



AGENDA – REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

Monday, May 23, 2022, 7:00 PM

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

6:15 PM **Executive Session for Act 44, School Safety and Security (*Closed to Public*)**

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:
 - May 9, 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

XI. Special Committee Reports (*as needed*)

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

- April 25, 2022 – Regular Voting Meeting
- May 9, 2022 – Voting Meeting
- May 9, 2022 – Directors' Study Forum

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

MR. DOUG WHITE

- Month ending March 31, 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, *For Information Only*

- **MANAGEMENT REPORTS**

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

- **PROGRAM REPORTS**

- Athletics and Music MR. DAVE TRETTEL
- Curriculum MRS. NICOLE WILSON

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

XVI. Executive Session for Personnel

Treasurer's Report

TREASURER'S REPORT FOR THE MONTH ENDING April 30, 2022

GENERAL FUND - CHECKING

<u>Balance 03/31/2022</u>		\$ 12,281,435.26		\$ 12,281,435.26
<u>Receipts</u>				
	Total Receipts (as per attached)	\$ 3,411,599.59		
	Cleared Deposits (Including Prior Months)		\$ 3,279,946.68	\$ 3,279,946.68
<u>Expenditures</u>				
	Paid bills through end of month	\$ 5,729,034.16		
	Voided Checks	\$ (5,622.96)		
		\$ 5,723,411.20		
	Cleared Expenses (Including Prior Months)		\$ 5,729,034.16	\$ 5,729,034.16
<u>Balance 4/30/2022</u>	ACNB (.95%)			\$ 9,832,347.78

GENERAL FUND - INVESTMENTS

<u>Balance 4/30/2022</u>				
	PLGIT Plus (.02%)	\$ 1,739.11		
	PSDLAF - Max (.01%)	\$ 6,002,449.44		
	PSDLAF - Full Flex Pool (.02%)	\$ 3,050,084.45		
	PSDLAF TOTAL	\$ 9,052,533.89		
	INVESTMENT TOTAL		\$ 9,054,273.00	\$ 9,054,273.00
GENERAL FUND - TOTAL				\$ 18,886,620.78

NUTRITION SERVICES FUND

<u>Balance 3/31/2022</u>		\$ 863,377.03		\$ 863,377.03
<u>Receipts</u>				
	Total Receipts (as per attached)	\$ 300,181.65		
	Cleared Deposits (Including Prior Months)		\$ 338,058.95	\$ 338,058.95
<u>Expenditures</u>				
	Paid bills through end of month	\$ 463,306.74		
	Voided Checks	\$ -		
		\$ 463,306.74		
	Cleared Expenses (Including Prior Months)		\$ 463,306.74	\$ 463,306.74
<u>Balance 4/30/2022</u>	ACNB (.95%)			\$ 738,129.24
NUTRITION SERVICES FUND TOTAL				\$ 738,129.24

CAPITAL RESERVE FUND

<u>Balance 3/31/2022</u>		\$ 925,863.25		\$ 925,863.25
<u>Receipts</u>				
	Total receipts	\$ -		
	Interest		\$ 303.71	
	Cleared Deposits (Including Prior Months)		\$ -	\$ 303.71
<u>Expenditures</u>				
	Paid bills through end of month			
	Voided Checks	\$ -		
		\$ -		
	Cleared Expenses (Including Prior Months)		\$ 2,765.07	\$ 2,765.07
<u>Balance 4/30/2022</u>	ACNB (.95%)			\$ 923,401.89
CAPITAL RESERVE INVESTMENTS				
	PSDLAF PSDMAX (.010%)	\$ 552,221.91		\$ 552,221.91
CAPITAL RESERVE TOTAL				\$ 1,475,623.80

Invoices presented for Board approval				\$ -
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STUDENT ACTIVITY FUNDS

<u>Balance 4/30/2022</u>				
	Elementaries	\$ 4,219.14		
	Intermediate School	\$ 9,164.29		
	Middle School	\$ 3,701.72		
	High School	\$ 160,220.25		
STUDENT ACTIVITY FUNDS-TOTAL				\$ 177,305.40

