



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, August 24, 2020

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

PER THE GOVERNOR’S ORDERS, PHYSICAL ATTENDANCE AT THIS MEETING WILL BE LIMITED TO BOARD MEMBERS AND ASSIGNED ADMINISTRATORS ONLY.

A ZOOM WEBINAR LINK WILL BE PROVIDED FOR PARTICIPATION BY ALL OTHER INTERESTED ATTENDEES

I. Call To OrderMS. 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:
 - August 10, 2020 for Legal and Personnel Reasons

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. GEORGE W. IOANNIDIS

V. Correspondence.....MS. CINDY HUBER

VI. Legislative Update.....MR. TODD STAUB

VII. York County School of Technology.....MR. DAVE TRETTEL

VIII. York Adams Academy..... MRS. KAREN BAUM

IX. Special Committee Reports (as needed)



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

- July 13, 2020 – Regular Voting Meeting
- August 10, 2020 – Voting Meeting
- August 10, 2020 – Directors’ Study Forum

XI. **Treasurer’s Reports:** *(motion and second needed, roll call vote)*

- June 30, 2020
- July 31, 2020

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 Mr. Doug White
- Transportation..... Mrs. Rachel Rohrbaugh

• **MANAGEMENT REPORTS**

- Policy Mrs. Karen Baum
- Personnel..... Mr. Doug Stein

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

TREASURER'S REPORT FOR THE MONTH ENDING June 30, 2020

GENERAL FUND - CHECKING

| | | | |
|---------------------------|--|------------------------------|-----------------------|
| <u>Balance 05/31/2020</u> | | 9,727,533.79 | \$9,727,533.79 |
| <u>Receipts</u> | | | |
| | Total Receipts (as per attached) | 6,155,448.20 | \$6,155,448.20 |
| | Returned checks | | |
| <u>Expenditures</u> | | | |
| | Paid bills/Payroll through June 30, 2020 | 6,288,499.04 | \$6,288,499.04 |
| | Voided Checks | <u>2,045.01</u> | \$2,045.01 |
| <u>Balance 6/30/2020</u> | ACNB (.95%) | <u>\$9,596,527.96</u> | \$9,596,527.96 |

GENERAL FUND - INVESTMENTS

| | | | |
|-----------------------------|---|--------------|------------------------|
| <u>Balance 6/30/2020</u> | | | |
| | PLGIT Plus (.02%) | 1,737.52 | |
| | PSDLAF - Max (.06%) | 5,574,120.11 | |
| | PSDLAF - Full Flex Pool (.09%) 7/30/2020 | 3,000,000.00 | |
| | CrossFirst Bank (.60%) 3/08/2021 | 245,000.00 | |
| | Malvern Federal Savings Bank (.40%) 6/10/2021 | 245,000.00 | |
| | | | \$9,065,857.63 |
| GENERAL FUND - TOTAL | | | \$18,662,385.59 |

NUTRITION SERVICES FUND

| | | | |
|--------------------------------------|----------------------------------|---------------------|---------------------|
| <u>Balance 05/31/2020</u> | | 545,241.34 | \$545,241.34 |
| <u>Receipts</u> | | | |
| | Total Receipts (as per attached) | 156,410.70 | \$156,410.70 |
| | Returned Checks | | |
| <u>Expenditures</u> | | | |
| | Paid bills through May 31, 2020 | 193,364.76 | \$193,364.76 |
| | Voided Checks | | \$0.00 |
| <u>Balance 06/30/2020</u> | ACNB (.95%) | \$508,287.28 | \$508,287.28 |
| NUTRITION SERVICES FUND TOTAL | | | \$508,287.28 |

CAPITAL RESERVE FUND

| | | | |
|---------------------------|----------------------------------|--------------------------|---------------------|
| <u>Balance 05/31/2020</u> | | 529,847.53 | \$529,847.53 |
| <u>Receipts</u> | | | |
| | Interest | 412.62 | |
| | Deposit | 0.00 | \$412.62 |
| <u>Expenditures</u> | | | |
| | Paid bills through June 30, 2020 | <u>214,219.18</u> | \$214,219.18 |
| <u>Balance 6/30/2020</u> | ACNB (.95%) | <u>316,040.97</u> | \$316,040.97 |

CAPITAL RESERVE INVESTMENTS

| | | | |
|----------------------|--|--|-----------------------|
| PSDLAF PSDMAX (.06%) | | | \$1,602,035.72 |
| | | | \$1,602,035.72 |

CAPITAL RESERVE TOTAL **\$1,918,076.69****Invoices presented for Board approval - July 2020**

| | | | |
|--|-----------------------------|--------------|---------------------|
| | | | \$183,032.00 |
| | McClure Company | \$145,432.00 | |
| | NRG Building Services, Inc. | \$37,600.00 | |

STUDENT ACTIVITY FUNDS

| | | | |
|-------------------------------------|---------------------|------------------|---------------------|
| <u>Balance 6/30/2020</u> | | | |
| | Elementaries | 7,578.93 | |
| | Intermediate School | 7,150.57 | |
| | Middle School | 2,947.82 | |
| | High School | <u>91,715.59</u> | |
| STUDENT ACTIVITY FUNDS-TOTAL | | | \$109,392.91 |

TREASURER'S REPORT FOR THE MONTH ENDING July 31, 2020

GENERAL FUND - CHECKING

| | | | |
|---------------------------|--|------------------------------|-----------------------|
| <u>Balance 06/30/2020</u> | | 9,596,527.96 | \$9,596,527.96 |
| <u>Receipts</u> | | | |
| | Total Receipts (as per attached) | 1,104,911.80 | \$1,104,911.80 |
| <u>Expenditures</u> | | | |
| | Paid bills/Payroll through July 31, 2020 | 4,842,665.68 | \$4,842,665.68 |
| | Voided Checks | <u>137.00</u> | \$137.00 |
| <u>Balance 7/31/2020</u> | | | |
| | ACNB (.95%) | <u>\$5,858,911.08</u> | \$5,858,911.08 |

