

VOTING MEETING / DIRECTORS' STUDY FORUM

of the Spring Grove Area School District Board of School Directors

Monday, June 27, 2022, 7:00 PM

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

5:00 PM Board of School Directors Retreat / Professional Development (*Closed to Public*)

VOTING MEETING AGENDA

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|-------|---|-------------------------|
| I. | Call To Order | MRS. 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: N/A | |
| 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. | Correspondence | MRS. RACHEL ROHRBAUGH |
| VI. | Legislative Update | DR. GEORGE W. IOANNIDIS |
| VII. | York County School of Technology | MR. DAVE TRETTEL |
| VIII. | York Adams Academy | MRS. KAREN BAUM |
| IX. | Lincoln Intermediate Unit #12 | MR. DOUG WHITE |
| | - Lincoln Intermediate Unit Building Authority | MR. BILL STILES |
| X. | Special Committee Reports (<i>as needed</i>) | |
| XI. | Approval of Minutes: (<i>motion and second needed, voice vote</i>) | |
| | <ul style="list-style-type: none">▪ May 23, 2022 – Regular Voting Meeting▪ June 13, 2022 – Voting Meeting▪ June 13, 2022 – Directors' Study Forum | |
| XII. | Treasurer's Report (<i>motion and second needed, roll call vote</i>) | MR. DOUG WHITE |
| | <ul style="list-style-type: none">▪ Month ending May 31, 2022 | |



XIII. **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

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

TREASURER'S REPORT FOR THE MONTH ENDING May 31, 2022

GENERAL FUND - CHECKING

<u>Balance 04/30/2022</u>		\$	9,832,347.78		\$	9,832,347.78
<u>Receipts</u>						
	Total Receipts (as per attached)	\$	1,817,348.11			
	Cleared Deposits (Including Prior Months)			\$	2,398,965.47	\$ 2,398,965.47
<u>Expenditures</u>						
	Paid bills through end of month	\$	5,200,318.75			
	Voided Checks	\$	(100.00)			
		\$	5,200,218.75			
	Cleared Expenses (Including Prior Months)			\$	5,200,318.75	\$ 5,200,318.75
<u>Balance 5/31/2022</u>	ACNB (.95%)					\$ 7,030,994.50

GENERAL FUND - INVESTMENTS

<u>Balance 4/30/2022</u>						
	PLGIT Plus (.02%)	\$	1,739.96			
	PSDLAF - Max (.01%)	\$	6,005,240.98			
	PSDLAF - Full Flex Pool (.02%)	\$	3,029,295.18			
	PSDLAF TOTAL	\$	9,034,536.16			
	INVESTMENT TOTAL			\$	9,036,276.12	\$ 9,036,276.12
	GENERAL FUND - TOTAL					\$ 16,067,270.62

NUTRITION SERVICES FUND

<u>Balance 4/30/2022</u>		\$	738,129.24		\$	738,129.24
<u>Receipts</u>						
	Total Receipts (as per attached)	\$	404,133.88			
	Cleared Deposits (Including Prior Months)			\$	404,440.79	\$ 404,440.79
<u>Expenditures</u>						
	Paid bills through end of month	\$	137,175.20			
	Voided Checks	\$	-			
		\$	137,175.20			
	Cleared Expenses (Including Prior Months)			\$	137,175.20	\$ 137,175.20
<u>Balance 5/31/2022</u>	ACNB (.95%)					\$ 1,005,394.83
	NUTRITION SERVICES FUND TOTAL					\$ 1,005,394.83

CAPITAL RESERVE FUND

<u>Balance 4/30/2022</u>		\$	923,401.89		\$	923,401.89
<u>Receipts</u>						
	Total receipts	\$	-			
	Interest			\$	291.69	
	Cleared Deposits (Including Prior Months)			\$	-	\$ 291.69
<u>Expenditures</u>						
	Paid bills through end of month					
	Voided Checks					
		\$	-			
	Cleared Expenses (Including Prior Months)			\$	77,429.64	\$ 77,429.64
<u>Balance 5/31/2022</u>	ACNB (.95%)					\$ 846,263.94

CAPITAL RESERVE INVESTMENTS

	PSDLAF PSDMAX (.010%)	\$	552,398.68		\$	552,398.68
	CAPITAL RESERVE TOTAL					\$ 1,398,662.62

Invoices presented for Board approval		\$	-
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STUDENT ACTIVITY FUNDS

<u>Balance 4/30/2022</u>						
	Elementaries	\$	6,261.85			
	Intermediate School	\$	8,410.15			
	Middle School	\$	5,943.74			
	High School	\$	151,437.50			
	STUDENT ACTIVITY FUNDS-TOTAL					\$ 172,053.24



BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

- A. **ACCOUNTS PAYABLE LIST** – Approval of the Accounts Payable lists, as presented.
- B. **REAPPOINTMENT OF SCHOOL DISTRICT SOLICITOR** – Reappointment of Stock and Leader, Attorneys at Law, as School District Solicitor for the 2022-2023 fiscal year, with Gareth D. Pahowka, Esquire, named as principal counsel and primary contact with the firm.

