

AGENDA

VOTING MEETING / DIRECTORS' STUDY FORUM MEETING

of the Spring Grove Area School District Board of School Directors

Monday, October 7, 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:
 - ✓ September 23, 2019 for Personnel

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.

- ✓ Chief Mark Bentzel, Northern York County Regional Police Department

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
- B. Athletics & Music DAVE TRETTEL

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 Discussion – M. Czapp
- 2) 2018-2019 Final Budget Transfers – M. Czapp

Budget & Finance, continued

- 3) Additions to List of 2019-2020 Approved Fund Raising Organizations – *M. Czapp*
- 4) Spring Grove Regional Parks and Recreation Center Proposed 2020 Budget – *M. Czapp*

B. Buildings & Grounds TODD STAUB

- 1) Termination of Windy Hill Agreement – *G. Ioannidis*
- 2) School Safety Update – *G. Ioannidis, K. Brown*
- 3) Reminder – Board Walkthrough October 12, 2019 – *G. Ioannidis*

V. Management Committee

A. Policy BRENT HOSCHAR

- 1) 2020 Proposed School Board Meeting Schedule – *G. Ioannidis*
- 2) Position Title Change (*Business Manager to Director of Business Operations*) in Listed Policies – *G. Ioannidis*
- 3) Policy No. 204: PUPILS, Attendance (*additional revisions*) – *K. Brown*
- 4) Policy No. 702.3: PROPERTY, Crowdfunding (*new*) – *M. Czapp*

B. Personnel DOUG STEIN

- 1) Projected Personnel Actions for October 21, 2019, Regular Voting Meeting

VI. Program Committee

A. Curriculum BRENT HOSCHAR

- 1) Proposals for Major Trips – *M.B. Grove*
 - a) Anticipated Participation in (5) Rocket Launches at Maryland Delaware Rocketry Association @ Higgs Farm in Price, MD, on a date to be determined during each of the following months of the 2019-2020 school year:
 - November 2019
 - December 2019
 - January 2020
 - February 2020
 - March 2020
 - b) NASA Student Launch Initiative in Huntsville, AL, March 30-April 6, 2020
 - c) Music Department Trip to St. James Theatre on Broadway in NYC, NY, April 4, 2020
 - d) Battle of the Rockets in Culpeper, VA, April 16-19, 2020
 - e) Team America Rocketry Challenge (TARC) Nationals in The Plains, VA, May 14-17, 2020

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

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

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATION** – Approval of the following resignation:
- 1) **Spring Grove Area Intermediate School Reading Specialist** – Julianne Janusz, effective November 19, 2019, to accept another position outside of the district.
- B. **APPOINTMENT** – Approval of the following appointment, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
- 1) **New Salem Elementary School Personal Care Assistant** – Danielle Emig, effective, October 8, 2019. Compensation established at \$11.28 per hour for 7 hours per day, 180 days per year.
- C. **PROFESSIONAL SUBSTITUTES** – Approval of the following professional substitutes 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) Karly Lehman
 - 2) Katherine Tackett
- D. **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) Caitlin Eberling
 - 2) Shelby Hiller
 - 3) Laretta Peterson
 - 4) Erin Walker
- E. **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) Julia Cardenas
 - 2) Morgan Peyatt



PERSONNEL REPORT / FOR INFORMATION ONLY

I. FAMILY MEDICAL LEAVE ACT (FMLA) LEAVES GRANTED:

<i>EMPLOYEE NAME</i>	<i>BUILDING</i>	<i>DEPARTMENT</i>	<i>DATE LEAVE BEGINS</i> <i>(approximately)</i>	<i>DATE LEAVE ENDS</i> <i>(approximately)</i>
Elysia Ehrich	Middle School	Special Education	10/28/2019	01/27/2020



ATHLETICS & MUSIC BOARD ACTIONS REQUESTED:

- A. Approval for approximately 20 High School Girls' Varsity Volleyball players, accompanied by three chaperones, to travel to Penn State Main Campus on Saturday, October 12, 2019, to observe collegiate-level volleyball players during a match against Ohio State as part of a training exercise.