GENERAL FUND - INVESTMENTS

| | | | |
|-----------------------------|---|--------------|------------------------|
| <u>Balance 7/31/2020</u> | | | |
| | PLGIT Plus (.02%) | 1,737.87 | |
| | PSDLAF - Max (.10%) | 4,839,418.76 | |
| | PSDLAF - CIT Bank (0.15%) 1/25/21 | 245,000.00 | |
| | PSDLAF - CrossFirst Bank (0.60%) 3/08/21 | 245,000.00 | |
| | PSDLAF - The First Bancorp (0.16%) 4/26/21 | 245,000.00 | |
| | PSDLAF - Malvern Federal Savings Bank (0.40%) 6/10/21 | 245,000.00 | |
| | PSDLAF - Vast Bank USSC (0.21%) 7/28/21 | 245,000.00 | |
| | PSDLAF - Full Flex Pool (.09%) 8/27/2020 | 3,000,000.00 | |
| | | | \$9,066,156.63 |
| GENERAL FUND - TOTAL | | | \$14,925,067.71 |

NUTRITION SERVICES FUND

| | | | |
|--------------------------------------|----------------------------------|----------------------------|---------------------|
| <u>Balance 06/30/2020</u> | | 508,287.28 | \$508,287.28 |
| <u>Receipts</u> | | | |
| | Total Receipts (as per attached) | 2,025.10 | \$2,025.10 |
| <u>Expenditures</u> | | | |
| | Paid bills through July 31, 2020 | 56,315.54 | \$56,315.54 |
| | Voided Checks | | \$0.00 |
| <u>Balance 07/31/2020</u> | | | |
| | ACNB (.95%) | <u>\$453,996.84</u> | \$453,996.84 |
| NUTRITION SERVICES FUND TOTAL | | | \$453,996.84 |

CAPITAL RESERVE FUND

| | | | |
|---------------------------|----------------------------------|------------------------|---------------------|
| <u>Balance 06/30/2020</u> | | 316,040.97 | \$316,040.97 |
| <u>Receipts</u> | | | |
| | Interest | 383.04 | |
| | Deposit | 0.00 | \$383.04 |
| <u>Expenditures</u> | | | |
| | Paid bills through July 31, 2020 | <u>307,993.50</u> | \$307,993.50 |
| <u>Balance 7/31/2020</u> | | | |
| | ACNB (.95%) | <u>8,430.51</u> | \$8,430.51 |

CAPITAL RESERVE INVESTMENTS

| | | | |
|--|-----------------------|--|-----------------------|
| | PSDLAF PSDMAX (.010%) | | \$1,602,049.36 |
| | | | \$1,602,049.36 |

| | | | |
|------------------------------|--|--|-----------------------|
| CAPITAL RESERVE TOTAL | | | \$1,610,479.87 |
|------------------------------|--|--|-----------------------|

Invoices presented for Board approval - August 2020

| | | | |
|--|--------------------|----------|-----------------|
| | Best Line Products | \$980.00 | \$980.00 |
|--|--------------------|----------|-----------------|

STUDENT ACTIVITY FUNDS

| | | | |
|-------------------------------------|---------------------|------------------|---------------------|
| <u>Balance 7/31/2020</u> | | | |
| | Elementaries | 9,598.29 | |
| | Intermediate School | 7,150.56 | |
| | Middle School | 2,947.82 | |
| | High School | <u>93,705.23</u> | |
| STUDENT ACTIVITY FUNDS-TOTAL | | | \$113,401.90 |

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists for July 31, 2020, as presented.
- B. **2020-2021 FUND RAISING ORGANIZATIONS** – Approval for students and/or staff to raise funds toward support of the organizations reflected on the attached list, during the 2020-2021 school year, in accordance with Board Policy #229.
- C. **TAX EXONERATION REQUEST** – Request to exonerate the Spring Grove Area School District from tax bill number 004723, dated 07/15/2020; parcel ID number 33000FF0094A000000, for 2019-20 School Real Estate taxes due in the face amount of \$4,993.59.

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



Spring Grove Area School District

PROPOSED List of Approved Fund Raising Organizations, 2020-2021

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
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
24. Multiple Sclerosis Foundation
25. Olivia's House
26. Ronald McDonald House Charities
27. Roots for Boots
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:



BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **2020-2021 WAIVER OF RENTAL FEES** – Approval for organizations included on the attached list to be considered eligible for waiver of rental fees for usage of facilities during the 2020-2021 fiscal year.

Background Information: While the administration is requesting the board's consideration of approval, consent does not guarantee usage of district facilities. At present, buildings remain closed to outside use to protect the health and wellbeing of students and staff, until further notice.



SPRING GROVE AREA SCHOOL DISTRICT
PROPOSED LIST OF ORGANIZATIONS APPROVED
FOR WAIVER OF RENTAL FEES, 2020-2021

In accordance with the Fee Schedule associated with Board Policy # 707, “The rental fees for the use of facilities may be waived by the Superintendent or his/her designee including those organizations that are on the list of exempt organizations annually approved by the Board of School Directors.” These organizations are either located within the Spring Grove Area School District or are area organizations that provide service to the District. **While the administration is requesting the board’s consideration of approval, consent does NOT guarantee usage of district facilities, which at present, remain closed to outside use until further notice. The administration will consider future requests on a case-by-case basis, and in the best interests of students and staff. Guidelines from PDE/CDC/DOH will be used to determine when organizations may again be approved to use district facilities.**

These organizations will remain responsible for additional custodial, cafeteria or other costs incurred as a result of their activity and must submit the required insurance certifications.

