

Minutes of the September 24, 2018 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. 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; Mrs. Tracy Montoro; Mr. Charles Suders; Dr. Geno Torri; and Samuel Burg, Student Representative. Dr. Nathan Goates; and Tatum Parks, Student Representative; were absent.

Others present were: Dr. Jerry Wilson, Superintendent; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; Mrs. Jo Ann Negley, Secretary to the Business Administrator, Mr. Andrew Milone, The News Chronicle; parents; teachers; and concerned citizens.

Moment of Silence

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

Alexander R. Callan ~ October 22, 1983 - September 11, 2018
2001 graduate of Shippensburg Area High School

Clyde Holtry ~ November 16, 1927 - September 15, 2018
1946 graduate of Shippensburg Area High School

Barbara Smith ~ December 27, 1941 - September 17, 2018
Graduate of Shippensburg Area High School

Delores J. Miller ~ December 7, 1933 - September 18, 2018
Graduate of Shippensburg Area High School and retired cook with the District

Randall J. "Hutch" Hutchison ~ June 30, 1960 - September 22, 2018
1978 graduate of Shippensburg Area High School

(Action)

Agenda Approval

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

Dr. Wilson stated there are no amendments to tonight's agenda.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

None

REPORTS

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

- 1) Friday, September 28, 2018 is the Homecoming Football Game verses Greencastle. There will be a parade, the Homecoming Court will be presented, and the Homecoming Queen will be announced at the game.
- 2) The Homecoming Dance will be held on Saturday, September 29, 2018 from 7-10 p.m.
- 3) The Social Activism Club is holding a voter registration event to encourage students to register to vote.
- 4) The Key Club is holding a Penny War.
- 5) The French Club has begun meeting to plan their trip to Quebec.
- 6) The Key Club will be pieing several teachers for charity.
- 7) This week is Spirit Week. The days are as follows:
 - Monday - T-shirt day
 - Tuesday - rocker day
 - Wednesday - crazy sock day
 - Thursday – Maroon & Grey day
 - Friday – Class colors day
- 8) The football team lost its first game last Friday again Mifflin County.
- 9) The Maroon Platoon is holding sign-ups for the Powder Puff football game.
- 10) The girls' soccer team won their first game last weekend.
- 11) The Guidance Office is using a Smart Futures Program to support career curriculum.

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

None

FFA Presentation

In honor of National FFA Week, Mrs. Kelly Bier introduced officers Jessica Diehl, Chelsey Wise, and Maris Swartz who spoke to the Board of School Directors regarding their Program of Activities for the 2018-19 school year, accomplishments at the Shippensburg Fair, and provided information on their participation and accomplishments at the State competition (placed 2nd) and the Regional Eastern States Exposition.

Curriculum Report - Sheri Woodall

Mrs. Woodall gave a PowerPoint presentation to the Board regarding the Pennsylvania Future Ready Index.

Mrs. Burg, Dr. Lovett, Mrs. Spicka, and Dr. Lyman asked various questions regarding the presentation to clarify items presented by Mrs. Woodall.

Superintendent's Report

Dr. Wilson followed up with the Board regarding the following question "Can a teacher register on an on-line site to get a gift or donation? Dr. Wilson stated that teachers can do this.

Dr. Wilson introduced Elijah Shively, the Eagle Scout and S.A.S.H.S. student who received a resolution at the September 9, 2018 Board Meeting for his S.A.S.H.S. Courtyard project. Elijah was unable to attend the September 9, 2018 Planning/Action Meeting due to illness and academic obligations. Elijah spoke about his project and thanked the Board and Dr. Wilson for the resolution.

Dr. Lovett and Dr. Lyman commended Elijah on a job well done.

(Action)

OLD BUSINESS

On motion of Suders, seconded by Burg to approve the following Old Business Item:

Policy for Second Reading and Approval

- The Superintendent recommends approval of the following new policy for a second reading and approval:

#351.1 - Drug and Alcohol Abuse Assistance

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

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the September 10, 2018 Board meeting.

Finance

- Recommend approval of the **Bills of Payment** and **Capital Reserve Fund paid bills**.

School Board Treasurer

- At the May 29, 2018 Planning/Action Board Meeting, a temporary School Board Treasurer was approved until such a time as a suitable candidate is identified for Treasurer.

The Superintendent recommends approval of the appointment of **Tina Clever**, Human Resources Director, for School Board Treasurer effective September 25, 2018.

Shippensburg Town Band Sunday Use of Facilities Request

- The Superintendent recommends approval of the request from the Shippensburg Town Band to use the high school auditorium and band room on Sunday, October 28, 2018 for their annual fall concert. The Principal has approved this date, however any Sunday use of District facilities must be approved by the School Board pursuant to Board Policy #707.

Shippensburg Wrestling Booster Club Sunday Use of Facilities Request

- The Superintendent recommends approval of the Shippensburg Wrestling Booster Club's request to use the high school auxiliary gym, main gym, cafeteria, kitchen, cafeteria lobby, and boys' locker room for a nine (9) and under dual meet on Sunday, February 3, 2019. The Principal has approved this date, however any Sunday use of District facilities must be approved by the School Board pursuant to Board Policy #707.

