



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

7:00 PM – Monday, September 28, 2020

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

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

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

- I. **5:30 PM - Executive Session for Security Purposes.....**GEORGE IOANNIDIS
- II. **5:45 PM - Advanced Board Training - Trauma Informed Care.....** (Closed to Public)
- III. **7:00 PM - Call to Order Regular Voting Meeting**MS. CINDY HUBER
 - Flag salute and moment of silence
 - Roll call
 - Documented or announced reasons for known absences
 - Announcements regarding executive sessions held since the last sunshine meeting:
 - **September 28, 2020 for Security Purposes**
- IV. **Capacity of Spectators at Athletic Venues**
- V. **Welcome Visitors: Formal and Informal requests to address the Board**

Members of the public who are school district residents, own property within the school district, or are current district employees will be recognized and invited to speak on any matter concerning the operation of the schools of our district. Generally, a maximum of five (5) minutes will be granted per individual and a maximum of thirty (30) minutes per meeting for this purpose. The Board's rules for hearing of members of the public can be altered on a temporary basis by the majority vote of the School Directors present. If the comments are in the form of a complaint, the procedure for handling complaints is to be followed.

The period of public comment is not designed to serve as an open dialogue, but rather to be an opportunity for district residents to express their opinions before the Board. The presiding officer may interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant. A limited response, for purposes of clarification only, may or may not be offered by either a board member or the school administration.
- VI. **Board and Administration Response to Public Comment**
- VII. **Superintendent's Report** DR. GEORGE W. IOANNIDIS
- VIII. **Student Representative's Report.....**MISS PAIGE LITTLE
- IX. **Correspondence.....**MS. CINDY HUBER
- X. **Legislative Update.....**MR. TODD STAUB
- XI. **York County School of Technology.....**MR. DAVE TRETTEL
- XII. **York Adams Academy.....** NO REPORT



XIII. Special Committee Reports *(as needed)*

- Policy Committee..... Mr. David Trettel
 - Policy No. 103: PROGRAMS, Discrimination/Title IX Sexual Harassment Affecting Students *(revised)* – M. Grove, K. Brown
 - Policy No. 104: PROGRAMS, Discrimination/Title IX Harassment Affecting Staff *(revised)* – A. Doll
 - Policy No. 247: PUPILS, Hazing *(revised)* – M. Grove, K. Brown
 - Policy No. 249: PUPILS, Bullying/Cyberbullying *(revised)* – M. Grove, K. Brown
 - Policy No. 252: PUPILS, Dating Violence *(new)* – M. Grove, K. Brown
 - Policy No. 317.1: EMPLOYEES, Educator Misconduct *(revised)* – A. Doll
 - Policy No. 824: OPERATIONS, Maintaining Professional/Adult Boundaries – G. Ioannidis

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

- August 24, 2020 – Regular Voting Meeting
- September 14, 2020 – Voting Meeting
- September 14, 2020 – Directors’ Study Forum

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

- August 31, 2020

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

• **BUSINESS/FINANCE REPORTS**

- Budget and Finance..... Mr. Todd Staub
- Buildings and Grounds Mr. Doug White
- Transportation Mrs. Rachel Rohrbaugh

• **MANAGEMENT REPORTS**

- Policy Mr. Dave Trettel
- Personnel..... Mr. Doug Stein

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

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

GENERAL FUND - CHECKING

Balance 08/31/2020		5,858,911.08	\$5,858,911.08
Receipts			
	Total Receipts (as per attached)	8,053,652.63	\$8,053,652.63
Expenditures			
	Paid bills/Payroll through August 31, 2020	4,297,615.27	\$4,297,615.27
	Voided Checks	426.79	\$426.79
Balance 08/31/2020			
	ACNB (.95%)	<u>\$9,615,375.23</u>	\$9,615,375.23

GENERAL FUND - INVESTMENTS

Balance 08/31/2020			
	PLGIT Plus (.02%)	1,738.04	
	PSDLAF - Max (.10%)	3,339,530.89	
	PSDLAF - CIT Bank (0.15%) 1/25/21	245,000.00	
	PSDLAF - CrossFirst Bank (0.60%) 3/08/21	245,000.00	
	PSDLAF - The First Bancorp (0.16%) 4/26/21	245,000.00	
	PSDLAF - Malvern Federal Savings Bank (0.40%) 6/10/21	245,000.00	
	PSDLAF - Vast Bank USSC (0.21%) 7/28/21	245,000.00	
	PSDLAF - Full Flex Pool (.09%) 8/27/2020	3,000,000.00	
	PSDLAF - Full Flex Pool (.02%) 8/27/2020	1,500,000.00	
			\$9,066,268.93
	GENERAL FUND - TOTAL		\$18,681,644.16

NUTRITION SERVICES FUND

Balance 07/31/2020		453,996.84	\$453,996.84
Receipts			
	Total Receipts (as per attached)	98,514.19	\$98,514.19
Expenditures			
	Paid bills through August 31, 2020	31,945.79	\$31,945.79
	Voided Checks		\$0.00
Balance 08/31/2020			
	ACNB (.95%)	<u>\$520,565.24</u>	\$520,565.24
	NUTRITION SERVICES FUND TOTAL		\$520,565.24

