

AGENDA

VOTING MEETING / DIRECTORS' STUDY FORUM MEETING



of the Spring Grove Area School District Board of School Directors
Monday, October 12, 2020 @ 7:00 PM
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 MEETING LINK WILL BE PROVIDED FOR PARTICIPATION BY ALL OTHER INTERESTED ATTENDEES

VOTING MEETING

- I. **6:00 PM, Executive Session for Legal / Real Estate (closed to public)**

- II. **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 28, 2020 for Act 44 Safety and Security Reasons
 - ✓ September 28, 2020 for Labor Relations and Personnel Reasons

- III. **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.

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

- V. **Correspondence** CINDY HUBER

- VI. **Action Voting Items (Motion and second needed, roll call vote)**
 - A. Policy KAREN BAUM
 - B. Personnel DOUG STEIN
 - C. Curriculum BRENT HOSCHAR

- VII. **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 DOUG WHITE

- 1) 2021 SGRPRC Proposed Budget – *M. Czapp*
- 2) 2021-2022 Proposed Budget Presentation – Review Enrollment Data – *M. Czapp*
- 3) Disposal of Technology Equipment – *C. Enck*

V. Management Committee

A. Policy KAREN BAUM

- 1) 2021 Proposed School Board Meeting Schedule – *G. Ioannidis*
- 2) Proposed Policies:
 - a. Policy No. 203: PUPILS, Immunizations and Communicable Diseases (*revised*)
 - b. Policy No. 209: PUPILS, Health Examinations/Screenings (*revised*)
 - c. Policy No. 309.1: EMPLOYEES, Telework (*new*)
 - d. Policy No. 314: EMPLOYEES, Physical Examination (*revised*)
 - e. Policy No. 332: EMPLOYEES, Working Periods (*revised*)
 - f. Policy No. 334: EMPLOYEES, Sick Leave (*revised*)
 - g. Policy No. 340: EMPLOYEES, Responsibility for Student Welfare (*revised*)
 - h. Policy No. 705: PROPERTY, Facilities and Workplace Safety (*revised*)

B. Personnel DOUG STEIN

- 1) Projected Personnel Actions for October 26, 2020, Regular Voting Meeting

VI. Program Committee

A. Curriculum BRENT HOSCHAR

- 1) Proposals for Major Trips – *M. Grove*
 - a. Rocket Launch at Maryland Delaware Rocketry Association (MDRA), November 2020
 - b. NASA Student Launch Initiative (SLI), April 5-12, 2021

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

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

IX. Executive Session for Personnel Purposes

POLICY BOARD ACTIONS REQUESTED:

- A. **UPDATED 2020-2021 SCHOOL CALENDAR** – Adoption of the attached, updated 2020-2021 School Calendar, revised to include early dismissals for students in grades K-4 as listed. Students at the elementary level will continue to receive 900 hours of instruction notwithstanding the early dismissals. It is noted that students in grades 5-12 will be dismissed early on the dates listed, but will be provided instructional activities on such dates as provided in the Resolution on Instructional Hours approved by the Board on August 10, 2020. It is noted that teachers will work normal work hours per the collective bargaining agreement on early dismissal days in order to plan for instruction and support student needs.
- B. **FIRST READING** – Approval of a second reading for the following policies:
- 1) Policy No. 103: PROGRAMS, Discrimination/Title IX Sexual Harassment Affecting Students
 - 2) Policy No. 104: PROGRAMS, Discrimination/Title IX Sexual Harassment Affecting Staff
 - 3) Policy No. 247: PUPILS, Hazing
 - 4) Policy No. 249: PUPILS, Bullying/Cyberbullying
 - 5) Policy No. 252: PUPILS, Dating Violence
 - 6) Policy No. 317.1: EMPLOYEES, Educator Misconduct
 - 7) Policy No. 824: OPERATIONS, Maintaining Professional Adult/Student Boundaries

2020-2021 PROPOSED MODIFICATIONS to Spring Grove Area School District SCHOOL CALENDAR, OCTOBER 12, 2020

