

Minutes of the November 13, 2018 Planning/Action Meeting of the Shippensburg Area Board of School Directors held in the Middle School Cafeteria, 101 Park Place, Shippensburg, PA 17257.

OPENING

Call to Order

Dr. David Lovett called the meeting to order at 7:06 p.m.

EXECUTIVE SESSION - 6:30 p.m.

Dr. Lovett announced an Executive Session was held prior to tonight's Planning/Action Meeting to discuss Personnel matters.

Roll Call

On roll call, the following members were present: Dr. David Lovett, President; Mrs. Susan Spicka, Vice President; Mrs. Erica Burg; Dr. Michael Lyman (7:14 p.m.); Mr. Hunter Merideth; Mrs. Tracy Montoro; Mr. Charles Suders; Dr. Geno Torri; Tatum Parks, Student Representative; and Samuel Burg, Student Representative. Dr. Nathan Goates was absent.

Others present were: Dr. Jerry Wilson, Superintendent; Mrs. Bernadette Benbow, Shippensburg Area Middle School Principal; Mr. Joseph Wachter, Director of Operations and Maintenance; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; Mr. Michael Montedoro, Athletic/Transportation Director; Mr. Andrew Milone, The News Chronicle; parents; teachers; concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

Moment of Silence

The Board of School Directors held a moment of silence in memory of the following:

Doris Jean Heberling ~ July 19, 1931 - October 19, 2018
Class of 1950 graduate of Shippensburg High School

Margaret "Peggy" Bigler ~ December 16, 1935 - October 24, 2018
Graduate of Shippensburg High School, retired secretary at the former junior high school, and mother of Tina Hamilton, secretary at Nancy Grayson Elementary School

Barry Killinger Sr. ~ May 10, 1942 - October 29, 2018
1960 graduate of Shippensburg High School

Michael Baer ~ December 2, 1961 - November 2, 2018
1980 graduate of Shippensburg Senior High School

Zachary Comp ~ January 28, 1993 - November 4, 2018
2011 graduate of Shippensburg Area Senior High School

Mary Jane Taylor ~ October 15, 1941 - November 7, 2018
Retired Director of the Rowland Laboratory School at Shippensburg University (Grace B. Luhrs University Elementary School)

Rita J. Fox (Cummings) ~ November 15, 1954 - November 8, 2018
Graduate of Shippensburg Area Senior High School

(Action)

Agenda Approval

Dr. Lovett asked if there are any changes or amendments to tonight's agenda.

Dr. Wilson stated there were no changes to the published agenda however, he noted there were some late amendments to the agenda.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

Ms. Wendy Tomczak, resident of the S.A.S.D., spoke to the Board regarding her concerns with the proposed stadium project and the financial impact building a stadium on district property will impose on the tax payers.

REPORTS

Student Representatives Report

Sam Burg, Student Representative, reported on the following events/issues at the Shippensburg Area Senior High School:

- 1) Sadly, the football team lost to William Penn on Friday and finished the season with a 10-2 record. He noted Adam Houser set several school and personal rushing records during the 2018 football season.
- 2) The Key Club collected 60 items for their Drive for Veterans event.
- 3) Student Council is holding their annual locker decorating contest with prizes to the top three winners.
- 4) The Powderpuff football game will be held on November 14, 2018.

Tatum Parks, Student Representative, reported on the following events/issues at the Shippensburg Area Senior High School:

- 1) The Drama Club will be presenting the fall play "Cinderella" on Thursday, November 15, 2018 and Saturday, November 17, 2018 at 7:00 p.m. If school is cancelled on Thursday, that show will be moved to Sunday, November 18, 2018 at 5:00 p.m.
- 2) The Veteran's Day Program held on Friday, November 15, 2018 was well attended.

- 3) Mrs. Minnich's 9th grade Honors U.S. History Class is showing their History Day projects on December 13, 2018 from 6-7:30 p.m. in the lobby at the high school.

Dr. Lyman arrived at 7:14 p.m.

Franklin County Career Center Report - Susan Spicka and/or Charlie Suders

None

Finance Report

Mrs. Lentz, Business Administrator, presented information to the Board regarding the current transportation contract's expiration dates and an upcoming recommendation to align these expiration dates for both the regular education and special education transportation contracts by extending the special education transportation contract by one year.

Curriculum Report

Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment, presented the 2017-2018 District PSSA and Keystone test scores to the Board. She also reported that Future Ready Index information previously was to be released by the State in October of 2018 but should now be available some time in November 2018.

