



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

Monday, March 28, 2022, 7:00 PM

Spring Grove Area Middle School, LGI Room #242, 244 Old Hanover Road, Spring Grove, PA

- I. **Call To Order** MRS. RACHEL ROHRBAUGH
 - 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:
 - March 14, 2022 for personnel reasons
- 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 W. IOANNIDIS
- V. **Student Representative's Report** MISS PAIGE LITTLE
- VI. **Correspondence** MRS. RACHEL ROHRBAUGH
- VII. **Legislative Update** DR. GEORGE W. IOANNIDIS
- VIII. **York County School of Technology** MR. DAVE TRETTEL
- IX. **York Adams Academy** MRS. KAREN BAUM
- X. **Lincoln Intermediate Unit #12** MR. DOUG WHITE
 - Lincoln Intermediate Unit Building Authority MR. BILL STILES
- XI. **Special Committee Reports** *(as needed)*
- XII. **Approval of Minutes:** *(motion and second needed, voice vote)*
 - February 28, 2022 – Regular Voting Meeting
 - March 14, 2022 – Voting Meeting
 - March 14, 2022 – Directors' Study Forum
- XIII. **Treasurer's Report** *(motion and second needed, roll call vote)* MR. DOUG WHITE
 - Month ending February 28, 2022



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

- **BUSINESS/FINANCE REPORTS**

- Budget and Finance MR. DOUG WHITE
- Buildings and Grounds MR. RODNEY SHEARER
- Transportation MR. DAVE TRETTEL

- **MANAGEMENT REPORTS**

- Policy MRS. KAREN BAUM
- Personnel MR. DOUG STEIN

- **PROGRAM REPORTS**

- Curriculum MRS. NICOLE WILSON

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

XVI. Executive Session for Negotiations and Personnel

TREASURER'S REPORT FOR THE MONTH ENDING Feb 28, 2022

GENERAL FUND - CHECKING

<u>Balance 01/31/2022</u>		\$ 21,956,909.88		\$ 21,956,909.88
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Receipts

Total Receipts (as per attached)	\$ 3,609,237.39			
Cleared Deposits (Including Prior Months)		\$ 3,605,833.97	\$	3,605,833.97

Expenditures

Paid bills through end of month	\$ 7,354,975.52			
Voided Checks	\$ (150.00)			
	\$ 7,354,825.52			
Cleared Expenses (Including Prior Months)		\$ 6,771,931.42	\$	6,771,931.42

<u>Balance 2/28/2022</u>				
ACNB (.95%)				\$ 18,790,812.43

GENERAL FUND - INVESTMENTS

<u>Balance 2/28/2022</u>				
PLGIT Plus (.02%)	\$ 1,738.68			
PSDLAF - Max (.01%)	\$ 6,053,817.80			
PSDLAF - Full Flex Pool (.02%)	\$ 3,001,170.92			
PSDLAF TOTAL	\$ 9,054,988.72			
INVESTMENT TOTAL		\$ 9,056,727.40	\$	9,056,727.40

GENERAL FUND - TOTAL**\$ 27,847,539.83****NUTRITION SERVICES FUND**

<u>Balance 1/31/2022</u>		\$ 534,489.25		\$ 534,489.25
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Receipts

Total Receipts (as per attached)	\$ 28,888.67			
Cleared Deposits (Including Prior Months)		\$ 29,031.93	\$	29,031.93

Expenditures

Paid bills through end of month	\$ 357,851.00			
Voided Checks	\$ -			
	\$ 357,851.00			
Cleared Expenses (Including Prior Months)		\$ 116,205.70	\$	116,205.70

<u>Balance 2/28/2022</u>				
ACNB (.95%)				\$ 447,315.48

NUTRITION SERVICES FUND TOTAL**\$ 447,315.48****CAPITAL RESERVE FUND**

<u>Balance 1/31/2022</u>		\$ 1,015,107.15		\$ 1,015,107.15
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Receipts

Total receipts	\$ -			
Interest		\$ 298.75		
Cleared Deposits (Including Prior Months)		\$ -	\$	298.75

Expenditures

Paid bills through end of month				
Voided Checks	\$ -			
	\$ -			
Cleared Expenses (Including Prior Months)		\$ 64,763.75	\$	64,763.75