| | | | |
|-----|--|-----|--|
| 1. | ARC of York County | 25. | Spring Grove Area Youth Baseball Association |
| 2. | American Red Cross | 26. | Spring Grove Athletic Boosters |
| 3. | Boy Scouts of America | 27. | Spring Grove Borough |
| 4. | Cub Scout Troop #30 | 28. | Spring Grove Fire Company |
| 5. | FAA (Federal Aviation Association) | 29. | Spring Grove Girls’ Volleyball Club |
| 6. | First Priority | 30. | Spring Grove Lacrosse Club |
| 7. | Glatfelter Memorial Public Library | 31. | Spring Grove Lions Club |
| 8. | Immaculata University | 32. | Spring Grove Little League Association |
| 9. | Jackson Township | 33. | Spring Grove Music Boosters |
| 10. | Mason-Dixon Ruffneck (AAU Baseball) | 34. | Spring Grove Regional Parks and Rec. Center |
| 11. | Nashville Fire Company | 35. | Spring Grove Soccer Association |
| 12. | North Codorus Township | 36. | Spring Grove Women’s Club |
| 13. | PTA/PTO Organizations, SGASD-Affiliated | 37. | Spring Grove Wrestling Club |
| 14. | Papertown Pinners | 38. | Spring Grove Youth Athletic Association |
| 15. | Penn Laurel Girl Scout Council | 39. | Spring Grove Youth Basketball Association |
| 16. | Penn State University | 40. | Tennis For Kids |
| 17. | Rockettes Fast Pitch | 41. | TrueNorth Wellness |
| 18. | Shippensburg University | 42. | USTA (U.S. Tennis Association) |
| 19. | Special Olympics | 43. | White Rose School Food Service |
| 20. | Spring Grove Alumni Chorus | 44. | Windy Hill on the Campus |
| 21. | Spring Grove American Legion Baseball | 45. | York/Adams Boy Scouts Council |
| 22. | Spring Grove Area Educational Fund, Inc. | 46. | York New Salem Lions Club |
| 23. | Spring Grove Area Scholarship Fund, Inc. | 47. | Youth Aid Panel |
| 24. | Spring Grove Area Swim Club | | |

Board Approved:



TRANSPORTATION BOARD ACTIONS REQUESTED:

- A. **2020-2021 BUS ROUTES** – Approval of proposed student bus routes for the 2020-2021 school year.

***Background Information:** Bus routes are being updated continually due to new enrollments and student transfers. Individual bus stops are being shared with parents/students via the Sapphire Portal. District bus routes will be posted on the District website for board members' access.*

- B. **2020-2021 RED LION BUS/VAN DRIVERS** – Approval of the attached list of contracted Red Lion Bus Company Bus/Van Drivers for the 2020-2021 school year.

- C. **2020-2021 FAITHFUL TRANSPORT BUS/VAN DRIVERS** – Approval of the following list of contracted Faithful Transport Bus/Van Drivers for the 2020-2021 school year:

- 1) Carrie Jacobs
- 2) Sadiqua Jamison
- 3) Pat Kent
- 4) Trudy Kotek
- 5) Latoya Mable
- 6) Rebecca Zamores

2020/2021 Red Lion Bus, Inc. Bus/Van Drivers

1. Aikins, Lorie J.
2. Alwine, Thomas S.
3. Barnhart, Aubrey M.
4. Barrett, Billie J.
5. Bishop, Paula A.
6. Bobbitt, Allie V.
7. Bolinger, Melissa F.
8. Branthoover, Catherine R.
9. Bullock, Carol A.
10. Byerts, Kelly J.
11. Carter, Linda M.
12. Church, Laura J.
13. Colflesh, Michael C.
14. Colflesh, Tabitha
15. Conrad, Elizabeth M.
16. Coulson, Angela R.
17. Dell, Diane F.
18. Eaton, Yvonne
19. Eckard, Staci A.
20. Ettinger, Melissa S.
21. Fenton, Jennifer L.
22. Fisher, Jr., Roy J.
23. Fisher, Bryanna K.
24. Flemmens, Kristin L.
25. Fritz, Todd M.
26. Garrison, Katie L.
27. Ginter, Addison
28. Ginter, Lorie
29. Grogg, Jeanne M.
30. Grogg, Stephen E.
31. Hamberger, Pamela I.
32. Hartman, Melissa A.
33. Hinkle, Wyatt E.
34. Horn, Ted R.
35. Keener, Jennifer L.
36. Kessler, Brenda S.
37. Laughman, Eugene M.
38. Lawson, Robin A.
39. Lecrone, Jennifer L.
40. Lehman, Sandra L.
41. Lenhart Jr., Michael L.
42. Little, Kelly J.
43. Mahone, Barbara E.
44. Manz, Jennifer
45. Maudlin, Karen S.
46. McAlhany, Augusta
47. Mcfarland, Jacqueline M.
48. McMaster, Dixie L.
49. Miller III, Emory S.
50. Miller, Debra J.
51. Miller, Roger E.
52. Mummert, Patty A.
53. Myers, Rachel N.
54. Odom, Lachell R.
55. Perry, Nichole M.
56. Peterson, Lynn E.
57. Polashuk, Laura J.
58. Reimold, Valerie N.
59. Renoll, Jeffrey A.
60. Renoll, Kimberly F.
61. Rudisill, Danielle N.
62. Schorner, Leeann K.
63. Shamer, Wayne A.
64. Sheridan, Bradley L.
65. Sherry, Raymond J.
66. Shorter, Mary B.
67. Smith, Ashley N.
68. Spangler, Rebecca S.
69. Spencer, Sarah C.
70. Staats, Robert W.
71. Stauffer, Linda L.
72. Sterner, Kathy J.
73. Strouse, Rebecca L.
74. Stump, Loretta
75. Taylor, Deborah L.
76. Trump, Keith D.
77. Urey, Sherry A.
78. Velard, Dennis
79. Warner, Stephen R.
80. Warren, Stephanie A.
81. Wentz, Debra L.
82. Wertz, Sandra E.
83. Yetter, Millard W.
84. Zorbaugh, Sandra A.

POLICY BOARD ACTIONS REQUESTED:

A. **FIRST READING** – Approval of a first reading for the following policies:

- 1) Policy No. 333: EMPLOYEES, Professional Development (*revised*)
- 2) Policy No. 815.1: OPERATIONS, Livestreaming (*new*)

Background Information: Policy #815.1 was presented to board members for review and discussion at the August 10th Directors’ Study Forum, and was proposed as new Policy #833. Due to the new policy’s close affiliation with language of existing Policy #815, Responsible Use, the number has been updated.

