

REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

Monday, May 22, 2023, 7:00 PM

Spring Grove Area Middle School, 244 Old Hanover Road, Spring Grove, PA

5:30 PM – EXECUTIVE SESSION FOR PERSONNEL

VOTING MEETING AGENDA

- | | | |
|-------|---|----------------------|
| I. | Call To Order | RACHEL ROHRBAUGH |
| | <ul style="list-style-type: none">▪ 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:<ul style="list-style-type: none">• May 8, 2023, to discuss negotiations and personnel | |
| II. | Welcome Visitors: Formal and Informal requests to address the Board | |
| | <ul style="list-style-type: none">▪ Adam Marsh, Spring Grove Area Scholarship Fund, Inc.▪ Jerry Mascaro, Spring Grove Music Boosters | |
| III. | Board and Administration Response to Public Comment | |
| IV. | Superintendent's Report | DR. GEORGE IOANNIDIS |
| V. | Student Representative's Report | TRENTON LEGGETT |
| VI. | Correspondence | RACHEL ROHRBAUGH |
| VII. | Legislative Update | DR. GEORGE IOANNIDIS |
| VIII. | York County School of Technology | DAVE TRETTEL |
| IX. | York Adams Academy | KAREN BAUM |
| X. | Special Committee Reports <i>(as needed)</i> | |
| | <ul style="list-style-type: none">▪ LIU#12 Building Authority – <i>B. Stiles</i>▪ Six-Month Health and Safety Plan Review – <i>G. Ioannidis</i> | |
| XI. | Approval of Minutes: <i>(motion and second needed, voice vote)</i> | |
| | <ul style="list-style-type: none">▪ April 24, 2023 – Regular Voting Meeting▪ May 8, 2023 – Voting Meeting▪ May 8, 2023 – Directors' Study Forum | |



XII. **Treasurer's Report** (*motion and second needed, roll call vote*) DOUG WHITE

- Month Ending April 30, 2023

XIII. **Departmental Reports/Board Action Requests** (*motion and second needed, roll call vote*)

- **BUSINESS/FINANCE REPORTS**

- Budget and Finance DOUG WHITE
- Buildings and Grounds DOUG WHITE

- **MANAGEMENT REPORTS**

- Policy KAREN BAUM
- Personnel DOUG STEIN

- **PROGRAM REPORTS**

- Athletics and Music DAVE TRETTEL
- Curriculum NICOLE WILSON

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

XV. **Executive Session for School Safety and Security**

TREASURER'S REPORT FOR THE MONTH ENDING April, 2023

GENERAL FUND - CHECKING

Balance 3/31/2023 \$ 5,944,690.19 \$ 5,944,690.19

Receipts

Total Receipts (as per attached) \$ 2,996,729.67
 Transfer from PSDLAF \$ -
 Cleared Deposits (Including Prior Months) \$ 2,995,174.83 \$ 2,995,174.83

Expenditures

Paid bills through end of month \$ 5,687,244.33
 Transfer to PLGIT
 Voided Checks \$ (235,998.15)
 \$ 5,451,246.18
 Cleared Expenses (Including Prior Months) \$ 5,067,547.94 \$ 5,067,547.94

Balance 4/30/2023

ACNB (.60%) \$ 3,872,317.08

GENERAL FUND - INVESTMENTS

Balance 4/30/2023

PLGIT Prime (4.95%) \$ 5,102,654.51
 PLGIT Term \$ -
 \$ 5,102,654.51
 PSDLAF - Max (4.733%) \$ 8,450,062.51
 PSDLAF - Full Flex Pool (4.750%) \$ 1,074,511.83
 PSDLAF - Full Flex Pool (4.830%) \$ 5.49
 PSDLAF - Treasury Bill (4.690%) \$ 1,954,297.78
 PSDLAF TOTAL \$ 11,478,877.61
 INVESTMENT TOTAL \$ 16,581,532.12 \$ 16,581,532.12

GENERAL FUND - TOTAL

\$ 20,453,849.20

NUTRITION SERVICES FUND

Balance 3/31/2023

\$ 1,744,640.25 \$ 1,744,640.25

Receipts

Total Receipts (as per attached) \$ 302,769.84
 Cleared Deposits (Including Prior Months) \$ 312,278.47 \$ 312,278.47

