

Minutes of the March 11, 2019 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.

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

Dr. Lovett announced the Board of School Directors held a Work Session prior to tonight's Planning/Action Meeting. The topics included the following:

- Food Service RFP Review and Recommendation
- Facility/Maintenance Budget (Capital) Review

### **Roll Call**

On roll call, the following members were present: Dr. David Lovett, President; Mrs. Susan Spicka, Vice President; Mrs. Erica Burg; Dr. Nathan Goates; Dr. Michael Lyman; Mr. Hunter Merideth; Mrs. Tracy Montoro; Mr. Charles Suders; Dr. Geno Torri; Tatum Parks, Student Representative (arrived at 7:01 p.m.); and Samuel Burg, Student Representative.

Others present were: Dr. Jerry Wilson, Superintendent; Mrs. Susan Martin, Nancy Grayson Elementary Principal; Mr. Steve Smith, Director of the Grace B. Luhrs University Elementary School; Dr. Shapiro, James Burd Elementary 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. 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:

**John Kenneth Shoap** ~ August 16, 1922 - February 23, 2019  
Graduate of Shippensburg Area Senior High School and past President of the  
Shippensburg Area School Board

**Dale E. Perry** ~ May 29, 1965 - March 1, 2019  
1983 Graduate of Shippensburg High School

**Diane K. Cline** ~ November 1, 1961 - March 2, 2019  
1979 Graduate of Shippensburg Area High School

**Ricky L. Ott, Sr.** ~ September 12, 1961 - March 3, 2019  
1980 Graduate of Shippensburg Area Senior High School and brother of Marjorie Chamberlin, high school secretary

**Logan Addison Lynch** ~ December 23, 1996 - March 3, 2019  
2015 Graduate of Shippensburg Area Senior High School

### **Agenda Approval**

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

Dr. Wilson stated there are no changes but the Board received a small revision in their Board packet to agenda item 6F-Senior Class Trip.

### **(Information)**

### **CITIZEN'S COMMENTS REGARDING AGENDA ITEMS**

None

### **REPORTS**

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

- 1) Spring sports practices have begun
- 2) Makenna Morris, Madeline Facchinei, Teddi Powell, Madison Osanitsch, and Julia Strine represented SASHS at the State swim meet.
- 3) SASHS grapples are proud to announce Jeff Russell will be heading to the State wrestling tournament.

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

- 1) Ship Starts scheduling took place on Friday, March 8, 2019.
- 2) Art Spirit Week is this week.
- 3) Artrageous was held on Thursday, March 7, 2019. The event was well attended.
- 4) The first showing of the Spring musical "Legally Blonde" was Thursday, March 7, 2019.
- 5) A copy of the current issue of the Maroon & Grey Newspaper was included in the Board packet.

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

Mrs. Spicka spoke to the Board regarding the proposed 2019-2020 FCCTC budget. She also passed out a list of the activities/events/awards given to students by the FCCTC.

**Curriculum Report - Sheri Woodall**

Mrs. Woodall reported on the following:

- 1) Effective Instructional Practices Using Technology

**Superintendent's Report**

1. Enrollment Report: The March 1, 2019 Enrollment Report was presented to the Board. The enrollment numbers are as follows:

Kindergarten	272	Fifth Grade	285	Tenth Grade	262
First Grade	243	Sixth Grade	272	Eleventh Grade	258
Second Grade	262	Seventh Grade	282	Twelfth Grade	246
Third Grade	232	Eighth Grade	262	Out of District	25
Fourth Grade	236	Ninth Grade	257		