<u>Balance 2/28/2022</u>				
ACNB (.95%)				\$ 950,642.15

CAPITAL RESERVE INVESTMENTS

PSDLAF PSDMAX (.010%)	\$ 552,162.93			\$ 552,162.93
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CAPITAL RESERVE TOTAL**\$ 1,502,805.08**

Invoices presented for Board approval ~Jan 2021

\$ -**STUDENT ACTIVITY FUNDS**

<u>Balance 2/28/2022</u>				
Elementaries	\$ 5,142.11			
Intermediate School	\$ 8,412.19			
Middle School	\$ 4,261.37			
High School	\$ 115,210.12			

STUDENT ACTIVITY FUNDS-TOTAL**\$ 133,025.79**



BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LISTS** – Approval of the Accounts Payable lists, as presented.



BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **ROCKET WELLNESS CENTER AGREEMENT WITH EVERSIDE HEALTH** – Approval to enter into agreement with Everside Health, LLC and Paladina Health Medical Group, PC and provide comprehensive primary care medical services to Spring Grove Area School District employees and their dependents via an on-site and/or near-site health center located on school district owned property.

- B. **DISTRICT ACCESS CONTROL SYSTEM UPGRADE PROJECT** – Approval to award the District Access Control System Upgrade project to LowV for an initial first year cost of \$305,975 and a five-year total of \$385,495.

**FOR INFORMATION ONLY:****MANDATED BUILDING FIRE DRILLS**

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	2/10/2022	2	1
Paradise Elementary	2/11/2022	1	7
Spring Grove Elementary	2/16/2022	1	38
Spring Grove Area Intermediate School	2/23/2022	2	30
Spring Grove Area Middle School	2/09/2022	2	19
Spring Grove Area High School	2/28/2022	5	4



TRANSPORTATION BOARD ACTIONS REQUESTED:

- A. **2021-2022 KRISE BUS/VAN DRIVERS** – Approval of the following additional contracted Krise Bus Company Bus/Van Driver(s) for the 2021-2022 school year:

- 1) Clifford Byron
- 2) Sean Caughey
- 3) John Clements
- 4) Stephanie Garcia-Albino
- 5) Robert Hammock
- 6) Keith Jackson
- 7) Jay Krumrine
- 8) Christopher Lang
- 9) Melissa Link
- 10) John Lippy
- 11) Fred Morela
- 12) Elizabeth Nepita-Garcia
- 13) Betty Ness
- 14) Stephanie Shank
- 15) Theresa Vail
- 16) Tori Wagner
- 17) Michelle Wolf
- 18) Steve Wolford
- 19) Ashlyn Wright



POLICY BOARD ACTIONS REQUESTED:

- A. **SECOND READING** – Approval of a second reading for the following policies:
- 1) Policy No. 217: PUPILS, Graduation Requirements
 - 2) Policy No. 611: FINANCES, Purchases Budgeted
 - 3) Policy No. 903: COMMUNITY, Public Participation in Board Meetings
- B. **DONATIONS** – Acknowledgment and/or acceptance of the following donations in accordance with Board Policy No. 702, Gifts, Grants and Donations:
- 1) A monetary donation in the amount of \$100.00 from Jenny Zech to support the District's Weekend Backpack Program.
 - 2) A monetary donation in the amount of \$200.00 from Roxann and Gregory Harrell to support the District's Weekend Backpack Program.

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

- 1) **Spring Grove Area High School Science Instructor** – Mrs. Valerie Heverly, effective the last day before the first day of the start of the 2022-2023 school year, due to relocation.
- 2) **Spring Grove Area School District Accounting Services Manager** – Mr. Thomas Showvaker, effective April 29, 2022, to accept a Business Manager position in a neighboring district.
- 3) **Spring Grove Area High School Nutrition Support – Part Time** – Ms. Debra Patterson, effective March 17, 2022, for personal reasons.
- 4) **Girls Varsity Assistant Soccer Coach** – Ms. Renee Wilson, effective March 8, 2022, for personal reasons.
- 5) **Girls Varsity Assistant Basketball Coach** – Mr. Eric Sowers, effective March 21, 2022, for personal reasons.

B. UNCOMPENSATED LEAVE REQUEST – Approval of the following request for uncompensated leave:

- 1) **Spring Grove Area High School English Instructor** – Mrs. Jennifer Huhn, effective approximately April 19, 2022, through approximately April 27, 2022.

C. 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** – Ms. Lauren Grove, effective at the beginning of the 2022-2023 school year. Compensation established at Step 1 on the Bachelor's Schedule.

