

REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

Monday, June 26, 2023, 7:00 PM

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

5:30 PM – EXECUTIVE SESSION FOR NEGOTIATIONS *(Closed to public.)*

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">• June 12, 2023, to discuss personnel | |
| II. | Welcome Visitors: Formal and Informal requests to address the Board | |
| III. | Board and Administration Response to Public Comment | |
| IV. | Superintendent's Report | DR. GEORGE IOANNIDIS |
| V. | Correspondence | RACHEL ROHRBAUGH |
| VI. | Legislative Update | DR. GEORGE IOANNIDIS |
| VII. | York County School of Technology | DAVE TRETTEL |
| VIII. | York Adams Academy | KAREN BAUM |
| IX. | Special Committee Reports <i>(as needed)</i> | |
| X. | Approval of Minutes: <i>(motion and second needed, voice vote)</i> | |
| | <ul style="list-style-type: none">▪ May 22, 2023 – Regular Voting Meeting▪ June 12, 2023 – Voting Meeting▪ June 12, 2023 – Directors' Study Forum | |
| XI. | Treasurer's Report <i>(motion and second needed, roll call vote)</i> | DOUG WHITE |
| | <ul style="list-style-type: none">▪ Month Ending May 31, 2023 | |



XII. 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
- Transportation MICHAEL RITZ

- **MANAGEMENT REPORTS**

- Policy KAREN BAUM
- Personnel DOUG STEIN

- **PROGRAM REPORTS**

- Athletics and Music DAVE TRETTEL
- Curriculum NICOLE WILSON

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

This board meeting may be livestreamed. There is no expectation of privacy. (Board Policy No. 903)

TREASURER'S REPORT FOR THE MONTH ENDING May, 2023

GENERAL FUND - CHECKING

Balance 4/30/2023 \$ 3,872,317.08 \$ 3,872,317.08

Receipts

Total Receipts (as per attached) \$ 1,092,748.94
 Transfer from PSDLAF \$ 4,000,000.00
 Cleared Deposits (Including Prior Months) \$ 5,092,728.94 \$ 5,092,728.94

Expenditures

Paid bills through end of month \$ 5,657,972.95
 Transfer to PLGIT
 Voided Checks \$ (2,520.56)
 \$ 5,655,452.39
 Cleared Expenses (Including Prior Months) \$ 6,906,890.22 \$ 6,906,890.22

Balance 5/31/2023

ACNB (.60%) \$ 2,058,155.80

GENERAL FUND - INVESTMENTS

Balance 5/31/2023

PLGIT Prime (5.13%) \$ 5,124,867.95
 PLGIT Term \$ -
 \$ 5,124,867.95
 PSDLAF - Max (4.878%) \$ 4,470,483.55
 PSDLAF - Full Flex Pool (5.000%) \$ 1,079,045.28
 PSDLAF - Treasury Bill (4.690%) \$ 1,954,297.78
 PSDLAF TOTAL \$ 7,503,826.61
 INVESTMENT TOTAL \$ 12,628,694.56 \$ 12,628,694.56

GENERAL FUND - TOTAL

\$ 14,686,850.36

NUTRITION SERVICES FUND

Balance 4/30/2023 \$ 1,569,168.51 \$ 1,569,168.51

Receipts

Total Receipts (as per attached) \$ 106,271.46
 Cleared Deposits (Including Prior Months) \$ 107,718.26 \$ 107,718.26

Expenditures

Paid bills through end of month \$ 164,591.80
 Voided Checks \$ -
 \$ 164,591.80
 Cleared Expenses (Including Prior Months) \$ 172,934.78 \$ 172,934.78

Balance 5/31/2023

ACNB (.60%) \$ 1,503,951.99

NUTRITION SERVICES FUND TOTAL

\$ 1,503,951.99

CAPITAL RESERVE FUND

Balance 4/30/2023 \$ 965,557.91 \$ 965,557.91

Receipts

Transfer from General Fund \$ -
 Interest \$ 456.09
 Cleared Deposits (Including Prior Months) \$ 456.09 \$ 456.09

Expenditures

Paid bills through end of month \$ 89,714.49
 Voided Checks \$ -
 \$ 89,714.49
 Cleared Expenses (Including Prior Months) \$ 81,525.20 \$ 81,525.20

Balance 5/31/2023

ACNB (.60%) \$ 884,488.80

CAPITAL RESERVE INVESTMENTS

Transfer from General Fund (Land Sale Proceeds) \$ 231,950.00
 PSDLAF PSDMAX (4.878%) \$ 570,638.08 \$ 802,588.08

CAPITAL RESERVE TOTAL

\$ 1,687,076.88

Invoices presented for Board approval

Lobar Associates Inc. \$ 53,714.49
 Strickler Signs \$ 36,000.00
 \$ 89,714.49

STUDENT ACTIVITY FUNDS

Balance 5/31/2023

Elementaries \$ 9,426.29
 Intermediate School \$ 6,513.79
 Middle School \$ 7,786.24
 High School \$ 143,995.13

STUDENT ACTIVITY FUNDS-TOTAL

\$ 167,721.45

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LISTS** – Approval of the Accounts Payable lists, as presented.
- B. **2022-2023 BUDGETARY TRANSFERS** – Approval of the attached budgetary transfers for the 2022-2023 fiscal year in addition to the following:
 - 1) Transfer from General Fund to the Capital Reserve Fund (*total transfer \$407,654.92*):
 - a. \$ 18,566.84 for ESSER II Expenditures
 - b. \$134,737.08 for ESSER III Expenditures
 - c. \$254,351.00 for COPS Office School Violence Prevention Program

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **2022-2023 WAIVER OF RENTAL FEES** – Approval to add PA Flight Club to the organizations included on the attached list of approved entities for consideration as eligible for waiver of rental fees for usage of facilities.