2. Donation Report: The Shippensburg Area School District acknowledges receipt of donations from the following:

- **Andy Ackelsburg Memorial Scholarship**, a new Alma Mater sign to replace the sign in the main gym at the high school. Approximate value of the donation is \$960.00.
- **SASD Education Foundation**, \$150.00 monetary donation to the Shippensburg Area Senior High School Art Honor Society in appreciation of soup bowls made for the Board of School Directors in recognition of School Board Appreciation Month in January.
- **Franklin County Farm Bureau**, book entitled, "The Tree Farmer" for use in the library and the intermediate school. Value of the donation is \$20.00.
- **Shippensburg Lions Club**, \$200.00 monetary donation to the Middle School to support their PBIS Program.
- **Anonymous**, \$153.18 monetary donation to support the 2019 Jump Ship Program towards substitute and transportation costs.
- **Anonymous**, \$200.00 monetary donation to support the PBIS Program at the Middle School.
- **American Legion Post 223**, \$500.00 monetary donation to support the Science Olympiad Team at the high school.

**Updates**

Dr. Wilson reported to the Board regarding the two recent incidents where guns were displayed. He stated these events unsettled individuals a great deal. He reported on the district's current school security procedures and trainings that helped prepare staff and students for situations such as these.

3. SASD Schools Serving the Community:

Dr. Scott Shapiro reported on community outreach events at the James Burd Elementary School such as Hound Packs, the Hugs Fund, Ronald McDonald House donations, PBIS bike giveaway, Hurricane Harvey donations, and the \$10,000 given to the American Heart Association from the Jump Rope for Heart event.

Dr. Scott Shapiro, in absence of Mrs. Teri Mowery, reported on community outreach events at the Shippensburg Area Intermediate School such as Pennies for Patients, Kings Kettle donations celebrating the 100<sup>th</sup> day of school, and various dress down fundraiser donations.

Mr. Steve Smith reported on community outreach events at the Grace B. Luhrs University Elementary School such as reading fundraisers, Hurricane Maria donations, and supporting farms.

Mr. Steve Smith, in absence of Mrs. Bernadette Benbow, reported on community outreach events at the Shippensburg Area Middle School such as Reading Rainbow, supporting first responders, and local veterans.

Mrs. Susan Martin reported on community outreach events at the Nancy Grayson Elementary School such as Jump Rope for Heart, Hurricane Harvey donations, Ronald McDonald House donations, the coat closet, Hound Packs, dress down fundraiser donations, Smiles Dental program, and Parent to Parent Ed Camp.

Mrs. Susan Martin, in absence of Mrs. Deborah Luffy, reported on community outreach events at the Shippensburg Area Senior High School such as faculty dress down fundraisers, the nurse's benevolence fund, and Student Council supporting Kings Kettle.

Mrs. Susan Martin reported on community outreach events at the Shippensburg Area School District such as the Summer Lunch Program and the Ronald McDonald House donation.

(Action)

**CONSENT AGENDA**

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

**Approval of Minutes**

- Recommend approval of the minutes as presented and from the February 25, 2019 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. **Tax Exoneration Reports:**
    - a) Per Capita Exonerations for the 2018/2019 fiscal year
  5. **Budget Reports**
    - a.) Budget Summary
    - b.) Budget Transfers

**Personnel**

**Administration**

- Recommendation to accept the following resignation:
  1. **Dr. Jerry Wilson**, Superintendent, effective June 30, 2019.

**Professional Staff**

- The Superintendent recommends approval of the following appointment:
  1. **Jamie M. Smith**, Long-term Substitute Health & Wellness Teacher at Intermediate School, effective March 21, 2019  
  
Education: Campbell University - Bachelor's, Frostburg State University - Master's, Wilkes University online - Master's, Learner's Edge online - Master's  
  
Experience: Personal Care Assistant - Chambersburg School District 2013-present, LTS Health & Physical Ed Teacher - Waynesboro Senior High School 3 months, Health Teacher - Chambersburg School District 4 years, LTS Elementary Physical Ed Teacher - Shippensburg School District 2005-06  
  
Certification: Health & Physical Education  
  
Salary: \$100 per day for 30 days, then on 31st day Bachelor's Step 1 \$262.74 per day
  
- The Superintendent recommends approval of the following leave of absence:
  1. **Krystal Johnson**, Career Readiness Teacher at Middle School from May 13, 2019 to May 29, 2019 (or the end of the 2018-19 school year).