B. **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 \$250.00 from Rutter’s Children’s Charities, Inc. to benefit the 2020-2021 Student Launch Initiative.
- 2) A generous donation of the following musical instruments from Jen Myers (*former Music Booster President*) and her family for use in the districtwide Music Program:
 - Yamaha PSR-530 Keyboard
 - Fender Starcaster Electric Guitar
 - Electric Guitar Case
 - Squier P Bass (Electric)
 - SKB Electric Bass Case
 - Peavey Blazer 158 Amp
 - Various Bass Lesson Books
 - Dinkles Drum Major Shoes



| | |
|---------|--|
| Book | Policy Manual |
| Section | 300 Employees |
| Title | Professional Development - UPDATED DRAFT |
| Code | 333 |
| Status | First Reading |
| Adopted | January 28, 2019 |

Authority

Continuing professional study and in-service training for administrative, professional and classified employees are prerequisites for professional development, enhanced ability to complete responsibilities and maintaining certification.

The Board **encourages** ~~directs~~ district employees to further their professional and personal advancement through graduate study, in-service training, conference attendance and professional development activities. [\[1\]](#)[\[2\]](#)[\[3\]](#)

Guidelines

In order to continue employment in the District, all certified administrative and professional employees are required to meet all continuing education obligations necessary to maintain active certification.

Graduate/Special Courses

Only courses of study that are preapproved shall be eligible for reimbursement by the district or a change in compensation for the employee. Documentary evidence of satisfactory completion of all study programs shall be required.

Reimbursement for credits for approved graduate study or special courses shall be made in accordance with terms of the administrative compensation plan or an individual contract, or collective bargaining agreement.

All eligible employees are encouraged to review the accuracy and description of the current status of credits attained and are responsible to report and submit the required and satisfactory evidence of the attainment of approved credits with the Office of Human Resources within appropriate timelines for salary and/or credit adjustment.

*NOTE: Reporting of credits in accordance with this policy is separate from any reporting or attainment of credit requirements for certification requirements through the Pennsylvania Department of Education (TIMS).

Approved graduate study or special courses/programs may be of sufficient advantage to the district to warrant an increase in an employee's annual salary, upon documentation of satisfactory

completion. Such an increase will be in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution.[4][5]

Induction Plan

The district shall comply with Department of Education requirements when developing and maintaining an induction plan for first-year teachers, long-term substitutes, educational specialists and teachers new to the district. The district shall develop and submit the induction plan to the Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[6][7][8]

Induction Program for School System Leaders

School system leaders shall complete an induction program which is consistent with the Pennsylvania School Leadership Standards within five (5) years of serving as a school system leader in Pennsylvania for the first time.[9][10]

School system leaders include principals, vice-principals, assistant principals, Assistant Superintendent, Superintendent and individuals who are converting an administrative certificate from a Level I certificate to a Level II certificate.[9]

Professional Education Plan

The Board shall appoint to the Professional Development Advisory Committee parents/guardians and representatives of the community and local businesses. There shall be a representative of administrators, teachers and educational specialists on the Professional Development Advisory Committee.[2][11]

The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. The professional education plan shall be designed to meet the educational needs of the district and its certificated administrative and professional employees; specify approved courses, programs, activities and learning experiences, including training on subjects required by law, regulations, and Board policy; and identify approved providers. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices and the nearest public library for a minimum of twenty-eight (28) days.[2][6][11][8]

The Board shall ensure an annual review of the district's professional education plan is conducted by the Professional Development Advisory Committee to determine if the plan continues to meet the needs of the district, employees, students and community. The Professional Development Advisory Committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.[2]

Board approval is not required for credits or hours required for administrator certification, earned through activities conducted by providers approved by the Department of Education or the Department itself, or related to the area of assignment or certification.

The Board may approve, on a case-by-case basis, specific professional education activities not stated within the district's professional education plan.[3]

If the district assumes all costs of credits or hours, the Board may disapprove any course, program, activity or learning experience that is inconsistent with the goals of the professional education plan.[3]

Trauma-Informed Approach Education -

The professional education plan shall include a minimum of one (1) hour of required training in trauma-informed approaches, in accordance with law.[\[2\]](#)[\[12\]](#)[\[13\]](#)

The **d**District shall provide certificated administrative and professional employees with training on trauma-informed approaches, in accordance with law and the professional education plan. Training shall address, but shall not be limited to:[\[12\]](#)[\[13\]](#)

1. Recognition of the signs of trauma in students.
2. Best practices for schools and classrooms regarding trauma-informed approaches, including utilizing multi-tiered systems of support.
3. Recognition of the signs of impact of secondary trauma on school employees and appropriate resources for employees experiencing secondary trauma.
4. The district's policies regarding trauma-informed approaches.[\[14\]](#)
5. The district's policies regarding connecting students with appropriate services.[\[15\]](#)
[\[16\]](#)[\[17\]](#)

Training shall be based on evidence-based or evidence-informed programs that meet the needs of the **d**District's local community and reflect current best practices related to trauma-informed approaches.[\[13\]](#)[\[18\]](#)

Legal

1. 24 P.S. 517
2. 24 P.S. 1205.1
3. 24 P.S. 1205.2
4. 24 P.S. 1144
5. 24 P.S. 1151
6. 22 PA Code 4.13
7. 22 PA Code 49.16
8. Pol. 100
9. 24 P.S. 1205.5
10. 24 P.S. 1217
11. 22 PA Code 49.17
- 24 P.S. 1205.6
- Pol. 806



| | |
|---------|-----------------------|
| Book | Policy Manual |
| Section | 800 Operations |
| Title | DRAFT - Livestreaming |
| Code | 815.1 - NEW POLICY |
| Status | First Reading |

Purpose

The Board recognizes that livestreaming may be helpful to the Spring Grove Area School District (District) and its employees in both fulfilling its educational mission and in expanding the reach of District events and activities to those not able to attend in person. The Board further recognizes that without parameters, livestreaming may pose risks to the District, its employees, students and their families, and may otherwise disrupt the educational environment. The Board authorizes the use of livestreaming for instructional and other educational purposes. This policy does not prevent employees, students, parents, and/or members of the public from livestreaming District events open to the public.