Expenditures

Paid bills through end of month \$ 483,555.12
 Voided Checks \$ -
 \$ 483,555.12
 Cleared Expenses (Including Prior Months) \$ 487,750.21 \$ 487,750.21

Balance 4/30/2023

ACNB (.60%) \$ 1,569,168.51

NUTRITION SERVICES FUND TOTAL

\$ 1,569,168.51

CAPITAL RESERVE FUND

Balance 3/31/2023

\$ 965,081.87 \$ 965,081.87

Receipts

Transfer from General Fund \$ -
 Interest \$ 476.04
 Cleared Deposits (Including Prior Months) \$ 476.04 \$ 476.04

Expenditures

Paid bills through end of month \$ 81,525.20
 Voided Checks \$ -
 \$ 81,525.20
 Cleared Expenses (Including Prior Months) \$ - \$ -

Balance 4/30/2023

ACNB (.60%) \$ 965,557.91

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (4.733%) \$ 568,003.42 \$ 568,003.42

CAPITAL RESERVE TOTAL

\$ 1,533,561.33

Invoices presented for Board approval

NRG-Building Services \$ 34,155.00
 Watchfire Signs, LLC \$ 47,370.20
 \$ 81,525.20

STUDENT ACTIVITY FUNDS

Balance 4/30/2023

Elementaries \$ 7,369.38
 Intermediate School \$ 8,648.79
 Middle School \$ 6,883.08
 High School \$ 153,089.72

STUDENT ACTIVITY FUNDS-TOTAL

\$ 175,990.97

**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LISTS** – Approval of the Accounts Payable lists, as presented.
- B. **2023-2024 GENERAL FUND BUDGET** – Approval of the Proposed General Fund Budget for the 2023-2024 fiscal year, with total revenues of \$77,722,044, total expenditures of \$83,537,441, with the shortfall of \$5,815,397 to be funded from the General Fund Unreserved Fund Balance and setting the real estate tax millage rate at 24.0922 mills, reflecting a 0% increase from the 2022-2023 millage rate; in addition, earned income tax of ½% and real estate transfer tax of ½% under Act 511.
- C. **2023-2024 NUTRITION SERVICES FUND BUDGET** – Approval of the Nutrition Services Fund Budget for the 2023-2024 fiscal year, with total revenues of \$2,863,150, total expenditures of \$3,164,159, and an increase in breakfast and lunch meal pricing of \$0.15.
- D. **REAPPOINTMENT OF SCHOOL BOARD TREASURER** – Reappointment of Douglas White as Board Treasurer for the Spring Grove Area School District for the period July 1, 2023, through June 30, 2024.
- E. **2023-2024 FEDERAL / STATE / OTHER PROGRAMS AND/OR GRANTS SUMMARY** – Authorization for the superintendent to enter into all necessary agreements to meet the mandates for participation in Federal / State / Other Programs and/or Grants for the 2023-2024 as outlined on the attached chart, as well as any others that may become available and are approved by the Superintendent.
- F. **LOCAL AUDITOR** – Approval to engage Kochenour, Earnest, Smyser & Burg to conduct the audit of the district's financial statements and perform related functions for fiscal year ending June 30, 2023, at a proposed fee not to exceed \$12,950.00.
- G. **SCHOOL DISTRICT SOLICITOR** – Reappointment of Stock and Leader, Attorneys at Law, as School District Solicitor for the 2023-2024 fiscal year, with Gareth D. Pahowka, Esquire, named as principal counsel and primary contact with the firm.
- H. **SCHOOL DEPOSITORIES** – Appointment of ACNB Bank and PayPal to continue as District School Depositories for the period July 1, 2023, through June 30, 2024.



BUILDINGS AND GROUNDSN BOARD ACTIONS REQUESTED:

- A. **APPOINTMENT OF CIVIL ENGINEER FOR MAINTENANCE FACILITY PROJECT –**
Approval to accept the proposal from First Capital Engineering, Inc. to provide Civil Consulting Engineering Services for the District Maintenance Facility Project as outlined in the attached Agreement (Scope of Services) under the leadership of Crabtree, Rohrbaugh and Associates, Inc., at a cost not to exceed \$95,250.