**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. **Kacie Haines**, Custodian at Nancy Grayson Elementary School, retroactive to March 8, 2019.
  
- The Superintendent recommends acceptance of the following resignation:
  1. **Jodi Varner**, Secretary to the Director of Curriculum, Instruction & Assessment, full-time (approximately 7 hours per day) at the Senior High School, retroactive to March 8, 2019.

- The Superintendent recommends approval of the following promotion:
  1. **Lori Bigham**, from Building Secretary, part-time (approximately 6.5 hours per day) at the Middle School to Secretary to the Director of Curriculum, Instruction & Assessment, full-time (approximately 7 hours per day) at the Senior High School, effective date to be determined, with no change in rate.
- The Superintendent recommends approval of the following appointment:
  1. **Mary Reese**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the James Burd Elementary School, retroactive to February 25, 2019 at an hourly rate of \$9.45.
- The Superintendent recommends approval of the following leave requests:
  1. **Victoria Baker**, Health Room Assistant at the Middle School and Intermediate School is requesting uncompensated leave from February 28, 2019 through April 3, 2019.
  2. **Amy Zimmerman**, Cafeteria Cashier/Helper at the Middle School is requesting uncompensated leave from April 11, 2019 through April 26, 2019.

**Supplemental Staff**

- The Superintendent recommends acceptance of the following resignation:
  1. **James Carey III**, Assistant Boys' Soccer Coach at Middle School, retroactive to February 26, 2019.
- The Superintendent recommends approval of the following coaches for the 2018-19 coaching season:

Middle School

**Timothy Carey** - Boys' Head Soccer Coach

Senior High School

**Michael Braet** - Assistant Track Coach

**Donation - Orrstown Bank**

- Orrstown Bank is requesting authorization to make a monetary donation in the amount of \$12,000.00 for a Greyhound Mascot Sculpture to be placed in front of the Shippensburg Area Senior High School as part of the District's Flagship Proud Campaign. The donation would come to the District in two installments of \$6,000.00 payable during the 2019 and 2020 fiscal years.

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.

**Zoo America Agreement**

- The Superintendent recommends approval of the Zoo America Outreach agreement for the James Burd and Nancy Grayson Elementary Schools. The event will be held on April 25, 2019. The cost for this event is \$670.00 and will be covered by the PTO's.

**Senior Class Trip**

- The Superintendent recommends approval of the 2019 senior class trip to Washington D.C. Zoo and Six Flags America. Buses will depart from the high school at 5:15 a.m. on Friday, May 17 and return approximately at 9:00 p.m.

Students will miss one day of school and the only cost to the district will be for three substitute teachers at a rate of \$100.00 each for a total of \$300.00. Admission to the park and transportation costs will be paid for by the students.

**Appointment of School Dentist - 2019/20 to 2021/22**

- The Superintendent recommends approval of the three year contract for the appointment of Michael Morehouse, D.M.D., Morehouse Family Dentistry, as school dentist beginning July 1, 2019 through June 30, 2022 at the following rates:

2019-2020	\$3,500.00 (\$50.00 increase over 2018-2019)
2020-2021	\$3,550.00
2021-2022	\$3,600.00

**2019-2020 Capital Area Intermediate Unit (CAIU) Budget**

- The Superintendent recommends approval of the 2019-2020 General Operating Budget for the Capital Area Intermediate Unit. A copy of the proposed budget was presented to the Board along with the resolution. The General Operating Budget of \$6,792,940 represents a 6.30% increase from the 2018-2019 approved budget. Shippensburg Area School District's obligation for the General Operations is \$33,479.37. This is a 0% contribution increase.



**Agreement between TherAbilities and SASD**

- The Superintendent recommends approval of the 2019-2020 agreement between TherAbilities and Shippensburg Area School District. TherAbilities provides speech, occupational, and physical therapy for students in our district.

