

Minutes of the April 8, 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:

- Budget Review
- School Security

EXECUTIVE SESSION

Dr. Lovett announced there was an Executive Session held on April 1, 2019 with Tom Templeton of Templeton Advantage to discuss the Superintendent search.

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; Tatum Parks, Student Representative; and Samuel Burg, Student Representative. Dr. Nathan Goates, and Dr. Geno Torri were absent.

Others present were: Dr. Jerry Wilson, Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High 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:

Joyce Crouse ~ December 5, 1941 - March 15, 2019
1959 Graduate of Shippensburg High School

Arlene D. McCann (Dubbs) ~ March 12, 1933 - March 30, 2019
Graduate of Shippensburg Area Senior High School

Dalton Eugene Coy ~ December 14, 1942 - April 2, 2019
Graduate of Shippensburg High School

Audrey Eileen Helman (Hershey) ~ June 28, 1948 - April 2, 2019
1966 Graduate of Shippensburg Area High School.

Agenda Approval

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

Dr. Wilson noted that Consent Agenda item #L "MOU Between SASD and SAEA" was added to the agenda after it went public on Friday, April 5, 2019.

(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) On March 28, 2019, the boys' baseball team rallied back from being down 5-0 to defeat the Big Spring Bulldogs on opening day. They baseball team is currently 2-3.
- 2) The girls' softball team defeated the Big Spring Bulldogs on opening night 5-0. They now lead the division and have a season record of 3-1.
- 3) The track team participated in the Tim Cook Invitational and had multiple top finishers.
- 4) Prom tickets go on sale this week and will be available until late April.

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

- 1) The Class of 2020 will be holding an Italian Taxi pizza fundraiser until April 8, 2019 to raise money for the Prom.
- 2) The Fishing Club is having a trout competition that ends on April 21, 2019.
- 3) The Guidance Office is taking a group of students to Harrisburg Area Community College on April 12, 2019 to explore the medical assisting, mechatronics, biology, and nursing programs.

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

Mrs. Spicka reported on a new program that began in the 2017-2018 school year at the FCCTC for firefighter and EMT training. The program is going well and they are hoping to expand by offering it during the second semester to seniors. S.A.S.D. currently has two students participating. She also reported on the additional State monies being used to fund a technology position and stated the FCCTC is thoughtfully considering what programs to expand in the future.

Superintendent's Report

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

- **OneMain Financial**, five filing cabinets for use at the Shippensburg Area Senior High School office. Approximate value of the donation is \$250.00.
- **Schreiber Foods**, monetary donation of \$500.00 to support the Special Education Track & Field Meet to be held at the High School.
- **Anchor Settlement Company**, monetary donation of \$100.00 to support the Special Education Track & Field Meet to be held at the High School.
- **Thomas Gleason, Esquire**, monetary donation of \$250.00 to support the Special Education Track & Field Meet to be held at the High School.
- **Anonymous**, monetary donation of \$20.00 from the sale of t-shirts to support the Special Education Track & Field Meet to be held at the High School. Value of the donation is \$20.00.

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

Kindergarten	275	Fifth Grade	285	Tenth Grade	263
First Grade	245	Sixth Grade	274	Eleventh Grade	260
Second Grade	264	Seventh Grade	282	Twelfth Grade	241
Third Grade	231	Eighth Grade	262	Out of District	27
Fourth Grade	236	Ninth Grade	259		

Career Education Presentation

Mrs. Deborah Luffy, S.A.S.H.S. Principal; Mrs. Michele Dubbs, S.A.S.H.S. Guidance Counselor; Mrs. Erica Frontino, S.A.S.H.S. Guidance Counselor; and Mr. David Lindenmuth, S.A.S.H.S. Guidance Counselor; gave a career education presentation to the Board and explained that education is being re-focused on careers due to changes at the State level. They reviewed how SASD has begun to prepare for this change such as reviewing the State Career Education and Work standards by Future Ready Index, Smart Futures Program used by students, discussed benefits of FCCTC, staff development, and plans for expansion of services to our students.

A discussion occurred among the Board, the Guidance Counselors, and Mrs. Woodall regarding the above presentation and how the district is working to enhance coop opportunities for students.

(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 March 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. **Budget Reports**
 - a.) Budget Summary
 - b.) Budget Transfers

Personnel

Support Staff

- The Superintendent recommends approval of the following revised employment date:
 1. **Michelle Mehlberger**, Cafeteria Cashier/Helper, part-time (approximately 2.5 hours per day) at the Middle School, retroactive to April 3, 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 & Intermediate School is requesting uncompensated leave from April 4, 2019 through the end of the 2018-2019 school year.
 2. **Wanda Hanna**, Cafeteria Cashier/Helper at Grace B. Luhrs University Elementary School is requesting uncompensated leave for March 13, 2019 and five additional days, if needed, to be used by the end of the 2018-2019 school year.
 3. **Rebecca Minick**, Classroom Assistant at the Nancy Grayson Elementary School is requesting ten additional days of uncompensated leave to be used by the end of the 2018-2019 school year.
 4. **Cenith Nehf**, Cafeteria Kitchen Helper at the Nancy Grayson Elementary School is requesting uncompensated leave from March 27, 2019 through April 2, 2019.

Revised School Calendar for Seniors

- The Superintendent recommends approval for a revision of the 2018-19 school calendars for seniors only. Seniors will attend school on Saturday, May 18 to fulfill their instructional days to meet the state requirement of 180 days.