**BUILDINGS AND GROUNDS / FOR INFORMATION ONLY:****A. MANDATED BUILDING FIRE DRILLS / MARCH**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	04/21/2023	1	37
Paradise Elementary	04/28/2023	0	59
Spring Grove Elementary	04/18/2023	2	27
Spring Grove Area Intermediate School	04/21/2023	2	12
Spring Grove Area Middle School	04/05/2023	2	04
Spring Grove Area High School	04/17/2023	4	45

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

- 1) Policy 719: Facility Dogs (*new policy*)
- 2) Policy 831.1: Electronic Data Storage (*new policy*)

B. SCHOOL RESOURCE OFFICERS CONTRACT – Approval of the attached, updated agreement with Northern York County Regional Police Department for two School Resource Officers in the Spring Grove Area School District, during the 2023-2024 and 2024-2025 school years, at a cost of \$89.55 per hour, per SRO for the 2023 calendar year, with any increase as of January 1st of 2024 and 2025, respectively, communicated to the District as soon as possible after establishment of the new rate.

Background Information: *The proposed agreement reflects no changes from the previous contract ratified in June of 2021. Due to the budget timeline of the police department, services under agreement commence on January 1st of each calendar year.*

A. UPDATED MEMORANDUM OF UNDERSTANDING (MOU) WITH LOCAL POLICE – Approval of the attached, updated agreement (MOU) between Spring Grove Area School District and Northern York County Regional Police Department as required under Act 44, the Safe Schools Act, and updated biennially.

Background Information: *There is no cost to the District with this MOU.*

C. DONATIONS – Acceptance of the following donations/grants in accordance with Board Policy No. 702, Gifts, Grants and Donations:

- 1) Monetary donation in the amount of \$325.00 from Nicholas Weaver to support the Future Farmers Club in memory of Larry Sterner.
- 2) Monetary donation in the amount of \$100.00 from Connee and Calvin Plunkert to support the Future Farmers Club in memory of Larry Sterner.
- 3) Monetary donation in the amount of \$500.00 from Keith and Lisa Murr to support the District Student Launch Initiative (SLI) Program.
- 4) Monetary Grant/Allocation from Sweet Charities of Hanover (Angel Fund / Feeding the Children Initiative) in the amount of \$5,000.00 to support the District's Nutrition Services Department and the Backpack Program.
- 5) Donations totaling more than \$261,160 from school-affiliated organizations (PTOs, Booster Clubs, Scholarship Fund, Educational Fund) who sponsored and/or supplemented district costs during the 2022-2023 school year for various and sundry supplies, activities, equipment, incentives, student scholarships, teacher appreciation gifts, and other miscellaneous items.

PERSONNEL BOARD ACTIONS REQUESTED:**A. RESIGNATIONS** – Approval of the following resignations:

- 1) **Spring Grove Area School District Elementary Instructor** – Elizabeth Eveler, effective July 31, 2023, to accept a position at a local university.
- 2) **Spring Grove Area Intermediate School Instructional Assistant – Special Education** – Elizabeth Stabley, effective May 5, 2023, for personal reasons.
- 3) **Spring Grove Area High School Full Time Custodian (2nd Shift)** – Anatolii Budnyk, effective May 15, 2023, for personal and health reasons.

B. TRANSFERS – Approval of the following transfers:

- 1) **Spring Grove Area High School Associate Principal** – Christian Ehrhart, **from** Spring Grove Area High School Assistant Principal to Spring Grove Area High School Associate Principal, effective July 1, 2023. Compensation established an annualized salary of \$110,000.00, pro-rated and retroactive for coverage during the 2022-2023 year.

Background Information – Christian has been employed with the district since 2006 and is filling the position resulting from reorganization of the High School and Associate Principal Job Description, both approved by the Board of School Directors on January 9 and January 23, 2023, respectively. With this transition, Michael Snell will remain as High School Assistant Principal and Benjamin Louey will continue as Intermediate School Assistant Principal / Online Learning Supervisor.

- 2) **Spring Grove Area School District Special Education Instructor** – Noah Stachelek, **from** Spring Grove Elementary School Principal to Spring Grove Area School District Special Education Instructor, effective the last day before the first day of the start of the 2023-2024 school year. Compensation established Step 12 on the Master + 60 schedule.