Delegation of Responsibility

The Superintendent shall delegate to his/her designee(s) the right to enforce this policy.

Definitions

A hybrid class is one in which the teacher and a portion of the students in the class are located in the brick and mortar classroom on District property, and a portion of the students are located off District property, participating in livestreamed instruction and other educational activities. Additional staff may engage with the hybrid class, whether on or off District property.

Livestreaming, as used in this policy, shall mean utilizing any camera located on District property, including on District-provided transportation, to broadcast live video content through the Internet and virtual platforms, which may include social media platforms.

Personal device includes but is not limited to the use of a student's/family's own laptop, cell phone, personal digital assistant, or other Internet-enabled hand-held device.

Guidelines

Development of Administrative Regulations

The Superintendent or his/her designee shall develop administrative regulations to implement this policy. The Superintendent shall ensure that all students and employees are made aware of this policy and any administrative guidelines by means of the employee and student handbooks, the District website, and other reasonable means.

Use of Livestream Video for Educational Purposes

The Superintendent or designee shall ensure that adequate precautions are in place to limit the sharing of personal information with individuals not directly affiliated with the District, and those who do not qualify as “school officials.”

In accordance with The Children’s Online Privacy Protection Act, the District shall:

1. **Ensure that the use of online learning platforms is for school-authorized educational purposes, and not for commercial purposes.**
2. **Review the privacy and security policies of each online learning platform company utilized by the District to understand how each company will collect, use, and disclose personal information from District students.**
3. **Provide parents with notice of the website and online learning platform companies whose collection they have consented to on behalf of the parent.**

Parents/Guardians and students enrolled in a hybrid class shall be notified of the use of livestreaming. The administrative guidelines shall ensure that students are not captured in the livestream whose parents/guardians have elected to opt them out of video or audio recording.

Recording of a hybrid class livestream of academic instruction and/or educational activities may occur. Only District employees given explicit permission by administration to record a hybrid class livestream may do so. The District shall not share these recordings or any educational records with anyone who does not have a legitimate educational interest without written parental consent. The recordings may, however, be shared with other students for instructional purposes, in which case the parents of recorded students will be notified. Anyone with a legitimate educational interest who requests and thus receives the recording shall abide with privacy protections and shall utilize the recording only for the remote instruction of his or her child. Any person who violates such privacy requirements **may** be prohibited from gaining access to future recordings. [15]

Students and employees participating in the hybrid class off of District property shall not record the livestream unless given explicit permission by the administration. The administration shall make reasonable efforts to ensure that remote participants to a livestream of academic instruction and/or educational activities do not make an unauthorized recording of a hybrid class livestream. However, the District provides no guarantee that an outside party will not access or record the instruction. By participating in a livestream, all participants acknowledge and accept the risk of the access or recording of the livestream by an outside party and have no expectation of privacy in the recording.

Students

Students in a hybrid class shall:

1. **Dress in proper attire consistent with the District’s dress code. [1]**
2. **Comply with the District’s Responsible Use Policy, whether using a District device or a personal device. [2]**
3. **Abide by the District’s policies and Code of Conduct and shall be held accountable for violations of polices and the Code of Conduct while participating in the livestream. [3][4]**

Students participating in the hybrid class off District property shall abide by attendance policies and procedures in place for remote instruction in order to be considered present for those hours during which they received instruction. [5]

Employees

At all times while engaging the hybrid class in livestreaming, employees on and off District property shall:

- 1. Be dressed in proper attire consistent with the District's dress code. [6]**
- 2. Shall comply with the District's Responsible Use Policy, whether using a District device or a personal device. [2]**
- 3. Conduct themselves in a professional manner consistent with appropriate and orderly behavior. [7]**

Employees engaging the hybrid class in a livestream while off District property shall adhere to the assigned work schedules and procedures as outlined in administration regulations pertaining to working periods. [8][9]

Livestream of School District Events Open to the Public

This policy does not prevent employees, students, parents, and/or members of the public from livestreaming District events open to the public. Students, parents, employees, and members of the public should not have any expectation of privacy while attending public events; they may be captured and broadcast on a livestream just as they could at any other public or community event, or facility open to the public. However, District administrators may prohibit livestreaming at specific events hosted by the District on a case-by-case basis to comply with the law, to comply with contract terms, or to prevent a substantial disruption to the public event.

The Board prohibits livestreaming of copyrighted musical performances, theatrical performances, or any material or performance in violation of copyright law. [10]

Accommodations for Disabilities

The District must provide qualified individuals with disabilities equal access to their programs, services, or activities in part by ensuring that government websites have accessible features for people with disabilities. The Board directs that livestreams, depending on the use and as defined and authorized via this policy, be as accessible as reasonably feasible for students, employees, and members of the public with disabilities as their nondisabled peers. Such accessibility may include, but is not limited to, the provision of closed captioning. [11][12][13][14]

Student Initiated Use of Livestream Video

The Board prohibits student livestreaming at any time during the school day, including while on District-provided transportation to and from school, or at any school-sponsored event that is not open to the general public, unless the building administrator has authorized the livestreaming by giving written consent.

Penalties for Violations

Violation of this policy, its administrative guidelines, and/or state or federal laws will result in discipline. Employees may be subject to discipline up to and including dismissal. Students may be subject to discipline up to and including expulsion. [3][4][7]

Legal / to be added

17 U.S.C. § 101 et seq.

42 U.S.C. § 12101 et seq.

29 U.S.C. § 701 et seq.

Legal

Pol. 103.1

Pol. 104

Pol. 204

Pol. 218

Pol. 221

Pol. 233

Pol. 317

Pol. 318

Pol. 325

Pol. 332

Pol. 800

Pol. 815

PERSONNEL BOARD ACTIONS REQUESTED:

A. **RESIGNATIONS** – Approval of the following resignations:

- 1) **Personal Care Assistant** – Ms. Christina Snyder, effective August 13, 2020, for personal reasons.
- 2) **Elementary English Language Development Aide** – Ms. Cris Kauffman, effective August 10, 2020, for personal reasons.
- 3) **Elementary Library Clerical Aide** – Ms. Kelly Mills, effective August 17, 2020, for personal reasons.

