MINUTES
SPRING GROVE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
DIRECTORS' STUDY FORUM MEETING

DATE/TIME of MEETING: **May 8, 2023 @ 7:06 PM**

LOCATION of MEETING: **SPRING GROVE AREA MIDDLE SCHOOL**
244 OLD HANOVER ROAD, SPRING GROVE, PA

ATTENDANCE:

The following School Directors were in attendance:
Karen Baum, Ben Ramsay, Rachel Rohrbaugh, Rodney Shearer,
Doug Stein, Dave Trettel, Doug White, Nicole Wilson

The following School Directors were absent:
Michael Ritz

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

A Directors' Study meeting of the Board of School Directors of the Spring Grove Area School District was held on Monday, May 8, 2023, following adjournment of the voting meeting. Rachel Rohrbaugh, Board President, called the meeting to order at 7:06 PM, noting the same eight board members in attendance from the earlier voting meeting.

PUBLIC COMMENT
There was no public comment.

PROGRAM COMMITTEE REPORTS:

CURRICULUM
Dr. Guadagnino presented a memorandum outlining new/revised curriculum proposed for 2023-2024 that had been posted on the district website for review since April 10th. Teaching staff, department chairs, and administrators were present to answer any questions from the Board. Guadagnino indicated that respective textbooks and/or resources would be presented at a future meeting following the Board's anticipated approval of the curricula. The Board will consider approval at the May 22nd regular voting meeting.

In follow up to a request from Board members during the April 24th meeting, Dr. Ludwig presented further details proposing the acquisition of a District Facility Dog. Ludwig identified differences among service, emotional support, therapy, and facility dogs, outlined how a facility dog would enhance and support the work of instructional and mental health staff, and highlighted the benefits that a facility dog would provide to students. She defined responsibilities of designated handlers and co-handlers and presented a timeline for acquisition. A motion to bring the April 24th tabled action to acquire a facility dog onto the table will be included with the May 22nd voting meeting agenda items. Additionally, the proposed new Facility Dog Policy, #719, that had failed during the April 24th meeting due to a tie vote, will also be presented for reconsideration.

ATHLETICS AND MUSIC
Guadagnino presented a request for five students and two adult chaperones to participate in the National Student Leadership Summit sponsored by PIAA in July 2023, at no cost to the District. He noted that the Board approved a similar request in 2022. The Board will consider approval at the May 22nd voting meeting.

BUSINESS AND FINANCE COMMITTEE REPORTS:

BUDGET AND FINANCE

Mark Czapp presented updates to the 2023-2024 proposed General Fund Budget for review. Czapp requested direction from the Board on the millage rate to include when preparing the PDE Budget Document for consideration of approval at the May 22nd voting meeting. Following discussion, board members requested a 0% increase be included in the proposed action, with a second option of a 1% increase included as an alternate consideration.

Czapp introduced Melissa Freestone, Nutrition Services Manager, who presented updates to the 2023-2024 proposed Nutrition Services Budget for review. Freestone provided an overview of the proposed budget, noting there has been a steady increase in the percentage of students qualifying for free and reduced meals. Following review of the final proposed budget, Freestone recommended Board approval at the May 22nd regular voting meeting, with an increase of $.15 to all meal prices beginning in 2023-2024.

Doug White confirmed his willingness to continue as School Board Treasurer for the 2023-2024 fiscal year. The Board will consider approval of his reappointment at the May 22nd regular voting meeting.

Czapp presented a recommendation for the Board to authorize the Superintendent to complete applications and enter into respective agreements for Federal, State, and Other Programs and Grants, as listed. The Board will consider approval at the May 22nd regular voting meeting.

Czapp presented a recommendation for Kochenour, Earnest, Smyser, & Burg Certified Public Accountants to continue as the District's accounting firm and complete an audit for the year ending June 30, 2023, at a fee not to exceed $12,950. The Board will consider approval at the May 22nd regular voting meeting.

Czapp presented a proposal for Stock and Leader to continue as District Solicitor for the 2023-2024 fiscal year and designate Gareth Pahowka as lead counsel. The Board requested a history of hourly rates and total payments over the past three years, to include a summary of the scope of work provided. Czapp will share the information prior to the Board considering approval at the May 22nd regular voting meeting.

Czapp presented a recommendation to continue with ACNB and PayPal as school depositories for the ensuing 2023-2024 fiscal year. The Board will consider approval at the May 22nd regular voting meeting.

BUILDINGS AND GROUNDS

White invited Mark Czapp, Bill Stiles, and Scott Cousin (Crabtree, Rohrbaugh and Associates) to present an update to the maintenance facility project. Board members were given a copy of the presentation that was shared by Cousin at the May 5th Buildings and Grounds Committee. The next step in the process is to approve and engage a civil engineer to move forward with the next steps of designing the facility project and provide a high-level view of proposed access roads. Initial proposals were received by K & W and First Capital and presented for consideration. Following additional information requested by the Board, Cousin will request updated proposals from each firm, and the Board will consider approving a civil engineer for the project at the May 22nd regular voting meeting.

MANAGEMENT COMMITTEE REPORTS:

POLICY

Baum presented an updated 2023-2025 MOU with Local Law Enforcement and an updated 2023-2025 School Resource Officer Agreement for review. Bill Stiles, School Safety and Security Coordinator, stated that he and Dr. Ludwig met with Chief Lash, Northern York County Regional Police Department, to review the documents. No major changes were suggested to either document. The Board will consider approval of the agreements at the May 22nd regular voting meeting.

Ioannidis re-presented proposed new policy #831.1, Electronic Data Storage, for review and stated that during the April 24th Regular Voting Meeting, a motion to approve a first reading failed as the result of a tie vote by Board members. He explained the importance of the proposed policy, citing new legislation passed in May requiring school districts to declare how they will ensure the security of internal data along with steps that will be taken in the event of a data breach. To meet the requirement of having a plan in place, approval of a first reading of the proposed policy will again be presented for approval at the May 22nd regular voting meeting.

PERSONNEL

Stein presented a confidential memo proposing personnel actions tentative for the May 22nd regular voting meeting. Shearer requested that the executive session to discuss personnel items following adjournment of the meeting include the proposed actions.

PLANNING:

Rohrbaugh asked if the Board wished to reconsider the request by Paradise Township officials to purchase land at Paradise Elementary, following officials' attendance and public comment at the April 24th meeting. Following brief discussion, Board consensus was that the offer to rent or lease the property had already been presented to the Township for the consideration. No further options are on the table.

ADJOURNMENT:

Trettel moved for adjournment at 8:48 PM. Baum seconded. The meeting adjourned by unanimous voice vote.

RESPECTFULLY SUBMITTED BY:

Mark A. Czapp,
Director of Business Operations/Board Secretary