Spring Grove Area School District List of Approved Fund Raising Organizations, 2019-2020

1. ALS Association of Greater Philadelphia
2. ACCESS York
3. American Cancer Society
4. American Foundation for Suicide Prevention (AFSP)
5. American Heart Association
6. American Red Cross
7. American Society for the Prevention of Cruelty to Animals
8. ARC of York County
9. Children's Miracle Network (Hershey Children's Hospital)
10. **Coats of Friendship (10/2019)**
11. Foundation for Children with Cancer
12. Four Diamonds
13. Glatfelter Memorial Library
14. Harvest of Hope Food Pantry
15. Heather L. Baker Foundation
16. Heavenly Hats Foundation, Inc.
17. Jessica and Friends Community Pathway Services
18. Jewish Community Center
19. Lehman Center in York
20. Make-A-Wish America Foundation
21. March of Dimes
22. Marine Toys for Tots
23. **Milton S. Hershey Medical Center (Child Life Program, 10/2019)**
24. Multiple Sclerosis Foundation
25. Olivia's House
26. Ronald McDonald House Charities
27. **Roots for Boots (10/2019)**
28. SPCA
29. Salvation Army
30. Special Olympics, Inc.
31. Spring Grove Area Educational Fund, Inc.
32. Spring Grove Area Scholarship Fund, Inc.
33. Spring Grove Lions Club
34. Spring Grove Regional Parks and Recreation Center
35. The Pulsera Project
36. United Way of York County
37. York Area Down Syndrome Association (YADSA)
38. York County Department of Parks and Recreation
39. York County Literacy Council
40. York YWCA
41. Youth United of York Habitat for Humanity

(In accordance with Board Policy #229, "Collection of money by approved school organizations may be permitted by the Superintendent or his/her designee. Collections by students on behalf of organizations outside the schools may be permitted by the Superintendent or his/her designee if the organization is on the Board approved list. This master list will be annually approved by the Board. If the organization is not on master list, Board approval will be needed.")

Board Approved: August 19, 2019; Proposed Update October 2019

2020 PROJECTED Board Meeting Schedule

The Board of School Directors of the *Spring Grove Area School District* will meet on the following dates in the Educational Service Center, 100 East College Avenue, Spring Grove, PA beginning at 7:00 p.m., unless otherwise noted. The first meeting of the month (Directors' Study Forum) is typically a discussion meeting but may include critical voting items. The second meeting of the month is typically a regular voting meeting. July and December are months that include only one meeting, as noted.

<i>JANUARY</i>		<i>JULY</i>	
January 13, 2020	Directors' Study Forum / Voting Meeting	July 13, 2020	Regular Voting Meeting
January 27, 2020	Regular Voting Meeting		
<i>FEBRUARY</i>		<i>AUGUST</i>	
February 10, 2020	Directors' Study Forum / Voting Meeting	August 10, 2020	Directors' Study Forum / Voting Meeting
February 27, 2020	Regular Voting Meeting	August 24, 2020	Regular Voting Meeting
<i>MARCH</i>		<i>SEPTEMBER</i>	
March 9, 2020	Directors' Study Forum / Voting Meeting /	September 14, 2020	Directors' Study Forum / Voting Meeting
March 23, 2020	Regular Voting Meeting	September 28, 2020	Regular Voting Meeting
<i>APRIL</i>		<i>OCTOBER</i>	
April 6, 2020	Directors' Study Forum / Voting Meeting	October 12, 2020	Directors' Study Forum / Voting Meeting
April 20, 2020	Regular Voting Meeting (MIDDLE SCHOOL)	October 26, 2020	Regular Voting Meeting (PARADISE ELEMENTARY CAFETERIA)
<i>MAY</i>		<i>NOVEMBER</i>	
May 4, 2020 <i>(1st Monday)</i>	Directors' Study Forum / Voting Meeting	November 9, 2020	Directors' Study Forum / Voting Meeting
May 18, 2020 <i>(3rd Monday)</i>	Regular Voting Meeting	November 23, 2020	Regular Voting Meeting
<i>JUNE</i>		<i>DECEMBER</i>	
June 8, 2020	Directors' Study Forum / Voting Meeting	December 7, 2020 <i>(1st Monday)</i>	Reorganization / Voting Meeting
June 22, 2020	Regular Voting Meeting @ 7:00 PM / Directors' Study Forum following	<i>Board Approved:</i>	

Board Retreat to be scheduled June/July, 2020 – closed to public.

