

AGENDA

VOTING MEETING / DIRECTORS' STUDY FORUM MEETING



of the Spring Grove Area School District Board of School Directors

Monday, September 9, 2019 @ 7:00 PM

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

VOTING MEETING

- I. **Call To Order** CINDY HUBER
- Flag salute and moment of silence
 - Roll call
 - Documented or announced reasons for known absences
 - Announcements regarding Executive Sessions held since last sunshine meeting: N/A

II. **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. **Possible Board and/or Administration Response to Public Comment**

- IV. **Correspondence** CINDY HUBER

V. **Action Voting Items (Motion and second needed, roll call vote)**

- A. Personnel DOUG STEIN

VI. **Adjournment of Action Voting Meeting (Motion and second needed, voice vote)**

DIRECTORS' STUDY FORUM MEETING

- I. **Call To Order** CINDY HUBER

II. **Formal and Informal Requests to Address the Board**

III. **Possible Board and/or Administration Response to Public Comment**

IV. **Business / Finance Committee**

- A. Budget & Finance TODD STAUB

- 1) 2020-2021 Proposed Budget Development Timeline – M. Czapp
- 2) Human Resources Information System Vendor Recommendation – A. Doll

V. Management Committee

- A. PolicyKAREN BAUM
 - 1) PSBA Officer Slate of Candidates – *M. Czapp*
- B. Personnel.....DOUG STEIN
 - 1) Projected Personnel Actions for June 24, 2019, Regular Voting Meeting

VI. Program Committee

- A. Curriculum BRENT HOSCHAR
 - 1) Advanced Placement Summary 2019 – *M.B. Grove*
 - 2) Flexible Instructional Day Information Sharing – *G. Ioannidis*
 - 3) Proposal for Major Trip, National Association for Music Education Nationals – *M.B. Grove*
 - 4) Proposals for Overnight Conferences:
 - a) National Association for Music Education (NAfME) – *M.B. Grove*
 - b) Pennsylvania Fellowship Program for Special Education Leaders – *K. Brown*
 - c) Professional Development Program Business Administrators’ Conference – *G. Ioannidis*

VII. Planning (*Items to be considered for future agendas*)

- A. Reminder - 2019 Facilities Walkthrough – October 12, 2019

VIII. Adjournment (*Motion and second needed, voice vote*)

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATION** – Approval of the following resignation:
- 1) **Spring Grove Area High/Middle School Library Clerical Aide** – Sarah Hipp, effective September 13, 2019, to accept another position outside of the district.
 - 2) **Spring Grove Elementary School Part-Time Learning Support Aide** – Margaret Bridegum, effective September 13, 2019, to accept a full time position outside of the district.
 - 3) **Spring Grove Area School District School Psychologist** – Adelle Campbell, effective November 2, 2019, to accept another position outside of the district.
 - 4) **Spring Grove Area Middle School Assistant Principal** – Melinda O'Brien, effective December 2, 2019, to accept another position outside of the district.
- B. **PROFESSIONAL SUBSTITUTE** – Approval of the following professional substitute for the 2019-2020 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) Donna Renaut
- C. **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 2019-2020 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) Caryn Bushey
 - 2) Matthew Richardson
 - 3) Ryan Wallen
 - 4) Christina Wingert
- D. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2019-2020 school year at the hourly rates indicated on the Support Staff/Substitute Salary Matrix, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
- 1) Susan Altland
 - 2) Diane Breeden
 - 3) Drew Gordon
 - 4) Sandra Messinger
 - 5) Connor Reed
 - 6) Deborah Wise

**SPRING GROVE AREA SCHOOL DISTRICT
FY 2020-21 BUDGET TIMELINE**

DEADLINE / MEETING		ACTION
SEPTEMBER		
September 1	PDE publishes Act 1 Index	None.
September 9	Directors' Study Forum	Review Budget Timeline/Process. Review Act 1 Index implications.
September 23	Voting Meeting	Approve Budget Timeline/Process.
OCTOBER		
October 7	Directors' Study Forum	Review enrollment data.
October 1-31		Administration discusses program needs, staffing requirements, and resource allocations for next fiscal year.
NOVEMBER		
November 4	Directors' Study Forum	Review preliminary audit data from FY 2018-19. Discuss Act 1 exceptions and the optional resolution to limit tax increase to the Index.
November 18		Staff submit completed staffing, supply, equipment, and service requests to Principal/Administrator.
November 18	Voting Meeting	Discuss options for exceptions to Act 1 Index. Consider Board action to stay within the Index (and not apply for exceptions) – must be decided by January 29, 2020.
DECEMBER		
December 2-31		Finalize Preliminary Budget based on line item submissions.
December 2	Reorganization Meeting	Continue detailed Budget Discussions. Final discussions on whether to adopt Index Resolution or vote on Preliminary Budget. If Resolution is not adopted, advertise the Proposed Preliminary Budget.
JANUARY		
January 9		Deadline to advertise Proposed Preliminary Budget if Act 1 Index Resolution is NOT adopted or planned to be adopted.

January 13	Directors' Study Forum	Continue detailed Budget Discussions.
DEADLINE / MEETING		ACTION
January 27	Voting Meeting	Latest date to vote on Act 1 Index Resolution (<i>deadline of January 29, 2020</i>).
FEBRUARY		
February 10	Directors' Study Forum	Review Preliminary General Fund Budget: Long Range Financial Plan New Programs Known factors If Index Resolution is not adopted, vote on Preliminary Proposed Budget.
February 27	Voting Meeting	Continue Budget Discussions.
MARCH		
March 9	Directors' Study Forum	Continue detailed Budget Discussions – review state funding based on Governor's budget. Review program and staffing requirements. Review Nutrition Services Fund Budget.
APRIL		
April 6	Directors' Study Forum	Continue detailed Budget Discussions. Adopt Proposed Final Budget. Approve the advertisement of Final Budget and make it available for public inspection.
MAY		
May 4	Directors' Study Forum	Discuss Final Budget.
May 18	Voting Meeting	Adopt Final General Fund Budget and Nutrition Services Budget.
JUNE		
June 30		Submit budget documents to PDE.