Background Information – Ms. Grove earned a Bachelor of Science in Early Childhood Education from York College where she was a 4-year student athlete and team captain on the women's lacrosse team. Ms. Grove is a graduate of Spring Grove Area High School and has been substituting in the district since 2020, while completing her coursework and student teaching. She is filling the position resulting from the retirement of Mrs. Sharon Akers.

- 2) **Spring Grove Area High School Social Studies Instructor** – Mr. Cameron Tinner, effective at the beginning of the 2022-2023 school year. Compensation established at Step 1 on the Bachelor's Schedule.

Background Information – Mr. Tinner earned a Bachelor of Secondary Education degree with Secondary certification in Social Studies from Shippensburg University where he was a five-year student athlete on the football team. Mr. Tinner is filling the position resulting from the retirement of Ms. Benae Hoffnagle.

- 3) **Spring Grove Area High School Science Instructor** – Mrs. Madelyn Bodisch, effective at the beginning of the 2022-2023 school year, pending verification of Pennsylvania certification. Compensation established at Step 1 on the Bachelor's Schedule.



Background Information – Mrs. Bodisch attends Liberty University where she anticipates completion of a Bachelor of Science degree in Environmental Biology with a Teaching Certification in May 2022. Mrs. Bodisch is currently student teaching in a neighboring school district and is filling the position resulting from the resignation of Mrs. Valerie Heverly.

- 4) **Spring Grove Area High School Science Instructor** – Ms. Lacey Walker, effective at the beginning of the 2022-2023 school year, pending verification of Pennsylvania certification. Compensation established at Step 1 on the Bachelor's Schedule.

Background Information – Ms. Walker anticipates completion of a Bachelor's degree in Agricultural and Extension Education in May 2022 from the Pennsylvania State University and plans to obtain Pennsylvania certification in Agriculture and General Science. Ms. Walker is filling the position resulting from the retirement of Mrs. Celeste Barnes.

- 5) **Spring Grove Area Middle School Social Studies Instructor** – Mrs. Latisha Barnes, effective at the beginning of the 2022-2023 school year, pending verification of Pennsylvania certification. Compensation established at Step 4 on the Master's Schedule.

Background Information – Mrs. Barnes earned a Bachelor's degree in History from York College and anticipates completion of a Master of Education in Teaching and Learning from Colorado State University in Spring of 2022. Mrs. Barnes anticipates obtaining secondary certification in Social Studies. She is filling the position resulting from the resignation of Ms. Susanne Adamchak.

- 6) **Spring Grove Area High School Nutrition Support** – Mrs. Leslie Aguilar-Hernandez, effective March 29, 2022. Compensation established at \$11.30 per hour for 4 hours per day, 180 days per year.

Background Information – Mrs. Aguilar-Hernandez was a substitute in 2018 and returned to a substitute position in January 2022. She is filling the position resulting from the resignation of Mr. Carl Stremmel.

- 7) **Spring Grove Area High School Nutrition Support** – Ms. Tanya Fishel, effective March 28, 2022. Compensation established at \$11.30 per hour for 4 hours per day, 180 days per year.

Background Information – Ms. Fishel has been a substitute for several months and is filling the position resulting from the resignation of Ms. Kristin Moore.

- 8) **Paradise Elementary Instructional Assistant – Kindergarten** – Mrs. Pamela Ottey, effective April 4, 2022. Compensation established at \$11.13 per hour for 5 hours per day, 180 days per year.

Background Information – Mrs. Ottey began substituting for the district in January after a career in real estate. Mrs. Ottey is filling the position resulting from the resignation of Ms. Lindsay Conley.

- D. **ATHLETICS** – Approval of the following additional coach for the 2021-2022 Spring Season, with compensation determined by the Coaches' Salary Matrix, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled seasons due to COVID-19:

Job Title	Coach Name	Stipend
Softball - Varsity Head Coach	Kendra Sutherland	\$ 4,154.00