Superintendent's Report

1. **Donation Report:** The Shippensburg Area School District Board of School Directors acknowledges receipt of donations from the following:
 - **SASHS Class of 1952**, monetary donation of \$30.00 to purchase a book to be placed in the library at the Shippensburg Area Senior High School in memory of Jerry Bigler.
 - **Collegeboard**, \$250.00 AP Exam rebate check to be used by the Shippensburg Area Senior High School Guidance Department.
 - **Shippensburg Moose Lodge #2500**, monetary donation of \$100.00 to support the Shippensburg Area Senior High School FFA.
2. **Enrollment Report :** The November 1, 2018 Enrollment Report was presented to the Board. Enrollment numbers are as follows:

| | | | | | |
|--------------|-----|---------------|-----|-----------------|-----|
| Kindergarten | 270 | Fifth Grade | 281 | Tenth Grade | 262 |
| First Grade | 244 | Sixth Grade | 277 | Eleventh Grade | 257 |
| Second Grade | 260 | Seventh Grade | 276 | Twelfth Grade | 253 |
| Third Grade | 228 | Eighth Grade | 262 | Out of District | 25 |
| Fourth Grade | 234 | Ninth Grade | 258 | | |

Updates

Dr. Wilson provided information to the Board on the following:

- A district wide survey regarding The Flagship Proud Project was released to obtain parent and community feedback on the proposed projects at the Senior High.
- Dr. Wilson attended the Shippensburg University School Study Council Outstanding Teacher Recognition Luncheon which recognized Ted Dewald and Joselyn Topper as outstanding teachers from the Shippensburg Area School District.

Middle School Career Exploration Presentation

Mrs. Bernadette Benbow, Middle School Principal and Ms. Krystal Johnson, Career Exploration Teacher at the Middle School, discussed the Middle School class on Career Exploration.

(Action)

OLD BUSINESS

On motion of Lyman, seconded by Merideth to approve the following Old Business item:

Motion to Remove RFP Award for Stadium, Turf Field, and Track Improvements Design and Construction Administration Services from the Table

- At the October 22, 2018 Board meeting, the Board of School Directors tabled the RFP Award for Stadium, Turf Field and Track Improvements Design and Construction Administration Services. A motion must be made to remove the item from the table.

On roll call, all present voted yes to this Old Business item except **Torri** and **Suders** who voted **no**.

(Action)

OLD BUSINESS

On motion of Merideth, seconded by Lyman, to approve the following Old Business item:

RFP Award for Stadium, Turf Field and Track Improvements Design and Construction Administration Services

- The District requested proposals from applicable firms to provide Landscape Architecture and Engineering Design and Construction Administration Services for a new 1,700 Seat Stadium, Multipurpose Synthetic Turf Field, and Track Improvements at the SASHS. The District received a total of six proposals. Of those proposals, only one firm meets all requirements as defined in the Request for Proposals. This firm ranked second in providing the lowest cost proposal at a base cost of \$159,800 plus reimbursable

expenses of an estimated 3% of proposed costs. A summary of the proposals received was provided to the Board.

The Superintendent recommends approval for JMT to provide Landscape Architecture and Engineering Design and Construction Administration Services for a new 1,700 Seat Stadium, Multipurpose Synthetic Turf Field and Track Improvements at our SASHS. The costs of these services will be paid for out of assigned fund balance set aside for the proposed stadium project.

A discussion occurred among the Board, Mr. Wachter, Mr. Montedoro, and Dr. Wilson regarding the above Request for Proposal award.

On roll call, all present voted yes to this Old Business item.

(Action)

OLD BUSINESS

On motion of Burg, seconded by Montoro to approve the following Old Business items:

Second Reading and Approval and Deletion of Policy

- The Superintendent recommends approval of revised policy #810 - Transportation (includes Student Discipline on Buses) for a second reading/adoption and deletion of policy #810.3 - Student Behavior on Buses. Both policies were provided to the Board.

On roll call, all present voted yes to this Old Business item except **Suders** who voted **no**.

(Action)

CONSENT AGENDA

On motion of Suders, seconded by Merideth to approve the following Consent Agenda items:

Approval of Minutes

- Recommend approval of the minutes as presented and attached from the October 22, 2018 Board meeting.

Finance

- Recommend approval of the following:
 1. **Financial Reports**
 - a) Treasurers
 - b) Capital Reserve Fund
 - c) Cafeteria Fund

2. **Tax Report**

3. **Budget Reports**

- a) Budget Summary
- b) Budget Transfers

Personnel

Administration

- The Superintendent recommends acceptance of the following revised resignation date:
 - 1. **David Rice**, Principal at the Middle School, retroactive to October 29, 2018.
- The Superintendent recommends approval of the following revised employment start date:
 - 1. **Joseph Wachter V**, Director of Operations and Maintenance, retroactive to November 12, 2018.

Professional Staff

- The Superintendent recommends approval of the following appointment:
 - 1. **Jonathan A. Marshall**, Social Studies Teacher at Senior High School, effective pending release from his current school district.