**BOARD ACTION REQUESTED TO
REVISE POSITION TITLES INCLUDED IN POLICIES NUMBERED AS LISTED BELOW
from BUSINESS MANAGER *to* DIRECTOR OF BUSINESS OPERATIONS**

October 2, 2019

004 – Local Board Procedures, Membership
601 – Finances, Objectives
602 – Finances, Budget Planning
606 – Finances, Tax Collections
607 – Finances, Tuition Income
608 – Finances, Bank Accounts
609 – Finances, Investments
610 – Finances, Purchases Subject to Bid/Quotation
611 – Finances, Purchases Budgeted
613 – Finances, Cooperative Purchasing
614 – Finances, Payroll Authorization
616 – Finances, Payment of Claims
618 – Finances, Special Purpose Funds
620 – Finances, Fund Balance
621 – Finances, Local Taxpayer Bill of Rights
622 – Finances, GASB Statement 34
624 – Finances, Taxable Fringe Benefits
625 – Finances, Credit Cards/Gas Cards
626 – Finances, Federal Fiscal Compliance
627 – Finances, Tax-Exempt Bonds, Tax Compliance and Continuing Disclosure Procedures
706 – Property, Property Records
706.1 – Property, Disposal of Obsolete/Outdated Equipment
709 – Property, Building Security
808 – Operations, Food Service
811 – Operations, Bonding
812 – Operations, Insurance
828 – Operations, Fraud
913.1 – Community, Relations with School-Affiliated Organizations



Spring Grove Area School District
Proposal for Major Trip

AP #121
Attachment

TITLE of TRIP: Rocket Launch at Maryland Delaware Rocketry Association (MDRA)

DESTINATION: Higgs Farm, Price, MD

PROPOSED TRIP DATES: TBD (The trip will be on a Saturday or Sunday in November 2019.)

TRIP SUPERVISION:

Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings and Jennifer Hastings, spouse of Brian, will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

The students will learn and understand the fluid dynamics of a rocket going through air. Students will have experience in an engineering and design team to design, build, and test rockets for a scientific experiment payload. The group plans to launch the subscale rocket of both NASA Student Launch Initiative (SLI) teams at this launch.

Who will be eligible to attend this trip?

The students on the 2020 SLI teams that have already designed and built the rockets.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Saturday or Sunday

6:00 a.m. – Depart from Spring Grove Area High School

9:00 a.m. – Arrive at Higgs Farm

12:00 noon – Lunch

1:30 p.m. – Launch

5:00 p.m. – Depart Higgs Farm

8:30 p.m. – Arrive at Spring Grove Area High School

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, epi pen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs. Many parents will be meeting the group at Higgs Farm on Saturday/Sunday to watch the competition.

COSTS:

Cost to student:

\$0

Cost to finance trip / Methods to assist students:

\$270.00 – Transportation

\$364.00 – Meals

\$634.00 – TOTAL (Expenses are to be covered by SLI budget)

Community donations:

The trip will be financed by the SLI program budget. Money will be raised for the budget through a Bonus Book sale, dress down day, and other fundraising activities. Cotton candy sales at home football games have also been planned as well as requesting corporate sponsorship.



Spring Grove Area School District
Proposal for Major Trip

AP #121
Attachment

TITLE of TRIP: Rocket Launch at Maryland Delaware Rocketry Association (MDRA)

DESTINATION: Higgs Farm, Price, MD

PROPOSED TRIP DATES: TBD (The trip will be on a Saturday or Sunday in December 2019)

TRIP SUPERVISION:

Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings and Jennifer Hastings, spouse of Brian, will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

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COSTS:

Cost to student:

\$0

Cost to finance trip / Methods to assist students:

\$270.00 – Transportation

\$364.00 – Meals

\$634.00 – TOTAL (Expenses are to be covered by SLI budget)

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Spring Grove Area School District
Proposal for Major Trip

AP #121
Attachment

TITLE of TRIP: Rocket Launch at Maryland Delaware Rocketry Association (MDRA)

DESTINATION: Higgs Farm, Price, MD

PROPOSED TRIP DATES: TBD (The trip will be on a Saturday or Sunday in January 2020)

TRIP SUPERVISION:

Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings and Jennifer Hastings, spouse of Brian, will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

The students will learn and understand the fluid dynamics of a rocket going through air. Students will have experience in an engineering and design team to design, build, and test rockets for a scientific experiment payload. The group plans to launch the subscale rocket of both NASA Student Launch Initiative (SLI) teams at this launch.

