

Minutes of the April 14, 2020 Virtual Planning/Action Meeting of the Shippensburg Area Board of School Directors.

EXECUTIVE SESSION - 6:50 PM

A virtual Executive Session was held prior to tonight's Planning/Action Meeting for Student Matters.

OPENING

Call to Order

Mr. Mark Buterbaugh called the meeting to order.

Roll Call

On roll call, the following members were present: Mr. Mark Buterbaugh, President; Dr. Geno Torri, Vice President; Mr. Jim Bard; Mrs. Erica Burg; Dr. Dwayne Burt; Dr. Nathan Goates; Dr. Michael Lyman; Mr. Fred Scott, Sr.; and Mr. Charles Suders. Samuel Burg, Student Representative; and Sarah Fink, Student Representative; were absent.

Others present were: Dr. Chris Suppo, Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mrs. Teri Mowery, Shippensburg Area Intermediate School Principal; Mrs. Susan Martin, Nancy Grayson Elementary Principal; 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; Mrs. Tina Clever, Human Resources Director; Dr. Troy Stevens, Technology Coordinator; parents; teachers; concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

(Action)

Suspension of Policy #006.1 Attendance at Meetings via Electronic Communications

Mr. Mark Buterbaugh sought a motion to temporarily suspend all language in Board Policy 006.1 requiring or otherwise indicating that the majority of Board members must be physically present at a Board meeting when participation of any Board member occurs via electronic means and further suspending the requirement for 3 days' advance written notice of electronic participation, due to the extraordinary circumstances and recommended precautions arising as a result of COVID-19 pandemic, with said action to be made effective immediately, and to remain in effect until further notice.

On motion of Scott, seconded by Burt to approve the Suspension of Policy #006.1 as noted above.

On roll call, all present voted yes.

(Information)

Mr. Buterbaugh stated there are currently 68 participants, including 54 attendees, logged into tonight's virtual meeting.

Mr. Buterbaugh also recognized this challenging time in the District and stated he is proud of our administrators, teachers, and support staff for their efforts during these unprecedented times and thanked them for all of their hard work.

Welcome and Expectations for New Platform

The following information was read by Mr. Buterbaugh regarding tonight's virtual Planning/Action Meeting:

- Notice to all participants that this meeting is being recorded and/or live streamed
- Role of Meeting Host: Mrs. Tina Clever will control the virtual platform
- Motions - Board Members will announce full name for Motion and Second
- All voting will require a roll call vote with Board Members stating their full name followed by "yes" or "no"
- Public Comment on Agenda items - 30 minutes prior to the scheduled meeting start time, comments on agenda items must be submitted via email to the Board Secretary at Board.Secretary@ship.k12.pa.us and must include your full name and address

Comments at end of meeting will be addressed by using the "Raised Hand" feature; individual from the public must state full name and address.

Executive Sessions

Mr. Mark Buterbaugh notified the public that an Executive Session was held to discuss Personnel and Legal Matters related to COVID-19, the Coronavirus Pandemic, on March 16, March 23, and March 30, 2020.

(Action)

Agenda Approval

Mr. Buterbaugh asked if there were any changes or amendments to tonight's agenda.

Dr. Suppo commented that under #7 Action Agenda, item C "Capital Area Intermediate Unit Budget 2020-21", please update the item to reflect the recommendation will be made tonight and not at the April 27, 2020 Planning/Action Meeting. Also under #7 Action Agenda, item D "Short-term Agreement with CenturyLink", please remove this item from tonight's agenda.

On motion of Burt, seconded by Burg to approve tonight's Planning/Action Meeting agenda as modified above.

On roll call, all present voted yes.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

None

REPORTS

Franklin County Career Center Report - Charlie Suders

None

Board Committee Reports

None

Superintendent's Report

1. **Enrollment Report:** The April 1, 2020 Enrollment Report was presented to the Board. The enrollment numbers are as follows:

| | | | | | |
|--------------|-----|---------------|-----|-----------------|-----|
| Kindergarten | 252 | Fifth Grade | 245 | Tenth Grade | 255 |
| First Grade | 284 | Sixth Grade | 293 | Eleventh Grade | 256 |
| Second Grade | 253 | Seventh Grade | 276 | Twelfth Grade | 244 |
| Third Grade | 285 | Eighth Grade | 280 | Out of District | 21 |
| Fourth Grade | 237 | Ninth Grade | 269 | | |

COVID-19

Dr. Suppo thanked the S.A.S.D. staff, students, parents, and community for all of their help and support during this COVID-19 pandemic. He stated he is proud to be a part of the S.A.S.D. He also stated his heart and prayers go out to everyone who has been affected by this event. He also thanked the Board of School Directors for their support. He stated planned instruction began today for students and will be in effect throughout the remainder of the 2019-20 school year. He also commented he is hopeful to have our seniors be able to participate in some of the normal year-end activities such as graduation and said he will share additional details at a later date.

