

REGULAR VOTING MEETING

of the Spring Grove Area School District Board of School Directors

Monday, July 17, 2023, 7:00 PM

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

VOTING MEETING AGENDA

- | | | |
|-------|---|----------------------|
| I. | Call To Order | 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:<ul style="list-style-type: none">• June 26, 2023, to discuss negotiations and personnel | |
| 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 IOANNIDIS |
| V. | Correspondence | RACHEL ROHRBAUGH |
| VI. | Legislative Update | DR. GEORGE IOANNIDIS |
| VII. | York County School of Technology | DAVE TRETTEL |
| VIII. | York Adams Academy | NO REPORT |
| IX. | Special Committee Reports <i>(as needed)</i> | |
| X. | Approval of Minutes: <i>(motion and second needed, voice vote)</i> | |
| | <ul style="list-style-type: none">▪ June 26, 2023 – Regular Voting Meeting▪ June 26, 2023 – Directors' Study Forum | |
| XI. | Treasurer's Report <i>(motion and second needed, roll call vote)</i> | DOUG WHITE |
| | <ul style="list-style-type: none">▪ Month Ending June 30, 2023 | |

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

- **BUSINESS/FINANCE REPORTS**

- Budget and Finance DOUG WHITE
- Buildings and Grounds DOUG WHITE
- Transportation MICHAEL RITZ

- **MANAGEMENT REPORTS**

- Policy KAREN BAUM
- Personnel KAREN BAUM

- **PROGRAM REPORTS**

- Curriculum NICOLE WILSON

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

TREASURER'S REPORT FOR THE MONTH ENDING June, 2023

GENERAL FUND - CHECKING

Balance 5/31/2023 \$ 3,872,317.08 \$ 2,058,155.80

Receipts

Total Receipts (as per attached) \$ 8,900,741.18
 Transfer from PSDLAF \$ 2,000,000.00
 Cleared Deposits (Including Prior Months) \$ 10,900,741.18 \$ 10,900,741.18

Expenditures

Paid bills through end of month \$ 8,480,402.67
 Transfer to PLGIT
 Voided Checks \$ (6,214.56)
 \$ 8,474,188.11
 Cleared Expenses (Including Prior Months) \$ 8,069,220.29 \$ 8,069,220.29

Balance 6/30/2023

ACNB (.60%) \$ 4,889,676.69

GENERAL FUND - INVESTMENTS

Balance 6/30/2023

PLGIT Prime (5.21%) \$ 5,146,808.56
 PLGIT Term \$ -
 \$ 5,146,808.56
 PSDLAF - Max (4.934%) \$ 2,481,898.21
 PSDLAF - Full Flex Pool (5.000%) \$ 1,083,479.58
 PSDLAF - Treasury Bill (4.690%) \$ 1,954,297.78
 PSDLAF TOTAL \$ 5,519,675.57
 INVESTMENT TOTAL \$ 10,666,484.13 \$ 10,666,484.13

GENERAL FUND - TOTAL

\$ 15,556,160.82

NUTRITION SERVICES FUND

Balance 5/31/2023 \$ 1,503,951.99 \$ 1,503,951.99

Receipts

Total Receipts (as per attached) \$ 404,961.01
 Cleared Deposits (Including Prior Months) \$ 404,971.01 \$ 404,971.01

Expenditures

Paid bills through end of month \$ 458,702.85
 Voided Checks \$ -
 \$ 458,702.85
 Cleared Expenses (Including Prior Months) \$ 453,279.52 \$ 453,279.52

Balance 6/30/2023

ACNB (.60%) \$ 1,455,643.48

NUTRITION SERVICES FUND TOTAL

\$ 1,455,643.48

CAPITAL RESERVE FUND

Balance 5/31/2023 \$ 884,488.80 \$ 884,488.80

Receipts

Transfer from General Fund \$ 402,365.27
 Interest \$ 431.17
 Cleared Deposits (Including Prior Months) \$ 402,796.44 \$ 402,796.44

Expenditures

Paid bills through end of month \$ -
 Voided Checks \$ -
 \$ -
 Cleared Expenses (Including Prior Months) \$ 89,714.49 \$ 89,714.49

Balance 6/30/2023

ACNB (.60%) \$ 1,197,570.75

CAPITAL RESERVE INVESTMENTS

Transfer from General Fund (Land Sale Proceeds) \$ -
 PSDLAF PSDMAX (4.934%) \$ 805,842.68 \$ 805,842.68