Who will be eligible to attend this trip?

The students on the 2020 SLI teams that have already designed and built the rockets.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Saturday or Sunday

- 6:00 a.m. – Depart from Spring Grove Area High School
- 9:00 a.m. – Arrive at Higgs Farm
- 12:00 noon – Lunch
- 1:30 p.m. – Launch
- 5:00 p.m. – Depart Higgs Farm
- 8:30 p.m. – Arrive at Spring Grove Area High School

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, epi pen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs. Many parents will be meeting us there on Saturday to watch the competition.

COSTS:

Cost to student:

\$0

Cost to finance trip / Methods to assist students:

\$270.00 – Transportation

\$364.00 – Meals

\$634.00 – TOTAL (Expenses are to be covered by SLI budget)

Community donations:

The trip will be financed by the SLI program budget. Money will be raised for the budget through a Bonus Book sale, dress down day, and other fundraising activities. Cotton candy sales at home football games have also been planned as well as requesting corporate sponsorship.



Proposal for Major Trip

TITLE of TRIP: Rocket Launch at Maryland Delaware Rocketry Association (MDRA)

DESTINATION: Higgs Farm, Price, MD

PROPOSED TRIP DATES: Saturday and Sunday in February 2020 (TBD)

TRIP SUPERVISION:

Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings, High School Science Teacher, and Jennifer Hastings, spouse of Brian, will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

The students will learn and understand the fluid dynamics of a rocket going through air. Students will have experience in an engineering and design team to design, build, and test rockets for a scientific experiment payload. The group plans to launch the subscale rocket of both NASA SLI (Student Launch Initiative) teams at this launch.

Who will be eligible to attend this trip?

Approximately 12 students on the 2020 NASA Student Launch teams that have already designed and built the rockets are eligible for this trip.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Saturday, February 2020

6:00 a.m. – Depart from Spring Grove Area High School

9:00 a.m. – Arrive at Higgs Farm

12:00 noon – Lunch

1:30 p.m. – Launch

6:30 p.m. – Arrive at Comfort Inn, Easton MD

Sunday, February 2020

8:00 a.m. – Breakfast

9:00 a.m. – Depart for Higgs Farm

9:45 a.m. – Arrive at Higgs Farm

10:15 a.m. – Launch

11:30 a.m. – Lunch

12:30 p.m. – Pack

3:00 p.m. – Depart Higgs Farm

8:00 p.m. – Arrive at Spring Grove Area High School

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, Epipen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs. Many parents will be meeting the group there on Saturday to watch the competition.

COSTS:

Cost to Student:

\$0

Cost to District:

\$0

Cost to finance trip / Methods to assist students:

\$ 710.00 – Transportation

\$ 728.00 – Meals

\$ 720.00 – Hotel

\$2158.00 – TOTAL (Expenses are to be covered by SLI budget)

Community donations:

The trip will be financed by the SLI program budget. Money will be raised for the budget through a Bonus Book sale, dress down day, cotton candy sales, and other fundraising activities, as well as well as requesting corporate sponsorship.



Proposal for Major Trip

TITLE of TRIP: Rocket Launch at Maryland Delaware Rocketry Association (MDRA)

DESTINATION: Higgs Farm, Price, MD

PROPOSED TRIP DATES: Saturday and Sunday in March 2020 (TBD)

TRIP SUPERVISION:

Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings, High School Science Teacher, and Jennifer Hastings, spouse of Brian, will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

The students will learn and understand the fluid dynamics of a rocket going through air. Students will have experience in an engineering and design team to design, build, and test rockets for a scientific experiment payload. The group plans to launch the subscale rocket of both NASA SLI (Student Launch Initiative) teams at this launch.

Who will be eligible to attend this trip?