SASD Field Hockey Booster Club Sunday Use of Facilities Request

- The Superintendent recommends approval of the Shippensburg Area School District Field Hockey Booster Club's request to use the high school field hockey field on Sunday, October 14, 2018 for a Youth Field Hockey Tournament fundraiser. The Principal has approved this date, however any Sunday use of District facilities must be approved by the School Board pursuant to Board Policy #707.

Entertainment Agreement for PBIS Celebration

- The Superintendent recommends approval of the entertainment agreement between Electrolinear Entertainment, Inc. and Shippensburg Intermediate School for their PBIS celebration on Friday, September 28. The fee for the entertainment will be paid from the SAIS Student Activity Account.

Roof Project Change Order

- The Superintendent recommends approval of the change order as presented below.

Contractor: JM Young & Sons, Inc.

Project: Administration Building, SASHS, and SAMS Roof Project

Change Order: The change order is for the following:

Administration Building - labor and material to replace a section of wood - \$409.81

SASHS - labor and material for additional insulation - \$957.34

SAMS - labor and material for additional insulation and metal deck - \$16,352.38

This change order also includes an adjustment in the form of a credit of (\$2,511.82) made by SASD for labor and materials for items damaged during the project.

Change Order Amount: \$15,207.71

Surplus Items Auction

- In order to maximum advertising capabilities, the Superintendent recommends retroactive approval to contract with **Hurley Auctions of Greencastle, PA** to auction district surplus items online. All items are posted for sale, an email has been sent to all district employees and posted on the district website and Facebook page to attract as many bidders as possible. The commission for Hurley Auctions is 25% of gross sales. The District has contracted with Hurley Auctions in the past and was very pleased with their services and the result of the sale.

CMI Proposal

- The Superintendent recommends retroactive approval of the CMI Proposal to perform air quality VOC testing at SAMS. The estimated costs is \$3,340.00 with additional samples costing \$425.00 each.

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

(Action)

CONSENT AGENDA

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

Personnel

Professional Staff

- The Superintendent recommends approval of the following salary advancements retroactive to the first pay of the 2018-19 school year:
 1. **Lauren Parsley** - Master's +15
 2. **Shane Parsley** - Master's +15
 3. **Molly Smathers** - Master's +60
 4. **Renee Stewart** - Master's +15

- The Superintendent recommends approval of the following substitute:
 1. **Emily Thomas** - School Nurse
- The Superintendent recommends approval of the following leave of absences:
 1. **Melissa Flood**, Virtual Elementary Teacher at the Intermediate School from approximately December 9, 2018 to January 20, 2019.
 2. **Mark Wilson**, Music Teacher at the Intermediate School from August 13, 2018 to approximately October 18, 2018.

Support Staff

- The Superintendent recommends acceptance of the following resignations:
 1. **Holly Kennedy**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the Middle School, effective September 28, 2018.
 2. **Nicole Robinson**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the Senior High School, retroactive to September 7, 2018.
- The Superintendent recommends approval of the following promotion:
 1. **Margaret McMorrison**, from Cafeteria Cashier/Helper, part-time (approximately 4.5 hours per day) to Cafeteria Head Cook, full-time (approximately 6 hours per day) at the Senior High School, retroactive to September 17, 2018 at an hourly rate of \$10.96.
- The Superintendent recommends employing the individuals below pending receipt of all required documentation:
 1. **Ruby Barkdoll** - LPN
 2. **Joseph Wilde** - LPN

Supplemental Staff

- The Superintendent recommends approval of the following appointment:
 1. **Gabrielle Binando**, Assistant Field Hockey Coach at the Middle School, effective September 24, 2018.

Education: Shippensburg University

Experience: Played field hockey as a student

Salary: \$713.32 prorated

Other

- The Superintendent recommends approval of the following volunteer coaches for the 2018-2019 school year:
 1. **Ethan Davidson** - Middle School Football Program
 2. **Amanda Hammer** - Senior High School Volleyball Program

On roll call, all present voted yes to these Consent Agenda items except **Suders** who voted **no**.

BOARD COMMENTS

None

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

None

INFORMATION

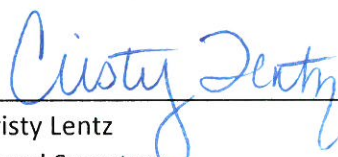
- Homecoming Week - celebrated all week long at the high school
- Homecoming football game - SASHS vs Greencastle-Antrim, 7:00 p.m.
- Homecoming Dance - Saturday, September 29 from 7:00-9:00 p.m. in the high school gym

Executive Session

Dr. Lovett announced an Executive Session for administrative matters at 7:35 p.m. The meeting reconvened at 8:04 p.m.

ADJOURNMENT

On motion of Montoro, seconded by Merideth to adjourn at 8:04 p.m.



Cristy Lentz
Board Secretary