

Minutes of the March 9, 2020 Planning/Action Meeting of the Shippensburg Area Board of School Directors held in the Middle School Cafeteria, 101 Park Place, Shippensburg, PA 17257.

EXECUTIVE SESSION - 6:45 PM

An Executive Session was held prior to tonight's Planning/Action Meeting.

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; Mr. Dwayne Burt; Dr. Michael Lyman; Mr. Fred Scott, Sr.; Samuel Burg, Student Representative; and Sarah Fink, Student Representative. Dr. Nathan Goates and Mr. Charles Suders was absent.

Others present were: Dr. Chris Suppo, Superintendent; Mrs. Susan Martin, Nancy Grayson Elementary Principal; Dr. Troy Stevens, Technology Coordinator; Ms. Marisa Cass, 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:

Helen Long ~ June 13, 1928 - February 21, 2020
1946 Graduate of Shippensburg High School

Rev. Stanley Rexroth ~ February 11, 1934 - February 22, 2020
Past SASD School Board President and School Board Member

(Action)

Agenda Approval

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

Dr. Suppo commented that under #5 Discussion Agenda, item A "Memorandum of Agreement for Dual Enrollment and Partnership Program with Wilson College" a revised attachment was been added. He also stated he had received a question from the Board regarding the costs for students and S.A.S.D. staff involvement and stated an answer will be forthcoming.

On motion of Scott, seconded by Bard to approve tonight's Planning/Action Meeting agenda.

On roll call, all present voted yes.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

None

REPORTS

Student Representatives - Sam Burg and Sarah Fink

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

- 1) The boys' basketball team will be playing the in State tournament tomorrow night at Milton Hershey.
- 2) Track and Field practice has begun.

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

- 1) The baseball team had a scrimmage today.
- 2) The Spring Musical "Into the Woods" will be performed this weekend. Show times are March 12 at 7:00 p.m., March 13 at 7:00 p.m., and March 14 at 2:00 p.m. and 7:00 p.m.

Franklin County Career Center Report - Charlie Suders, Jim Bard Alternate

None

Board Committee Reports

None

Solicitor's Report

None

Superintendent's Report

1. Enrollment Report: The March 2, 2020 Enrollment Report was presented to the Board. The enrollment numbers are as follows:

Kindergarten	251	Fifth Grade	245	Tenth Grade	256
First Grade	283	Sixth Grade	293	Eleventh Grade	257
Second Grade	254	Seventh Grade	279	Twelfth Grade	246
Third Grade	285	Eighth Grade	280	Out of District	22
Fourth Grade	237	Ninth Grade	267		

Nancy Grayson Elementary School Presentation

Mrs. Susan Martin, Nancy Grayson Elementary Principal, and Mr. Jeremy Eastman, Administrator Intern and 1st Grade Teacher at the Nancy Grayson Elementary School, presented information to the Board on the MTSS (Multi-tiered Systems of Support) program and events occurring at the Nancy Grayson Library.

(Information)

DISCUSSION AGENDA

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

Administration will recommend approval at the March 23, 2020 Board meeting of the Memorandum of Agreement between Wilson College and Shippensburg Area School District for the purpose of dual enrollment. The Wilson College Dual Enrollment and Partnership Agreement offers college level courses to our qualified junior and senior students at a discounted rate.

Resolution Calling for Charter School Funding Reform

The Board may wish to adopt a Resolution Calling for Charter School Funding Reform at the March 23, 2020 Board Meeting.

Overnight Field Trip Request - SASHS Future Business Leaders of America

Mrs. Christine Myers and Mrs. Krista Akers, advisors for the Shippensburg High School Future Business Leaders of America (FBLA), and three of their students would like to attend the FBLA State Leadership Conference/Competition in Hershey in April 6-8. The State Leadership Conference is a major event in the PA FLBA year where qualifying members participate in competitive events, attend seminars, and campaigning for state office. Students/advisors will miss two full days of classes and two blocks of classes upon their return on April 8. The cost to the district is for one substitute for 2.5 days, totaling \$250.00.

Administration will be seeking approval for this trip at the March 23, 2020 Board Meeting.

Revised Board of School Directors Meeting Schedule for 2020

Due to a scheduling conflict, the Board Meeting originally scheduled for Monday, May 11, 2020 will need to be rescheduled to Tuesday, May 12. Beginning with the March 23, 2020 Board Meeting, all future meetings will be held in the High School Auditorium.

Administration recommends approval of the revised schedule.

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.

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.

Zoo America Agreement

Administration recommends approval of the Zoo America Outreach agreement for the James Burd and Nancy Grayson Elementary Schools. The event will be held on April 27, 2020. The cost for this event is \$680.00 and will be covered by the PTO's.

Mrs. Burg asked how the District would be monitoring the Coronavirus and what effect it may have on the proposed overnight field trip request by the S.A.S.H.S FBLA.