B. **TRANSFERS** – Approval of the following transfers:

- 1) **Spring Grove Area School District Elementary English Language Development Aide** – Mrs. Dody Tome-Kern **from** Spring Grove Area School District Elementary Kindergarten Aide **to** Spring Grove Area School District Elementary English Language Development Aide, effective August 24, 2020. Compensation established at the current hourly rate for 7 hours per day, 180 days per year.

Background Information – Mrs. Tome-Kern is filling the vacancy resulting from the resignation of Ms. Cris Kauffman.

- 2) **Spring Grove Area School District Elementary Library Clerical Aide** – Mrs. Jane Thoman **from** Spring Grove Area School District Elementary Clerical Aide **to** Spring Grove Area School District Elementary Library Clerical Aide, effective August 24, 2020. Compensation established at the current hourly rate for 6 hours per day, 180 days per year.

Background Information – Mrs. Thoman is filling the vacancy resulting from the resignation of Ms. Kelly Mills.

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 Part-Time Guidance Secretary** – Mrs. Karen Sterner, effective August 18, 2020. Compensation established at \$12.58 per hour for 4 hours per day, 260 days per year.

Background Information – Mrs. Sterner spent 17 years working as a special events coordinator for a hospital in a neighboring state. Prior to that experience, she taught pre-K for several years. Mrs. Sterner is filling a vacancy resulting from the retirement of Mrs. Bonnie Hamme.

- 2) **Spring Grove Area High School Part-Time Cook** – Ms. Sandy Messinger, effective August 24, 2020. Compensation established at \$10.89 per hour for 3.5 hours per day, 180 days per year.

Background Information – Ms. Messinger has been a substitute at the High School since 2019 and is filling a vacancy resulting from the retirement of Ms. Sandra Irwin.

- D. **EXTRACURRICULAR POSITIONS** – Approval of the following individuals, for the 2020-2021 school year, with compensation determined by the Extracurricular Minimum Stipend Matrix. Approval is contingent upon the school’s ability to implement such programming as the result of ongoing COVID-19 pandemic crisis. The school’s ability to implement programs will be guided, in part, by ongoing orders of the federal government, the Governor, the Centers for Disease Control, the Pennsylvania Department of Health, local and county restrictions, and student participation in such programs. At its sole discretion, the District reserves the right to rescind or prorate payments to these extracurricular positions due to the pandemic and/or other reasons that make the full or partial implementation of these programs impractical, impossible, or difficult.

| | Appointment | Position | 2020-2021 Stipend |
|----|---------------------|--|--------------------------|
| 1 | Kyle Showalter | High School Marching Band Director | \$ 5,000 |
| 2 | Jessica Staub | Spring Musical Director | \$ 3,707 |
| 3 | Abigail Kirkpatrick | Expressions Director | \$ 2,838 |
| 4 | Daniel Fake | Orion Director | \$ 2,838 |
| 5 | Kyle Showalter | High School Symphonic/Concert Band Director | \$ 2,145 |
| 6 | Daniel Brenner | High School Stage Band Director | \$ 2,469 |
| 7 | Daniel Brenner | High School Jazz Band Director | \$ 2,145 |
| 8 | Abigail Kirkpatrick | High School Chorus Director | \$ 2,145 |
| 9 | Abigail Kirkpatrick | High School Concert Choir Director | \$ 2,146 |
| 10 | Abigail Kirkpatrick | High School Orchestra Director | \$ 2,145 |
| 11 | Kyle Showalter | Middle School Symphonic/Concert Band Director | \$ 2,145 |
| 12 | Daniel Brenner | Middle School Jazz Band Director | \$ 2,145 |
| 13 | Daniel Fake | Middle School Choral Director | \$ 2,145 |
| 14 | Susan Gross | Middle School Orchestra Director | \$ 2,145 |
| 15 | Timothy Bupp | High School Assistant Marching Band Director | \$ 2,500 |
| 16 | Claire Shubert | High School Fall Drama Coach | \$ 2,454 |
| 17 | Trent Whisler | High School Yearbook Advisor | \$ 2,145 |
| 18 | Jordyn Bowersox | High School Newspaper Advisor | \$ 2,145 |
| 19 | Kara Reed | High School Student Council Advisor | \$ 2,145 |
| 20 | Peggy Kile | Aquatics Director | \$ 2,145 |
| 21 | Julia Snyder | High School National Honor Society Co- Advisor | \$ 422 |
| 22 | Jordyn Bowersox | High School National Honor Society Co- Advisor | \$ 422 |
| 23 | Weston Jackson | High School Assistant Fall Drama Coach | \$ 844 |
| 24 | Kevin Riccio | High School Assistant Student Council Advisor | \$ 844 |
| 25 | Amanda Grant | High School Class Advisors (9th) | \$ 844 |
| 26 | Abbie Secrist | High School Class Advisors (10th) | \$ 844 |
| 27 | Christine Kenney | Co - High School Class Advisors (11th) | \$ 422 |
| 28 | Michelle Garrett | Co - High School Class Advisors (11th) | \$ 422 |
| 29 | Sarah Caplan | High School Class Advisors (12th) | \$ 844 |
| 30 | Sierra Rhodes | Middle School Student Council Co-Advisor | \$ 422 |
| 31 | Elysia Ehrich | Middle School Student Council Co-Advisor | \$ 422 |
| 32 | Korie Lain | Middle School Newspaper Advisor | \$ 844 |
| 33 | Clint Walters | Middle School Yearbook Advisor | \$ 844 |