Special Education Needs Assessment Presentation

Dr. Matthew J. Erickson and Dr. Robert S. Isherwood of Key Solutions Staffing presented information to the Board regarding the Special Education Needs Assessment.

A discussion occurred among the Board, the presenters, and Dr. Suppo regarding the presentation including but not limited to the following: participating in ACCESS, board response to the report, etc.

(Information)

DISCUSSION AGENDA

Contract with The Vista School for Extended School Year Services

During the 2019-2020 school year, one (1) student attending The Vista School requires Extended School Year (ESY) services. The services extend from July 6, 2020 to August 13, 2020. The cost of the services is included in the Special Education budget

Administration will recommend approval of the contract.

American Heart Association Grant

Administration will recommend approval for Jesse Haller, Physical Education Teacher at Nancy Grayson, to apply for and accept funds from the American Heart Association Grant in the amount of \$2,223.82. If awarded, the funds will be used to purchase water bottle filling stations which will provide students with the opportunity to fill their water bottles, promoting a healthier lifestyle of drinking water and staying healthy.

(Action)

CONSENT AGENDA

On motion of Scott, seconded by Lyman to approve the following Consent Agenda items:

Approval of Minutes

- Recommend approval of the minutes as presented from the March 9, 2020 Board meeting.

Finance

- Recommend approval of the following:
 1. **Bills of Payment**
 2. **Financial Reports**
 - a.) Treasurers
 - b.) Capital Reserve Fund
 - c.) Cafeteria Fund
 3. **Tax Report**
 4. **Budget Reports**
 - a.) Budget Summary
 - b.) Budget Transfers

Personnel

Professional Staff

- Administration recommends acceptance of the following resignation:
 1. **Hannah G. Campbell**, Learning Support Teacher at the Intermediate School, effective March 25, 2020.

Support Staff

- Administration recommends acceptance of the following resignation:
 1. **Cathy Mooney**, Cafeteria Kitchen Helper, part-time (approximately 2.5 hours per day) at the Intermediate School, effective May 29, 2020 or the last day of the 2019-2020 school year.

Donation - Shippensburg Lions Club

- The Shippensburg Lions Club is requesting authorization to make a monetary donation to the Shippensburg Area School District to purchase two Titmus 3 vision screeners (one for James Burd Elementary and one for Nancy Grayson Elementary schools). These machines are used to perform vision screening for students in grades K-5 and would replace the current machines that are approximately 20 years old. The total amount of the donation is \$7,398.68.

Pursuant to School Board Policy #702 and the Administrative Procedure for the same, any gift over \$2,500.00 must be accepted by the Board of School Directors.

Administration recommends that the Board of School Directors accept this donation.

Memorandum of Agreement for a Dual Enrollment and Partnership Program with Wilson College

- Administration recommends approval of the Dual Enrollment Agreement between Wilson College and the district.

Alternative Education for Disruptive Youth ACT 48 Program Agreement for Services

- River Rock Academy provides educational and counseling services for 25 reserved student slots in the Shippensburg Area School District. The proposed agreement is for the 2020-2021 school year. The school year tuition cost is \$110.00 per day (\$85.00 programming, \$25.00 transportation). Tuition for students will be included in the Board approved annual budget.

Administration recommends approval of the agreement

Contract for SASHS Yearbook

- Administration recommends approval of the three year contract between Shippensburg Area Senior High School and Taylor Publishing Company, d/b/a Balfour for the senior high school yearbooks. Funds from the sale of the yearbook and parent and business ads, go into the student activity account to pay for the cost of the yearbooks. There is no cost to the district.

Resolution Calling for Charter School Funding Reform

- The Resolution Calling for Charter School Funding Reform is recommended for approval.

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

(Action)

ACTION AGENDA

On motion of Scott, seconded by Bard to approve the following Action Agenda items:

Rapid Response Emergency Grant

- Administration recommends approval for Janelle Carbaugh, SASD Social Worker, and Susan Martin, Nancy Grayson Principal, to apply for and accept funds from the Partnership for Better Health for the "Rapid Response Emergency Grant to Address COVID-19" in the amount of \$6,000.00. If awarded, the funds will be used to purchase gift cards to provide direct financial assistance to ensure families have access to nutritious food, healthcare, and related basic needs when faced with a loss of a job or wages during the COVID-19 pandemic.