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

BUILDINGS AND GROUNDS – FOR INFORMATION ONLY:

A. MANDATED BUILDING FIRE DRILLS

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	05/22/2023	1	43
Paradise Elementary	05/24/2023	1	27
Spring Grove Elementary	05/12/2023	2	10
Spring Grove Area Intermediate	05/11/2023	2	20
Spring Grove Area Middle School	05/10/2023	1	38
Spring Grove Area High School	05/08/2023	4	48

**B. BUILDINGS AND GROUNDS COMMITTEE MEETING MINUTES, JUNE 21, 2023 –
See attached.**

SPRING GROVE AREA SCHOOL DISTRICT
UPDATED LIST OF APPROVED ORGANIZATIONS
FOR WAIVER OF RENTAL FEES, 2022-2023

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 board has approved the organizations listed, approval does NOT guarantee usage of district facilities.

These organizations will be responsible for additional custodial, cafeteria or other costs incurred because of their activity and must submit the required insurance certifications through the online usage request process.

1.	ARC of York County	25.	Spring Grove Area Scholarship Fund, Inc.
2.	American Red Cross	26.	Spring Grove Area Swim Club
3.	Boy Scouts of America	27.	Spring Grove Area Youth Baseball Association
4.	Cub Scout Troop #30	28.	Spring Grove Athletic Boosters
5.	FAA (Federal Aviation Association)	29.	Spring Grove Borough
6.	First Priority	30.	Spring Grove Fire Company
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.	Lumberjax Lacrosse Club	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
<u>13.</u>	<u>PA Flight Club (Track and Field)</u>	37.	Spring Grove Wrestling Club
14.	PTA/PTO Organizations, SGASD-Affiliated	38.	Spring Grove Youth Athletic Association
15.	Papertown Pinners	39.	Spring Grove Youth Basketball Association
16.	Penn Laurel Girl Scout Council	40.	Tennis For Kids
17.	Penn State University	41.	TrueNorth Wellness
18.	Revolution Volleyball	42.	USTA (U.S. Tennis Association)
19.	Rockettes Fast Pitch	43.	White Rose School Food Service
20.	Shippensburg University	44.	Windy Hill on the Campus
21.	Special Olympics	45.	York/Adams Boy Scouts Council
22.	Spring Grove Alumni Chorus	46.	York New Salem Lions Club
23.	Spring Grove American Legion Baseball	47.	Youth Aid Panel
24.	Spring Grove Area Educational Fund, Inc.		

Board Approved: August 22, 2022 / Updated June 2023



MINUTES
SPRING GROVE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
BUILDINGS AND GROUNDS COMMITTEE MEETING

DATE/TIME of MEETING: June 21, 2023

LOCATION of MEETING: Spring Grove Area School District Technology Center
Roth Church Road, Spring Grove, PA 17362

ATTENDANCE: The following School Directors were in attendance:
Karen Baum, Rodney Shearer, Doug Stein, Doug White

The following were in attendance:

Scott Cousin, Crabtree, Rohrbaugh & Associates (CRA)
Bruce Burchfield, Crabtree, Rohrbaugh & Associates (CRA)
John Luciani, First Capital Engineering
Joe Gurney, First Capital Engineering

The following Spring Grove Area School District personnel were in attendance:

Dr. George W. Ioannidis, Superintendent
Dr. Steve Guadagnino, Assistant Superintendent
Mark Czapp, Director of Business Operations/Board Secretary
Bill Stiles, Facilities Manager
Suzanne Sterner, Board Recording Secretary

A meeting of the Buildings and Grounds Committee of the Spring Grove Area School District was held on Wednesday, June 21, 2023.

Purpose of Meeting

Mark Czapp called the meeting to order at 2:33 PM and welcomed all attendees. Czapp stated that since the last Buildings and Grounds Committee meeting, First Capital was engaged by the School Board as the civil engineering subcontractor under CRA for the maintenance facility project and potential campus access roads. At the direction of the Board, three sites were selected (site #2, #3, #5) among five initially proposed to present to First Capital and CRA as the starting point to develop a high-level overview and conceptual drawings.

Status of Projects

Scott Cousin, CRA, presented a handout of the updated floor plan (footprint) reflecting additional room/space dedicated to storing items currently housed elsewhere, as requested from the committee during the previous meeting.

John Luciani, First Capital, shared a presentation listing the pros and cons of the three proposed maintenance facility site locations. He explained using a general topography program to determine initial “rough” grades, etc., as a baseline in developing preliminary plans, in addition to considering several variables:

- Proximity of the site location to the center of the campus
- Slopes / grades of land
- Pavement costs (PennDOT value as benchmark)
- Aesthetics
- Vehicle passage ability and accessibility to storage areas (WB-62)

Five Sketch Plans were presented: 2A, 2B, 3A, 3B, and 5. A general list of pros and cons were noted with each option. Luciani reiterated that these plans were a high-level overview and indicated that the next presentation would include a “deeper dive” using better topography and greater detail.

Joe Gurney, First Capital, stated that he is inclined to suggest site 2B as a first consideration for the facility structure based upon how a truck would be able to get in and out of the site. The site affords better grading (may not require a retaining wall) and may provide opportunities for negotiating with Krise Transportation for ground

**Spring Grove Area School District
Buildings and Grounds Board Committee Meeting
June 21, 2023**

removal/paving costs, given their impending request to have an access road onto the campus. Gurney's second recommendation might be site 3A, with the opportunity to consider flipping the layout of the building and placing the road on the north side of the building.