Background Information – Noah earned a Bachelor of Elementary Education / Special Education from Geneva College, a Master of Education from Edinboro University, and a Doctor of Education from California University of Pennsylvania. Noah taught elementary learning support one year and Algebra and Special Education at the High School level for five years prior to becoming a school administrator. He is filling the position resulting from the retirement of Jane Ardner and subsequent transfers of Cristi Macharola, Colleen Donnelly to Spring Grove Intermediate School, and Lori Hollick to Spring Grove Area Middle School resulting in a special education teaching position opening at the high school.

C. APPOINTMENT – Approval of the following appointment, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:

- 1) **Spring Grove Area School District Human Resources Generalist** – Beverly Carpenter, effective June 26, 2023. Compensation established at an annualized salary of \$66,000.

Background Information – Beverly has more than ten years of human resources experience in the private sector and five years of human resources experience in a school district. Beverly is filling the position resulting from the transfer of Barbara Valencia and the March 27, 2023, approval of the restructured Human Resources Generalist job description.



- D. **AUDIO/VISUAL SUPPORT PERSONNEL** – Approval of the following individual, pending receipt of updated clearances, for the 2022-2023 school year to work school events needing AV support / livestream support, at the established rate per event of either \$40, \$60, \$110, or \$150 depending on the event:
- 1) Daniel Fake
- E. **INTERSCHOLASTIC PERSONNEL** – Approval of the following individuals, pending receipt of updated clearances, for the 2022-2023 school year to work athletic events at the established event rate in the matrix:
- 1) Amanda Cooper
 - 2) Melissa Culp
- F. **GUEST SUBSTITUTE** – Approval of the following individual holding a bachelor's degree and completing the District's Guest Teacher orientation program to substitute teach in all subject areas during the 2022-2023 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) Corrine Crushong
- G. **PROFESSIONAL SUBSTITUTE** – Approval of the following professional substitute for the 2022-2023 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) Christopher Messinger
- H. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2022-2023 school year at the hourly rates indicated on the Support Staff Compensation (Minimum Salary) Matrix, provisionally hired pending receipt of updated clearances, and completed Act 168 disclosure forms from previous employers:
- 1) Fay Krout
 - 2) Jennifer Lua

**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 (approximately)</i>	<i>DATE LEAVE ENDS (approximately)</i>
Caitlin Beegle	SGI	5 th Grade	05/15/2023	06/02/2023



ATHLETICS & MUSIC BOARD ACTIONS REQUESTED:

- A. **OVERNIGHT TRIP REQUEST** – Approval for five high school student athletes and two adult chaperones, Jeff Laux, Student Athletics Coordinator, and Michaela Landis, High School Counselor, to attend and participate in the National Student Leadership Summit (NFHS) in Indianapolis, Indiana, July 29-31, 2023.



CURRICULUM BOARD ACTIONS REQUESTED:

- A. **ACTION ON MATTER PREVIOUSLY TABLED** – Approval to take from the table the Certified Facility Dog action item tabled at the April 24, 2023, regular voting meeting, and reconsider the action as part of curriculum items.
- B. **CERTIFIED FACILITY DOG** – Approval to acquire a full time Certified Facility Dog through United Disabilities Services Service Dogs for use by staff with students in the school setting to support mental wellness and promote a positive school climate, in accordance with newly developed Board Policy and Administrative Guidelines.
- C. **DUAL (EARLY) ENROLLMENT AGREEMENT WITH COMMONWEALTH UNIVERSITY** – Approval to enter into the attached collaborative Early Enrollment Agreement with Commonwealth University of Pennsylvania and provide eligible high school students with the opportunity to enroll and participate in undergraduate courses offered by the University at a reduced rate for enrollment and be awarded post-secondary credit through the University's Registrar's Office.
- D. **NEW/REVISED CURRICULA** – Approval of the following new/revised curricula for the 2023-2024 school year:

<u>TITLE</u>	<u>DEPARTMENT</u>
Sculpture I - new course	Art
Student Instructional Assistant Internship Program - new course	Business
ELA - Kindergarten – revised (curriculum cycle)	English Language Arts
ELA - Grade 1 - revised (curriculum cycle)	English Language Arts
ELA - Grade 2 - revised (curriculum cycle)	English Language Arts
ELA - Grade 3 - revised (curriculum cycle)	English Language Arts
ELA - Grade 4 - revised (curriculum cycle)	English Language Arts
ELA - Grade 5 - revised (curriculum cycle)	English Language Arts
ELA - Grade 6 - revised (curriculum cycle)	English Language Arts
ELA - Grade 7 - revised (curriculum cycle)	English Language Arts
ELA - Grade 8 - revised (curriculum cycle)	English Language Arts
English 9 - revised (curriculum cycle)	English Language Arts
College Prep English 9 - revised (curriculum cycle)	English Language Arts
College Prep English 9 Honors - revised (curriculum cycle)	English Language Arts
English 10 - revised (curriculum cycle)	English Language Arts
College Prep English 10 - revised (curriculum cycle)	English Language Arts
College Prep English 10 Honors - revised (curriculum cycle)	English Language Arts
English 11 - revised (curriculum cycle)	English Language Arts
College Prep English 11 - revised (curriculum cycle)	English Language Arts
College Prep English 11 Honors - revised (curriculum cycle)	English Language Arts
AP English Literature and Composition - revised (curriculum cycle)	English Language Arts
English 12 - revised (curriculum cycle)	English Language Arts
College Prep English 12 - revised (curriculum cycle)	English Language Arts
English Composition I - College in the High School - revised (curriculum cycle)	English Language Arts
English Composition II – College in the High School – revised (curriculum cycle)	English Language Arts
Advanced Video Journalism I - revised (curriculum cycle)	English Language Arts
Advanced Video Journalism II - revised (curriculum cycle)	English Language Arts
Creative Writing I - revised (curriculum cycle)	English Language Arts



Creative Writing II - revised (curriculum cycle)	English Language Arts
Drama - revised (curriculum cycle)	English Language Arts
Journalism I - revised (curriculum cycle)	English Language Arts
Journalism II - revised (curriculum cycle)	English Language Arts
Journalism III - revised (curriculum cycle)	English Language Arts
SAT Preparation - revised (curriculum cycle)	English Language Arts
Mathematics and Sports - new course	Math
AP Physics C – Mechanics - new course	Science
Earth Science - new course	Science
Forensic Science - new course	Science
Introduction to Agriculture, Food, and Natural Resources – new course	Science
Science – Kindergarten - revised (curriculum cycle)	Science
Science – Grade 1 - revised (curriculum cycle)	Science
Science – Grade 2 - revised (curriculum cycle)	Science
Science – Grade 3 - revised (curriculum cycle)	Science
Science – Grade 4 - revised (curriculum cycle)	Science
Science – Grade 5 - revised (curriculum cycle)	Science
Science – Grade 6 - revised (curriculum cycle)	Science
Science – Grade 7 - revised (curriculum cycle)	Science
Science – Grade 8 - revised (curriculum cycle)	Science
Science 9 - revised & renamed (curriculum cycle)	Science
Biology - revised (curriculum cycle)	Science
Biology Honors - revised (curriculum cycle)	Science
Physics - revised & renamed (curriculum cycle)	Science
Physics Honors – revised (curriculum cycle)	Science
Chemistry I - revised (curriculum cycle)	Science
Chemistry I Honors - revised (curriculum cycle)	Science
Environmental Science I - revised & renamed (curriculum cycle)	Science
Environmental Science II - revised & renamed (curriculum cycle)	Science
AP Biology - revised (curriculum cycle)	Science
AP Chemistry - revised (curriculum cycle)	Science
Human Anatomy and Physiology I - revised (curriculum cycle)	Science
Human Anatomy and Physiology II - revised (curriculum cycle)	Science
Organic Chemistry I - revised (curriculum cycle)	Science
Science Independent Study - revised (curriculum cycle)	Science
Science Lab Assistant - revised (curriculum cycle)	Science
Wildlife Studies - revised (curriculum cycle)	Science
Aviation Capstone (AOPA) - new course	STEM
Design and Fabrication I - rewrite/rename	STEM
Design and Fabrication II - rewrite/rename	STEM
Metal Fabrication I - new course	STEM
Introduction to Small Engine Repair – revised	STEM
Introduction to the Trades – new course	STEM
Pre-flight Your Career (AOPA) - new course	STEM
Electronics and Robotics I - rewrite/rename	STEM
Electronics and Robotics II - rewrite/rename	STEM
STEM Capstone - new course	STEM
STEM Design and Fabrication – new course	STEM
Woodworking I - new course	STEM