JULY							<p style="text-align: center; margin: 0;">Spring Grove Area Board of School Directors reserves the right to modify this school calendar at any time. Notification of any such changes to this calendar will be made at least five days prior to enacting the change(s), whenever possible.</p>	JANUARY							<p style="margin: 0;">6, 13, 20, 27 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">1 - HOLIDAY / SCHOOLS CLOSED</p> <p style="margin: 0;">12 - End of Second Marking Period (Gr. 7-12)</p> <p style="margin: 0;">15 - Early Dismissal for Students AM / Teacher In-Service PM</p> <p style="margin: 0;">18 - NO SCHOOL for Teachers / Students</p>
Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3	4		3	4	5	6	7	8	9	
5	6	7	8	9	10	11		10	11	12	13	14	15	16	
12	13	14	15	16	17	18		17	18	19	20	21	22	23	
19	20	21	22	23	24	25	24	25	26	27	28	29	30		
26	27	28	29	30	31		31	19 Student Days (102) / 19 Teacher Days (108)							
AUGUST							<p style="margin: 0;">17-21 - Teacher In-Service, NO SCHOOL for students (x = ACT 80 day)</p> <p style="margin: 0;">24 - FIRST DAY FOR ALL STUDENTS</p>	FEBRUARY							<p style="margin: 0;">3, 10, 17, 24 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">12 - NO SCHOOL for Teachers / Students - *EMERGENCY/WEATHER MAKE UP DAY #1</p> <p style="margin: 0;">15 - HOLIDAY / SCHOOLS CLOSED</p> <p style="margin: 0;">26 - End of Second Trimester (Gr. K-6)</p>
Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
						1		7	8	9	10	11	12*	13	
2	3	4	5	6	7	8		14	15	16	17	18	19	20	
9	10	11	12	13	14	15		21	22	23	24	25	26	27	
16	17	18	19	20	21x	22	28								
23	24	25	26	27	28	29	18 Student Days (120) / 18 Teacher Days (126)								
30	31	7 Student Days / 11 Teacher Days													
SEPTEMBER							<p style="margin: 0;">7 - HOLIDAY / SCHOOLS CLOSED</p>	MARCH							<p style="margin: 0;">3, 10, 17, 24, 31 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">19 - End of Third Marking Period (Gr. 7-12)</p>
Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
		1	2	3	4	5		7	8	9	10	11	12	13	
6	7	8	9	10	11	12		14	15	16	17	18	19	20	
13	14	15	16	17	18	19		21	22	23	24	25	26	27	
20	21	22	23	24	25	26	28	29	30	31					
27	28	29	30				23 Student Days (143) / 23 Teacher Days (149)								
21 Student Days (28) / 21 Teacher Days (32)															
OCTOBER							<p style="margin: 0;">9 - Early Dismissal for Students AM / Teacher In-Service PM</p> <p style="margin: 0;">12 - Teacher In-Service / NO SCHOOL for students</p> <p style="margin: 0;">26 - End of First Marking Period (Gr. 7-12)</p>	APRIL							<p style="margin: 0;">7, 14, 21, 28 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">1 - NO SCHOOL for Teachers / Students - *EMERGENCY/WEATHER MAKE UP DAY #2</p> <p style="margin: 0;">2 - HOLIDAY / SCHOOLS CLOSED</p> <p style="margin: 0;">5 - NO SCHOOL for Teachers / Students - *EMERGENCY/WEATHER MAKE UP DAY #3</p>
Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
				1	2	3		4	5*	6	7	8	9	10	
4	5	6	7	8	9	10		11	12	13	14	15	16	17	
11	12	13	14	15	16	17		18	19	20	21	22	23	24	
18	19	20	21	22	23	24	25	26	27	28	29	30			
25	26	27	28	29	30	31	19 Student Days (162) / 19 Teacher Days (168)								
21 Student Days (49) / 22 Teacher Days (54)															
NOVEMBER							<p style="margin: 0;">4, 11, 18 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">16 - End of First Trimester (Gr. K-6)</p> <p style="margin: 0;">25 - Teacher In-Service / NO SCHOOL for students</p> <p style="margin: 0;">26-30 - HOLIDAY / SCHOOLS CLOSED</p>	MAY							<p style="margin: 0;">5, 12, 19, 26 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">7 - NO SCHOOL for Teachers / Students - *EMERGENCY/WEATHER MAKE UP DAY #4</p> <p style="margin: 0;">27 - LAST DAY FOR STUDENTS / Early dismissal for Students AM / Teacher In-Service PM</p> <p style="margin: 0;">28 - Teacher In-Service / NO SCHOOL for students</p> <p style="margin: 0; text-align: center;">2021 GRADUATION / FIRM</p>
Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
1	2	3	4	5	6	7		2	3	4	5	6	7*	8	
8	9	10	11	12	13	14		9	10	11	12	13	14	15	
15	16	17	18	19	20	21		16	17	18	19	20	21	22	
22	23	24	25	26	27	28	23	24	25	26	27	28	29		
29	30						30	31	18 Student Days (180) / 19 Teacher Days (187)						
17 Student Days (66) / 18 Teacher Days (72)															
DECEMBER							<p style="margin: 0;">2, 9, 16 - Early Dismissal for Students: Gr. K-4 dismissed with no educational assignment Gr. 5-12 dismissed with educational assignment</p> <p style="margin: 0;">23 - Early Dismissal for Students AM / Teacher In-Service PM</p> <p style="margin: 0;">24-31 - HOLIDAY / SCHOOLS CLOSED</p>	JUNE							<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p style="margin: 0; font-size: small;">NOTE TIMES for ALL EARLY DISMISSAL DAYS:</p> <p style="margin: 0; font-size: x-small;">GRADES 7-12 @ 10:30 AM</p> <p style="margin: 0; font-size: x-small;">GRADES 5-6 @ 11:45 AM</p> <p style="margin: 0; font-size: x-small;">GRADES K-4 @ 12:00 PM</p> </div> <div style="text-align: center; margin-top: 10px;"> <p style="font-size: x-small;">Scan to SGASD:</p> </div>
Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th	Fr	Sa	
		1	2	3	4	5		6	7	8	9	10	11	12	
6	7	8	9	10	11	12		13	14	15	16	17	18	19	
13	14	15	16	17	18	19		20	21	22	23	24	25	26	
20	21	22	23	24	25	26	27	28	29	30					
27	28	29	30	31			17 Student Days (83) / 17 Teacher Days (89)								