Gurney stated a high likelihood that there will be more than one acre of land disturbance with above-ground stormwater. Czapp pointed out the access points to the water and sewer lines along Rocket Drive.

There was a concern with placing a maintenance facility near the main entrance, a focal point when entering the campus. If considering site #5, there could be dual use for the road in providing secondary access to SGE. If the plan were altered to move the building WNW, it would be closer to Rocket Drive and require less paving. Stein suggested moving the two athletic fields currently north of SGE to the alternate side of the building. Placing the maintenance facility where the existing field is located could also provide additional parking for the high school. Another possibility is to use the area solely for parking and not put the facility there.

Ioannidis encouraged everyone to consider how deciding upon the site location is to improve all operations of the district and offered a reminder that congestion is already a concern at that area of Rocket Drive near the High School, particularly with tractor trailer deliveries. Shearer agreed, suggesting the building site should promote keeping traffic away from the mainstream flow, particularly given the need for a secondary road at the high school.

Bill Stiles also recommended site #2B or #3A for reasons of having the larger trucks on campus for a shorter distance, the savings to wear and tear on campus roads, and the time it takes to access the facility to/from Roth Church Road. Ioannidis also supported site #2B stating that if the future requires consideration of placing another educational building on campus, site #3A would likely interfere with that option.

Board Committee members suggested reconsidering site #4 that was removed earlier as an option. Gurney stated that from a monetary standpoint, there would be more costs for paving and stormwater, and preliminary topography shows a steeper slope and more ground disturbance.

Following a brief trip outside to view cones placed at locations #2B and #3A, the group gave direction to CRA and First Capital to:

- Eliminate option 2A.
- Keep site 2B where it is.
- Move site 3A West to what was formerly site 4.
- Move site 5 SW to create a new site option, site 6.

Future Planning / Next Steps

Scott Cousin affirmed that the next concept drawings for proposed sites #2B, #3A, and #6 will include greater detail and consideration to student walking paths/options. Pros and cons will include greater explanation and considerations and more detailed cost estimates.

Mark Czapp stated that Monday evening's DSF Agenda (June 26th) will include a brief overview of tonight's committee meeting along with a brief explanation of next steps. The Buildings and Grounds Committee will reconvene after First Capital conducts a flight topography for greater insight and estimating. They are currently scheduled to fly on the 23rd. Afterward, First Capital will reach out to Czapp or Stiles, which could possibly be scheduled before the July 17th meeting. The next opportunity for presenting updated information and proposing a final decision on the site location to the School Board would be at the August 14 DSF meeting.

RESPECTFULLY SUBMITTED BY:

Suzanne E. Sterner

Suzanne E. Sterner
Board Recording Secretary

Spring Grove Area School District
Board of School Directors Voting Meeting / DATE

TRANSPORTATION BOARD ACTIONS REQUESTED:

- A. **2022-2023 KRISE BUS/VAN DRIVERS** – Approval of the following additional contracted Krise Bus Company Bus/Van Driver for the 2022-2023 school year and summer of 2023 in accordance with the pupil transportation state regulations as set forth in 22 Pa Code 23.4:

- 1) Aracelys Figueroa
- 2) Gordon Miles
- 3) Mercedes Monroe
- 4) Patty Mummert

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

POLICY BOARD ACTIONS REQUESTED:

- A. **SECOND READING** – Approval of a second reading for the following policies:
- 1) Policy 719: Facility Dogs
 - 2) Policy 831.1: Electronic Data Storage
- B. **2023-2024 OPERATIONAL PLAN** – Approval of the 2023-2024 Operational Plan as reflected on the attached and reviewed during the June 12, 2023, public school board meeting.
- C. **SCHOOL PHYSICIAN FOR MANDATED SCHOOL PHYSICALS** – Approval to engage Dr. Howard Farrington, MD, 2030 Thistle Hill Drive, Suite 200, Spring Grove, PA, during the 2023-2024 school year, as needed, to complete mandated student physical examinations.
- D. **YORK ADAMS ACADEMY JOINT OPERATING COMMITTEE MEMBER** – Approval for Karen Baum to continue as Board Representative on the York Adams Academy Joint Operating Committee for the 2023-2024 school term.
- E. **STUDENT REPRESENTATIVE** – Authorization for Kristen Mummert to serve as Student Representative to the Board of School Directors and be a non-voting member from September 2023 through May 2024 at regular voting meetings.

Background Information: *Per Policy #004, the student representative is a member of the School Board but does not have voting rights and does not attend DSF sessions (unless by invitation of the Board). Kristen Mummert was elected President of Student Council at the High School for 23-24.*

- F. **DONATIONS** – Acknowledgment and/or acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:
- 1) A monetary donation of \$100 from St. Pauls' United Church of Christ (Stoverstown) to support the District Facilities Department.
 - 2) Donation of a Pearl PK910C Student Bell Kit with Rolling Case from Melissa Culp to support the District Music Department.
 - 3) Donation of a \$100 gift card to Genova's from Martin's Framing Gallery in appreciation to Spring Grove Intermediate teachers, administrators and staff.
 - 4) *Monetary donations from the following to support the Backpack Program through the District's Inaugural Spring Volleyball Beach Blast:
 - a. \$100 from Kirby and Sheri Orewiler
 - b. \$100 from Schmuck Lumber Co., Inc.
 - c. \$100 from C & G Refrigeration
 - d. \$100 from Quality Service Settlements, LLC
 - e. \$250 from Valley Products Company
 - f. \$250 from various members of an anonymous donor family

**This is not an exclusive list of donors to the event that raised a total of \$2,638.71 toward the Backpack Program. Many donations were given in cash and/or under the \$100 threshold for Board acknowledgment per Policy 702.*

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

POLICY – FOR INFORMATION ONLY:

- A. **POLICY COMMITTEE MEETING MINUTES, JUNE 12, 2023** – See attached.

