110.00 per day and \$125.00 per day beginning on the 21st day cumulative, provisionally hired pending receipt of completed Act 168 disclosure forms from previous employers:

1	Lyndall Akstull	13	Kathie Johnson	25	Anna Sebastian
2	Michele Antoshak	14	Liza Lauer	26	Patricia Simpson
3	Gabriella Beck	15	Meredith McCoury-Howard	27	Joan Smith
4	Ron Bollinger	16	Theresa Michael	28	Rachel Staub
5	Marc Charisse	17	Steve Miller	29	Dody Tome
6	Nicole Cramer	18	Allison Mondorff	30	Kristine Trettel
7	Angel Dunchack	19	Howida Moustafa	32	Robin Trimmer
8	Jeanne German	20	Lindsey Nicholson	32	Martin Valencia
9	Katie Grim	21	Heather Paul	33	Sher Young
10	Teresa Grove	22	Linda Paulus	34	Virginia Zalakar
11	Laura Gutshall	23	Elizabeth Prince-Caprio		
12	Courtney Hipensteel	24	Stacey Reed		

- G. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2018-2019 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	Leslie Aguiliar-Hernandez	21	Susan Lewis
2	Karen Biesecker	22	Judy Lloyd
3	Faith Boyer	23	Jennifer Manz
4	Kimberly Brassard	24	Todd Mercer
5	Caroline Capek	25	Helen Mitchell
6	Heidi Cavanaugh	26	James O’Brien
7	Julie Curtis	27	Christine Pownell
8	Barbara Decello	28	Julie Reichard
9	Sandra Detwiler	29	Michelle Roeser
10	Margaret Deiderich	30	Kelly Rohrbaugh
11	Matthew Doll	31	Holly Senft
12	Stacy Fisher	32	Frank Shelley
13	Daniel Harold	33	April Showers
14	Aaron Harrison	34	Jacquelyn Shrader
15	Leah Harrold	35	Christina Snyder
16	Wendy Hartman	36	Melissa Topper
17	Sara Hilty	37	Jessica Van Pelt
18	Kristina Holland	38	Amy Yohe
19	Bobby Kehm	39	Lisa Zepeda
20	Patrick Lehman		

PERSONNEL REPORT / FOR INFORMATION ONLY

FAMILY MEDICAL LEAVE ACT (FMLA) LEAVES GRANTED:

EMPLOYEE NAME	BUILDING	DEPARTMENT	DATE LEAVE BEGINS (approximately)	DATE LEAVE ENDS (approximately)
Heather Shaw	SGE	1 st Grade	08/20/2018	08/31/2018
Jhett Markle	SGE	Special Education	09/12/2018	11/21/2018