

Minutes of the November 12, 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**

Mrs. Spicka called the meeting to order.

### **Roll Call**

On roll call, the following members were present: Mrs. Susan Spicka, Vice President; Mrs. Erica Burg; Dr. Nathan Goates (7:11 p.m.); Dr. Michael Lyman; Mr. Hunter Merideth (via telephone conference); Mrs. Tracy Montoro; Mr. Charles Suders; Dr. Geno Torri; and Samuel Burg, Student Representative. Dr. David Lovett, President; 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. Bernadette Benbow, Shippensburg Area Middle School Principal; 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:

**Kathryn W. "Sis" Gayman** ~ March 10, 1921 - October 25, 2019  
1939 Graduate of Shippensburg Area Senior High School

**Cindy Sue Reese** ~ September 22, 1959 - October 28, 2019  
1978 Graduate of Shippensburg Area High School and former Secretary to the Food Service Director at SASD

**Paul L. Clark, Jr** ~ June 18, 1956 - November 6, 2019  
1974 Graduate of Shippensburg Area Senior High School

### **Agenda Approval**

Mrs. Spicka asked if there were any changes or amendments to tonight's agenda.

Dr. Suppo stated the following changes were made to tonight's agenda:

- 1) Under #5 Consent Agenda, item "G" Expulsions, items 1-3 have been updated to show 45 days instead of the remainder of the 2019-20 school year.
- 2) Under #6 Action Agenda, item "A", the name needs changed from Keystone Consultants to Keystone Educational Consulting Group.

(Information)

**CITIZEN'S COMMENTS REGARDING AGENDA ITEMS**

Mr. Bryan Ruth, parent in the District, asked the Board for an update regarding he and his wife's bus stop concerns for the stop on the Baltimore Road.

Dr. Suppo commented he has been in contact with Boyo Transportation. They are looking into options and once a decision has been reached, the families will be notified.

**REPORTS**

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

- 1) Sam thanked the outgoing Board Members for their service to the District.
- 2) The varsity football team beat Solanco and advanced to the second round of playoffs.
- 3) The Powder Puff football game concluded with the Senior and Sophomore beating the Juniors and Freshman by a score of 12-8.
- 4) S.A.S.H.S. hosted it's annual Veteran's Day Program on November 8, 2019 by providing breakfast and a ceremony for area veterans. Student volunteers assisted with this event.
- 5) S.A.S.H.S. is continuing to organize it's Tik Tok Live showcase for December.
- 6) Open swim and Open mats are occurring weekly in preparation for the Winter Sports Season.

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

None

**Superintendent's Report**

**Updates**

Dr. Suppo provided updates to the Board regarding the following items spoke at during the October 28, 2019 Planning/Action Meeting:

- 1) The Baltimore Road bus stop concern – Dr. Suppo stated the district is continuing to look at options.
- 2) The Per Capita presentation – Dr. Suppo stated Mr. Potts and Mr. Brenize brought up some good points. His recommendation is to bring this matter up with the new Board in January for further discussion.
- 3) Policy #200 – Student Enrollment. Dr. Suppo stated he believes the request for teachers in the district to have their child/children attend school where they teach requires additional Board discussion and will be bringing this item to the new Board in January for further discussion.
- 4) Student behavior concerns – Dr. Suppo commented on tonight's Action Agenda item 6A – Agreement with Keystone Educational Consulting Group. He feels working with a third party vendor will be a good step in moving forward to help solve these issues.

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

Kindergarten	249	Fifth Grade	242	Tenth Grade	259
First Grade	273	Sixth Grade	291	Eleventh Grade	266
Second Grade	245	Seventh Grade	272	Twelfth Grade	265
Third Grade	276	Eighth Grade	280	Out of District	22
Fourth Grade	232	Ninth Grade	268		

2. Donation Report: The Shippensburg Area School District Board of School Directors acknowledges receipt of a donation from the following:

- **Zoetis**, \$387.37 monetary donation to support the FFA at the high school.
- **Kiwanis Club**, \$100.00 monetary donation to support the Veterans Day breakfast at the high school.
- **Anonymous**, \$20.00 monetary donation to support student in need lunch debt at James Burd Elementary School.
- **Shetron's Tire Service**, \$50.00 monetary donation to support the Veterans Day breakfast at the high school.
- **Volvo**, \$1,000.00 monetary donation to support the Veterans Day breakfast at the high school.