| | | | |
|----|------------------------|--|----------|
| 34 | Timothy Bupp | Intermediate School Band Director | \$ 844 |
| 35 | William Robinson | Intermediate School Choral Director | \$ 844 |
| 36 | Susan Gross | Intermediate School Orchestra Director | \$ 844 |
| 37 | Timothy Bupp | Elementary School Band Director | \$ 844 |
| 38 | Savannah Cole | Elementary School Choral Director | \$ 844 |
| 39 | Susan Gross | Elementary School Orchestra Director | \$ 844 |
| 40 | Daniel Brenner | High School Pep Band | \$ 844 |
| 41 | Alexandra Burkeen | Marching Band Instructional Staff | \$ 1,500 |
| 42 | Jacob Inscore | Marching Band Instructional Staff | \$ 1,500 |
| 43 | Michael Eckersley | Marching Band Instructional Staff | \$ 1,500 |
| 44 | Kaytelyn Naglich | Marching Band Instructional Staff | \$ 1,538 |
| 46 | VACANT - ON HOLD | Marching Band Instructional Staff | |
| 47 | VACANT - ON HOLD | Marching Band Instructional Staff | |
| 48 | Katelyn Naglich | Marching Band Colorguard Routine Development | \$ 1,025 |
| 49 | VACANT | Indoor Percussion Director | |
| 50 | VACANT | Indoor Percussion Instructor | |
| 51 | VACANT | Indoor Percussion Instructor | |
| 52 | Kaytelyn Naglich | Indoor Colorguard Director | \$ 1,230 |
| 53 | Alexandra Burkeen | Indoor Colorguard Instructor | \$ 1,025 |
| 54 | VACANT | Indoor Colorguard Instructor | |
| 55 | Abigail Kirkpatrick | Musical Orchestra Director | \$ 1,137 |
| 56 | Abigail Kirkpatrick | Musical Choral Director | \$ 1,104 |
| 57 | Weston Jackson | Light & Sound Advisor | \$ 571 |
| 58 | Rene Staub | Designer & Set Manager | \$ 598 |
| 59 | Charlee Zamudio-Fidler | Musical Choreographer | \$ 624 |

- E. **CURRICULUM LEADERS** – Approval of the following Curriculum Leaders for the 2020-2021 school year with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment as a result of a delayed, shortened, or canceled programs due to COVID-19:

| | Appointment | Level | Area | Stipend |
|----|-----------------------|---------------|-----------------------------|---------|
| 1 | Amy Fawks/SGI | Grades K-6 | English Language Arts | \$1,064 |
| 2 | Amy Fisher/Paradise | Grades K-6 | English Language Arts | \$1,064 |
| 3 | Amanda Grant/HS | Grades 9 - 12 | English Language Arts | \$1,064 |
| 4 | Donna Greco/MS | Grades 7-8 | Family and Consumer Science | \$1,064 |
| 5 | Melissa Grim/HS | Grades 9 - 12 | Math | \$1,064 |
| 6 | Jessica Henning/SGI | Grades K-6 | Math | \$1,064 |
| 7 | Stephen Hersh/MS | Grades 7-8 | Science | \$1,064 |
| 8 | Pamela Kimber/HS | Grades 9 - 12 | Science | \$1,064 |
| 9 | Kathleen Krall/HS | Grades 9 - 12 | Social Studies | \$1,064 |
| 10 | Lindsay McAllister/MS | Grades 7-8 | English Language Arts | \$1,064 |
| 11 | Britton Mundy/SGE | Grades K - 6 | Social Studies | \$1,064 |
| 12 | Nicole Riser /HS | Grades 9 - 12 | Business | \$1,064 |
| 13 | Abbie Sechrist/HS | Grades 9 - 12 | World Languages | \$1,064 |

| | Appointment | Level | Area | Stipend |
|----|--------------------|---------------|-----------------------------|---------|
| 14 | Anne Shaffer/SGE | Grades K - 6 | Math | \$1,064 |
| 15 | Claire Shubert/HS | Grades 9 - 12 | Family and Consumer Science | \$1,064 |
| 16 | Sara Starck/SGE | Grades K-6 | Science | \$1,064 |
| 17 | Amy Thompson/MS | Grades 7-8 | Math | \$1,064 |
| 18 | Jill Trimmer/MS | Grades 7-8 | World Languages | \$1,064 |
| 19 | Thomas Trone/MS | Grades 7-8 | Social Studies | \$1,064 |
| 20 | Clinton Walters/MS | Grades 7-8 | Technology | \$1,064 |
| 21 | Steven Wible/HS | Grades 9 - 12 | Technology | \$1,064 |

- F. **DEPARTMENT CHAIRPERSONS** – Approval of the following Department Chairpersons for the 2020-2021 school year with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment as a result of a delayed, shortened, or canceled programs due to COVID-19:

| | Appointment | Department | Stipend |
|---|----------------------------------|-------------------|---------|
| 1 | Timothy Bupp/SGI | Music | \$3,329 |
| 2 | Mary Kauffman/Paradise/New Salem | Library | \$2,950 |
| 3 | Anthony Miller/HS | Health/Wellness | \$3,329 |
| 4 | Troy Smith/HS | Art | \$2,950 |
| 5 | Susan Moore/SGI | School Counselors | \$3,329 |
| 6 | Gary Harris | Special Education | \$3,329 |

- G. **LEAD TEACHERS** – Approval of the following Lead Teachers for the 2020-2021 school year, with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment as a result of a delayed, shortened, or canceled programs due to COVID-19:

| | Appointment | Building | Stipend |
|----|----------------|-------------------------|---------|
| 1) | Laura Blacker | Paradise Elementary | \$2,616 |
| 2) | Amy Hahn | Spring Grove Elementary | \$2,616 |
| 3) | Clinton Snyder | New Salem Elementary | \$2,616 |

- H. **BUILDING TECHNOLOGY SUPPORT TEACHERS** – Approval of the following Technology Support Teachers for the 2020-2021 school year with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment as a result of a delayed, shortened, or canceled programs due to COVID-19:

| | Appointment | Building | Stipend |
|----|-----------------|----------------------|---------|
| 1) | Derrick Henning | High School – ½ year | \$ 532 |
| 2) | Steven Wible | High School – ½ year | \$ 532 |

- I. **REGISTERED NURSE SUBSTITUTES** – Approval of the following registered nurse substitutes for the 2020-2021 school year at the rate of \$30.00 per hour, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

- | | |
|-----------------------|---------------------|
| 1) Rosemarie Drusedum | 4) Kaylee Laughman |
| 2) Geneva Gaskins | 5) Julie Waltermyer |
| 3) Megan Krolus | |