CAPITAL RESERVE FUND

Balance 07/31/2020		8,430.51	\$8,430.51
Receipts			
	Interest	32.74	
	Deposit	0.00	\$32.74
Expenditures			
	Paid bills through August 31, 2020		\$0.00
Balance 08/31/2020			
	ACNB (.95%)	<u>8,463.25</u>	\$8,463.25

CAPITAL RESERVE INVESTMENTS

	PSDLAF PSDMAX (.010%)		\$1,602,063.00
			\$1,602,063.00
	CAPITAL RESERVE TOTAL		\$1,610,526.25

Invoices presented for Board approval - September 2020

	ATT Sports Inc.	\$201,078.00	\$434,808.14
	ATT Sports Inc.	\$22,830.00	
	Houck Services, Inc.	77,316.00	
	Sprinturf, LLC	125,484.30	
	Turf, Track & Court, LLC	8,099.84	

STUDENT ACTIVITY FUNDS

Balance 8/31/2020			
	Elementaries	6,482.48	
	Intermediate School	7,150.56	
	Middle School	2,947.82	
	High School	93,910.04	
	STUDENT ACTIVITY FUNDS-TOTAL		\$110,490.90



BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists, as presented.
- B. **2021-2022 BUDGETARY TIMELINE** – Approval of the attached 2021-2022 Budgetary Timeline for preparation, review and approval of the General Fund and Nutrition Services Fund budgets for the 2021-2022 fiscal year.

**SPRING GROVE AREA SCHOOL DISTRICT
FY 2021-22 BUDGET TIMELINE**

DEADLINE / MEETING		ACTION
SEPTEMBER		
September 1	PDE publishes Act 1 Index	None.
September 14	Directors' Study Forum	Review Budget Timeline/Process. Review Act 1 Index implications.
September 28	Voting Meeting	Approve Budget Timeline/Process.
OCTOBER		
October 12	Directors' Study Forum	Review enrollment data.
October 1-31		Administration discusses program needs, staffing requirements, and resource allocations for next fiscal year.
NOVEMBER		
November 9	Directors' Study Forum	Review preliminary audit data from FY 2019-20. Discuss Act 1 exceptions and the optional resolution to limit tax increase to the Index.
November 23		Staff submit completed staffing, supply, equipment, and service requests to Principal/Administrator.
November 23	Voting Meeting	Discuss options for exceptions to Act 1 Index. Consider Board action to stay within the Index (and not apply for exceptions) – must be decided by January 28, 2021.
DECEMBER		
December 1-31		Finalize Preliminary Budget based on line item submissions.
December 7	Reorganization Meeting	Continue detailed Budget Discussions. Final discussions on whether to adopt Index Resolution or vote on Preliminary Budget. If Resolution is not adopted, advertise the Proposed Preliminary Budget.
JANUARY		
January 9		Deadline to advertise Proposed Preliminary Budget if Act 1 Index Resolution is NOT adopted or planned to be adopted.

January 11	Directors' Study Forum	Continue detailed Budget Discussions.
DEADLINE / MEETING		ACTION
January 25	Voting Meeting	Latest date to vote on Act 1 Index Resolution (<i>deadline of January 28, 2021</i>).
FEBRUARY		
February 8	Directors' Study Forum	Review Preliminary General Fund Budget: Long Range Financial Plan New Programs Known factors If Index Resolution is not adopted, vote on Preliminary Proposed Budget.
February 22	Voting Meeting	Continue Budget Discussions.
MARCH		
March 8	Directors' Study Forum	Continue detailed Budget Discussions – review state funding based on Governor's budget. Review program and staffing requirements. Review Nutrition Services Fund Budget.
APRIL		
April 12	Directors' Study Forum	Continue detailed Budget Discussions. Adopt Proposed Final Budget. Approve the advertisement of Final Budget and make it available for public inspection.
MAY		
May 10	Directors' Study Forum	Discuss Final Budget.
May 24	Voting Meeting	Adopt Final General Fund Budget and Nutrition Services Budget.
JUNE		
June 30		Submit budget documents to PDE.



BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **SGRPRC REQUEST FOR USAGE OF SPACE AT FORMER MIDDLE SCHOOL** – Approval for Spring Grove Regional Parks and Recreation Center's (SGRPRC) usage of space at the Roth Church Road former Middle School building to house and operate childcare programs and SGRPRC offices, based upon terms and conditions agreed upon between SGASD and SGRPRC, at a cost of \$1,200.00 per month, for a period of 12 to 24 months, unless otherwise terminated as a result of a collaborative project.

**FOR INFORMATION ONLY:**

NOTE: BUILDING FIRE DRILLS WERE NOT REQUIRED DURING THE MONTH OF AUGUST DUE TO THE NUMBER OF STUDENT DAYS.