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

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
New Salem Elementary	05/18/2022	1	47
Paradise Elementary	05/24/2022	1	38
Spring Grove Elementary	05/18/2022	1	46
Spring Grove Area Intermediate School	05/31/2022	1	03
Spring Grove Area Middle School	05/05/2022	1	46
	*06/21/2022	1	03
Spring Grove Area High School	05/10/2022	4	39
	*06/22/2022	3	18

**The Office of Safe Schools requires buildings to conduct a fire drill during those months when students are in the building seven or more days. Summer Camp and Summer School were held at the Middle School and High School during the month of June.*

POLICY BOARD ACTIONS REQUESTED:

- A. **SECOND READING** – Approval of a second and final reading for the following policies:
- 1) Policy No. 808: OPERATIONS, Food Services
 - 2) Policy No. 815.1: OPERATIONS, Livestreaming
- B. **2022-2025 COMPREHENSIVE PLAN** – Approval of the 2022-2025 Comprehensive Plan to be submitted to the Pennsylvania Department of Education following the required 28-day Public Review from May 12, 2022, to June 23, 2022.
- C. **2021-2024 SPECIAL EDUCATION PLAN** – Approval of the 2021-2024 Special Education Plan to be submitted to the Pennsylvania Department of Education following the required 28-day Public Review from May 12, 2022, to June 23, 2022.
- D. **2022-2023 OPERATIONAL PLAN** – Approval of the 2022-2023 Operational Plan as reflected on the attached and reviewed during the June 13, 2022, public school board meeting.
- E. **2022-2023 EMERGENCY INSTRUCTIONAL TIME PROVISIONS TEMPLATE** – Approval to submit the attached 2022-2023 Emergency Instructional Time Template to the Pennsylvania Department of Education to ensure a minimum of 180 days of instruction, with a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level, and include, but not be limited to, variations on alternative schedules and any such combination of in-person and/or remote learning mechanisms as the Superintendent deems appropriate to address the health and safety of students, faculty, and the community.
- F. **2022-2023 RESOLUTION DECLARING INSTRUCTIONAL HOURS DURING THE CONTINUATION OF THE COVID-19 PANDEMIC** – Adoption of the attached Resolution by the Spring Grove Area School District Board of School Directors, ensuring that the district meets or exceeds the minimum number of days and hours of instruction requirements for students during the 2022-2023 school year, during the continuation of the COVID-19 pandemic, and in no event exceeding four (4) years, and allowing the maximum flexibility to the Superintendent in providing the required hours of instruction for all students.
- G. **SCHOOL PHYSICIAN FOR MANDATED SCHOOL PHYSICALS** – Approval to engage Dr. Howard Farrington, MD, 2030 Thistle Hill Drive, Suite 200, Spring Grove, PA, during the 2022-2023 school year, as needed, to complete mandated student physical examinations.
- Background Information:** *Physical examinations are required in Pennsylvania for students in grades 6 and 11. If a student does not submit a form completed by his/her family physician, the district is required to complete the examination. Dr. Farrington is the selected provider and has been engaged by the district for this requirement for the past several years. He travels to the appropriate school to complete physicals in the nurse's suite.*
- H. **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 2022-2023 school term.
- I. **SCHOOL SAFETY AND SECURITY COORDINATOR** – Appointment of Bill Stiles, Facilities Manager, as School Safety and Security Coordinator for Spring Grove Area School District, effective July 1, 2022.



- J. **STUDENT REPRESENTATIVE** – Authorization for Trenton Leggett to serve as Student Representative to the Board of School Directors and be a non-voting member from September 2022 through May 2023 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). Trenton Leggett is President of Student Council at the Spring Grove Area High School.*

- K. **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 \$250 from R & G Water Systems, Inc., to support the purchase of books to be placed in the Library at Spring Grove Area Intermediate School and labeled in memory of Payton Gonzales.
- 2) A monetary grant donation in the amount of \$200 from Rutter's Children's Charities, Inc., to support the District Student Launch Initiative.
- 3) A monetary donation in the amount of \$250 from St. Paul Evangelical Lutheran Church, Spring Grove, to support the Spring Grove Area High School Families in Need fund.
- 4) Donations totaling more than \$187,129 from school-affiliated organizations who sponsored and/or supplemented district costs during the 2021-2022 school year for various and sundry supplies, activities, equipment, incentives, student scholarships, teacher appreciation gifts, and other miscellaneous items.

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

- 1) **Spring Grove Elementary School Part Time Custodian** – Ms. Kimberley Smith, effective June 16, 2022, for personal reasons.
- 2) **Spring Grove Area High School Marching Band Instructional Staff** – Mr. Michael Eckersley, effective June 14, 2022, for personal reasons.
- 3) **Spring Grove Area High School Marching Band Instructional Staff** – Mr. Jacob Inscore, effective June 16, 2022, 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 Area School District Long Term Substitute** – Mrs. Patricia (Trish) Lackey, effective for 2022-2023 school year. Compensation established at Step 1 of the Bachelor's Schedule.