**Agreement for Independent Occupational Therapy Services**

- The Superintendent recommends approval of the Independent Contractor/Service Agreement between Ms. Kerri Hample, OTD, OTR/L and the district for services provided to one of our students. Services include occupational therapy, occupational therapy evaluations, re-evaluations, consultations, and staff training.

**High School Foreign Exchange Student**

- Per School Board Policy #239, a foreign exchange student from Brazil has met all of the qualifications to attend the Shippensburg Area High School for the 2019-2020 school year.

**Sale of Property at Repository Bid Price**

- The Superintendent recommends approval of the Franklin County Sale of Property at Repository bid price as presented to the Board.

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

**(Action)**

**ACTION AGENDA**

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

**Policies - Second Read**

- The Superintendent recommends approval of the following revised policies for a second reading and adoption:

**#203 - Immunizations and Communicable Diseases - REVISED**

**#626.1 - Travel Reimbursement - Federal Programs and General Funds - REVISED**

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

**(Action)**

**ACTION AGENDA**

On motion of Goates, seconded by Burg to approve the following Action Agenda item:

**Resolution to Adequately Invest in Public Schools and Students**

- Consider and adopt the resolution presented to the Board urging the General Assembly to adequately invest in public schools and students.

Should the resolution be approved, it would be sent to Senator Richard Alloway, Representative Rob Kauffman, Representative Mark Keller, and Governor Tom Wolf.

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

**(Action)**

**ACTION AGENDA**

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

**JLG Industries Inc. Settlement Agreement**

- The Superintendent recommends approval of the real estate tax assessment appeal settlement agreement with JLG Industries Incorporated.

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

**(Action)**

**ACTION AGENDA**

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

**Continuum Investments, LLC Settlement Agreement**

- The Superintendent recommends approval of the real estate tax assessment appeal settlement agreement with Continuum Investments, LLC.

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

**(Information)**

**BOARD COMMENTS**

Mrs. Montoro thanked the staff for going above and beyond their regular duties for the District.

Mrs. Burg thanked the Drama Club for their great performance of "Legally Blonde".

Dr. Lyman also commented on the Drama Club's great performance of "Legally Blonde".

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

Mrs. Louanne Burt, President of the SAEA, spoke to the Board on behalf of the SAEA regarding school security and the need for Resource Officer(s).

Ms. Renee Kelly, parent in the S.A.S.D., spoke to the Board regarding her concerns regarding the recent gun incidents at the District and lack of communication between the District and parents.

Mrs. Shawn Stitt, parent in the S.A.S.D., spoke to the Board regarding her concerns regarding the recent gun incidents at the District and the need for improved communication. She stated she echoes the concerns expressed by Ms. Kelly but hopes to see improved practices in the future.

Dr. Lovett thanked the citizens for speaking and stated their concerns have been heard.

Mr. Suders recommended a committee of the board members be formed to investigate the issues spoke about by the community regarding the recent gun incidents.

Mrs. Spicka commented on a professional development opportunity that will be available on March 20, 2019 for School Board Members regarding safety. She stated Mrs. Montoro and herself would be attending.

**INFORMATION**

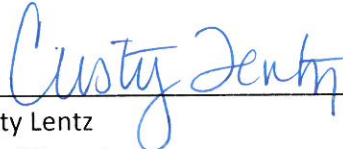
**Date Saver**

March 28 - "An Evening of Jazz" at 7:00 p.m. in the high school auditorium. The Shippensburg Swing Band will perform before the main event at 6:30 p.m. Tickets can be purchased online or at the door.

April 4, 5, & 6 - The Middle School presents, "Seussical, the Musical" at 7:00 p.m. in the Middle School auditorium.

**ADJOURNMENT**

On motion of Goates, seconded by Merideth to adjourn at 8:07 p.m.

  
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Cristy Lentz  
Board Secretary