

Minutes of the January 28, 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 Board Work Session prior to tonight's Planning/Action Meeting. The meeting was to present information on Skyward, a proposed new student information system; a new visitor identification/management system, and provided an update on Flagship Proud, specifically the proposed upgrades to the S.A.S.H.S. auditorium.

OPENING

Call to Order

Mrs. Susan Spicka called the meeting to order at 7:00 p.m.

Roll Call

On roll call, the following members were present: 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; and Samuel Burg, Student Representative. Dr. David Lovett, President; was absent.

Others present were: Dr. Jerry Wilson, Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mrs. Teri Mowery, Shippensburg Area Intermediate School Principal; Mr. Scott Shapiro, James Burd Elementary Principal; Mrs. Bernadette Benbow, Shippensburg Area Middle School Principal; Mr. Steven Smith, Director of the Grace B. Luhrs University Elementary School; Mr. Joseph Wachter, Director of Operations and Maintenance; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; Mr. Michael Montedoro, Athletic/Transportation Director; 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:

Ruth Kreger (Mase) ~ December 29, 2018
Retired 4th grade teacher at Nancy Grayson Elementary School

Janell K. Love ~ June 27, 1926 - January 12, 2019
1944 Graduate of Shippensburg High School

Larry E. Mitchell ~ April 9, 1948 - January 15, 2019
1966 Graduate of Shippensburg Area Senior High School

Janet L. Fields (Singer) ~ October 23, 1945 - January 26, 2019
1963 Graduate of Shippensburg High School

(Action)

Agenda Approval

On motion of Suders, seconded by Merideth to approve tonight's agenda.

On roll call, all present voted to approve tonight's agenda.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

None

BOARD MEMBER RECOGNITION PRESENTATIONS

Students Say "Thank You"

Students from the following classes read their letters of appreciation to Board members:

High School ~ Ms. Jaime Shirk

- Kourtney Shoap
- Derek Westburg

Middle School ~ Ms. Beth Laird

- Shania Shields, 7th grade
- Taylor Shoemaker, 7th grade

Shippensburg Area Intermediate School ~ Ms. Grace Hockenberry and Ms. Jocelyn Coy, 5th grade

- Austin Alosi
- Camden Winters

Grace B. Luhrs University Elementary ~ Ms. Diane Root, 5th grade

- Madelyn Luhrs
- Everet Rahman

Nancy Grayson Elementary ~ Mr. Matt Stine, 3rd grade

- Liam Feather
- Brelana Gossert

James Burd Elementary ~ Ms. Krystle McCoy, 2nd grade

- Ben Appenzellar
- Annie Jones

Presentation of Gifts

Students from the National Art Honor Society and their art teachers Ms. Sarah Maclay and Mr. Chris Martin, have handcrafted gifts for the Board members. Kim Braet, Cameron Cramer, Reesa Camut, Margaret Spicka, Lanie Vevasis, Abby Williard, and Zoe Williard presented the gifts to the Board.

It was also noted that the National Art Honor Society will be holding a Paint Night Fundraiser on February 9, 2019 from 1-4 p.m. in the Art Wing at the Shippensburg Area Senior High School.

REPORTS

Student Representatives - Tatum Parks and Sam Burg

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

- 1) On behalf of Student Council, a special "thank you" is being extended to School Board Members for giving Student Representatives the platform to inform the School Board about events occurring at the high school.
- 2) The Swimming & Diving team is sending 4 divers and 15 swimmers to Mid Penn's this year.
- 3) Student Council raised \$550 for the American Heart Association at the "Red Out" boys' basketball game.
- 4) The Winter Formal will be held on February 16, 2019. This event is sponsored by the Key Club. The theme for this year's dance is a Carnival theme and a king will be crowned during the event.

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

- 1) The annual Blood Drive will be held on February 22, 2019 and is open to all faculty, staff, and students that are 16 years of age or older. The goal for this event is 45 units of blood.
- 2) Scheduling for the 2019-2020 school year for all freshman will start on January 30, 2019. All other student scheduling will occur between February 5-7, 2019.