Approximately 12 students on the 2020 NASA Student Launch teams that have already designed and built the rockets are eligible for this trip.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Saturday, March 2020

6:00 a.m. – Depart from Spring Grove Area High School

9:00 a.m. – Arrive at Higgs Farm

12:00 noon – Lunch

1:30 p.m. – Launch

6:30 p.m. – Arrive at Comfort Inn, Easton MD

Sunday, March 2020

8:00 a.m. – Breakfast

9:00 a.m. – Depart for Higgs Farm

9:45 a.m. – Arrive at Higgs Farm

10:15 a.m. – Launch

11:30 a.m. – Lunch

12:30 p.m. – Pack

3:00 p.m. – Depart Higgs Farm

8:00 p.m. – Arrive at Spring Grove Area High School

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, Epipen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs. Many parents will be meeting the group there on Saturday to watch the competition.

COSTS:

Cost to Student:

\$0

Cost to District:

\$0

Cost to finance trip / Methods to assist students:

\$ 710.00 – Transportation

\$ 728.00 – Meals

\$ 720.00 – Hotel

\$2158.00 – TOTAL (Expenses are to be covered by SLI budget)

Community donations:

The trip will be financed by the SLI program budget. Money will be raised for the budget through a Bonus Book sale, dress down day, cotton candy sales, and other fundraising activities, as well as well as requesting corporate sponsorship.



Spring Grove Area School District
Proposal for Major Trip

AP #121
Attachment

TITLE of TRIP: NASA Student Launch Initiative (SLI)

DESTINATION: Huntsville, AL

PROPOSED TRIP DATES (*specify student instructional days missed*):
Monday, March 30 – Monday, April 6, 2020 trip dates
(March 31 – April 3 and April 6 would be instructional days missed.)

TRIP SUPERVISION:
Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?
Brian Hastings, High School Science Teacher, and Jennifer Hastings, spouse of Brian will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:
The students will learn and understand the fluid dynamics of a rocket going through air. They will have experience in an engineering and design team to design, build, and test rockets for competition. The students will have an opportunity to work with real NASA scientists on their design and construction throughout the year culminating in the launch. Students will be required to submit a detailed proposal, complete several design stages, educate middle school students in a STEM area, present a professional presentation to the NASA group via video conference, and complete a final packet after the project is finished.

Who will be eligible to attend this trip?
Approximately 12 students who have completed all sections of the NASA reports are eligible for this trip.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Monday March 30, 2020

3:00 p.m. – Depart from Spring Grove Area High School
6:30 p.m. – Dinner
10:00 p.m. – Arrive in Abingdon, VA

Tuesday March 31, 2020

9:00 a.m. – Depart for breakfast
10:00 a.m. – Depart Abingdon, VA
1:00 p.m. – 2:00 p.m. – Lunch
5:00 p.m. – Arrive in Huntsville, AL
5:30 p.m. – Attend safety meeting

Wednesday April 1, 2020

9:00 a.m. – Depart for breakfast
10:30 a.m. – Travel to US Space and Rocket Center, Huntsville, AL
11:00 a.m. – 4:00 p.m. – Tour the US Space and Rocket Center
5:00 p.m. – Return to hotel for dinner
6:00 p.m. – Launch Readiness Reviews (LRR) begin

Thursday and Friday, April 2 and 3, 2020

Attend NASA tours, safety presentation and present rocket and payload in conference area.

Saturday April 4, 2020 - Launch Day

5:30 a.m. – Depart for field
6:15 a.m. – Arrive at launch field
8:00 a.m. – 3 p.m. – Launching
3:30 p.m. – Depart for hotel
4:30 p.m. – Arrive at hotel
5:30 p.m. – Depart for banquet at Space and Rocket Center

Sunday April 5, 2020

Rain date for launch and first day of return trip

9:00 a.m. – Depart Huntsville for Wytheville, VA (if we launch, departure will be delayed until after launch)
11:30 a.m. – 12:30 p.m. – Lunch
5:30 p.m. – Arrive in Wytheville, VA

Monday April 6, 2020

9:00 a.m. – Depart Wytheville, VA
12:00 p.m. – 1:00 p.m. – Lunch
6:00 p.m. – Arrive at Spring Grove Area High School

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, epi pen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs. Many parents will be meeting the group there on Saturday to watch the competition.

COSTS:

Cost to student:

\$0

Cost to finance trip / Methods to assist students:

\$ 1,860.00 – Transportation (2 vans)

\$ 5,600.00 – Hotel

\$ 2,912.00 - Meals

\$10,372.00 - TOTAL (Expenses are to be covered by student fundraising activities, grants, donations, and corporate sponsors.)