Education: Shippensburg University - Bachelor's

Experience: Fannett-Metal School District - 2 years

Certification: Social Studies

Salary: \$48,869 (prorated) Bachelor's Step 1
- The Superintendent recommends approval of the following leave of absence:
 - 1. **Brittany E. Michael**, Kindergarten Teacher at Nancy Grayson Elementary School from approximately February 18, 2019 to May 24, 2019 (or the last day of the 2018-19 school year).
- The Superintendent recommends approval of the following substitute teacher:
 - 1. **Anderson Edey**

Support Staff

- The Superintendent recommends approval of the following support staff employees who have completed the 60 day probationary period and reached regular status. This is in accordance with the SAESP Bargaining Agreement, Article III, Section 3.02:
 1. **Kimberly Etter**, Cafeteria Cashier/Helper at the James Burd Elementary School, retroactive to November 7, 2018.
 2. **Heather Goiran**, Classroom Assistant at the Middle School, retroactive to November 8, 2018
 3. **Wanda Hanna**, Cafeteria Cashier/Helper at the Grace B. Luhrs University Elementary School, retroactive to October 25, 2018.
 4. **Angela Hostetter**, Classroom Assistant at the Senior High School, retroactive to November 8, 2018.
 5. **Kristina Shoemaker**, Cafeteria Kitchen Helper at the Senior High School, retroactive to November 8, 2018.
 6. **Melissa Yinger**, Classroom Assistant at the James Burd Elementary School, retroactive to November 8, 2018.

- The Superintendent recommends acceptance of the following resignation:
 1. **Lori Braet**, Building Secretary, part-time (approximately 5.75 hours per day) at the James Burd Elementary School, effective November 21, 2018.

- The Superintendent recommends approval of the following promotion:
 1. **Aml Habib**, from Cafeteria Kitchen Helper, part-time (approximately 3.5 hours per day) to Cafeteria Cashier/Helper, part-time (approximately 4.5 hours per day) at the Senior High School, retroactive to October 22, 2018 at an hourly rate of \$9.60.

- The Superintendent recommends employing the individual below:
 1. **Darlene Scheib**, Cafeteria Kitchen Helper, part-time (approximately 2.75 hours per day) at the Nancy Grayson Elementary School, retroactive to November 5, 2018 at an hourly rate of \$9.19.

- The Superintendent recommends employing the individuals below for substituting pending receipt of all required documentation:
 1. **Jamie Riley** - Cafeteria
 2. **Shannon Varner** - Cafeteria
 3. **Karen Wingerd** - Classroom Assistant & Health Room Assistant
- The Superintendent recommends approval of the following leave request:
 1. **Wanda Hanna**, Cafeteria Cashier/Helper at the Grace B. Luhrs University Elementary School is requesting uncompensated leave for October 12, 2018.

Supplemental Staff

- The Superintendent recommends approval of the following coaches for the 2018-19 coaching season:

Senior High School

Ray Staver - Head Boys Basketball Coach
Corey Kauffman - Boys Assistant Basketball Coach
Andrew Markel - Head Girls Basketball Coach
Anthony Yaniello - Head Wrestling Coach
Joseph Finkey - Assistant Wrestling Coach
Deborah Hoffman - Assistant Swimming and Diving Coach

Middle School

Gregory Reed - Head Boys Basketball Coach
Randy Van Scyoc - Assistant Boys Basketball Coach
Sean Kolanowski - Head Girls Basketball Coach
Angela Hostetter - Assistant Girls Basketball Coach
George Blessing - Head Wrestling Coach

- The Superintendent recommends approval of the following appointments:
 1. **Ethan Davidson**, Assistant Wrestling Coach at Middle School, effective November 13, 2018.

Experience: Shippensburg School District - wrestled 15 years from elementary to High School

Education: Shippensburg University Student

Salary: \$1,915.54

2. **Eric Minor**, Girls' Assistant JV Basketball Coach at Senior High School, effective November 13, 2018.

Experience: SAYA Youth Basketball Program - 10 years

Education: Shippensburg High School graduate

Salary: \$2,331.06

- The Superintendent recommends approval of the following volunteer coaches for the 2018-19 school year:
 1. **Margarito Morales** - Middle School Basketball Program
 2. **Wade Mills** - Senior High School Basketball Program
 3. **Teagan Staver** - Senior High School Basketball Program

Textbooks to be Sold, Donated, or Disposed

- The Superintendent recommends approval of the list of high school textbooks provided to the Board to be sold, donated or for disposal. Follett, a company that provides educational products to schools, colleges, and public libraries, will review the books for purchase. Any textbooks not purchased by Follett, will be donated to community libraries, the Rotary Club, or will be disposed.