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATION** – Approval of the following resignation:
 - 1) **New Salem Elementary Building Secretary** – Mrs. Margo Ilgenfritz, effective January 4, 2021, for the purposes of retirement after 31 years with the district.

- B. **TRANSFERS** – Approval of the following transfers:
 - 1) **Paradise Elementary Part-Time Learning Support Aide** – Mrs. Karen Sterner **from** Spring Grove Area High School Part-Time Guidance Secretary **to** Paradise Elementary Part-Time Learning Support Aide, effective October 13, 2020. Compensation established at \$11.28 for 4 hours per day, 180 days per year.
 - 2) **Spring Grove Area High School Full-Time Cook** – Ms. Amy Jackson **from** Spring Grove Area High School Part-Time Cook **to** Spring Grove Area High School Full-Time Cook, effective October 13, 2020. Compensation established at the current hourly rate for 6 hours per day, 180 days per year.

- C. **APPOINTMENTS** – Approval of the following appointments, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
 - 1) **Paradise Elementary Part-Time Learning Support Aide** – Mrs. Stacy Ferencz, effective October 13, 2020. Compensation established at \$11.28 per hour for 4 hours per day, 180 days per year.
 - 2) **Spring Grove Area School District Elementary Clerical Aide** – Mrs. Pamela Smith, effective October 13, 2020. Compensation established at \$10.61 per hour for 4 hours per day, 190 days per year.

- D. **GAME MANAGER PERSONNEL** – Approval of the following individuals, pending receipt of updated clearances, for the 2020-2021 school year to work athletic events at the established event rate in the matrix:

	Appointment
1)	Donald Carl
2)	David Gipe
3)	Mark Hull
4)	Peggy Kile
5)	Anthony Miller
6)	Tamrah Reitmeyer
7)	Gerald Rohrbaugh
8)	Joshua Ross
9)	William Stiles
10)	Steve Young
11)	Eric Zeigler

- E. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individuals, pending receipt of updated clearances, for the 2020-2021 school year to work athletic events at the established event rate in the matrix:

Appointment		Appointment	
1)	Karen Baumgardner	24)	Charles Lusco
2)	Stephanie Becker	25)	Cameron Mummert
3)	Dianne Breeden	26)	Kelly Nell
4)	Donald Carl	27)	Amanda Pittinger
5)	Heidi Cavanaugh	28)	Jill Reed
6)	Monica Eckenrode	29)	Tamrah Reitmeyer
7)	Mike Eisenhart	30)	Gerald Rohrbaugh
8)	Joshua Fishel	31)	Theresa Rohrbaugh
9)	Shawn Fishel	32)	Joshua Ross
10)	Michelle Garrett	33)	Janet Senft
11)	Kristina Gartrell	34)	Leslie Sprenkle
12)	Lance Genicola	35)	Tina Stiles
13)	David Gipe	36)	Tyler Stiles
14)	Tammy Herman	37)	William Stiles
15)	Sarah Hipp	38)	Lori Stine
16)	Kervin Hoover	39)	Kimberly Swiger
17)	Mark Hull	41)	Rebecca Thoman
18)	Amy Jackson	42)	Michael Treadway
19)	Michele Jones	43)	Brandon Vieth
20)	Stephen Kern	44)	Steve Warner
21)	Dana Kile	45)	Pearl Wintrode
22)	Shannon Knotts	46)	Steve Young
23)	Scott Leppo		

- F. **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) Lacie Evans
- 2) Justice White

- G. **ACT 86 DAY-TO-DAY STUDENT SUBSTITUTES** – Approval of the following Act 86 substitutes for a maximum of 20 days for the 2020-2021 school year at a rate of \$110.00 per day, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

- 1) Lauren Grove
- 2) Alexandra Hickey
- 3) Kaitlyn Hopple
- 4) Vanessa Valencia

- H. **REGISTERED NURSE SUBSTITUTE** – Approval of the following registered nurse substitute 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) Rebecca Swift



I. **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) Tyler Amspacher
- 2) Jeannine Bales
- 3) Donna Lebo



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>
Amber Stouch	SGE	3 rd Grade	08/24/2020	11/02/2020
Sarah Caplan	High School	English	01/24/2021	04/19/2021

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TRIP REQUEST** – Approval for Brian Hastings, High School Science teacher, and a chaperone to accompany approximately 12 high school students to a rocket launch at the Maryland Delaware Rocketry Association in Price, MD, on Saturday, October 17, or Sunday, October 18, 2020, depending on weather and current travel restrictions associated with the pandemic.

2021 PROPOSED (DRAFT) 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 11, 2021	Directors' Study Forum / Voting Meeting	July 19, 2021 <i>(Third Monday)</i>	Regular Voting Meeting
January 25, 2021	Regular Voting Meeting		
<i>FEBRUARY</i>		<i>AUGUST</i>	
February 8, 2021	Directors' Study Forum / Voting Meeting	August 9, 2021	Directors' Study Forum / Voting Meeting
February 22, 2021	Regular Voting Meeting	August 23, 2021	Regular Voting Meeting
<i>MARCH</i>		<i>SEPTEMBER</i>	
March 8, 2021	Directors' Study Forum / Voting Meeting /	September 13, 2021	Directors' Study Forum / Voting Meeting
March 22, 2021	Regular Voting Meeting	September 27, 2021	Regular Voting Meeting
<i>APRIL</i>		<i>OCTOBER</i>	
April 12, 2021	Directors' Study Forum / Voting Meeting	October 11, 2021	Directors' Study Forum / Voting Meeting
April 26, 2021	Regular Voting Meeting <i>(Spring Grove Area Middle School, LGI #242)</i>	October 25, 2021	Regular Voting Meeting <i>(Spring Grove Area Intermediate School, Gymnasium)</i>
<i>MAY</i>		<i>NOVEMBER</i>	
May 10, 2021	Directors' Study Forum / Voting Meeting	November 8, 2021	Directors' Study Forum / Voting Meeting
May 24, 2021	Regular Voting Meeting	November 22, 2021	Regular Voting Meeting
<i>JUNE</i>		<i>DECEMBER</i>	
June 14, 2021	Directors' Study Forum / Voting Meeting	December 6, 2021 <i>(1st Monday)</i>	Reorganization / Voting Meeting
June 28, 2021	Regular Voting Meeting @ 7:00 PM / Directors' Study Forum following	<i>Board Approved:</i>	

Board Retreat to be scheduled June/July, 2021 – closed to public.