Continuity of Education Equity Grant

- Administration recommends approval to apply for and accept funds from the Continuity of Education Equity Grant in the amount of \$10,000.00. If awarded, the funds will be used to provide internet services to students who currently do not have access to high speed internet. This will allow students to engage in online curriculum content during the COVID-19 school closure.

Capital Area Intermediate Unit Budget 2020-21

- The Administration recommends approval of the 2020-21 General Operating Budget for the Capital Area Intermediate Unit. A copy of the proposed budget was provided to the Board along with the resolution. The CAIU General Operating Budget of \$7,346,667 for 2020-21 represents a 8.15% increase from the 2019-20 approved budget. Shippensburg Area School District's share for the CAIU's general operations is \$33,449.44. This is a 0% contribution increase from 2019-20

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

(Action)

ACTION AGENDA

On motion of Suders, seconded by Scott to approve the following Action Agenda item:

Expulsion Waiver

Case #2019-2020-14

- The parent of the student in Case #2019-2020-14 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student for 45 days. After successful completion of the program the student will be re-evaluated to determine if the student is eligible to return to the Shippensburg Area School District. During the period of exclusion, the student is not permitted on school property for any reason, including, but not limited to, extra-curricular, co-curricular or school sponsored activities, including athletic events, or he will be charged with trespassing.

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

BOARD COMMENTS

Dr. Lyman asked Dr. Suppo to comment on the high school students' fourth marking period grading system not being amended to a pass/fail system like the other grade levels.

Dr. Suppo stated this is correct. Administration determined fourth marking period grades for students in grades K-3 would be as follows: highly engaged; moderately engaged; or disengaged: grades 4-8 would be a pass or incomplete. He discussed why students in grades 9-12 would not be changing such as receipt of letter grades (A-F), credits, class rank, etc.

Dr. Lyman expressed concerns for the following groups of students: students with limited technology and students who are not good at online learning.

Dr. Suppo talked about the district being flexible and how the process will be continually monitored to address concerns. However, he would like to see if the process currently put into place works.

Dr. Lyman commented on his families' personal experience with the first day of online learning and asked how teachers are working with families whose students may be struggling.

Dr. Suppo commented on how teachers are addressing this issue at this time.

Dr. Goates thanked Dr. Erickson and Dr. Isherwood for the information shared during their Special Education Needs Assessment and asked the people in attendance to reach out to the Board or someone in the district they are comfortable speaking with to share their feedback on this matter.

Dr. Goates thanked Dr. Suppo and all of the administration and teachers who are dealing with the COVID-19 crisis. He appreciates all of the communication that is currently being shared.

Dr. Goates commented on his son's teachers efforts during this time and stated it is appreciated.

Dr. Goates stated he supports the effort and decisions being made by Administration but asked the district to continue to be aware and cautious of how we proceed with processes put in place during this COVID-19 crisis including but not limited to grading, support, etc.

Dr. Suppo commented on the support number provided to students and parents during this time to address technology concerns, mental health concerns, online learning etc.

Dr. Torri feels the district is doing an excellent job during this time.

Mr. Buterbaugh thanked Dr. Suppo for all of his commitment during this unprecedented time.

Dr. Suppo stated it has been a team effort.

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

Mrs. Teddie Trexler Erickson, parent in the S.A.S.D., spoke to the Board regarding students who may be in an unsafe environment and asked if all teachers would be willing to hold a weekly Zoom meeting with their students as a method of checking on their students.

Mrs. Krista Ashenfelder, parent in the S.A.S.D., thanked Dr. Erickson and Dr. Isherwood for their Special Education Needs Assessment and stated they really appreciate the information they provided. She commented that her student's teachers have been amazing. She would like to follow up on the following items from the report: the difficulty and process of effective change; the need for a parent counsel group and her willingness to participate. She also requested a copy of the Special Education Needs Assessment report.

Dr. Suppo commented that the report will be available to the public once the Board has had a chance to fully review the report.

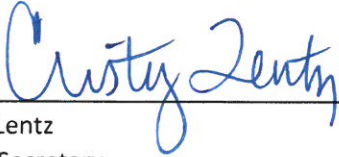
INFORMATION

Date Saver

Next Board Meeting ~ April 27, 2020

ADJOURNMENT

On motion of Suders, seconded by Scott to adjourn at 9:01 p.m.



Cristy Lentz
Board Secretary