

Minutes of the June 24, 2019 Planning/Action Meeting of the Shippensburg Area Board of School Directors held in the Middle School Cafeteria, 101 Park Place, Shippensburg, PA 17257.

**BOARD WORK SESSION - 6:00 P.M.**

The Board of School Directors held a Work Session prior to tonight's Planning/Action Meeting. The topic was the long-term Feasibility Study update.

**OPENING**

**Call to Order**

Dr. David Lovett called the meeting to order.

**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; Mr. Hunter Merideth; Mr. Charles Suders; and Dr. Geno Torri. Mrs. Tracy Montoro and Dr. Nathan Goates were absent.

Others present were Dr. Jerry Wilson, Superintendent; Dr. Scott Shapiro, James Burd Elementary Principal; Dr. Troy Stevens, Technology Coordinator; Mr. Joseph Wachter, Director of Operations and Maintenance; Mr. Michael Montedoro, Athletic/Transportation Director; Dr. C. Gregory Hoover; Mr. Ronald Repak, District Solicitor; Mr. Andrew Milone, The News Chronicle; parents; teachers; concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

**Executive Session**

Dr. Lovett announced the Board of School Directors held Executive Sessions on June 13 and 14, 2019 for second round Superintendent interviews. Additional information will be made available shortly.

**Moment of Silence**

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

**Jean Barnhart** ~ September 28, 1940 - June 8, 2019

Mother of employee Darrell Barnhart and grandmother of employee Nathan Barnhart.

**Lavina R. Coleman** ~ November 5, 1926 - June 6, 2019

Retired in 1993 as the Business Manager's Secretary.

**Agenda Approval**

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

Dr. Wilson stated the agenda is as stands.

(Information).

**CITIZEN'S COMMENTS REGARDING AGENDA ITEMS**

None

**REPORTS**

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

Mrs. Spicka commented she is unable to attend the June 27, 2019 FCCTC meeting. She stated if anyone is interested in attending in her place to please let her know and she will inform the FCCTC.

**Superintendent's Report**

1. **Donation Report**: The Shippensburg Area School District Board of School Directors acknowledges receipt of donations from the following:
  - **American Legion Post 223**, \$200.00 donation to support the Shippensburg Area Senior High School FFA.
  - **Shippensburg Kids Event Committee**, library books for use at the James Burd Elementary School, Nancy Grayson Elementary School, and Shippensburg Area Intermediate School. Value of the donation is \$1,200.00 (\$400 for each school).
  - **Anonymous**, donation of school supplies for use at the Nancy Grayson Elementary School. Approximate value of the donation is \$300.00.
  - **Anonymous**, \$100.00 donation to support the Eagle Scout outdoor seating project at the Environmental Center at the Intermediate School.
  - **Anonymous**, \$1,000.00 donation to use on unpaid lunch balances at the Nancy Grayson Elementary School.

**Updates**

Dr. Wilson thanked the Board of School Directors for the opportunity to serve the Shippensburg Area School District as the Superintendent. He stated he enjoyed working with the Board, leaders, and the community. He indicated he has been blessed with a wonderful career, met tremendous people, and have dedicated my work to improving opportunities for students. He also wished everyone the best and looks forward to hearing of the many future successes of the district.

**EXECUTIVE SESSION**

Dr. Lovett announced there would be an Executive Session for Personnel Matters at 7:06 p.m. The meeting reconvened at 7:29 p.m.

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the June 10, 2019 Board meeting.

Personnel

Administrative Staff

- Recommendation to approve **Dr. C. Gregory Hoover** as Interim Superintendent, effective July 1, 2019.

This appointment will continue until the District hires a new Superintendent or through June 30, 2020, whichever occurs first, with either party having the right to terminate the appointment for convenience or otherwise, following ten (10) days advance notice. This appointment is contingent upon Dr. C. Gregory Hoover signing and executing a contract agreement addressing any and all further terms and PSERS approval.