**BUDGET AND FINANCE BOARD ACTIONS REQUESTED:**

- A. **ACCOUNTS PAYABLE LISTS** – Approval of the Accounts Payable lists, as presented.
- B. **2022-2023 GENERAL FUND BUDGET** – Approval of the Proposed General Fund Budget for the 2022-2023 fiscal year, with total revenues of \$_____, total expenditures of \$77,471,487, with the shortfall of \$_____ to be funded from the General Fund Unreserved Fund Balance and setting the real estate tax millage rate at _____ mills, reflecting a _____ increase from the 2021-2022 millage rate; in addition, earned income tax of ½% and real estate transfer tax of ½% under Act 511.
- C. **2022-2023 NUTRITION SERVICES FUND BUDGET** – Approval of the Nutrition Services Fund Budget for the 2022-2023 fiscal year, with total revenues of \$2,235,295, total expenditures of \$2,428,941, and no increase to current breakfast and lunch pricing.
- D. **2022-2023 FEDERAL PROGRAMS SUMMARY** – Authorization for the superintendent to enter into all necessary agreements with PDE to meet mandates for participation in 2022-2023 Federal Programs/Grants as generally indicated on the attached.
- E. **LOCAL AUDITOR** – Approval to engage Kochenour, Earnest, Smyser & Burg to conduct the audit of the district's financial statements and perform related functions for fiscal year ending June 30, 2022, at a proposed fee not to exceed \$12,850.00.
- F. **SCHOOL DEPOSITORIES** – Appointment of ACNB Bank and PayPal as District School Depositories for the period July 1, 2022, through June 30, 2023.
- G. **REAPPOINTMENT OF SCHOOL BOARD TREASURER** – Reappointment of Douglas White as Board Treasurer for the Spring Grove Area School District for the period July 1, 2022, through June 30, 2023.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	4/21/2022	2	01
Paradise Elementary	4/22/2022	1	49
Spring Grove Elementary	4/11/2022	1	41
Spring Grove Intermediate	4/22/2022	2	12
Spring Grove Middle School	4/22/2022	2	12
Spring Grove High School	4/27/2022	4	34



POLICY BOARD ACTIONS REQUESTED:

A. **SECOND READING** – Approval of a second and final reading for the following policy:

- 1) Policy No. 903: COMMUNITY, Public Participation in Board Meetings

B. **FIRST READING** – Approval of a first reading for the following policies:

- 1) Policy No. 808: OPERATIONS, Food Services (*revised*)
- 2) Policy No. 815.1: OPERATIONS, Livestreaming (*revised*)

C. **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 \$150.00 from Margaret Schlichter to support the District Weekend Backpack Program.
- 2) A monetary donation in the amount of \$100.00 from Jenny Zech to support the District Weekend Backpack Program.
- 3) Donation of a Tama Imperial Star Floor Tom (*drum*) from Daniel Brenner to support the Modern Band Program.

PERSONNEL BOARD ACTIONS REQUESTED:

- A. **RESIGNATIONS** – Approval of the following resignations:
- 1) **Spring Grove Area High School Instructional Assistant – Special Education (Personal Care)** – Ms. Ashley Freyman, effective May 10, 2022, for personal reasons.
 - 2) **Spring Grove Area Middle School Instructional Assistant – Special Education (Intensive Learning Support)** – Ms. Debra Zavatsky, effective June 1, 2022, for personal reasons.
 - 3) **Varsity Assistant Boys Tennis Coach** – Ms. Nicole Harlacher, effective at the end of the 2021-2022 Spring Season for personal reasons.
- B. **UNCOMPENSATED LEAVE REQUEST** – Approval of the following request for uncompensated leave:
- 1) **Spring Grove Area School District Instructional Assistant – Special Education (Life Skills Support)** – Ms. Amy Montague, effective approximately May 11, 2022, through approximately May 18, 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) **New Salem Elementary Administrative Assistant – Attendance** – Mrs. Kristy Lanning, effective May 24, 2022. Compensation established at \$13.60 for 4.5 hours per day, 190 days per year.

***Background Information** – Mrs. Lanning earned a Bachelor of Science degree in Psychology from the University of Pittsburgh following a vocational certification in Massage Therapy. Mrs. Lanning has been volunteering and substituting with the district for several years and is filling the position resulting from the resignation of Ms. Jennifer Kibler.*
 - 2) **Spring Grove Elementary Health Room Assistant Nurse – Licensed** – Mrs. Melissa Klunk, effective August 17, 2022. Compensation established at \$28.00 per hour for 7 hours per day, 180 days per year.