Community donations:

Funds are being solicited to help with the cost of the program including materials, transportation, hotel, and meals. Many fundraisers have been planned. Corporate sponsors from last year have already pledged their support, but no exact dollar figures have been determined.

Cost to District:

A substitute for Brian Hastings will be acquired for March 31, and April 1, 2, 3 and 6, 2020.



Spring Grove Area School District
Proposal for Major Trip

AP #121
Attachment

TITLE of TRIP: Music Department NYC Broadway Trip - “Frozen” Show and Workshop

DESTINATION: New York City, St. James Theatre

PROPOSED TRIP DATES: Saturday, April 4, 2020 (No instructional days missed)

TRIP SUPERVISION:

Who will be in charge? Abigail Kirkpatrick, High School Choir and Orchestra Director

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Abigail Kirkpatrick, Dan Brenner, Kyle Showalter, High School Music Teachers, Kyle Kirkpatrick, spouse of Abigail Kirkpatrick, and a Notable Student Travel Tour Escort (**TBD**)

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

Students will have the opportunity to experience a live Broadway show, allowing them to witness real life applications of curriculum and instructional topics discussed in class. During the workshop, students will get hands-on experience incorporating singing, dancing, and acting, as in a professional Broadway musical.

Who will be eligible to attend this trip?

Approximately 45 students currently enrolled in Chorus, Concert Choir, Symphonic Band, and String Orchestra will be eligible to attend this trip.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

- 6:00 a.m. – Depart from Spring Grove Area High School on a coach bus
- 10:30 a.m. – Arrive in Times Square and attend a Disney Movement and Music Workshop
- 12:30 p.m. – Lunch on own in Times Square area
- 2:00 p.m. – Attend the Broadway show, FROZEN
- 5:00 p.m. – Depart from New York City
- 10:00 p.m. – Arrive at Spring Grove Area High School

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The group will travel with a school health bag and chaperones will be made aware of any student allergies, medications, etc., in advance of trip. If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs.

TRAVEL AGENCY CONTACT (if Agency is being used):

Notable Student Travel
1722 Creek Vista Drive
New Cumberland, PA 17070
Larissa Grill Husler
717-858-5376

See next page for more details

COSTS:

Cost to Student:

\$200.00/student (All deposits to bus company and theater group sales will be made through the Spring Grove Area Music Boosters)

Cost to District:

\$0

Cost to finance trip / Methods to assist students:

Money will come from individual student accounts in the Spring Grove Music Boosters. Students will be provided with many fundraising opportunities through the Spring Grove Music Boosters. As in the past, money earned from these fundraisers will be credited to their individual student accounts. The Music Boosters are prepared to help in this endeavor.

The trip will be arranged through Notable Student Travel of New Cumberland, PA. For each twenty paying seats on the bus, one complimentary ticket will be available. These will be allocated to the teachers/chaperones on the trip. There are 55 seats on the bus. Seats will be taken on a first committed, first served basis until all student seats are filled.



Spring Grove Area School District
Proposal for Major Trip

AP #121
Attachment

TITLE of TRIP: Battle of the Rockets

DESTINATION: Culpeper, VA

PROPOSED TRIP DATES:

Thursday, April 16 – Sunday, April 19, 2020
April 17, will be the only instructional day missed.

TRIP SUPERVISION:

Who will be in charge? Brian Hastings, High School Science Teacher

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings and Kim Richard, High School Science Teachers, and one parent volunteer will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

The students will learn and understand the fluid dynamics of a rocket going through air. They will have experience in an engineering and design team to design, build, and test rockets for competition. The students will have an opportunity to work with other team members on a common goal. Students will be required to submit a detailed proposal, complete several design reviews, and educate middle school students in a STEM area.

Who will be eligible to attend this trip?