### Ginny Lopez

Dr. Suppo recognized Mrs. Ginny Lopez for receiving the "Jefferson Award - The Power of Service to Others" for her outstanding work with the S.A.S.H.S. Veteran's Day Program. He stated Channel 21 News will be running a feature on the Veteran's Day Program.

Mrs. Lopez commented the program is a collaborative effort with over 100 student helpers. She stated the students show the utmost respect for the Veteran's and acknowledged the faculty, staff, and community sponsors who are also an important part of being able to host this event.

### SAIS Presentation - Teri Mowery, Principal

Mrs. Mowery presented information to the Board regarding the following:

- 1) S.A.I.S. 2019-20 goals
- 2) Reading progress
- 3) Math progress
- 4) Advancing Science program
- 5) Future staffing and resource needs including but not limited to Physical Education/Health teacher, STEM programing/teacher, Special Education needs, and English/Language Arts materials

- 6) A "Share Table" in the cafeteria.
- 7) Facility/Therapy Dog Program

A discussion occurred among Dr. Goates, Mrs. Montoro, Dr. Lyman, Mrs. Mowery, and Dr. Suppo regarding the proposed Facility/Therapy Dog Program in regards to how the dog would be utilized and if it would be used district wide.

Through head nods, there was unanimous support for Mrs. Mowery to proceed with the application process for a Facility/Therapy Dog Program at S.A.I.S.

**Shippensburg Area School District Greyhound Foundation Announces the Recipients of the Mary Jane Taylor Education Mini-Grant Awards**

Dr. Cheryl Slattery, Education Committee Mini-Grants Chairperson of The Greyhound Foundation, awarded the following 2019 Education Mini-Grants to the following recipients:

RECIPIENT	PROJECT TITLE	AMOUNT
Brooke Bell–SAIS Life Skills Teacher	Fruit Friday	\$ 544.99
Victoria Dennis, HS Biology Teacher	Active and Flexible Seating	\$1,000.00
Eric Foust, HS Special Education Teacher	Cricut for the Classroom	\$ 350.00
Holly Garner & Shannon Heckman, GBLUES Director and GBLUES Reading Specialist	Shippensburg Community Little Free Libraries	\$1,000.00
Beth Jones, SAIS Librarian	Celebrating a Range of Choices in Literature at SAIS	\$ 900.00
Elizabeth Laird, MS Life Skills Teacher	SAMS Room 1 Coffee House Project	\$ 450.00
Michael Peters, HS English and Journalism Teacher	Printing the Maroon and Grey Today Newspaper	\$1,000.00
Stacey Rotz, MS Math Teacher	Stock Market Exploration	\$ 220.00
Jaime Shirk, HS English Teacher	Author-in-Residence Children’s Literature	\$1,000.00
Renee Stewart, HS Biology Teacher	Gaming for Solutions for Pandemics	\$ 398.80
Cara Varholy and Carrie Krebs, MS ELA Teachers	PBIS Student Active Incentives	\$ 582.46
Kim Yonish, HS Learning Support Teacher	Flexible Seating for Room 23 at SASHS	\$ 900.00

(Action)

**OLD BUSINESS**

On motion of Goates, seconded by Burg to approve the following Old Business item:

**MOU Between SASD and the Shippensburg Area Education Association, PSEA/NEA (SAEA)**

- In order to meet SASD needs, specifically current needs at the Nancy Grayson Elementary School and at the Senior High School, Administration recommends approving the Memorandum of Understanding (MOU) between SASD and SAEA, PSEA/NEA. The MOU is for the posting and hiring of a Long-Term Substitute Librarian, assigned to Nancy Grayson Elementary School, for the remainder of the 2019-2020 academic school year.