CAPITAL RESERVE TOTAL

\$ 2,003,413.43

Invoices presented for Board approval

\$ -

STUDENT ACTIVITY FUNDS

Balance 6/30/2023

Elementaries \$ 9,359.62
 Intermediate School \$ 6,513.79
 Middle School \$ 6,612.74
 High School \$ 111,497.54

STUDENT ACTIVITY FUNDS-TOTAL

\$ 133,983.69

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BUDGET AND FINANCE BOARD ACTIONS REQUESTED:

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

- B. **CONSOLIDATED APPLICATION TITLE I READING PROGRAM SERVICES** – Approval of the attached agreement for IU12 to provide remedial reading instructional services as per the school district's request for assistance and in accordance with the school district's consolidated application for a Title I Reading Program for academically eligible students attending non-public schools in the Spring Grove Area School District.

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BUILDINGS AND GROUNDS BOARD ACTIONS REQUESTED:

- A. **REGIONAL RECREATION SERVICES AGREEMENT** – Approval of the attached Regional Recreation Services Agreement between Spring Grove Borough, Paradise Township, Jackson Township, and the Spring Grove Area School District (participants), and YMCA of the Roses for the administration of a joint community recreation and parks program.

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BUILDINGS AND GROUNDS – FOR INFORMATION ONLY:

A. MANDATED BUILDING FIRE DRILLS

<i>SCHOOL BUILDING</i>	<i>DATE OF DRILL</i>	<i>MINUTES</i>	<i>SECONDS</i>
<i>New Salem Elementary NOT NEEDED</i>			
<i>Paradise Elementary NOT NEEDED</i>			
Spring Grove Elementary	06/27/2023	1	14
Spring Grove Intermediate	06/28/2023	1	50
Spring Grove Middle School	06/20/2023	1	23
Spring Grove High School	06/26/2023	3	25

B. UPDATED BUILDINGS AND GROUNDS COMMITTEE MEETING MINUTES OF JUNE 21, 2023 – See attached, with revisions noted.

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TRANSPORTATION BOARD ACTIONS REQUESTED:

- A. **KRISE BUS/VAN DRIVERS** – Approval of the following additional contracted Krise Bus Company Bus/Van Driver for the extended 2022-2023 school year during the summer school / summer camp programs, in accordance with the pupil transportation state regulations as set forth in 22 Pa Code 23.4:

1) Tammy Craig

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POLICY BOARD ACTIONS REQUESTED:

- A. **FIRST READING** – Approval of a first reading for the following policies:
- 1) Policy #137 – Home Education Programs (*revised*)
 - 2) Policy #137.1 – Extracurricular Participation by Home Education Students (*new*)
 - 3) Policy #137.2 – Participation in Co-curricular Activities and Academic Courses by Home Education Students (*new*)
 - 4) Policy #137.3 – Participation in Career and Technical Education Programs by Home Education Students (*new*)
 - 5) Policy #200 – Enrollment of Students (*revised*)
 - 6) Policy #202 – Eligibility of Nonresident Students (*revised*)
 - 7) Policy #204 – Attendance (*revised*)
 - 8) Policy #217 – Graduation (*revised*)
 - 9) Policy #221 – Dress and Grooming (*revised*)
 - 10) Policy #251 – Students Experiencing Homelessness, Foster Care and Other Educational Instability (*revised*)
 - 11) Policy #255 – Retire Policy (*language included with proposed revisions to #251*)
- B. **2023-2024 STUDENT/PARENT HANDBOOK** – Approval of the attached Code of Student Conduct and General Operating Procedures, in accordance with Board Policies, to be included in the Core Section of the 2023-2024 Student/Parent Handbook, relevant to all students at the K-12 educational levels.

Background Information: *The proposed documents included with this agenda are based upon the final draft shared at the June 26th Directors' Study Forum. Board members were given opportunity to submit feedback to the Superintendent for consideration of updating the final version prior to the July 17th meeting. Final formatting of the 2023-2024 Student/Parent Handbook will be completed when all sections are assembled, and appendices are attached.*

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PERSONNEL BOARD ACTIONS REQUESTED:

A. **RESIGNATIONS** – Approval of the following resignations:

- 1) **Spring Grove Area Middle School Science Instructor** – John Sengia, effective the last day before the first day of the start of the 2023-2024 school year to accept another teaching position in a neighboring district.
- 2) **Spring Grove Area High School English Instructor** – Michael Shoupe, effective August 1, 2023, to accept a teaching position in another district.
- 3) **Spring Grove Elementary School Part Time Nutrition Support** – Rachel Smith, effective July 9, 2023, to accept a full-time position with another employer.