Approximately 14 high school student rocket team members are eligible for this trip.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Thursday, April 16, 2020

3:00 p.m. – Depart from Spring Grove Area High School
5:00 p.m. – Dinner
7:30 p.m. – Arrive in Culpeper, VA

Friday April 17, 2020

9:00 a.m. – Depart for breakfast
10:00 a.m. – Depart for launch field
10:30 a.m. – 5:00 p.m. – Launch
5:30 p.m. – Depart for hotel
6:00 p.m. – Arrive back at hotel for the night

Saturday, April 18, 2020

9:00 a.m. – Depart for breakfast
10:00 a.m. – Depart for launch field
10:30 a.m. – 5:00 p.m. – Launch
5:30 p.m. – Depart for hotel
6:00 p.m. – Arrive back at hotel for the night

Sunday, April 19, 2020

9:00 a.m. – Breakfast
10:00 a.m. – Depart Culpeper, VA
12:00 p.m. – 1:00 p.m. – Lunch
3:00 p.m. – Arrive at the high school

HEALTH/SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, Epi Pen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs.

Many parents will be meeting the group there on Saturday to watch the competition.

COSTS:

Cost to student:

\$0

Cost to finance trip / Methods to assist students:

\$1,200.00 – Transportation (3 vans)

\$2,430.00 – Hotel

\$1,696.00 - Meals

\$5,326.00 – TOTAL (Expenses are to be covered by student fundraising activities, grants, donations, and corporate sponsors.)

Cost to district:

Substitute teachers will be acquired for Brian Hastings and Kim Richards for April 17, 2020.

Community donations:

Funds are being solicited to help with the cost of the program including materials, transportation, hotel, and meals. Many fundraisers have been planned. Corporate sponsors from last year have already pledged their support, but no exact dollar figures have been determined.



Proposal for Major Trip

TITLE of TRIP: Team America Rocketry Challenge (TARC) Nationals

DESTINATION: The Plains, VA

PROPOSED TRIP DATES (*specify student instructional days missed*):
Thursday, May 14 – Sunday, May 17, 2020 (May 15th is an instructional day missed)

TRIP SUPERVISION:

Who will be in charge?

Brian Hastings, High School Science Teacher will be in charge.

How many adults will be required to attend this trip to ensure safety and to act as chaperones?

Brian Hastings, High School Science Teacher, and two parent volunteers (depending on number of students) will be chaperoning this trip.

BENEFITS of PARTICIPATION / RELATIONSHIP TO THE CURRICULUM:

The students will learn and understand the fluid dynamics of a rocket going through air. Students will have experience in an engineering and design team to design, build, and test rockets for competition.

Who will be eligible to attend this trip?

Approximately 24 students, comprising six teams, will be participating in this trip. All students on qualifying teams will be eligible.

PERFORMANCES / EXCHANGES / DETAILED ITINERARY:

Thursday May 14, 2020

6:00 p.m. – Depart from Spring Grove Area High School
8:30 p.m. – Arrive at hotel in Manassas, VA

Friday May 15, 2020

9:30 a.m. – Depart from hotel and travel to the capitol building in Washington D.C. via Metro
11:00 a.m. – Attend “Rockets on the Hill” event at the Senate Building
12:00 noon – Lunch
1:00 p.m. – 3:30 p.m. – Tour the exhibits at the Smithsonian
4:15 p.m. – Return to hotel
5:00 p.m. – Dinner
7:00 p.m. – Attend mandatory orientation and safety meeting
9:30 p.m. – Return to hotel

Saturday May 16, 2020 (in the event of a rain delay, Saturday will be spent at the National Mall in DC)

6:00 a.m. – Depart for breakfast
7:00 a.m. – 5:00 p.m. – Participate in competition
6:00 p.m. – Pack and depart VA
9:00 p.m. – Arrive at Spring Grove Area High School

Sunday May 17, 2020

The group will only stay on Sunday if Saturday is rained out and the competition is rescheduled for Sunday.

HEALTH / SAFETY:

What plan will be in place to address health and safety issues?

The students will complete the field trip permission forms including existing health conditions. The nurse will supply any medications needed to carry with the group (i.e. Inhaler, epi pen). If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs. Many parents will be meeting the group there on Saturday to watch the competition.

COSTS:

Cost to student:

\$0

Cost to finance trip / Methods to assist students:

\$1,020.00 – Transportation (3 student vans)

\$2,730.00 – Meals

\$4,455.00 - Hotel

\$8,205.00 – TOTAL (depending on number of teams qualifying)

Community donations:

Funds are being solicited to help with the cost of the program including materials, transportation, hotel, and meals.

Cost to District:

Chaperones; substitute for Brian Hastings acquired for May 15, 2020.