J. **LICENSED PRACTICAL NURSE SUBSTITUTES** – Approval of the following licensed practical nurse substitutes for the 2020-2021 school year at the rate of \$22.00 per hour, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

- | | |
|-------------------|--------------------|
| 1) April Herbst | 4) Leah Shenberger |
| 2) Megan Krolus | 5) Shelley Toomey |
| 3) Julie Reichard | |

K. **PROFESSIONAL SUBSTITUTES** – Approval of the following professional substitutes for the 2020-2021 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 | Audrey Bare | 16 | Ellen Hilt | 31 | Wanda Peterson |
| 2 | David Bowersox | 17 | Cynthia Kuhn | 32 | Linda Rigler |
| 3 | Mark Bowersox | 18 | Karly Lehman | 33 | Lorelei Rohrbaugh |
| 4 | Stephanie Brandon | 19 | Robert Lighty | 34 | Lisa Rufalo |
| 5 | Kristina Brockman | 20 | Linda Long | 35 | Anna Sebastian |
| 6 | Caryn Bushey | 21 | Courtney Miller | 36 | Darryl Smeltzer |
| 7 | Lisa Catalanello | 22 | Denise Miller | 37 | Kerri Smith |
| 8 | Rachel Cross | 23 | Jessica Miller | 38 | Katherine Tackett |
| 9 | Tiffany Dusman | 24 | Kristin Minch | 39 | Victoria Temple |
| 10 | Thomas Fallon, III | 25 | Jennifer Mondorff | 40 | Chad Thatcher |
| 11 | Briana Fodor | 26 | Steven Nalls | 41 | Daniel Wilmot |
| 12 | Kristina Gartrell | 27 | Lureen Nelson | 42 | Pearl Wintrode |
| 13 | Barbara Gault | 28 | Sarah Nickey | 43 | Jesse Wolford |
| 14 | Katherine Gross | 29 | Doris Olver | | |
| 15 | Mitchell Hildebrand | 30 | Zachary Paradise | | |

L. **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 2020-2021 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 | Lyndall Akstull | 14 | Theresa Michael | 27 | Prudence Smith |
| 2 | Nina Boyd | 15 | Kimberly Minetola | 28 | Rachel Staub |
| 3 | Christica Boyer | 16 | Allison Mondorff | 29 | Jaelyn Stugart |
| 4 | Angel Dunchack | 17 | Howida Moustafa | 30 | Dody Tome |
| 5 | Caitlin Eberling | 18 | Jodi Myrdal | 31 | Kristine Trettel |
| 6 | Christine Eldridge | 19 | Kevin O'Rourke | 32 | Robin Trimmer |
| 7 | Laura Gutshall | 20 | Heather Paul | 33 | Martin Valencia |
| 8 | Peggy Harling | 21 | Elizabeth Prince-Caprio | 34 | Erin Walker |
| 9 | Wesley Hemmann | 22 | Katie Richards | 35 | Ryan Wallen |
| 10 | Shelby Hiller | 23 | Kathryn Shaffer | 36 | Christina Wingert |
| 11 | Kahla Johnson | 24 | Patricia Simpson | 37 | Virginia Zalakar |
| 12 | Liza Lauer | 25 | Joan Smith | | |
| 13 | Meredith Mccoury-Howard | 26 | Karen Smith | | |

- M. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2020-2021 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 | Lorie Aikins | 27 | Sarah Hipp | 53 | Brianna Schoenenberger |
| 2 | Faith Boyer | 28 | Janice Hoke | 54 | Frank Shelley |
| 3 | Michele Boyer | 29 | Kristina (Kris) Holland | 55 | Linda Simpson |
| 4 | Michele Boyer | 30 | Eric Hostetler | 56 | Patricia Simpson |
| 5 | Kimberly Brassard | 31 | Amy Jackson | 57 | Tasha Slagel |
| 6 | Diane Breeden | 32 | Maureen Kacpura | 58 | Jay Smith |
| 7 | Nicole Brehm | 33 | Donna Karp | 59 | Rebecca Spangler |
| 8 | Jennifer Brown | 34 | Star Kehm | 60 | Tyler Stiles |
| 9 | Lindsey Burgard | 35 | Robin Klocek | 61 | Ann Strickland |
| 10 | Caroline Capek | 36 | Kathleen Klunk | 62 | Angela Thompson |
| 11 | Heidi Cavanaugh | 37 | Judy Lloyd | 63 | Melissa Topper |
| 12 | Christine Chew | 38 | Jennifer Manz | 64 | Jessica Van Pelt |
| 13 | Amanda Clark | 39 | Leonard Meckley | 65 | Holly Wagner |
| 14 | Amanda Clark | 40 | Todd Mercer | 66 | Landen White |
| 15 | Sharon Crites | 41 | Sandra Messinger | 67 | Deborah Wierman |
| 16 | Staci Delp | 42 | Theresa Michael | 68 | Deborah Wise |
| 17 | Stacy Ferencz | 43 | Andrea Miller | 69 | Jennifer Wright |
| 18 | Kristin Flemmens | 44 | Kimberly Minetola | 70 | Gloria Yinger |
| 19 | Tammy Galuppo | 45 | Frances Noel | 71 | Amy Yohe |
| 20 | Michael Gobrecht | 46 | Jimmy O'Brien | 72 | Sandra Zorbaugh |
| 21 | Darlene Good | 47 | Lindsey Potts | 73 | Michael Zorbaugh |
| 22 | Drew Gordon | 48 | Conner Reed | | |
| 23 | Lorraine Greco | 49 | Katie Richards | | |
| 24 | Lauren Grove | 50 | Kelly Rohrbaugh | | |
| 25 | Daniel Harbold | 51 | Madison Rohrbaugh | | |
| 26 | Aaron Harrison | 52 | Jessica Runk | | |



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</i> <i>(approximately)</i> | <i>DATE LEAVE ENDS</i> <i>(approximately)</i> |
|----------------------|-----------------|-------------------|--|--|
| Colleen Donnelly | Middle School | Special Education | 09/10/2020 | 12/10/2020 |
| Amanda Jones | High School | Math | 11/12/2020 | 02/11/2021 |