Replacement of Dump Truck

- At the October 8, 2018 Planning/Action Meeting, the Board of School Directors granted disposal of a 1993 Ford Dump Truck due to the truck being unsafe and unable to be repaired. This truck was one of the main plow trucks used for District snow removal. In order to be prepared for the upcoming winter season, the Superintendent is recommending approval to replace this vehicle (snow plow included) at a cost not to exceed \$30,000. The funds will be allocated from the assigned fund balance for capital and maintenance outlays.

Repository Sale Consent

- The Tax Claim Bureau of Franklin County has notified the District of two properties that are no longer in a tax generating status because the parcel has been placed in the County Repository. These properties are as follows:

2005 Doublewide Mobile Home - \$610.00 repository bid price

1991 Fleetwood Mobile Home - \$110.00 repository bid price

The Tax Claim is requesting that the Board allow these properties to be sold in order to bring them back into a tax generating status. The Administration recommends that the Board of School Directors authorize the sale of these parcels as per the correspondence from the Tax Claim Bureau to the Board.

Request to Use High School Auditorium on a Sunday

- In the event of a cancelled theater performance Thursday, November 15 due to inclement weather, the Superintendent recommends that the Board permit a Sunday, November 18 performance of the high school play, Cinderella.

On roll call, all present voted yes to these Consent Agenda items.

(Action)

CONSENT AGENDA

On motion of Burg, seconded by Merideth to approve the following Consent Agenda item:

District Comprehensive Plan

- The Superintendent recommends approval of the District Comprehensive Plan, as provided to the Board, beginning July 1, 2019 through June 30, 2022. The Comprehensive Plan has been posted to the District's Curriculum site since October 9, 2018 in compliance with the Pennsylvania Department of Education's requirement for public posting 30 days prior to submission.

Dr. Lyman requested a summary of the District Comprehensive Plan.

Mrs. Woodall highlighted areas from a previous presentation regarding the District Comprehensive Plan.

Dr. Lovett asked for a copy of Mrs. Woodall's presentation.

Mrs. Burg requested a paper copy of the District's Comprehensive Plan.

Dr. Wilson stated that any Board Member interested in a paper copy should contact his office.

On roll call, all present voted yes to this Consent Agenda item.

(Action)

CONSENT AGENDA

On motion of Burg, seconded by Merideth to approve the following Consent Agenda item:

Agreement with Nearpod

- Nearpod is an interactive presentation and assessment tool that allows teachers to add interactive features to their presentations, such as virtual field trips, formative assessments, polls, videos, 3-D images, etc.

The Superintendent recommends approval of the agreement and sales quote with Nearpod as presented to the Board.

Mrs. Spicka noted her concerns with the above contract, specifically the lesson plan section of the program.

On roll call, all present voted yes to this Consent Agenda item except **Spicka** who voted **no**.

BOARD COMMENTS

Mrs. Spicka spoke regarding an email received from Dr. Wilson regarding an incident involving racial slurs that occurred at the Friday, November 9, 2018 playoff football game against William Penn. She feels this merits further action from the Board since this type of behavior is not what the Shippensburg Area School District stands for.

(Action)

ACTION AGENDA

On motion, **from the floor**, from Spicka, seconded by Montoro, to approve the following statement to be posted on the District website:

- “We were disappointed and embarrassed to learn that a few Shippensburg fans shouted racist, derogatory comments to York supports and players after Friday’s game. The Shippensburg Area School District apologizes for the hurtful conduct of a few of our supporters who by their actions brought dishonor to our school and district. With this expression of our apologies, we also extend good luck to William Penn High School in their upcoming playoff contest.”

On roll call, all present voted yes to this Action Agenda item.

Dr. Lovett commented on the incident at last Friday's football game. He expressed how this type of behavior makes the entire community look bad and is something the District must condone and correct. He commented how disrespectful it was to the opposing football team and expressed how upset he was for anyone who heard the behavior and said nothing to correct it. He said hate filled speech and harassment must stop and he hopes the league take the lead and disbands people behaving as such. He also commented he loves the Shippensburg community and serving on the School Board. Additionally, he thanked Mrs. Spicka for putting together the above statement for the Board to approve.

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

None

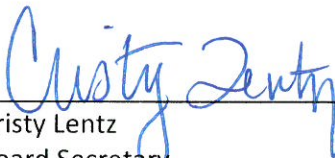
INFORMATION

SASHS Drama Club Performance

The high school drama club will be performing a modern rendition of Cinderella on Thursday, November 15 and Saturday, November 17 in the high school auditorium beginning at 7:00 p.m. Tickets will be sold only at the door - general admission.

ADJOURNMENT

On motion of Torri, seconded by Suders to adjourn at 8:39 p.m.



Cristy Lentz
Board Secretary