Dr. Suppo stated the District is receiving a lot of information regarding the Coronavirus. He stated there is a list of information coming out regarding the guidelines and implications to schools. He said a lot of conferences and events have been cancelled or delayed. He recommends the Board approve the trip at the March 23, 2020 Planning/Action meeting and said the Administration will continue to monitor the event and update it's status accordingly as new information becomes available.

Dr. Suppo also stated he met with Superintendents in Cumberland County and Franklin County to further discuss the Coronavirus. He also referenced a letter he sent out to the public and the Board regarding how the Shippensburg Area School District would be dealing with the Coronavirus. He also commented the District's website will continue to be updated as additional information becomes available.

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the February 24, 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 for the purpose of retirement:
 1. **April M.K. Hoover**, Grade 7 ELA Teacher at the Middle School, effective May 29, 2020 or the last day of the 2019-2020 school year.
- Administration recommends approval of the following appointment:
 2. **Miranda S. Forney**, Long-term Substitute Grade 2 Teacher at the Nancy Grayson Elementary School, effective from March 18, 2020 to March 26, 2020, at a daily rate of \$268.39, Bachelor's Step 1 (LTS for Julie Conner).
- Administration recommends approval of the following leave of absence extension:
 3. **Julie Conner**, Grade 2 Teacher at the Nancy Grayson Elementary school from March 12, 2020 to March 26, 2020.

Support Staff

- Administration 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:
 4. **Jody Dunmire**, Classroom Assistant at the Middle School, retroactive to February 3, 2020.
 5. **Shannon Varner**, Cafeteria Kitchen Helper at the Middle School, retroactive to February 27, 2020.
- Administration recommends acceptance of the following resignation:
 6. **Tina Connor**, Classroom Assistant, full-time (approximately 6.5 hours per day) at the James Burd Elementary School, effective March 17, 2020.
- Administration recommends approval of the following temporary promotion extension:
 7. **Vesta Yeager**, from Custodian, part-time (approximately 5.75 hours per day) to Head Custodian, full-time (approximately 8 hours per day) at the Senior High School, retroactive to February 24, 2020 through approximately March 27, 2020 at an hourly rate of 11.86.
- Administration recommends employing the individual below:
 8. **Ashley Carney**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the Middle School, retroactive to February 27, 2020 at an hourly rate of \$9.80. This is replacing a vacant position.

- Administration recommends employing the individual below for substituting:
 9. **Crystal Torres** - Classroom Assistant & Secretary
- Administration recommends approval of the following leaves of absence:
 10. **Laura Cover**, Health Room Assistant at the Middle School/Intermediate School is requesting uncompensated leave for February 20, 21 and 24, 2020 and February 26, 2020 through March 13, 2020.
 11. **Jody Dunmire**, Classroom Assistant at the Middle School is requesting ten days of intermittent uncompensated leave to be used during the 2019-2020 school year.

Supplemental Staff

- Administration recommends acceptance of the following resignation:
 12. **Kelsey Harris**, Girl's Head Soccer Coach at the Middle School, retroactive to February 27, 2020.
- Administration recommends approval of the following volunteer coach:
 13. **Kelsey Harris** - Middle School Girls' Soccer Program

Food Service Management Company Renewal & Meal Prices for 2020-2021

- Administration recommends approval of the one year renewal contract with Chartwells and the recommended meal prices for the 2020-2021 school year.

Alumni Directory

- Administration recommends approval to contract with PCI, a company who would collect information from SASD alumni such as class, geography and occupation and produce a directory that the district would use to keep track of our graduates. The directory will be made available for purchase in both print and digital format for those wanting one. Prices were provided to the Board. There is no cost to the district for this service nor does the district benefit from any sales.

Approval of New Boyo Transportation Van Driver

- Administration recommends approval of the following additional Boyo Transportation van driver for the 2019-20 school year:

Deborah Stitely

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

(Action)

CONSENT AGENDA

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

Engineering Design Concepts

- Administration is seeking approval to re-engage with Johnson, Mirmiran & Thompson, Inc. (JMT) to continue design work to include additional elements needed for a complete multi-use athletic stadium adjacent to the high school and preliminary estimates for similar elements at Veterans Stadium.

The motion **failed** with all present voting **no** (**Bard, Burg, Burt, Lyman, Scott, Torri, and Buterbaugh**).

(Action)

CONSENT AGENDA

On motion of Torri, seconded by Lyman to approve the following Consent Agenda item:

Expulsion Waivers

Case #2019-2020-11

- The parent of the student in Case #2019-2020-11 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student until the end of the 2019-20 school year. At the end of the specified time period, there will be a re-evaluation to determine if the student has met the goals of the program and 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.

Case #2019-2020-12

- The parents of the student in Case #2019-2020-12 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 2019-20 school year and the first two marking periods of the 2020/2021 school year. 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.