SPRING GROVE AREA SCHOOL DISTRICT

2023-2024 PROPOSED OPERATIONAL PLAN

CURRICULUM & INSTRUCTION

- ***CONTINUE TO EXPAND and EXPLORE Instructional Technology and Learning options for students and staff***
- ***CONTINUE to evaluate and implement options for our own programming for students with complex needs***
- ***EXPLORE additional curricular programs to offer students opportunities to broaden post-secondary options***

MANAGEMENT

- ***CONTINUE consumer-driven benefit options to expand whole employee wellness including physical, emotional, financial, professional, and community wellness***
- ***CONTINUE and EXPAND the use of Frontline Human Resource Management System (HRMS) / Professional Growth to position SGASD as employer of choice in challenging labor market***
- ***CONTINUE master planning for repurposing and/or disposition of district facilities not currently used for instruction and improving the function of existing facilities***

Board Approved:



MINUTES
SPRING GROVE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
POLICY COMMITTEE MEETING

DATE/TIME of MEETING: **June 12, 2023 @ 5:30 PM**

LOCATION of MEETING: **Spring Grove Area Middle School**
 244 Old Hanover Road, Spring Grove, PA 17362

ATTENDANCE: **The following School Directors were in attendance:**
Karen Baum, Committee Chair, Ben Ramsay, Mike Ritz, Rachel Rohrbaugh,
Rodney Shearer, Doug Stein, Doug White
Nicole Wilson arrived 5:56 PM

The following Spring Grove Area School District personnel were in attendance:
Dr. George W. Ioannidis, Superintendent
Dr. Steve Guadagnino, Assistant Superintendent
Dr. Michelle Ludwig, Director of Pupil Services
Mark Czapp, Director of Business Operations
Suzanne Sterner, Board Recording Secretary

A Policy Committee meeting of the Spring Grove Area School District Board of School Directors was held on Monday, June 12, 2023. Karen Baum called the meeting to order at 5:30 PM.

LEGISLATIVE CHANGES CALLING FOR POLICY REVISIONS

Dr. Ioannidis reported that the impetus to proposed new policies and policy revisions was due to legislative actions at the state level requiring school districts to make considerations before the start of the 2023-2024 school year.

POLICIES RELATED TO HOMELESSNESS / FOSTER CARE / EDUCATIONAL INSTABILITY

Baum presented seven policies for consideration. Earlier this year, Senate Bill 324 was enacted into law requiring school entities to address and assist students experiencing educational instability. Dr. Ludwig gave an overview of the changes and noted that clarifying and expounding on the definition of “unaccompanied youth” was the focal point; definitions are now clearer and more codified. A Keystone Diploma, one of the proposed additions to language in Policy #251, was explained as an option available to identified unaccompanied youth. Ludwig reported that the district will continue to use a checklist to determine a student’s needs, status, and placement.

Ludwig reported that the district underwent a Homeless Audit last school year (the second in two consecutive years), scoring 93/100 this school year. One recommendation following the review was to make information more accessible on the website to assist homeless students with services and support beyond the educational environment. Ioannidis noted the positive results of the audit are a testament to the district’s work. Ioannidis added that proposed revisions to Policies #200, #202, #204, #217, and #221 are recommended to support the Pupil Services Department’s efforts and maintain consistent definitions throughout related policies to include students who are identified as experiencing educational instability.

There was some concern expressed by Board members concerning services extended to identified homeless students, particularly related to dress code. The administration indicated that the practice of working with families to provide appropriate and helpful economic resources for the family will continue and limitations and time limits will be established and enforced for consistency among all students regardless of their status.

POLICIES RELATED TO HOME EDUCATION PROGRAMS

Baum presented four policies, #137, 137.1, 137.2, and 137.3, for review to address requirements as the result of legislative changes related to Home Education Program students.

**Spring Grove Area School District
Board Policy Committee Meeting
June 12, 2023**

Ioannidis reported that new requirements according to Act 55 have been placed on school districts to develop policies and procedures permitting children enrolled in home education programs to participate in district cocurricular activities, academic courses, and career and technical education programs on the same basis and eligibility as other students enrolled in the school district. Ioannidis explained that administrators are currently addressing what internal procedures and forms will be necessary to implement the proposed new and revised policies.

WRAP-UP / NEXT STEPS

On June 26th, a Directors' Study Forum (DSF) will take place following adjournment of the regular voting meeting. The policies discussed at this evening's committee meeting will be included on the DSF Agenda for review and discussion. A first reading is tentative for July 17, and a second and final reading is expected with August 14 DSF voting actions.

The meeting concluded at 6:20 PM.

RESPECTFULLY SUBMITTED BY:

Suzanne E. Sterner

Suzanne E. Sterner
Board Recording Secretary

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

PERSONNEL BOARD ACTIONS REQUESTED:

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

- 1) **New Salem Elementary School PT Nutrition Support** – Christine Jackson, effective June 7, 2023, for personal reasons.
- 2) **Varsity Assistant Field Hockey Coach** – Lindy Eisenhart, effective June 7, 2023, for personal reasons.
- 3) **Spring Grove Intermediate School Instructional Assistant – Special Education (Learning Support)** – Rhonda Becker, effective June 28, 2023, for the purposes of relocation.