***Background Information** – Mrs. Klunk holds a Bachelor of Science in Nursing and has 16 years of nursing experience in a local hospital. Mrs. Klunk has been a substitute nurse with the district since March. Mrs. Klunk is filling the position resulting from the retirement of Mrs. Julie Myers.*
 - 3) **Spring Grove Elementary School Instructional Assistant – Kindergarten** – Ms. Kathryn Brandt, effective August 17, 2022. Compensation established at \$11.71 for 5 hours per day, 180 days per year.

***Background Information** – Ms. Brandt has been a student instructional assistant at Spring Grove Elementary during the 2021-2022 school year through the high school cooperative education program. Ms. Brandt is a 2022 graduate of Spring Grove Area High School and will be attending Harrisburg Area Community College in the fall to pursue courses toward teaching certification. She is filling the position resulting from the retirement of Ms. Donna Yglesias.*



- 4) **Spring Grove Area School District Instructional Technology Specialist** – Mr. Brent Barge, effective at the beginning of the 2022-2023 school year. Compensation established at Step 10 on the Masters + 15 Schedule.

Background Information – Mr. Barge earned a Bachelor of Secondary Education in Mathematics from Lock Haven University, a Master of Instructional Technology from St. Joseph's University, and a STEM endorsement from Millersville University. Mr. Barge has 8 years of experience teaching in a neighboring district and 1 year of experience in a neighboring state. He is filling the position resulting from the transfer of Mr. John Sengia to Middle School Science to fill the position resulting from the retirement of Ms. Cathy Drapiewski.

- 5) **Spring Grove Area School District Accounting Services Manager** – Mrs. Jennifer Leppo, effective on or before July 1, 2022. Compensation established as a pro-rated annualized salary of 92,700.00.

Background Information – Mrs. Leppo earned a bachelor's degree in Marketing from Shippensburg University and a Master's in School Business Leadership from Wilkes University. Mrs. Leppo has nearly 15 years of experience in school business and is a graduate of Spring Grove Area High School. She is a current resident of the Spring Grove Area School District and is filling the position resulting from the resignation of Mr. Thomas Showvaker.

- D. **ESY (EXTENDED SCHOOL YEAR) INSTRUCTORS** – Approval of the following instructional staff /professional substitutes to facilitate the 2021-2022 ESY Program. Compensation established at the 2021-2022 per diem rate or Bachelor Schedule Step 1 per diem rate for instructional staff who are not currently in a regular position within the district.

- | | |
|--|---|
| 1) Wendi Bulgarelli, Nurse | 6) Anne Scheeler, Elementary Intensive Learning Support |
| 2) Julia Baer, Secondary | 7) Patricia Lackey, Elementary |
| 3) Morgan Miller, Elementary Autism | 8) Lisa Bahn, Nurse Substitute |
| 4) Jennifer Rausch, Elementary Autism | |
| 5) Brittany Rife, Elementary Life Skills | |

- E. **ESY (EXTENDED SCHOOL YEAR) SUPPORT STAFF** – Approval of the following support staff to assist students during the 2021-2022 ESY Program. Compensation established at the current hourly rate or the minimum hourly rate for staff who are not currently in regular position within the district:

- | | |
|---|---|
| 1) Cassandra Bechtel, Secondary | 8) Brooke Miller, Elementary Autism |
| 2) Grace Stiffler, Secondary | 9) Morgan Renda, Elementary Autism |
| 3) Tabitha Blizzard, Elementary Autism | 10) Heather Townsend, Life Skills |
| 4) Justine Bollinger, Elementary | 11) Rosemarie Drusedum, Substitute Heath Room Assistant Nurse |
| 5) Donna French, Elementary Autism | 12) Laci Soaper, Substitute Health Room Assistant Nurse |
| 6) Alyssa Livingston, Elementary Autism | |
| 7) Barbara Meckley, Elementary Intensive Learning Support | |

- F. **SUMMER SCHOOL PROGRAM** – Approval of the following instructional staff to teach during the 2021 Summer School Program. Compensation established at the 2021-2022 per diem rate or Bachelor Schedule Step 1 per diem rate for instructional staff who are not currently in a regular position within the District.