Graduation will still be held on Thursday, May 23, as previously Board approved.

Sunday Use of Facilities Request

- The Superintendent recommends approval of the Sunday Use of Facilities Request from the Nancy Grayson PTO to use the Nancy Grayson PTO room, cafeteria, gym, and playground area on Sunday, May 19, 2019 to hold their kindergarten and first grade ice cream social. This date is being requested to avoid conflicts with students' sports schedules. The principal has approved this date, however, pursuant to Board Policy 707, the Board must approve the Sunday request.

Civil War Day at SAMS

- The Superintendent recommends approval of the Shippensburg Area Middle School's 18th annual Civil War Day on Thursday, May 16, 2019. The day is an extension of the 8th grade study of the War Between the States and begins with a procession of re-enactors through the school followed by a one hour (7:50 am-8:50 am) assembly in the auditorium. The students will then proceed outside and will rotate to the re-enactors/presenters encampments every 30 minutes.

Internet Service Agreement with the Capital Area Intermediate Unit (CAIU)

- The Superintendent recommends approval of the 1 year agreement with the Capital Area Intermediate Unit (CAIU) for 1000 MB speed internet service. The amount for this service is \$30,920 and the funds are budgeted in the technology budget.

Electricity Contract

- The District participates in an electricity consortium which is managed by Provident Energy Consulting, LLC (PEC). PEC has solicited pricing from eight carriers and recommends locking in the WGL Energy rate of \$0.03912 per kilowatt hour for the period of July 2019 through June 2021. This is a savings from the current electricity contract rate of \$0.00282 per kilowatt hour.

The Superintendent recommends retroactive approval of the electricity contract with WGL Energy.

Parking Lot Paving Bid Authorization

- The Superintendent recommends approval of the invitation to bid for blacktop/parking lot work and the approval to advertise.

Partnership for Better Health Mini Grant

- The Superintendent recommends approval for Scott Shapiro, Principal of James Burd Elementary, to apply and accept funds from the Partnership for Better Health mini-grant in the amount of \$5,000.00 retroactive to March 30, 2019. The funds will be used towards the purchase of playground equipment for James Burd Elementary School.

MOU Between SASD and SAEA

- The Superintendent recommends approval of the Memorandum of Understanding to modify the planning time at the secondary level during the weeks of PSSA testing. This Memorandum of Understanding is for the 2018-19 school year only.

Mrs. Burg asked for clarification on the MOU between SASD and SAEA, specifically if it would mean less teacher planning time during PSSA testing.

Dr. Wilson commented the SAEA has kindly offered, for about one week, to only have 30 minutes of planning time instead of the 40 minutes in the CBA.

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

(Action)

CONSENT AGENDA

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

Lincoln Intermediate Unit #12 Additional Services Agreement

- The Superintendent recommends approval of the agreement with Lincoln Intermediate Unit #12 for additional substitute classroom assistant services for the remainder of the 18-19 school year for a student at FCCTC who has an IEP.

On roll call, all present voted yes to this Consent Agenda item except **Montoro** who **abstained**.

(Information)

BOARD COMMENTS

Mrs. Burg commented on the S.A.M.S. musical. She stated the musical was fabulous and thanked all of the staff and students involved.

Mrs. Burg asked about the hiring timeline for the proposed security position.

Dr. Wilson commented the security position has been brought forward in the 2019-20 budget process. This allows the Board to have a place holder in position and to allow for further research. He also said the amount allotted in the budget presentation is a good start to filling the position. He also stated the proposed position came late in the budget process and filling the position could be a lengthy hiring process.

Mrs. Spicka inquired on the Board's thoughts of taking an additional \$75,000 from Fund Balance to install a new sound system in the S.A.S.H.S. auditorium. She feels that now would be a good time since the auditorium is already scheduled for renovations.

All Board members in attendance supported the above proposal for a new sound system in the S.A.S.H.S. auditorium.

Dr. Lyman praised the S.A.M.S. musical.

Mrs. Montoro commented she also enjoyed the S.A.M.S. musical.

Mrs. Montoro stated that Ms. Krystal Johnson's class participated in a Shark Tank event in her S.A.M.S. classroom. She feels Ms. Johnson is doing a great job and it shows by the creativeness of her students.

Dr. Wilson commented that Shippensburg University recognized Ms. Johnson's program as an exemplary program.

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

Mrs. Brittany Wileman, parent in the S.A.S.D., spoke to the Board regarding two incidents that occurred at the James Burd Elementary School that involved her daughter getting injured. She has concerns regarding how Administration at both James Burd and S.A.I.S. are handling these matters.

Dr. Lovett asked Dr. Wilson to look into the above concern and follow up with the parent.

INFORMATION

Date Saver

April 18 - Spring break begins for students/staff beginning with a two-hour early dismissal

April 19 & 22 - District closed for spring break

May 4 - Junior/Senior Prom at Beistle's from 6-10 p.m.

May 7 - Special Education Track & Field Event from 9:00 a.m. to 12 noon at the high school track

May 17 - Senior class trip to New York City

May 23 - Class of 2019 Commencement Ceremony, 7:00 p.m. at the Luhrs Performing Arts Center

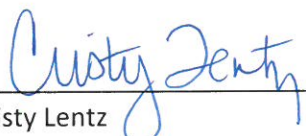
May 27 - Memorial Day Holiday - District closed

May 28 - Last day of school - early dismissal

May 29 - Professional Development Day

ADJOURNMENT

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



Cristy Lentz
Board Secretary