B. **TRANSFERS** – Approval of the following transfers:

- 1) **Spring Grove Area School District Elementary Assistant Principal** – Ashlie Rittle, **from** Spring Grove Area School District Instructional Support Teacher **to** Spring Grove Area School District Elementary Assistant Principal, effective August 14, 2023. Compensation established at a prorated annualized salary of \$98,000.

Background Information – Ashlie earned a Bachelor of Elementary Education degree from the Pennsylvania State University, a Master of Educational Development and Strategies from Wilkes University, and an Educational Leadership Certificate from Pennsylvania State University. Ashlie has 9 years of teaching experience at the K-6 level, and 4 years of experience as an Assistant Principal / Principal in neighboring districts. Ashlie is filling the position following the resignation of Dr. Marvin London.

- 2) **Spring Grove Elementary School Head Cook – Nutrition Supervisor** – Tuesday DeCello, **from** Spring Grove Elementary School Lead Cook **to** Spring Grove Elementary School Head Cook – Nutrition Supervisor, effective August 21, 2023. Compensation established at \$19.25 per hour for 7 hours per day, 180 days per year.

Background Information – Tuesday has been employed with Spring Grove Area School District since 2010 in Nutrition Services. Tuesday earned SERV Safe Management certification in 2022. She has also been an active volunteer in the district and has assisted with summer custodial service responsibilities. Tuesday is filling the position resulting from the retirement of Ruth Wentz.

- 3) **Spring Grove Intermediate School Instructional Assistant - Special Education** – Shannon Knotts, **from** Spring Grove Intermediate School Lead Cook to Spring Grove Intermediate School Instructional Assistant – Special Education – Emotional Support, effective August 21, 2023. Compensation established at the current hourly rate for 7 hours per day, 180 days per year.

Background Information – Shannon has been working in Nutrition Services with the district since 2003. She is transferring from her position to fill the vacancy resulting from the resignation of Elizabeth Stabley.

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- 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 Long Term Substitute** – Patricia (Trish) Lackey, effective for 2023-2024 school year. Compensation established at Step 1 of the Bachelor's Schedule.

Background Information – Trish served as a Special Education Instructor from 2018 – 2021 and was a guest substitute for several years prior to 2018. She was a long-term substitute for the 2021-2022 and 2022-2023 school years and assists with coverage at the elementary schools.

- 2) **Spring Grove Area School District Long Term Substitute** – Heather Altland, effective for 2023-2024 school year. Compensation established at Step 1 of the Bachelor's Schedule.

Background Information – Heather has served as a guest substitute since 2020. She was a substitute for the 2021-2022 and 2022-2023 school years and assists with coverage at the high school.

- 3) **Spring Grove Area School District Elementary Instructor** – Janelle Heilman, effective at the beginning of the 2023-2024 school year. Compensation established at Step 15 on the Master's Schedule.

Background Information – Janelle earned a Bachelor of Science in Elementary Education from Towson University and a Master's in Reading Specialization from Hood College. Janelle taught in private and public schools in Maryland and has been teaching for 4 years in a neighboring district. She is filling the position following the resignation of Elizabeth Eveler, and the subsequent transfer of Andrew Howell to Paradise Elementary and the transfer of that Elementary position to Spring Grove Elementary.