Professional Staff

- The Superintendent recommends acceptance of the following resignation:
  1. **Melissa A. Flood**, Virtual Elementary Mathematics Teacher, effective August 18, 2019.
- The Superintendent recommends approval of the following appointments:
  1. **Priscilla R. Bateman**, Middle School Teacher, effective August 19, 2019  
Education: Lee University, TN - Master's  
Experience: Shippensburg Area School District - Long-term Substitute, Source4Teachers - Building Substitute, Math Interventionist @ Memphis Street Academy - 1 year, 5th Grade Teacher @ Philadelphia Charter School - 1 year.  
Certification: Grades 4-8 (All subjects 4-6, Mathematics 7-8)  
Salary: \$53,824, Master's +15 Step 1

**Support Staff**

- The Superintendent recommends approval of the following support staff employee who has 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. **Michael Wingert**, Custodian at the Middle School, retroactive to June 8, 2019.
- The Superintendent recommends approval of the following transfer:
  1. **Michael Wingert**, from Custodian, full-time (approximately 8 hours per day) at the Middle School to Custodian, part-time (approximately 5.75 hours per day) at the Senior High School, retroactive to June 17, 2019 with no change in rate.
- The Superintendent recommends employing the individual below:
  1. **Jody Dunmire**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the Middle School, effective August 19, 2019 at an hourly rate of \$9.45.

**Renewal of Lexia PowerUp and Lexia RAPID Assessment**

- The Superintendent recommends the renewal of the Lexia PowerUp and Lexia Rapid Assessment subscription for use at the middle school for grades 6-8. Lexia was utilized by grade 6 teachers during the 2018-2019 school year to provide individualized instruction to students in word study, grammar and comprehension and provides teacher data and resources to differentiate instruction within the classroom.

**Non-Public Transportation Contract**

- The Superintendent recommends approval of the agreement with Cumberland Valley Christian School for the 2019-2020 school year to transport Shippensburg resident students who attend CVCS.

**Donation - James Burd PTO**

- The James Burd PTO is requesting authorization to make a donation to the James Burd Library of \$4,000 worth of Scholastic books.

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.

The Superintendent recommends that the Board of School Directors accept this donation.

**Donation - Greyhound Foundation**

- The Greyhound Foundation is requesting authorization to make a monetary donation in the amount of \$10,000.00 to support the James Burd playground renovation project.  
  
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.  
  
The Superintendent recommends that the Board of School Directors accept this donation.

**Capital Area Intermediate Unit Special Education Contract**

- As outlined in each student's Individualized Educational Program (IEP), the Capital Area Intermediate Unit provides programs and services for students in the Shippensburg Area School District. The proposed agreement is for one year beginning July 1, 2019. The estimated cost for programs and services for the 2019-2020 school year is approximately \$50,724.00 and have been included in the 2019-2020 budget.  
  
The Superintendent recommends approval of the agreement.

**Approval to Remove Existing Equipment - James Burd Elementary School**

- The Superintendent recommends approval of removing of existing playground equipment at James Burd Elementary School to include swings and one wooden structure to prepare for the new playground equipment.

**Playground Equipment Purchase - James Burd Elementary School**

- The Superintendent recommends approval of the contract with Sports and Recreation Associates and James Burd Elementary School to purchase playground equipment in the amount of \$46,960.00. The project was funded through community donations and surplus 18-19 building budget funds.

**Additional Targeted School & Improvement Schools (ATSI) Plan Approval**

- The Superintendent recommends approval of the Additional Targeted School & Improvement Schools (ATSI) Plan for James Burd Elementary School.  
  
The plan was provided to the Board.

**2019-2020 Food Service Meal Prices**

- The Superintendent recommends approval of the following 2019-2020 Food Service Meal Prices. The recommended increase in the lunch meal prices is a step towards aligning with the Federal reimbursement rate for free meal status as per the recommendation of the Federal government.