Administration recommends approval of the MOU.

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

**Executive Session**

Mrs. Spicka announced there would be an Executive Session to discuss Student Matters at 8:05 p.m. The meeting reconvened at 8:14 p.m.

(Action)

**CONSENT AGENDA**

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

**Approval of Minutes**

- Recommend approval of the minutes as presented from the October 28, 2019, 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**

**Administrative**

- **Administration recommends the approval of an Interim Principal, via ESS/S4T, with placement to begin as soon as possible at the James Burd Elementary School.**

This placement will continue until the newly hired James Burd Elementary School Principal is released from his current district to assume his new SASD role. This will occur no later than December 16, 2019. The daily rate for this assignment will be \$250.00.

- Administration recommends approval of the following leave of absence:

**Sheri Woodall**, Director of Curriculum, Instruction and Assessment from approximately February 17, 2020 through May 4, 2020.

**Professional Staff**

- Administration recommends approval of the following leave of absence:

1. **Glenda Hockensmith**, Grade 1 Teacher at James Burd Elementary School from November 18, 2019 to January 13, 2020.

**Support Staff**

- Administration 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. **Sara Mailen**, Building Secretary at the Nancy Grayson Elementary School, retroactive to October 10, 2019.

- Administration recommends employing the individuals below:

1. **Clayton Morrow**, Custodian, full-time (approximately 8 hours per day) at the Nancy Grayson Elementary School, retroactive to November 5, 2019 at an hourly rate of \$9.80. This is replacing a vacant position.
2. **Susanne Ogden**, Cafeteria Head Cook, part-time (approximately 5.75 hours per day) at the Nancy Grayson Elementary School, retroactive to November 4, 2019 at an hourly rate of \$10.84. This is replacing a vacant position.

- Administration recommends approval of the following leave request:

1. **Jody Dunmire**, Classroom Assistant at the Middle School is requesting 10 additional days of uncompensated leave to be used as needed for the 2019-2020 school year.



**Supplemental Staff**

- Administration recommends approval of the following coaches for the 2019-20 coaching season:

**Senior High School**

**Ray Staver** - Head Boys' Basketball Coach

**Corey Kauffman** - Assistant Boys' Basketball Coach

**Andrew Markel** - Head Girls' Basketball Coach

**Eric Minor** - Assistant Girls' Basketball Coach

**Anthony Yaniello** - Head Wrestling Coach

**Joseph Finkey** - Assistant Wrestling Coach

**Chandler Johnson** - Head Swimming Coach

**Deborah Hoffman** - Assistant Swimming Coach

**Middle School**

**Gregory Reed** - Head Boys' Basketball Coach

**Randy VanScyoc** - Assistant Boys' Basketball Coach

**Sean Kolanowski** - Head Girls' Basketball Coach

**Angela Hostetter** - Assistant Girls' Basketball Coach

**George Blessing** - Head Wrestling Coach

**Ethan Davidson** - Assistant Wrestling Coach

- Administration recommends acceptance of the following resignations:
  1. **Rebecca Davis**, Co-Assistant Volleyball Coach at Middle School, retroactive to November 5, 2019.
  2. **Amanda MacLaughlin**, Co-Assistant Volleyball Coach at Middle School, retroactive to November 5, 2019.
- Administration recommends approval of the following appointments:
  1. **Travis DeShong**, Secondary Mentor at Middle School, effective November 13, 2019 at a prorated supplemental salary of \$662.50.
  2. **Cheryl Diehl**, Yearbook Business Manager at James Burd Elementary School, effective November 13, 2019 at a supplemental salary of \$500.00.