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|-----------------------------------|------------------------------------|
| 1) Paxton Beck, English | 17) Lindsay Chronister, Grades K-4 |
| 2) Stephen Perago, English | 18) Elizabeth Eveler, Grades K-4 |
| 3) Madison Crouthamel, English | 19) Lauren Grove, Grades K-4 |
| 4) Michael Becker, Math | 20) Maurene Leary, Grades K-4 |
| 5) Dorothy Romero, Math | 21) Annette Luckenbaugh, K-4 |
| 6) Elizabeth Harner, Math | 22) Alison Shriver, Grades K-4 |
| 7) Renee Bosak, Science | 23) Justice White, Grades K-4 |
| 8) Tyler Newcomb, Science | 24) Wendi Bulgarelli, Nurse |
| 9) Cathy Drapiewski, Science | 25) Elizabeth Swiger, Grades K-4 |
| 10) Kevin Riccio, Social Studies | 26) Ryan Miller, Grades K-4 |
| 11) Kyle Sprenkle, Social Studies | 27) Heather Altland, Grades 5,6 |
| 12) Anthony Miller, Health | 28) Jodi Warehime, Substitute, |
| 13) Samantha Strausbaugh, Health | 29) Emily Sprenkle, Substitute |
| 14) Jane Ardner, Grades 5,6 | 30) Lisa Bahn, Substitute Nurse |
| 15) Jessica Gible, Grades 5,6 | 31) Wendy Speir, Substitute Nurse |
| 16) Jennifer Koliscak, Grades 5,6 | 32) Stacy Reed, Substitute |

- G. **SUMMER SCHOOL SUPPORT STAFF** – Approval of the following support staff to assist students during the 2021-2022 Summer School Program. Compensation established at the current hourly rate or the minimum hourly rate for staff who are not currently in regular position within the district.

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|-------------------|------------------------------------|
| 1) Kathryn Brandt | 8) Andrew Zeigler |
| 2) Diane Breeden | 9) Cynthia Ferrence, Substitute |
| 3) Hunter Davies | Instructional Assistant |
| 4) Morgan Molison | 10) Laci Soaper, Substitute Health |
| 5) Lindsay Naylor | Room Assistant Nurse |
| 6) Jessica Reese | 11) Rosemarie Drusedum, Substitute |
| 7) Ally Rue | Health Room Assistant Nurse |

- H. **CURRICULUM LEADERS** – Approval of the following Curriculum Leaders for the 2022-2023 school year with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled programs due to COVID-19:

	Appointment	Level	Area	Stipend
1)	Amy Fawks/SGI	Grades K-6	English Language Arts	\$1,118
2)	Amy Fisher/Paradise	Grades K-6	English Language Arts	\$1,118
3)	Amanda Grant/HS	Grades 9 - 12	English Language Arts	\$1,118
5)	Melissa Grim/HS	Grades 9 - 12	Math	\$1,118
6)	Jessica Henning/SGI	Grades K-6	Math	\$1,118
7)	Stephen Hersh/MS	Grades 7-8	Science	\$1,118
8)	Catrina Frey	Grades 9 - 12	Science	\$1,118
9)	Kathleen Krall/HS	Grades 9 - 12	Social Studies	\$1,118
10)	Lindsay McAllister/MS	Grades 7-8	English Language Arts	\$1,118



	Appointment	Level	Area	Stipend
11)	To be determined	Grades K - 6	Social Studies	\$1,118
12)	Nicole Riser /HS	Grades 9 - 12	Business	\$1,118
13)	Abbie Sechrist/HS	Grades 9 - 12	World Languages	\$1,118
14)	Anne Shaffer/SGE	Grades K - 6	Math	\$1,118
16)	Sara Starck/SGE	Grades K - 6	Science	\$1,118
17)	Amy Thompson/MS	Grades 7 - 8	Math	\$1,118
18)	Jill Trimmer/MS	Grades 7 - 8	World Languages	\$1,118
19)	Thomas Trone/MS	Grades 7 - 8	Social Studies	\$1,118
20)	Clinton Walters/MS	Grades 7 - 8	Technology	\$1,118
21)	Stephen Richards/HS	Grades 9 - 12	STEM	\$1,118