B. **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 School District Elementary Instructor** – Caley McGuigan, effective at the beginning of the 2023-2024 school year, pending verification of Pennsylvania certification. Compensation established at Step 1 on the Bachelors Schedule.

Background Information – Caley earned an associate degree in general studies from Harrisburg Area Community College and a Bachelor of Elementary Education from Shippensburg University. Caley is filling the position resulting from the transfer of Chanda Barley to School Counselor following the reading special position at the Intermediate School being repurposed to a School Counselor position. The reading specialist position was filled with a long-term substitute for the 2022-2023 school year after the resignation of Jennifer Koliscak and transfer of Meghan Roy.

- 2) **Spring Grove Elementary School Full Time Custodian (2nd Shift)** – Tammy Luckenbaugh effective June 27, 2023, with compensation established at \$15.30 per hour for 8 hours per day, 260 days per year.

Background Information – Tammy has over 20 years of experience as an office secretary for a local business and has been working at a neighboring district in custodial services for one year. Tammy is filling the position resulting from the retirement of Holly Senft and subsequent transfer of Penny Crushong from Spring Grove Elementary to Spring Grove Intermediate School.

- 3) **Spring Grove Area High School Special Education Instructor** – John Franklin, IV, effective at the beginning of the 2023-2024 school year, pending verification of Pennsylvania certification. Compensation established at Step 5 on the Bachelor + 24 Schedule or appropriate column based on education level at the start of the 2023-2024 school year.

Background Information – John earned a Bachelor of Arts in Secondary Education, Social Studies from York College and anticipates completion of a Master of Arts in Special Education from Wilkes University in August 2023. John has been teaching Special Education for the past four years and was a Special Education Paraeducator for one year. He is filling the position following retirement of Claire Shubert at the end of the 2021-2022 school year and the transfer of the position from Family Consumer Science to Special Education.

Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023

- 3) **Spring Grove Elementary School Principal** – Orvale (Chip) Fissel, effective upon release from the current school district. Compensation established at an annualized salary of \$124,500.

Background Information – *Chip is a graduate of Spring Grove Area High School and earned a Bachelor of Health and Physical Education from Lock Haven University, a Master of Educational Administration from the Pennsylvania State University, and a Doctorate of Education in School Administration from Widener University. Chip taught for 8 years and has been a school administrator for 17 years in a neighboring district. Chip is filling the position resulting from the transfer of Noah Stachelek to Spring Grove Area High School Special Education Instructor.*

- C. **STUDENT EMPLOYEE** – Approval of the following individual pending receipt of clearances and completed Act 168 disclosure forms from previous employers, with compensation established at \$10.75 per hour:

1) Tyrece Reed, Student Custodian

- D. **CLASSIFIED SUBSTITUTE** – Approval of the following classified substitute 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) Tyler Crushong

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

ATHLETICS AND MUSIC BOARD ACTIONS REQUESTED:

- A. **PROPOSED ATHLETIC DEPARTMENT AGREEMENTS** – Approval to enter into the following proposed agreements with OSS Orthopaedic Hospital, LLC d/b/a/ OSS Health, to transition into the 2023-2024 school year without interruption to the necessary services needed for continuity of our programs and services to students:
- 1) Professional Services Agreement for OSS to provide one Physician and one Athletic Trainer for services and responsibilities as set forth in Exhibit A of the attached.
 - 2) Substitute Athletic Trainer Services Agreement for OSS to secure the assistance of a substitute Athletic Trainer on those occasions when the District's Athletic Trainer is unavailable, to provide services and responsibilities as set forth in Exhibit A of the attached.

**Spring Grove Area School District
Board of School Directors Voting Meeting / June 26, 2023**

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **TEXTBOOKS** – Approval to purchase the attached list of textbooks for the English Language Arts and Science departments for the 2023-2024 school year.
- B. **MAJOR TRIP REQUEST** – Approval for four high school Student Council students to attend the PASC Summer Leadership Camp at Susquehanna University on July 9 – 13, 2023.
- C. **OVERNIGHT CONFERENCE REQUESTS:**
 - 1) Approval for David Gipe and Brian Walz, District Technicians, to attend and participate in the MacAdmins Annual Conference at the Penn State Conference Center Hotel, State College, PA, on July 18-21, 2023.
 - 2) Approval for Bill Stiles, District Facilities Manager, to attend and participate in the PASBO Steel Eagle Leadership Institute at the Omni Bedford Springs Resort, Bedford, PA, on July 11-12, 2023.

