



**MINUTES**  
**SPRING GROVE AREA SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**DIRECTORS' STUDY FORUM MEETING**

**DATE/TIME of MEETING:** May 4, 2020 @ 7:05 PM

**LOCATION of MEETING:** VIRTUAL MEETING HELD VIA ZOOM WEBINAR

**ATTENDANCE**

**The following School Directors were in virtual attendance:**

Karen Baum, Maurice Gaskins, Brent Hoschar, Cindy Huber,  
Rachel Rohrbaugh, Todd Staub, Doug Stein, Dave Trettel, Doug White

**The following School Directors were absent:**

**The following Spring Grove Area School District Administrators were in virtual attendance:**

Dr. George W. Ioannidis, Superintendent  
Dr. Mary Beth Grove, Assistant Superintendent  
Mr. Mark Czapp, Director of Business Operations  
Ms. Karyn Brown, Director of Pupil Services

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A Directors' Study meeting of the Board of School Directors of the Spring Grove Area School District was held on Monday, May 4, 2020, following adjournment of the voting meeting. Cindy Huber, Board President, called the meeting to order at 7:05 PM, noting the same nine Board members remained in attendance from the earlier voting meeting.

**PUBLIC COMMENT:**

There was no public comment.

**BOARD OR ADMINISTRATIVE RESPONSE:**

n/a

**PROGRAM COMMITTEE REPORTS:**

**Curriculum**

Dr. Grove provided a memorandum and summary of six new courses proposed for the 2020-2021 school year. Dr. Dietrich, High School Assistant Principal, presented a brief overview of the broader curricular area and specific course proposed for each of the Business, World Language, Music and STEM departments. Dr. Grove noted her appreciation for teachers responsible for writing the curriculum and Dr. Dietrich for his leadership in the process. The Board will consider approval of all proposed courses at the May 18<sup>th</sup> regular voting meeting.

**BUSINESS/FINANCE COMMITTEE REPORTS:**

**Budget and Finance**

Mark Czapp, Director of Business Operations, presented an update to the 2020-2021 proposed General Fund Budget from the April meeting. Czapp shared projected savings to the current year's ending budget deficit as a result of the Governor's COVID-19 school closure. He reviewed potential tax increases and their respective impact on the unassigned fund balance, as well as to resident taxpayers. Czapp stated that proposals are being considered at the state level to "freeze" tax rates at the current 2019-2020 level and possibly eliminate the 10% penalty period, and indicated that the effect of this year's decisions will bring a huge focus on fiscal year 2021-2022. Adoption of the proposed final budget is anticipated with other May 18<sup>th</sup> action items. The Board requested that Czapp provide three prospective millage rate increase scenarios for consideration and include potential long-range issues related to each.

**Spring Grove Area School District  
Board of School Directors Meeting Minutes  
May 4, 2020, Directors' Study Meeting**

Czapp welcomed Melissa Freestone, Nutrition Services Manager, to the virtual meeting and recognized her for the department's continued outstanding efforts providing meals to students during the school closure, noting more than 72,000 meals (breakfasts and lunches, combined) being served to date. Czapp noted that the district receives reimbursement at the 'free' eligibility income level for families with each meal served, and there is currently a federal waiver to continue through June 30, 2020, or until the state of emergency is lifted, whichever comes first. Czapp stated that most, if not all, York County districts are participating in the meal program. As restrictions are lifted in our area and a decrease in participation becomes apparent, he will bring that information back to the Board.

Czapp presented the proposed 2020-2021 Nutrition Services Budget and noted the district's current free and reduced meal counts. A school meal pricing cost comparison with other York County districts reflects Spring Grove slightly lower overall. The Board will consider approval of the 2020-2021 proposed budget, with no change to current meal prices, at the May 18<sup>th</sup> regular voting meeting.

Czapp presented a proposal to engage Kochenour, Earnest, Smyser & Burg Certified Public Accountants to audit the district's financial statements and perform related functions for the fiscal year ending June 30, 2020. The Board will consider approval at the May 18<sup>th</sup> meeting.

AnJie Doll, Human Resources Director, presented a memorandum offering details and outlining the recommendation to enter into agreement with American Fidelity as the flexible spending account (FSA), health savings account (HSA), and voluntary benefits vendor for employees and the district beginning with the 2021 plan year. The Board will consider approval at the May 18<sup>th</sup> regular meeting.

Czapp requested the Board's consideration of approving the superintendent and/or his designee to enter into all necessary agreements related to participation with federal, state, and other programs and grants as listed on the proposed Program Summary Chart. The Board will consider approval at the May 18<sup>th</sup> meeting.

Czapp reported that the Board will be presented with a request to approve the district's use of ACNB Bank and PayPal as School Depositories at the May 18<sup>th</sup> voting meeting. Czapp also reported that the May 18<sup>th</sup> meeting agenda will include a request for reappointment of Todd Staub as Board Treasurer for the ensuing 2020-2021 fiscal year, following Staub's agreement to continue.

**MANAGEMENT COMMITTEE REPORTS:**

**Policy**

Ioannidis presented a draft Resolution in Response to the COVID-19 Pandemic related to 2020 graduates for review and consideration. The document, with the support of High School Administration, allows the district to temporarily suspend policies and other regulations that make Spring Grove seniors eligible for graduation. After discussion and a request to update and clarify language related to coursework and earned credits, the Board will move forward and consider approval of the Resolution at the May voting meeting.

Following a brief description of proposed new policy #006.1, and revisions recommended to existing policies #210, 222, 227, 323, 351 and 626, the Board will consider approval of a first reading for each of the presented policies at the May 18<sup>th</sup> voting meeting.

**Personnel**

Stein presented confidential personnel actions projected for the May 18<sup>th</sup> regular voting meeting. The actions will be included on the meeting agenda.

**Spring Grove Area School District  
Board of School Directors Meeting Minutes  
May 4, 2020, Directors' Study Meeting**

**PLANNING:**

Dr. Ioannidis shared a general status update to district operations as a result of the COVID-19 school closure and noted that the focus remains on the Continuity of Education Plan. Staff are doing a great job attending to the needs of students through a myriad of virtual communication methods. As to graduation, Ioannidis is hopeful that students will have a ceremony, but he remains concerned for the safety, health, and welfare of others. The Governor's new and phased approach to reopening the state will dictate what events and activities the district is permitted to hold, including the graduation ceremony. The administration remains committed to honoring students of the Class of 2020 with the dignity their accomplishments deserve, and this process includes input from the students as well as advice from the Solicitor.

**ADJOURNMENT:** Hoschar moved for adjournment at 8:40 PM. Baum seconded. The meeting adjourned by unanimous voice vote.

**RESPECTFULLY SUBMITTED BY:**

Mark A. Czapp,  
Director of Business Operations/Board Secretary