- E. **PROFESSIONAL SUBSTITUTE** – Approval of the following professional substitute for the 2021-2022 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) Charles Bixler
- F. **ACT 86 DAY-TO-DAY STUDENT SUBSTITUTE** – Approval of the following Act 86 substitute for a maximum of 20 days for the 2021-2022 school year at a rate of \$110.00 per day, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
- 1) Lilly Summers
- G. **CLASSIFIED SUBSTITUTES** – Approval of the following classified substitutes for the 2021-2022 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) Barbara DeCello
 - 2) Heidi Kelleher
 - 3) Kristy Lanning
- H. **BACHELOR OF SCIENCE IN NURSING NURSE SUBSTITUTE** – Approval of the following registered nurse substitute for the 2021-2022 school year at the rate of \$32.00 per hour, provisionally hired pending receipt of updated clearances and completed Act 168 disclosure forms from previous employers:
- 1) Melissa Klunk

**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>
Donald Michael	New Salem	Kindergarten	03/07/2022	05/30/2022

CURRICULUM BOARD ACTIONS REQUESTED:

- A. **EXPAND LIFE SKILLS CLASSES AT THE MIDDLE LEVEL** – Approval to expand the District's Life Skills Program in the Spring Grove Area School District and provide eligible students in grades 6-9 with specialized programming to support growth and increased independence, to be initiated at the start of the 2022-2023 school year.
- B. **2022-2023 DENTAL HYGIENE PROGRAM, K-12** – Approval to continue to provide a comprehensive Dental Hygiene Program in the Spring Grove Area School District, for a maximum of 90 days during the 2022-2023 school year, with Dr. John P. Popernack, D.M.D., serving as the new dental consultant on a voluntary basis and Ms. Karla McCleary, who holds a Pennsylvania Teaching Certificate for Dental Hygiene, continuing as Dental Hygienist.
- C. **2022-2023 FOREIGN EXCHANGE STUDENT** – Approval to allow Anton Wichmann of Muenster, Germany, as an International Foreign Exchange Student and enroll in the Spring Grove Area School District as a high school student (grade 10) for the 2022-2023 school year, contingent upon receipt of appropriate documentation and verifying the J-1 Visa in accordance with Board Policy No. 239, and acknowledgment from Mr. and Mrs. Tim and Ann Seitz-Brown that as host parents they bear full responsibility for the student's wellbeing throughout the school year.

Background Information: YFU (Youth for Understanding) is the organization coordinating this effort on behalf of the student, host family, and school district. All required documentation per Policy No. 239, including the J-1 Visa, will be verified and collected before the student's enrollment is finalized.

- D. **2022-2023 CITIZENS' ADVISORY COMMITTEE TOPIC** – Approval to convene a Citizens Advisory Committee to explore and consider best practices for a dress code for students at the Spring Grove Area School District and using the attached, tentative planner.
- E. **TRIP REQUEST** – Approval for Sherry Stambaugh, Middle School Gifted teacher, and Jared Reck, Middle School English teacher, and six volunteers to accompany 21 middle school students to Odyssey of the Mind 2022 Pennsylvania State Finals at Lock Haven University on April 1-2, 2022.
- F. **TRIP REQUEST** – Approval for Claire Shubert, High School Family and Consumer Science teacher, and two volunteers to accompany approximately 30 high school students to the Bucks County Playhouse High School Theatre Festival in New Hope, PA, on April 20, 2022.
- G. **TRIP REQUEST** – Approval for Sarah Caplan, High School Communication Arts teacher, and additional chaperones as needed, to accompany approximately 100 seniors to Knoebels Amusement Park in Elysburg, PA, on May 26, 2022.

CURRICULUM / FOR INFORMATION ONLY:**FOLLOW UP TO MARCH 14 DIRECTORS' STUDY FORUM BOARD PRESENTATIONS:**

- A. **MIDDLE SCHOOL LIFE SKILLS PROGRAM** – Following the Board's consideration of approval of expanding the Life Skills program, the district will notify the Lincoln Intermediate Unit #12 of intentions to provide services at the 6th to 9th grade levels and begin the process of advertising for staff. Special Education Supervisors will follow up on initial communications made to families of potential student candidates to solidify appropriate paperwork revisions and transportation changes.
- B. **REVISED BUILDING START TIMES** – Administration will finalize the 2022-2023 schedule of districtwide start times, collaborate with the transportation company, and continue preparations for communicating out to staff, students and parents.
- C. **MIDDLE SCHOOL MASTER SCHEDULE UPDATES** – Middle School administrators will work with staff in the building to finalize the details of all updates and complete development of the Master Schedule.
- D. **HIGH SCHOOL COURSE OFFERINGS** – High School administrators are continuing work on the master schedule for students and staff.