3. **Trisha Graham**, Yearbook Co-Business Manager at Nancy Grayson Elementary School, effective November 13, 2019 at a supplemental salary of \$250.00.
  4. **Lindsey Gossert**, Yearbook Co-Business Manager at Nancy Grayson Elementary School, effective November 13, 2019 at a supplemental salary of \$250.00.
  5. **Janice Myers**, Yearbook Co-Business Manager at Intermediate School, effective November 13, 2019 at a supplemental salary of \$250.00.
  6. **Barbara Wright**, Yearbook Co-Business Manager at Intermediate School, effective November 13, 2019 at a supplemental salary of \$250.00.
  7. **Mark Reed**, Assistant Swim/Diving Coach at Senior High School, effective November 13, 2019 at a supplemental salary of \$2,002.20.
- Administration recommends approval of the following volunteer coaches:
    1. **Taren Hockenberry** - Senior High School Wrestling Program
    2. **Donald Nori** - Senior High School Basketball Program
    3. **Trevor O'Donnell** - Senior High School Basketball Program

#### **Resolution for Outdated Library Books**

- Administration recommends approving the Resolution, as presented to the Board, regarding the disposal of outdated, obsolete library books.

#### **Woods Purchase of Services Agreement**

- Woods Services, Inc. operates a residential treatment facility. The agreement is for the 2019/2020 school year and the estimated cost for programs and services is \$31,824.00.  
Administration recommends the approval of the agreement.

#### **S.A.S.H.S. Student Activity Fund Club Merger**

- The S.A.S.H.S. Student Activity Funds currently entitled "TSA Club" and "SEAL Team Club" wishes to merge together and change their name to the "Robotics/Seal Team Club". This merger and name change aligns the name of the club with the evolving STEAM Programs at S.A.S.H.S. Currently, the TSA Club has an account balance of \$25.82 which they wish to transfer to the Robotics/Seal Team Club. The Administration recommends approval of these changes.

Dr. Suppo provided additional details regarding the Interim Principal recommendation to the Board.

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



(Action)

**CONSENT AGENDA**

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

**Student Expulsions**

1. **Case #2019-2020-1**

The parent of the student in Case #2019-2020-1 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student for forty-five (45) days. 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.

2. **Case #2019-2020-2**

The parent of the student in Case #2019-2020-2 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student for forty-five (45) days. 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 she will be charged with trespassing.

3. **Case #2019-2020-3**

The parent of the student in Case #2019-2020-3 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student for forty-five (45) days. 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 she will be charged with trespassing.

4. **Case #2019-2020-4**

The parents of the student in Case #2019-2020-4 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student for the remainder of the 2019/2020 school year. 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 these Consent Agenda items.

**(Action)**

**ACTION AGENDA**

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

**Agreement with Keystone Educational Consulting Group**

- The Board of School Directors authorizes the administration to enter into an agreement with Keystone Educational Consulting Group to conduct a district-wide special education program needs assessment for district special education programming K-12 with the costs not to exceed \$8,500.00.

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

**(Action)**

**ACTION AGENDA**

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

**Approval to Post/Hire Long-Term Substitute Physics Teacher at the High School**

- Administration recommends the immediate posting and hiring of a Long-Term Substitute Physics Teacher at the Senior High School to cover the instructional responsibilities of Physics Teacher Sharon Lawrence. Mrs. Lawrence will be administratively reassigned to other duties. Such duties will include providing professional development and support of the new student information software, Skyward. This voluntary reassignment will continue through the remainder of the 2019-2020 school year.

A discussion occurred among the Board and Dr. Suppo regarding this recommendation.

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

**BOARD COMMENTS**

Dr. Goates commented on the presentation presented at the October 28, 2019 Planning/Action Meeting by Mr. Plotts and Mr. Brenize regarding the Per Capita presentation. He is in full support of a plan to address the inequities but felt maybe the District should wait for updated 2020 Census data and recommends the District Solicitor is involved in providing recommendation/options on correcting.

Mr. Merideth thanked the community for allowing him to serve on the Board of School Directors. He wished out going and new members the best of luck.