- D. **ATHLETICS** – Approval of the following coaches for the 2023-2024 Fall Season, with compensation determined by the Coaches' Salary Matrix and the stipends noted below, and authorizing discretion to reduce, pro-rate, or cancel any appropriated payment because of a delayed, shortened, or canceled season:

Job Title	Coach Name	Stipend
Boys Soccer - Varsity Head Coach	Christopher Salemme	\$ 4,154.00
Boys Soccer - Varsity Assistant Coach	Julian Digruttola	\$ 2,909.00
Boys Soccer - Varsity Assistant Coach	Edward Medhurst	\$ 2,909.00
Cheerleading (Football) - Varsity Head Coach	Hillary Gruzs	\$ 754.25
Cheerleading (Football) - Varsity Assistant Coach	Kayla Bennett	\$ 754.25
Cheerleading (Football) - Varsity Assistant Coach	Hannah Wheler	\$ 754.25
Cheerleading (Football) - Junior High Head Coach	Kelsey Pedmo	\$ 754.25
Cross Country - Varsity Head Coach	Brian Bahn	\$ 4,193.00
Cross Country - Varsity Assistant Coach	Paxton Drumheller	\$ 2,100.00
Cross Country - Junior High Head Coach	Stephen Perago	\$ 2,300.00
Field Hockey - Varsity Head Coach	Julia Baer	\$ 4,504.00
Field Hockey - Varsity Assistant Coach	Brandy Baker	\$ 2,909.00
Field Hockey - Junior High Head Coach	To Be Determined	

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Job Title	Coach Name	Stipend
Field Hockey - Junior High Assistant Coach	Aubree Ross	\$ 2,493.00
Football - Varsity Head Coach	Thomas Trone	\$ 6,500.00
Football - Varsity Assistant Coach	Kyle Sprenkle	\$ 1,845.50
Football - Varsity Assistant Coach	Eric Baumgardner	\$ 3,641.00
Football - Varsity Assistant Coach	Benjamin Redding	\$ 3,541.00
Football - Varsity Assistant Coach	Weston Yohe	\$ 3,541.00
Football - Varsity Assistant Coach	Jeffrey Zinn	\$ 1,820.50
Football - 9th Grade Head Coach	Nathan Smith	\$ 3,342.00
Football - 9th Grade Assistant Coach	Matthew Gobrecht	\$ 2,993.00
Football - 8th Grade Head Coach	Stephen Hersh	\$ 1,558.75
Football - 8th Grade Assistant Coach	Darren Ray	\$ 1,558.75
Football - 8th Grade Assistant Coach	Samuel Biesecker	\$ 1,558.75
Football - 8th Grade Assistant Coach	Joshua Ross	\$ 1,558.75
Girls Soccer – Varsity Head Coach	Tyler Smith	\$ 4,154.00
Girls Soccer – Varsity Assistant Coach	Christopher Schwab	\$ 2,909.00
Girls Soccer – Varsity Assistant Coach	Sarah Jennings	\$ 1,454.50
Girls Soccer – Varsity Assistant Coach	Michaela Landis	\$ 1,454.50
Girls Tennis - Varsity Head Coach	Tara Osborne	\$ 3,000.00
Girls Tennis - Varsity Assistant Coach	To Be Determined	
Girls Volleyball - Varsity Head Coach	Elizabeth Zeigler	\$ 4,604.00
Girls Volleyball - Varsity Assistant Coach	Samantha Strausbaugh	\$ 3,134.00
Golf - Varsity Head Coach	Shane Grim	\$ 3,000.00

- F. **ESY (EXTENDED SCHOOL YEAR) SUPPORT STAFF** – Approval of the following support staff to assist students during the 2022-2023 ESY Program, with 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) Tabitha Blizzard, Elementary
- 2) Morgan Molison, Elementary

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

- 1) Elijah Lancaster, Lifeguard/Swim Aide
- 2) Colin Trone, Lifeguard/Swim Aide

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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>
Marina Rohrbaugh	High School	Athletic Training	08/07/2023	10/30/2023
Autumn Leese	SGI	Special Education	11/15/2023	02/14/2024

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CURRICULUM BOARD ACTIONS REQUESTED:

- A. **2023-2024 FOREIGN EXCHANGE STUDENT** – Approval to allow Clotilde Meurin of Chatou, France, as an International Foreign Exchange Student and enroll in the Spring Grove Area School District as a high school student for the 2023-2024 school year, contingent upon receipt of appropriate immunization documentation and verifying the J-1 Visa in accordance with Board Policy No. 239, with acknowledgment from the host parents that they bear full responsibility for the student's wellbeing throughout the school year.

Background Information: *Ayusa 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/must be verified and collected before the student's enrollment is finalized.*

- B. **PENN STATE YORK AFFILIATION AGREEMENT** – Approval to enter into agreement with Penn State York and provide district facilities as a practicum and accept Penn State York student teachers / student interns.