Background Information – Ms. Lackey served as a Special Education Instructor from 2018 – 2021 and was a guest substitute for several years prior to 2018. Ms. Lackey was a long-term substitute for the 2021-2022 school year and the district will use ESSER grant funds to cover the salary and benefit costs of this position.

- 2) **Spring Grove Area School District Elementary Instructor** – Ms. Kaylyn Godman, effective at the beginning of the 2022-2023 school year. Compensation established at Step 1 on the Bachelor Schedule.

Background Information – Ms. Godman earned a bachelor's degree in Early Elementary Education from York College and holds Pennsylvania certification in Elementary Education. Ms. Godman is a graduate of Spring Grove Area High School and has been a substitute for the 2021-2022 school year. She is filling the position resulting from the resignation of Dr. Cora Roush.

C. STUDENT TECHNOLOGY ASSISTANT – Approval of the following individual pending receipt of clearances and completed Act 168 disclosure forms from previous employers, effective approximately June 28, 2022, through the 2022-2023 school year, for technology projects, with compensation established at \$10.25 per hour:

- 1) Brady Yingling

D. STUDENT EMPLOYEES – Approval of the following individuals as student employees pending receipt of clearances and completed Act 168 disclosure forms from previous employers, with compensation established at \$10.25 per hour:

- 1) Kendle Hibner, Student Assistant, IAC
- 2) Ethan Laughman, Student Assistant, IAC
- 3) Andrew Osmun, Student Assistant, IAC
- 4) Kayden Riggan, Student Assistant, IAC
- 5) Lucca Vito, Student Assistant, IAC



- E. **ATHLETICS** – Approval of the following additional coaches 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
Girls Tennis - Varsity Head Coach	To be determined	\$ 3,000.00
Girls Tennis - Varsity Asst. Coach	To be determined	\$ 2,100.00
Football – Varsity Assistant Coach	Cameron Tinner	\$ 2,618.25
Cheerleading (Competition) - Varsity Head Coach	To be determined	\$ 3,000.00

- F. **ATHLETICS** – Approval of the following new coaches for the 2022-2023 Winter 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
Girls Basketball – Varsity Head Coach	Allison Osborne	\$ 4,988.00
Boys Basketball – JH Head Coach	Jared Smith	\$ 3,242.00

- G. **AQUATICS** – Approval of the following individuals, pending receipt of updated clearances, for to work aquatics events at the established hourly aquatics rate in the matrix to provide aquatic assistance during community swim activities:

- 1) Elizabeth Bell, Lifeguard/Swim Aide
- 2) Kira Carlisle, Lifeguard/Swim Aide, Pool Supervisor, Water Safety Instructor
- 3) Christine Craver, Lifeguard/Swim Aide, Water Safety Instructor, Pool Supervisor
- 4) Sarah Czapp, Lifeguard/Swim Aide, Pool Supervisor
- 5) Alyssa Godman, Lifeguard/Swim Aide, Water Safety Instructor, Pool Supervisor
- 6) Kaylyn Godman, Lifeguard/Swim Aide, Water Safety Instructor, Pool Supervisor
- 7) Megan Heist, Lifeguard/Swim Aide, Pool Supervisor
- 8) Dana Kile, Water Safety Instructor, Pool Supervisor
- 9) Emily Kile, Lifeguard/Swim Aide, Pool Supervisor
- 10) Peggy Kile, Lifeguard/Swim Aide, Water Safety Instructor, Pool Supervisor
- 11) Caitlyn Martin, Lifeguard/Swim Aide, Pool Supervisor
- 12) Leah Martin, Lifeguard/Swim Aide
- 13) John Raub, Lifeguard/Swim Aide
- 14) Ava Sterner, Lifeguard/Swim Aide

**PERSONNEL REPORT / FOR INFORMATION ONLY****I. FAMILY MEDICAL LEAVE ACT (FMLA) LEAVES GRANTED:**

<i>EMPLOYEE NAME</i>	<i>BUILDING</i>	<i>DEPARTMENT</i>	<i>DATE LEAVE BEGINS (approximately)</i>	<i>DATE LEAVE ENDS (approximately)</i>
Kimberly Swiger	New Salem Elementary	Custodial Services	06/15/2022	09/07/2022
Nadia Nell	Spring Grove Elementary	English Language Development / Learning	08/16/2022	11/08/2022



ATHLETICS & MUSIC BOARD ACTIONS REQUESTED:

- A. **IMPLEMENTATION OF A GIRLS' WRESTLING TEAM** – Approval to add a Girls Wrestling Program under the Athletic Department, with implementation at the start of the 2022-2023 school year, and to include the addition of one Assistant Wrestling Coach to the current Coaches' Salary Matrix.

- B. **OVERNIGHT TRIP REQUEST** – Approval for four high school student athletes and two high school faculty member chaperones to attend and participate in the National Student Leadership Summit (NFHS) in Indianapolis, Indiana, July 18-20, 2022.