2023-2024 TEXTBOOK/MATERIALS ORDER

Building/Grade	Course	Title	Publisher	#	Cost per item	Total
HS/11-12	AP Physics C	Physics for Scientists and Engineers	Pearson	12	\$ 179.50	\$ 2,154.00
HS/10-12	Earth Science	Inspire Science: Earth - TE	McGraw-Hill	2	\$ 262.60	\$ 525.20
HS/10-12	Earth Science	Inspire Science: Earth	McGraw-Hill	30	\$ 125.72	\$ 3,771.60
HS/10-12	Forensic Science	Forensic Science	Savvas Learning	30	\$ 147.50	\$ 4,425.00
K	Science - Kindergarten	CK Science - K	Core Knowledge	-	-	free
1	Science - Grade 1	CK Science - 1	Core Knowledge	-	-	free
2	Science - Grade 2	CK Science - 2	Core Knowledge	-	-	free
3	Science - Grade 3	CK Science - 3	Core Knowledge	-	-	free
4	Science - Grade 4	CK Science - 4	Core Knowledge	-	-	free
SGL/5	Science - Grade 5	CK Science - 5	Core Knowledge	-	-	free
SGL/6	Science - Grade 6	CK Science - 6	Core Knowledge	-	-	free
SGL/6	Science - Grade 6	CK 12 online	CK-12	-	-	free
MS/7	Science - Grade 7	CK Science - 7	Core Knowledge	-	-	free
MS/7	Science - Grade 7	CK 12 online	CK-12	-	-	free
MS/8	Science - Grade 8	CK Science - 8	Core Knowledge	-	-	free
MS/8	Science - Grade 8	CK 12 online	CK-12	-	-	free
HS/9	Science 9	CK 12 online	CK-12	-	-	free
HS/9	Biology Honors	Biology 2e	OpenStax/XanEdu	30	\$ 47.60	\$ 1,428.00
HS/10	Biology	Biology 2e	OpenStax/XanEdu	30	\$ 47.60	\$ 1,428.00
HS/10-12	Chemistry 1	Chemistry 2e	OpenStax/XanEdu	30	\$ 50.00	\$ 1,500.00
HS/10-12	Chemistry 1 Honors	Chemistry 2e	OpenStax/XanEdu			
HS/10-12	Environmental Science 1	Environmental Science	Pearson	15	\$ 105.50	\$ 1,582.50
HS/11-12	Environmental Science 1	Environmental Science	Pearson			
HS/11-12	Anatomy and Physiology 1	Anatomy and Physiology 2e	OpenStax/XanEdu	15	\$ 47.60	\$ 714.00
HS/11-12	Anatomy and Physiology 2	Anatomy and Physiology 2e	OpenStax/XanEdu			
HS/10-12	Physics	Conceptual Physics- 13th ed.	Pearson	25	\$ 159.00	\$ 3,975.00
HS/9	English 9, CP English 9, CP English 9 Honors	Into Literature - 6 yr digital license	Houghton Mifflin Harcourt	300	\$ 120.00	\$ 33,120.00
HS/9	English 9, CP English 9, CP English 9 Honors	Into Literature - TE - 6 yr digital license	Houghton Mifflin Harcourt	10	\$ 450.00	free
HS/9	English 9, CP English 9, CP English 9 Honors	Into Literature - TE - grade 9	Houghton Mifflin Harcourt	5	\$ 172.50	\$ 793.50
HS/9	English 9, CP English 9, CP English 9 Honors	Into Literature - SE - grade 9	Houghton Mifflin Harcourt	30	\$ 42.00	\$ 1,159.20
HS/10	English 10, CP English 10, CP English 10 Honors	Into Literature - 6 yr digital license	Houghton Mifflin Harcourt	300	\$ 120.00	\$ 33,120.00
HS/10	English 10, CP English 10, CP English 10 Honors	Into Literature - TE - 6 yr digital license	Houghton Mifflin Harcourt	10	\$ 450.00	free
HS/10	English 10, CP English 10, CP English 10 Honors	Into Literature - TE - grade 10	Houghton Mifflin Harcourt	5	\$ 172.50	\$ 793.50
HS/10	English 10, CP English 10, CP English 10 Honors	Into Literature - SE - grade 10	Houghton Mifflin Harcourt	30	\$ 42.00	\$ 1,159.20
HS/11	English 11, CP English 11, CP English 11 Honors	Into Literature - 6 yr digital license	Houghton Mifflin Harcourt	300	\$ 120.00	\$ 33,120.00
HS/11	English 11, CP English 11, CP English 11 Honors	Into Literature - TE - 6 yr digital license	Houghton Mifflin Harcourt	10	\$ 450.00	free
HS/11	English 11, CP English 11, CP English 11 Honors	Into Literature - TE - grade 11	Houghton Mifflin Harcourt	5	\$ 172.50	\$ 793.50
HS/11	English 11, CP English 11, CP English 11 Honors	Into Literature - SE - grade 11	Houghton Mifflin Harcourt	30	\$ 42.00	\$ 1,159.20
HS/12	English 12, CP English 12	Into Literature - 6 yr digital license	Houghton Mifflin Harcourt	300	\$ 120.00	\$ 33,120.00
HS/12	English 12, CP English 12	Into Literature - TE - 6 yr digital license	Houghton Mifflin Harcourt	10	\$ 450.00	free
HS/12	English 12, CP English 12	Into Literature - TE - grade 12	Houghton Mifflin Harcourt	5	\$ 172.50	\$ 793.50
HS/12	English 12, CP English 12	Into Literature - SE - grade 12	Houghton Mifflin Harcourt	30	\$ 42.00	\$ 1,159.20

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

*includes some free materials

\$ 161,794.10



SPRING GROVE AREA SCHOOL DISTRICT

100 East College Avenue, Spring Grove, PA 17362

717-225-4731

sgasd.org

@SGSchoolNews



TO: Board of School Directors

FROM: Dr. George W. Ioannidis, Superintendent

PREPARED BY: Dr. Steve Guadagnino, Assistant Superintendent

DATE: June 21, 2023

SUBJECT: Proposal for Major Trip / Request Expedited

The enclosed Proposal for Major Trip request is being presented for the board's consideration of approval at the June 26th Regular Voting Meeting due to time constraints:

Pennsylvania Association of Student Councils (PASC) Summer Leadership Camp at Susquehanna University, Selinsgrove, PA, on Sunday, July 9 – Thursday, July 13, 2023.

Please see information included with your packet. If you have any questions, please contact Dr. Guadagnino or me prior to the June 26th voting meeting so that any concerns may be addressed at the meeting. Thank you.