Mrs. Burg addressed the Board as follows:

"I would like to this moment to thank the leaving Board members for their service:

Dr. Lovett for his time as President.

Mr. Merideth for his steady guidance, thoughtful input and gentle manner. I wish you the best as you continue in your law journey. I would not be surprised if you returned to the Board in the future.

Ms. Montoro, for coming onto the board midway. Your experience as a former teacher, human resources staffer and career counselor brought valuable insights on all Board matters. It was an honor to serve with you as a fellow woman on the board.

Susan, recognize this shirt?? It is from the first budget and finance meeting we ever attended after reading an article in the now defunct Shippensburg Sentinel about the drastic cuts Governor Corbett had proposed to public schools throughout the commonwealth. This led us to have a bake sale at the State Capital to protest the cuts, lead us to follow local, state and national education policy and led you to your current role as executive director, Education Voters of PA. And of course, becoming a school director. Students in the Shippensburg Area School District will benefit from your efforts for years to come. Because of your advocacy, we have reduced our costs for cyber schools, allowing for the hiring of additional teachers, stopped big corporations from receiving large tax breaks, and have a lovely new auditorium with an improved sound system. What cannot be emphasized enough is how in small, quiet ways you have helped individual students in this district succeed. Perhaps, unbeknownst to you, you have inspired young women to run for office in the future. I know while you may no longer be on the school board, you will continue to fight for public education all over the state. Thank you for your service. While your voice on this board will no longer be here, I know it will loud throughout the state.

Dr. Torri thanked Mrs. Spicka for her service on the Board.

Dr. Lyman concurred with the comments made by Mrs. Burg. He also stated maybe future Board Meetings could be held in the updated S.A.S.H.S. auditorium and stated Mrs. Spicka encouraged him to originally run for the Board. He also thanked Mrs. Montoro for her service on the Board.

Mrs. Montoro thanked the Board for appointing her to serve the remainder of the open vacancy. She wished Dr. Suppo and the Board the best of luck.

Mrs. Spicka provided a recap of Board accomplishments during her time serving on the Board. She commented that during her tenure, the Board has continued to close the gap on student spending when compared to the average school district. The additional spending on students has resulted in an increase in student performance. She also highlighted the many staffing additions, increased Fund Balance, updates to curriculum, facility updates, and cyber expense savings that occurred while she served. She hopes the next Board continues with the proposed stadium project as she feels our students deserve much better. She wished the new Board well and hopes they continue to invest in our students. Lastly, she commented she feels the hiring of Dr. Suppo was the best thing and said it has been an honor and privilege to serve.

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

Mrs. Tamara Smith-Moore, teacher at the GBLUES and parent in the district, thanked Dr. Suppo and the Board for their continued discussion regarding teacher's child/children attending the building in which they work. She stated she has been in contact with PDE and Dean Hill and feels policy can be written to meet regulations and the affiliation agreement.

**INFORMATION**

**Date Saver**

**Parent/Teacher Conferences**

Grades K-3: November 4, 5, 13, 15  
Grades 4-5: November 4, 5, 6, 13, 14  
Grades 6-8: November 5, 7, 12, 14  
Grades 9-12: November 19, 2019

**November 21 and 23** (Thursday and Saturday) - "A Midsummer Night's Dream" presented by the High School Drama Club

**Fall Break -**

November 27 - Two hour early dismissal  
November 28, 29, December 2 - District Closed  
December 3 - Staff Development, students not in session

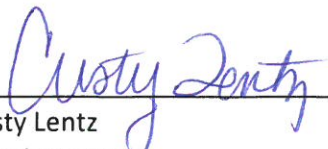
**Next Board Meeting** - Tuesday, December 3, 2019

Reorganization Meeting at 7:00 p.m., followed by the regular Board meeting.

**Middle School Choral Concert** - December 5, 2019 at 7:00 p.m., Middle School Auditorium

**ADJOURNMENT**

Mrs. Spicka adjourned the meeting at 8:39 p.m.

  
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Cristy Lentz  
Board Secretary