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

Mrs. Spicka commented the Franklin County Career Center provided a nice meal in recognition of School Board Appreciation Month.

Superintendent's Report

1. **Donation Report:** The Shippensburg Area School District Board of School Directors acknowledges receipt of donations from the following:

- **McInroy-Sheffer People Trust** - Monetary donation of \$600.00 in memory of Mary McInroy Sheffer to support interscholastic academic competitions in the district.
- **Presbyterian Church of Shippensburg** - Monetary donation of \$600.00 to support the Ignite Club at the high school.

(Action)

OLD BUSINESS

On motion of Montoro, seconded by Lyman to approve the following Old Business item:

Motion to Remove High School Program of Studies from the Table

- At the January 14, 2019 Board meeting, the Board of School Directors tabled the 2019-2020 High School Program of Studies. A motion must be made to remove it from the table.

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

(Action)

OLD BUSINESS

On motion of Merideth, seconded by Montoro to approve the following Old Business Item:

2019-2020 High School Program of Studies

- The Superintendent recommends approval of the 2019-2020 High School Program of Studies as presented to the Board. A listing of the proposed changes was also provided to the Board.

A discussion occurred among Mrs. Burg, Dr. Wilson, and Mrs. Luffy regarding a chemistry class and the use of on-line educational resources.

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

(Action)

OLD BUSINESS

On motion of Montoro, seconded by Merideth to approve the following Old Business Item:

Pilot Blended Courses to be Included in the Program of Studies for 2019-2020

- The Superintendent recommends the language as presented to the Board be included in the 2019-2020 Program of Studies that includes courses:
 - ENG408B Academic British Literature (12) BLENDED-Pilot
 - ENG410B Academic Cultural Literature (12) BLENDED-Pilot

A motion from the floor by Burg, seconded by Suders to **amend** the motion as follows:

Pilot Blended Courses to be Included in the Program of Studies for 2019-2020

- I move to refer the motion to the Curriculum Committee in order to develop guidelines and best practices for blended learning, determine the impact of blended learning on faculty, and develop ways to assess the blended learning. In addition to the standing members of the committee, representatives from the teaching community should be present.

The above **amended** motion **failed** with **Montoro, Goates, Lyman, and Merideth** voting **no**.

On motion of Merideth, seconded by Montoro to approve the following Old Business Item:

Pilot Blended Courses to be Included in the Program of Studies for 2019-2020

- The Superintendent recommends the language as presented to the Board be included in the 2019-2020 Program of Studies that includes courses:
 - ENG408B Academic British Literature (12) BLENDED-Pilot
 - ENG410B Academic Cultural Literature (12) BLENDED-Pilot

The motion **failed** with **Burg, Torri, Suders, and Spicka** voting **no**.

A motion from the floor by Burg, seconded by Goates to approve the following Old Business Item as amended:

Pilot Blended Courses to be Included in the Program of Studies for 2019-2020

- Move to refer the motion to the Curriculum Committee in order to develop guidelines and best practices for blended learning, determine the impact of blended learning on faculty, and develop ways to assess the blended learning. In addition to the standing members of the committee, representatives from the teaching community and Administrators should be present with the intention the pilot course will be taught in the 2nd semester.

The motion was **withdrawn**.

A motion from the floor by Torri, seconded by Suders to approve the following Old Business Item:

Pilot Blended Courses to be Included in the Program of Studies for 2019-2020

- Refer English 408B and 410B to an educational committee for thorough review.

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

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the January 14, 2019 Board meeting.

Finance

- Recommend approval of the following:

Bills of Payment

Personnel

Professional Staff

- The Superintendent recommends approval of the following salary advancements retroactive to the first pay of the second semester:

1. **Jill Beattie** - Master's +30
2. **Beau Zack** - Master's

- The Superintendent recommends approval of the following appointments:
 1. **Nathaniel J. Bechdel**, Grade 3 Long-term Substitute Teacher at Nancy Grayson Elementary School, retroactive to January 23, 2019.