LEARNING WITHOUT LIMITS



Spring Grove Area School District
Proposal for Major Trip

***AP #121
Attachment***

TITLE OF TRIP: PASC Summer Leadership Camp

DESTINATION: Susquehanna University, PA

PROPOSED DATES: Sunday, July 9 – Thursday, July 13, 2023

TRIP SUPERVISION:

Who will be in charge? Students will attend the leadership camp on their own.

How many adults will be required to attend this trip to ensure safety and to act as chaperones?
This camp is only for student leaders. Students will be under the supervision of the PASC Camp Leaders.

BENEFITS OF PARTICIPATION/RELATIONSHIP TO THE CURRICULUM:

By attending the PASC leadership camp, attendees will be able to –

COMMUNICATIONS:

- Recognize one- and two-way communications
- Demonstrate an understanding of verbal and non-verbal communications
- Identify the elements of the communications model
- Engage in active listening
- Practice effective publicity and marketing
- Speak publicly in an effective manner
- Recognize the importance of protecting one's public image with regard to social networking

GROUP DYNAMICS AND TEAM BUILDING:

- Identify positive and negative roles individuals play in groups
- Recognize and refer to the four stages of group development
- Discuss effective group decision-making techniques
- Explain how constructive group roles and positive group dynamics are the building blocks of a strong team
- Create a "playbook" for every member of a particular student organization
- Devise and present a team building workshop for particular organization members early in the school year

LEADERSHIP:

- Create a working definition of leadership
- Identify the traits of effective leaders
- Recognize important behaviors and styles associated with leadership- such as task and maintenance functions
- Adjust their leadership styles to fit the situations and needs of their followers

MOTIVATING ONESELF AND OTHERS:

- Recognize conditions that tend to be self-motivating
- Demonstrate a willingness to step outside one's comfort zone and take sensible risks
- Be able to confront stress and other obstacles to remaining motivated
- Model behavior that will encourage positive thinking and actions by others
- Identify motivational appeals and techniques
- Recognize groups within schools, and apply appropriate appeals and techniques

PROJECT PLANNING:

- Utilize a project planning process which includes:
Developing project goals and objectives
Rules for generating ideas (brainstorming)
Creating written proposals
Getting necessary approvals
Creating committees
Creative publicity techniques
Clean up, Thank yous, and project evaluation
Maintaining records

PERSONAL ORGANIZATIONAL SKILLS:

- Identify personal values and discuss how they influence decision-making
- Recognize the importance of setting personal goals
- Write at least three personal goals for the upcoming school year
- Assess personal management skills
- Effectively manage time
- Identify and utilize effective personal organizational tools

MEETING SKILLS:

- Demonstrate a knowledge of differing purposes and structures of meetings
- Develop agendas appropriate to each type of meeting
- Recognize the importance of format for taking and keeping accurate minutes
- Utilize basics of parliamentary procedure
- Conduct meetings in compliance with their organization's written constitution

OFFICER AND MEMBER ROLES:

- Recognize and perform the specific responsibilities associated with one's position
- Demonstrate an awareness of officer and member roles as part of an effective team
- Address problems and issues that arise in the performance of officer and member roles
- Work effectively with one's advisor(s)

Who will be eligible to attend this trip?

Approximately 4 tenth through twelfth grade students, who are members of the Spring Grove Student Council, are eligible for this trip.

PERFORMANCES/EXCHANGES/DETAILED ITINERARY:

The camp is 4 days long. The following is a sample itinerary provided by PASC

7:30 - 8:15 a.m. – Breakfast
8:30 - 9:00 a.m. – Sunnyside Up
9:15 - 10:30 a.m. – Learning Unit SESSION 1 1. Organizing Your Life I
10:40 - 11:55 a.m. – Learning Unit SESSION 2 1. Leadership Skills I
12:00 - 12:45 p.m. – Lunch
12:50 - 1:20 p.m. – Pictures
1:30 - 2:45 p.m. – Communication Skills II
2:50 - 3:25 p.m. – Special Interest Seminar I
3:30 - 4:05 p.m. – Special Interest Seminar II
4:10 - 5:00 p.m. – Recreation Time
5:15 - 6:00 p.m. – Dinner
6:10 - 6:50 p.m. – Committee Meetings
7:00 - 8:00 p.m. – Officer Seminars/Role Expectations
8:15 - 9:30 p.m. – Color Group Meeting
9:30 - 11:00 p.m. – Free Time / Game Night / Pool
11:15-11:30 p.m. – Reflections
12:00 midnight – Lights out

HEALTH / SAFETY:

Students will have permission slips from the nurse for any health concerns that need to be addressed. If a student becomes ill, all necessary steps will be taken to ensure that appropriate attention is given to the student to address his/her needs.

COSTS:**Cost to student:**

\$0

Cost to finance trip / Methods to assist students:

\$ 0.00 – Transportation (students will provide their own transportation)

\$1,560.00 – Total registration fee for four students

\$1,560.00 – Total (paid by Student Council)

AFFILIATION AGREEMENT BETWEEN ALBRIGHT COLLEGE and SPRING GROVE AREA SCHOOL DISTRICT

THIS AGREEMENT is made this ____ day of JUNE, 2023 by and between **ALBRIGHT COLLEGE** (hereinafter referred to as "College"), and **SPRING GROVE AREA SCHOOL DISTRICT** (hereinafter referred to as "School District"). The parties intend to be legally bound to the following terms:

1. DUTIES AND RESPONSIBILITIES OF THE COLLEGE

- a. Selection of Students.* The College shall be responsible for the selection of qualified students to participate in the practicum or student teaching experience. Selected students must have the appropriate educational background and skills consistent with the contemplated education experience offered by the School District.
- b. Education of Students.* The College shall assume full responsibility for the classroom and classroom education of its students. The College shall be responsible for the administration of the program, the curriculum content, and the requirements of matriculation, grading and graduation.
- c. Submission of Candidates.* The College shall submit the names of the students to the School District or a designated representative at least 2 weeks prior to the practicum assignment or student teaching.
- d. Advising Students of Rights and Responsibilities.* The College will be responsible for advising the student of his or her own responsibilities under this Agreement. The student shall be advised of his or her obligations to abide by the policies and procedures of the School District. They will also be advised that any personally identifiable information they receive regarding District students shall be maintained in strict confidence in accordance with FERPA, 20 U.S.C. § 1232g, and shall release no information absent written consent of the District student unless otherwise permitted to do so by law. Should any College student fail to abide by any policy and/or procedure, he or she may be expelled from the program.
- e. Supervision of Students.* In cases of Methods students and Student Teachers, the College shall assign a college supervisor to act as a liaison between the College student, cooperating teacher and the College. College Supervisors will visit the School District site and observe the College students during scheduled visits. Specific responsibilities will be outlined in Methods and Student Teaching handbooks. Handbooks will be provided to cooperating teachers prior to practicum and/or student teaching experience.

- f. Professional Liability Insurance.* The School District understands that the College's general liability policy applies to student teachers and practicum students. It would cover allegations of bodily injury or property damage to a 3rd party caused by the student teacher or practicum student. The College's educators' legal liability also covers student teachers and practicum students in the same manner for "wrongful acts" excluding bodily injury and property damage, as they are covered under the general liability policy. These policies will remain in full force and effect for the duration of the practicum or student teaching assignment.
- g. PA Criminal History Check, Child Abuse Clearance, FBI Criminal Record Check and TB Test.* Pursuant to 24 P.S. Section 1-111, the College shall require all students registered for student teaching to secure a state criminal record check, state Child Abuse Clearance, a federal (FBI) criminal record check and a TB test. The students must secure all clearances prior to the student teaching assignment and all clearances must be less than one (1) year old. Failure to comply with these requirements will result in the student being rejected from their teaching assignment.

II. DUTIES AND RESPONSIBILITIES OF THE SCHOOL DISTRICT

- a. Establishment of Practicum or Student Teaching.* The School District authorizes the use of its facilities as may be agreed upon by the School District and the College as a practicum or student teaching center. This practicum or student teaching is for students enrolled in the College's Education Certification. This practicum/ student teaching is required and authorized by law.
- b. Policies of School District.* The College will review with each student, prior to the assignment any and all applicable policies, codes or confidentiality issues related to the experience. Prior to the practicum assignment or student teaching, the School District will provide the College with all applicable policies, codes or confidentiality issues related to the experience.
- c. Administration.* The School District will have sole authority and control over all aspects of student services. The School District will be responsible for and retain control over the organization, and operation of its programs.
- d. Removal of Noncompliant Student.* The School District shall have the authority to immediately remove a student who fails to comply with its policies and procedures. If such a removal occurs, the School District should immediately contact the College Chair of the Education Department.
- e. Supervision of Students.* The School District shall provide a cooperating teacher who will supervise student activities during practicum visit or student teaching. Cooperating teachers mentoring College student teachers shall be tenured and have a minimum of 3 years of instruction within said School District. Cooperating teachers mentoring College junior-level methods students shall be tenured and have a minimum of 1 year of instruction within said School District. Cooperating teachers of methods students and student teachers shall collaborate with College-assigned college supervisors regarding the College students' practicum / student teaching experience.
- f. Eligibility Requirements.* Each cooperating teacher selected to supervise the student teacher shall hold a current Pennsylvania certificate in the subject area/grade level to which the student teacher is assigned. The cooperating teacher will have a minimum of three (3) years of full-time teaching experience and in his/her current assignment in a school district for a minimum of one year.

- g. Reporting Student Progress.* The School District shall provide all reasonable information requested by the College on a student's work performance. If there are any student evaluations, they will be completed and returned according to any reasonable schedule agreed to by the College and the School District.
- h. Student Records.* The School District shall protect the confidentiality of student records as dictated by the Family Educational Rights and Privacy Act. (FERPA) and shall release no information absent written consent of the student unless otherwise permitted to do so by law or as dictated by the terms of this Agreement.

III. MUTUAL TERMS AND CONDITIONS

- a. Number of Participating Students.* The parties will mutually agree upon the number of students that shall be assigned to the School District for this practicum or student teaching experience.
- b. Term of Agreement.* The term of this Agreement shall be 5 years from the date of execution. This Agreement may not exceed a period of 5 years.
- c. Termination of Agreement.* The College or the School District may terminate this Agreement for any reason with ninety (90) days notice. Either party may terminate this Agreement in the event of a substantial breach. However, should the School District terminate this Agreement prior to the completion of an academic semester, all students enrolled at that time may continue their educational experience until it would have been concluded absent the termination.
- d. Nondiscrimination* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, and national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act.
- e. Interpretation of the Agreement.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement.
- f. Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.
- g. Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture or any other relationship, other than that of independent contractors.
- h. Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- i. Entire Agreement.* This Agreement represents the entire understanding between the parties. No other prior or contemporaneous oral or written understanding or promises exist in regards to this relationship.

IN **WITNESS WHEREOF**, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

Albright College

Spring Grove Area School District

Karen E.H. Rieker

Authorized Signature

Authorized Signature

Karen E.H. Rieker

Field Experience & Student Teaching Coordinator
Print Name/Title

Print Name/Title

May 9, 2023
Date

Date