| <u>School Breakfast</u> | <u>2018-19</u> | <u>2019-20</u> | <u>Increase</u> |
|-------------------------|----------------|----------------|-----------------|
| Elementary              | \$1.50         | \$1.50         | \$0.00          |
| Middle School           | \$1.60         | \$1.60         | \$0.00          |
| High School             | \$1.60         | \$1.60         | \$0.00          |
| Reduced                 | \$0.30         | \$0.30         | \$0.00          |
| Adult Breakfast         | \$2.30         | \$2.30         | \$0.00          |
| Milk                    | \$0.60         | \$0.60         | \$0.00          |
| <u>School Lunch</u>     | <u>2018-19</u> | <u>2019-20</u> | <u>Increase</u> |
| Elementary              | \$2.60         | \$2.70         | \$0.10          |
| Middle School           | \$2.80         | \$2.90         | \$0.10          |
| High School             | \$2.80         | \$2.90         | \$0.10          |
| Reduced                 | \$0.40         | \$0.40         | \$0.00          |
| Adult Lunch             | \$3.80         | \$3.90         | \$0.10          |
| Milk                    | \$0.60         | \$0.60         | \$0.00          |

**PA School-Based Access Agreement 2019-2020**

- The Superintendent recommends approval of the Agreement with PA School-Based Access Program for the 2019-2020 school year. This agreement allows the District to submit claims and receive federal Medicaid reimbursement for medically necessary services provided to their special education students when the services meet the requirements of the state's Medicaid program and are provided in accordance with the student's IEP.

**2019-2020 Art & General Supplies Bids**

- The Administration prepared bids for Art and General Supplies for the 2019-2020 school year. The successful bids are summarized below. The Superintendent recommends awarding the 2019-2020 Art Supplies bid in the amount of \$6,387.98 and the General Supplies bid in the amount of \$30,890.89.

**Art Suppliers Awarded:**

|                            |             |
|----------------------------|-------------|
| Cascade School Supplies    | \$ 1,211.46 |
| Kurtz Brothers             | \$ 1,327.00 |
| Metco                      | \$ 41.65    |
| National Art & School Sup. | \$ 741.48   |

|                         |                    |
|-------------------------|--------------------|
| Pyramid School Products | \$ 1,453.82        |
| S & S Worldwide         | \$ 38.28           |
| School Specialty        | <u>\$ 1,574.29</u> |
| <b>Total</b>            | <b>\$ 6,387.98</b> |

**General Suppliers Awarded:**

|                           |                    |
|---------------------------|--------------------|
| Cascade School Supplies   | \$ 937.22          |
| Kurtz Brothers            | \$14,150.61        |
| National Art & School Sup | \$ 7,502.07        |
| Pyramid School Products   | \$ 8,056.96        |
| S & S Worldwide           | <u>\$ 244.03</u>   |
| <b>Total</b>              | <b>\$30,890.89</b> |

**School Security Pay Increase**

- The Superintendent recommends approval of the pay increase for school security personnel effective July 1, 2019. The school security personnel provides security for the high school parking lot, sporting events and other events as per our facilities use policy including both district sponsored events and events held by outside organizations who rent the district's facilities. The last pay increase to school security personnel was board approved October 22, 2012.

**Operations & Maintenance Service Contracts**

- The Superintendent recommends that the Board of School Directors approve the following additional Operations & Maintenance Service Contracts:
  - 1.) **Siemens** - (07/01/2019 to 06/30/2022) - Building Automation System
  - 2.) **BFPE International Inc.** - (07/06/30/2019 to 06/30/2022) - Inspection of Fire Protection System(s) (i.e. fire extinguishers)
  - 3.) **Trane** - (07/01/2019 to 06/30/2022) - Service/Maintenance of SAIS Air-Cooling System
  - 4.) **Trane** - (07/01/2019 to 06/30/2022) - Service/Maintenance of SASHS Air-Cooling System

**AE Bounce House Rental Agreement**

- The Superintendent recommends approval of the rental contract between AE Bounce House Rentals, LLC. and Nancy Grayson Elementary School for two inflatable slides. Nancy Grayson Elementary School will be holding a Back to School Family Celebration event at their annual Open House on August 19 and 20, 2019. The rental cost is \$795.00 and funds will be paid out of the Nancy Grayson Student Activity Fund.

**School Aged Child Care Program**

- The Superintendent recommends the District continue its partnership with the Boys and Girls Club of Chambersburg and Shippensburg to provide school-age child care at the Nancy Grayson Elementary and Shippensburg Area Intermediate School for the 2019-2020 school year.