Education: Lock Haven University - Bachelor's

Experience: Source4Teachers Substitute Teacher - 1 year

Certification: Grades PK - 4

Salary: \$90/day for 30 consecutive days then on 31st day - Bachelor's Step 1, \$48,869
 2. **Alexandra M. Piazza**, Grade 1 Long-term Substitute Teacher at Nancy Grayson Elementary School, effective February 7, 2019.

Education: Shippensburg University - Bachelor's

Experience: Source4Teachers - Classroom Aide

Certification: Grades PK - 4, Special Education PK - 8

Salary: \$90/day for 30 consecutive days then on 31st day - Bachelor's Step 1, \$48,869

- The Superintendent recommends approval of the following leave request:
 1. **Ann Emmons**, Speech & Language Support Teacher at Nancy Grayson Elementary School from February 4, 2019 to approximately March 15, 2019.

Support Staff

- The Superintendent 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:
 1. **Nathan Barnhart**, Technology Specialist at the Middle School, retroactive to January 18, 2019.
 2. **Sandra Hershey**, Cafeteria Kitchen Helper at the Middle School, retroactive to January 17, 2019.
- The Superintendent recommends acceptance of the following resignations:
 1. **Sina Parson**, Classroom Assistant, full-time (approximately 7 hours per day) at the Nancy Grayson Elementary School, retroactive to January 17, 2019 for the purpose of retirement.

2. **Robert J. Vignaud**, Custodian, full-time (approximately 8 hours per day) at the James Burd Elementary School, retroactive to January 24, 2019.
- The Superintendent recommends approval of the following promotion:
 1. **Linda Weibley**, from Cafeteria Kitchen Helper, part-time (approximately 3.5 hours per day) to Cafeteria Cashier/Helper, part-time (approximately 4.25 hours per day) at the Senior High School, retroactive to December 14, 2018 at an hourly rate of \$9.92.
 - The Superintendent recommends approval of the following transfer:
 1. **Cindy Neil**, from Cafeteria Cashier/Helper, part-time (approximately 2.5 hours per day) to Cafeteria Kitchen Helper, part-time (approximately 4.5 hours per day) at the Middle School, retroactive to January 17, 2019 at an hourly rate of \$9.66.
 - The Superintendent recommends employing the individuals below:
 1. **Andrea Barber**, Cafeteria Kitchen Helper, part-time (approximately 4.25 hours per day) at the Senior High School, retroactive to January 24, 2019 at an hourly rate of \$9.19.
 2. **Jocelyn Brindle**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the Intermediate School, retroactive to January 16, 2019 at an hourly rate of \$9.45.
 3. **Kristina Shoemaker**, Cafeteria Kitchen Helper, part-time (approximately 2.5 hours per day) at the Senior High School, retroactive to January 7, 2019 at an hourly rate of \$9.19.
 - The Superintendent recommends employing the individual below for substituting pending receipt of all required documentation:
 1. **Sara Mailen** - Secretary, Classroom Assistant & Health Room Assistant
 - The Superintendent recommends approval of the following leave request:
 1. **Victoria Baker**, Health Room Assistant at the Middle School and Intermediate School is requesting uncompensated leave from January 17, 2019 through February 27, 2019.

Supplemental Staff

- The Superintendent recommends the following appointment:
 1. **Sharon Lawrence**, Assistant Swim Coach at the Senior High School, retroactive to November 16, 2018 at a supplemental salary of \$2,143.77.

Education: Shippensburg University

Experience: Shippensburg Area School District Physics Teacher and coached swimming 3 years

Salary: \$2,143.77

2019-2020 General Fund Budget - Resolution Not To Exceed the Act 1 Index

- Each year, the Board of School Directors is required to approve one of two options for developing an annual budget.
 1. Adopt a Budget Resolution Not to Exceed the Act 1 Index in which the millage rate for real estate taxes cannot exceed the established adjusted Act 1 Index rate for Shippensburg Area School District.
 2. Submit a preliminary budget and apply for referendum exceptions to raise real estate taxes above the adjusted Act 1 Index. Final decision to utilize referendum exceptions must be made with the approval of the final budget adoption.

The Superintendent recommends the Board of School Directors approve the resolution not to raise real estate tax millage rates above the Act 1 Index.