- I. **DEPARTMENT CHAIRPERSONS** – Approval of the following Department Chairpersons for the 2022-2023 school year with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled programs due to COVID-19:

	Appointment	Department	Stipend
1)	Timothy Bupp/SGI	Music	\$3,497
2)	Mary Kauffman/Paradise/New Salem	Library	\$3,099
3)	Anthony Miller/HS	Health/Wellness	\$3,497
4)	Troy Smith/HS	Art	\$3,099
5)	Susan Moore/SGI	School Counselors	\$3,497
6)	Gary Harris/HS	Special Education	\$3,497
7)	Lisa Bahn/SGE/Paradise/New Salem	Nursing	\$3,497

- J. **LEAD TEACHERS** – Approval of the following Lead Teachers for the 2022-2023 school year, with the approved stipend as determined by Collective Bargaining Agreement between SGASD and the Spring Grove Education Association, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled programs due to COVID-19:

	Appointment	Building	Stipend
1)	Amy Fisher	Paradise Elementary	\$1,374
2)	Nathan Wertz	Paradise Elementary	\$1,374
3)	Amy Hahn	Spring Grove Elementary	\$2,748
4)	Clinton Snyder	New Salem Elementary	\$2,748

- K. **BUILDING TECHNOLOGY SUPPORT TEACHER** – Approval of the following Technology Support Teacher for the 2022-2023 school year and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled programs due to COVID-19:

	Appointment	Building	Stipend
1)	Derrick Henning	High School	\$1,118



- L. **ATHLETICS** – Approval of the following coach for the 2022-2023 Fall 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
Boys Soccer - Varsity Assistant Coach	Julian Digruttola	\$ 2,909.00

- M. **SUMMER TECHNOLOGY SUPPORT** – Approval of the following individual pending receipt of clearances and completed Act 168 disclosure forms from previous employers, effective approximately April 12, 2022, through August 31, 2022, to assist with summer technology projects. Compensation established at \$12.30 per hour:

1) Aidan Fraser

- N. **STUDENT EMPLOYEE** – Approval of the following individual pending receipt of clearances and completed Act 168 disclosure forms from previous employers. Compensation established at \$10.25 per hour:

1) Andrew Zeigler, Student Instructional Assistant

- O. **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) Kathryn Miller

- P. **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) Angela Leese

2) Jessica McMaster

**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>
Julie Emig	Middle School	Custodial Services	05/25/2022	08/17/2022



ATHLETICS & MUSIC BOARD ACTIONS REQUESTED:

- A. **OVERNIGHT ATHLETIC TRIP REQUEST** – Approval for (8) student members of the Bowling Team and Coach Jason Baker to attend and participate in the US High School Bowling National Championship in Louisville, KY, June 17-20, 2022.
- B. **OVERNIGHT ATHLETIC TRIP REQUEST** – Approval for approximately (40) Varsity Football student athletes and Head Varsity Coaches, Will Thompson and Wes Yohe, to attend and participate in the Millersville University Football Camp, July 21-23, 2022.

**CURRICULUM BOARD ACTIONS REQUESTED:****A. NEW/REVISED CURRICULA** – Approval of the following new/revised curricula:

<u>TITLE</u>	<u>DEPARTMENT</u>
Creative Writing II	English Language Arts
English 11 (Revised)	English Language Arts
College Prep English 10 Honors (Revised)	English Language Arts
Culinary 1 - Fundamentals of Food Preparation	Family and Consumer Science
Culinary 2 – Menu Planning and Meal Construction	Family and Consumer Science
Introduction to Culinary Art	Family and Consumer Science
Algebra 2 Concepts (Revised)	Math
Songwriting	Music
Strength Training for Sports Level 3	Physical Education
Yoga	Physical Education
Human Anatomy and Physiology II	Science
Advanced Placement Art History	Social Studies
Advanced Placement Human Geography	Social Studies
The Flying Environment	STEM
Flight Planning	STEM
Unmanned Aircraft System Operations	STEM
World Language Experience	World Language

B. STUDENT TEACHING OPPORTUNITIES – Approval to partner with York College of Pennsylvania – Department of Nursing to provide student teaching placements for required educational field and clinical experience activities, as/when requested.