**Use of Facility - Volvo Soccer Club**

- The Volvo Soccer Club has asked our permission to use the soccer field located behind the Shippensburg Area Senior High School for their soccer club this summer from 5:00 pm to 7:00 pm every Thursday until such time that the soccer field would be needed for school activities. The Volvo Soccer Club will provide their liability insurance information to the SASD with our normal language required. The Volvo Soccer Club is asking our normal usage fee be waived. As a courtesy to Volvo and in recognition of the good partner they have been with the district, the Superintendent recommends waiving the usage fee this summer.

**Dialed Action Agency, LLC. Event Agreement with Nancy Grayson Elementary School**

- The Superintendent recommends approval of the agreement between Dialed Action Agency and Nancy Grayson Elementary School for professional cyclists to perform a BMX show for students at Nancy Grayson Elementary School on August 30, 2019. The cost of the performance will be paid out of the Student Activity fund.

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

Dr. Lovett welcomed Dr. Hoover back to S.A.S.D. for a 2<sup>nd</sup> tour.

**(Action)**

**CONSENT AGENDA**

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

**Student Handbooks**

- The Superintendent recommends approval of the field trip and volunteer handbook and the student handbooks for the 2019-2020 school year:
  - Elementary (includes James Burd, Nancy Grayson, GBLUES and Intermediate School)
  - GBLUES Addendum Handbook to SASD Handbook
  - Middle School
  - High School
  - Athletic
  - S.A.V.E. (Shippensburg Area Virtual Education)
  - Field Trip
  - Volunteer



The handbooks and a listing of the changes were provided to the Board.

Dr. Lyman asked for clarification on how students who have a free or reduced meal status are identified in order to receive discounted activity fees.

Mr. Montedoro and Mrs. Lentz spoke regarding the District's process for students who have a free or reduced meal status.

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

**(Action)**

**ACTION AGENDA**

On motion of Merideth, seconded by Lyman to approve the following Action Agenda item:

**Approval for Proposed Plan for New Stadium**

- At the April 23, 2019 Board work session, JMT presented a proposed plan for stadium construction which was presented to the Board.

The Superintendent recommends approval of the plan as presented.

A discussion occurred among the Board and JMT regarding the project including but limited to the following: parking, seating, fundraising, project alternates, waste water management update, and a recent meeting with the Borough of Shippensburg.

Dr. Wilson stated he has received verbal approval from Mr. Tom Ryan at Volvo regarding use of their parking lots for District sports events that would occur at the new stadium.

A request was made from Mr. Merideth suggesting the district secure the approval for parking at Volvo in writing in case there are changes to management at Volvo.

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

**(Information)**

**BOARD COMMENTS**

Mr. Suders commented he voted no to the proposed plan for the new stadium because he wants to see the alternates and needs more updates.

Mr. Merideth requested an update from the Arts and Athletic Committee of the Foundation on the fundraising for the stadium project.

Mr. Merideth thanked Dr. Wilson for his service to the district.

Mrs. Burg thanked Dr. Wilson for his service and wished him the best.

Mrs. Spicka commented on the 2019-2020 State budget. She said there is \$160 million in Basic Education Funding in the budget which is \$6 million less than what Governor Wolf proposed.

Mrs. Spicka thanked Dr. Wilson for his service. She stated she learned so much while he was here. She specifically commented on his help getting the district's finances in line which resulted in being able to hire new teachers. She also thanked Mrs. Woodall and Mrs. Lentz for their work on the budget as well.

Dr. Lyman echoed everyone's comments and thanked Dr. Wilson for the mentoring and coaching he provided to him as a new Board Member.

Dr. Lovett thanked Dr. Wilson for his leadership, mentoring the staff, patience, intellectual and academic approach, and always being available. He stated he learned a lot from Dr. Wilson and wished him well in the future.

**CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS**

None

**ADJOURNMENT**

On motion of Suders, seconded Merideth by to adjourn at 7:52 p.m.

  
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Cristy Lentz  
Board Secretary