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	8/27/2020	1	27
Paradise Elementary	8/26/2020	1	45
Spring Grove Elementary	8/26/2020	1	23
Spring Grove Area Intermediate School			
Spring Grove Area Middle School	8/26/2020	2	51
Spring Grove Area High School			



TRANSPORTATION BOARD ACTIONS REQUESTED:

- A. **2020-2021 RED LION BUS/VAN DRIVERS** – Approval of the following additional contracted Red Lion Bus Company Bus/Van Drivers for the 2020-2021 school year:

- 1) Jennifer Bishop
- 2) Todd Fritz
- 3) Wyatt Hinkle
- 4) Karen Mauldin
- 5) Keith Trump



POLICY BOARD ACTIONS REQUESTED:

- A. **SECOND READING** – Approval of a second reading for the following policies:
- 1) Policy No. 333: EMPLOYEES, Professional Development
 - 2) Policy No. 815.1: OPERATIONS, Livestreaming
- B. **DESIGNATION OF VOTE FOR PSBA OFFICERS** – Approval for Mark Czapp, School Board Secretary, to register votes on behalf of the Board of School Directors for election of the following PSBA Governing Board officers:
- 1) David Hein, *President Elect*
 - 2) Sabrina Backer, *Vice President*
 - 3) Michael Gossert, *Treasurer*
 - 4) Marsha Pleta, *Western at Large*
 - 5) Michael Faccinetto AND Marianne Neel, *PSBA Insurance Trust Trustee*
 - 6) Stephen Skrocki AND Tracy Long, *School Board Secretaries Forum Steering Committee*
- C. **DONATIONS** – Acceptance of the following donation/grant in accordance with Board Policy No. 702, Gifts, Grants and Donations:
- 1) A monetary donation in the amount of \$2,500.00 from TE Connectivity to support the Student Launch Initiative (SLI) team.
 - 2) A monetary donation in the amount of \$1,000.00 from Stambaugh Plumbing & Heating, Inc., to support the Link Crew.



Book	Policy Manual
Section	300 Employees
Title	Professional Development
Code	333
Status	Second Reading
Adopted	January 28, 2019
Last Reviewed	August 24, 2020

Authority

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

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

Guidelines

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

Graduate/Special Courses

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

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

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

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

Approved graduate study or special courses/programs may be of sufficient advantage to the district to warrant an increase in an employee's annual salary, upon documentation of satisfactory completion. Such an increase will be in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution.[\[4\]](#)[\[5\]](#)

Induction Plan

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

Induction Program for School System Leaders

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

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

Professional Education Plan

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

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

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

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

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

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

[\[3\]](#)

Trauma-Informed Approach Education -

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

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

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

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

Legal

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



Book	Policy Manual
Section	800 Operations
Title	Livestreaming
Code	815.1
Status	Second Reading
Last Reviewed	August 24, 2020

Purpose

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

Delegation of Responsibility

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

Definitions

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

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

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

Guidelines

Development of Administrative Regulations

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

Use of Livestream Video for Educational Purposes

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

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

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

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

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

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

Students

Students in a hybrid class shall:

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

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

Employees

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

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

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

Livestream of School District Events Open to the Public

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

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

Accommodations for Disabilities

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

Student Initiated Use of Livestream Video

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

Penalties for Violations

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

Legal

17 U.S.C. § 101 et seq.
29 U.S.C. § 701 et seq.
42 U.S.C. § 12101 et seq.
Pol. 103.1
Pol. 104
Pol. 204
Pol. 218
Pol. 221
Pol. 233
Pol. 317
Pol. 318
Pol. 325
Pol. 332
Pol. 800
Pol. 815

**PERSONNEL BOARD ACTIONS REQUESTED:**

- A. **RESIGNATION** – Approval of the following resignation:
- 1) **Spring Grove Area High School Personal Care Assistant** – Ms. Julia Cardenas, effective September 22, 2020, for personal reasons.
- 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 Elementary School Kindergarten Aide** – Mrs. Lacie Evans, effective September 29, 2020. Compensation established at \$12.00 per hour for 5 hours per day, 180 days per year.
 - 2) **Spring Grove Area High School Library (Integrated Arts Center) Clerical Aide** – Mrs. Carol Black, effective September 29, 2020. Compensation established at \$11.50 per hour for 5 hours per day, 180 days per year.
 - 3) **New Salem Elementary School Kindergarten Aide** – Mrs. Maureen Kacpura, effective, September 29, 2020. Compensation established at \$11.00 per hour for 5 hours per day, 180 days per year.
- C. **PROFESSIONAL SUBSTITUTE** – Approval of the following professional substitute 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) Dakota Laughman
- D. **CLASSIFIED SUBSTITUTE** – Approval of the following classified substitute for the 2020-2021 school year at the hourly rate 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) Sandra Irwin-Tiller

**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 (approximately)</i>	<i>DATE LEAVE ENDS (approximately)</i>
Katelyn Moyer	SGE	Special Education	02/09/2021	05/04/2021

RESIGNATION – Acknowledgement of September 14, 2020, as the determined resignation date for Mrs. Lonna Trump, previous Accounting Services Manager.

(The Board acknowledged Mrs. Trump's resignation "effective upon appropriate transition in the department" during the July 2020 voting meeting.)