Case #2019-2020-13

- The parent of the student in Case #2019-2020-13 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 2019-20 school year. 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 these Consent Agenda items.

(Information)

BOARD COMMENTS

Mrs. Burg stated she is speaking as a parent and not a Board Member and commented she appreciated all of the information presented by Dr. Suppo regarding the Coronavirus. She also inquired how many hourly employees would be impacted if the District closed due to Coronavirus. She would like the Board to commit to pay employees during this time.

Dr. Suppo commented on various scenarios that could be used such as maintaining a schedule as normal as possible; continuing to run school but have a reduction in staff; or possibly closing school. He said the District is currently trying to make as many contingency plans as possible.

Dr. Lyman asked if days off schools would need to be made up.

Dr. Suppo commented on communication he received from the Department of Education on making up days with Act 80 days or In-Service Days; the fact that days must be made up by June 30, 2020; the fact the Board could apply for a waiver; and that the State could exonerate districts from having to make up the days. He stated there has been no communication from the State regarding their specific plan.

Mrs. Burg inquired about how free and reduced lunch students could be affected by school closing and if the District is looking into ways to continue this program if schools are closed.

Dr. Suppo commented that the feeding of breakfast and lunch to free and reduced students has been brought up in a lot of these Coronavirus meetings as well as the best way this can be done. He stated nothing has been finalized but discussions are continuing.

Mrs. Burg asked what school nurses are doing regarding illnesses.

Dr. Suppo commented school nurses are continuing to monitor student illnesses and attendance. He said this is a topic that will be further discussed.

Dr. Suppo commented he will be meeting with Administration tomorrow to further discuss the Coronavirus.

Mrs. Burg stated she feels there are additional funds in fund balance to get through this Coronavirus challenge.

Mr. Scott asked if students can get lessons from home if the district closes.

Dr. Suppo stated the district does have the ability to do some on-line learning, especially to seniors. He discussed a flexible instruction day.

Dr. Torri asked if principals have been asked to purchase Lysol wipes.

Dr. Suppo commented that Mr. Wachter and he discussed the best ways to sanitize areas such as hand sanitizer verses cleaning desks, etc. He stated wipes are not the most economical way and it is not practical to wipe the desks after each class. He stated the maintenance staff is doing daily wiping of high traffic areas, door knobs, desks, etc.

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

Ms. Krista Ashenfelder, parent in the S.A.S.D., spoke to the Board regarding the proposed Cyber Charter School Funding Resolution. She said she understands the resolutions has to do with funding but is asking the district to recognize why parents are pulling kids out of public education and placing them in cyber charter schools. She stated her son has three disabilities but she decided not to pull her student out of public education and she said she is making progress with the district but still has seen some bumps along the way. She feels this has more to do with systematic issues and not the people. She would like the district to look into what they can improve to keep kids in public education. She also commented on the challenges she has had with our Special Education department.

INFORMATION

Date Saver

March 6 - 27 ~ SASHS AP Studio Art students will showcase their art at the SHAPE Gallery, located at 19 E. King St., Shippensburg, and will feature Pandemonium, the art of subversion. The opening of the exhibit was held on Friday, March 6. Gallery hours are Wednesday-Friday 5-8 p.m. and 11:00 a.m. to 5:00 p.m. on Saturday. This event is free and open to the public.

March 12 ~ Artrageous, the K-12 District-Wide Art Celebration will be held from 4-7 p.m. at the Senior High School followed by the opening of the High School Musical, Into the Woods beginning at 7:00 p.m. in the auditorium.

Ticket prices for the musical: Adults \$10.00, students/seniors \$8.00

Artrageous is free and open to the public

March 13 & 14 ~ High School Musical, Into the Woods at 7:00 p.m. in the High School Auditorium, and a matinee on Saturday, March 14 at 2:00 p.m.

March 16 ~ Special Board Meeting, 7:00 p.m. in the High School Auditorium, Topic: Special Education Needs Assessment Presentation

March 23 ~ School Board Meeting, 7:00 p.m. in the High School Auditorium

March 26 ~ Evening of Jazz, 7:00 p.m. in the High School Auditorium

Ticket prices for the Evening of Jazz: Adults \$10.00, students/seniors \$5.00

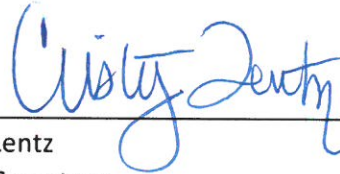
April 2 & 3 ~ Middle School Musical, Once On This Island Junior at 7:00 p.m. in the Middle School Auditorium

April 4 ~ Middle School Musical, matinee at 2:00 p.m. and evening performance at 7:00 p.m.

Ticket prices for the musical: Adults \$10.00, students/seniors \$7.00

ADJOURNMENT

On motion of Scott, seconded by Torri to adjourn at 8:02 p.m.



Cristy Lentz
Board Secretary