AE Bounce House Rental

- The Superintendent recommends approval of the rental contract between AE Bounce House Rentals, LLC. and James Burd Elementary School. James Burd Elementary School will be holding a PBIS celebration event on May 22 that will include renting a slide and obstacle course from AE Bounce House Rentals, LLC. The rental cost is \$665.00 and funds will be paid out of the James Burd Student Activity Fund.

DonorsChoose.org Grant

- The Superintendent recommends approval of the following grant:

The DonorsChoose.org Grant in the amount of \$1,706.82 written by Ms. Kristine Wetzel, grade 2 teacher at James Burd Elementary. If awarded, the funds would be used to purchase 20 Fire tablets to be split between five second grade classrooms. Additional information regarding the grant was provided to the Board.

Sunday Use of Facilities Request - Shippensburg Town Band

- The Superintendent recommends approval of the Shippensburg Town Band's request to use the high school auditorium and band room on Sunday, March 31, 2019 for their annual spring concert.

2019-2020 School Calendar

- The Superintendent recommends approving the 2019-2020 school calendar as presented to the Board.

E-Rate Funding Request 2019

- The Superintendent recommends approval to apply for E-rate funding in the amount not to exceed \$100,000. The funding will enhance the District's wireless (WiFi) system by mounting antennas in the ceiling in the middle of the classrooms. The District's cost for matching funds is approximately 30% of the above total cost (\$30,000). If awarded the E-rate funds, authorization is also being requested to use Technology Fund Balance to cover the District's portion of this expense.

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

(Action)

CONSENT AGENDA

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

Resolution Opposing Legislation Changes to EIT

- The Superintendent recommends approval of the resolution presented to the Board opposing any and all legislation changes for statewide collection and distribution of the local earned income tax (EIT).

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

(Information)

ACTION AGENDA

Policies

The Superintendent recommends approval of the following policies for a first reading:

#209 - Health Examinations/Screenings - revised*

#248 - Unlawful Harassment - revised

#907 - School Visitors - revised

*In 1997, the Secretary of Health notified Superintendents it was no longer necessary to put the burden of TB tests on schools and if the school no longer wanted this responsibility, the school district should apply to the Department of Health for an approved modification to the regulation. To be eligible, the district policy needs to be revised so that "TB tests" is deleted. Afterwards, the Superintendent can make application by writing a letter of this request to the Department of Health.

BOARD COMMENTS

Mr. Suders commented on the discussion that occurred at tonight's meeting regarding the S.A.S.H.S. Program of Studies. He feels the discussion/confusion was a result of not using committees. He requested a report on out of school placement attendance records, etc.

Dr. Lyman requested information regarding enrollment in both our in-house and outside cyber charter schools as well as a report on the district's new Social Worker position.

Dr. Goates commented on Senator Alloway's pending retirement and the affect it could have on the funding proposed by Mr. Fairchild of the Park & Recreation Committee regarding the Memorial Park stadium renovations. He thanked his peers for voting for a stadium on District property.

Mr. Merideth commented he is in agreement with Mr. Suders regarding using committee structures to discuss potential agenda items.

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

Mr. Luke Lyman, resident of S.A.S.D., spoke in support of the proposed blended course opportunity.

Mrs. Shawn Stitt, parent in the S.A.S.D., spoke regarding her concerns with student's using internet at home. She asked if the District has any data regarding how many students currently have internet access at their homes. She also thanked the Board of School Directors for their service.

Mr. Austin Taylor, resident of S.A.S.D., spoke in support of the proposed blended course and his experiences with blended type courses at the college level. He stated he likes blended courses better than full on-line courses.

INFORMATION

Date Saver

February 9, 2019 - The Greyhound Foundation's Athletic Committee will be hosting a fundraiser dinner, followed by informational speeches in the high school cafeteria at 6:00 p.m. Tickets for the dinner are \$25 per person and are available at the athletic office until January 31, 2019.

ADJOURNMENT

Mrs. Spicka adjourned the meeting at 8:51 p.m.



Cristy Lentz
Board Secretary