

Minutes of the July 9, 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

Dr. David Lovett called the meeting to order.

### Call to Order

Dr. Lovett opened the meeting with the following:

"The right way is not always the popular and easy way. Standing for the right when it is unpopular is a true test of moral character."

~Margaret Chase Smith

### Roll Call

On roll call, the following members were present: Dr. David Lovett, President, Mrs. Susan Spicka, Vice President; Mrs. Erica Burg; Dr. Nathan Goates; Dr. Michael Lyman (7:04 p.m.); Mr. Hunter Merideth; Mrs. Tracy Montoro; Mr. Charles Suders; and Dr. Geno Torri.

Others present were: Dr. Jerry Wilson, Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mr. Scott Shapiro, James Burd Elementary Principal; Dr. Troy Stevens, Technology Coordinator; Mr. Darrell Barnhart, Head of Maintenance; Mr. Michael Montedoro, Athletic/Transportation Director; Ms. Maggie Lattin, Executive Director of the Boys & Girls Club of Chambersburg and Shippensburg; 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:

**Dennis Tyler Ott** ~ June 18, 1990 - June 29, 2018  
Graduate of Shippensburg Area High School

**Beth (Franklin) Abrams** ~ June 27, 2018  
Graduate of Shippensburg Area High School and sister-in-law to Holly Franklin, teacher at Nancy Grayson

**(Action)**

### Agenda Approval

Dr. David 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**

Mr. Tyler Fairchild, Director of the Shippensburg Community Park and Recreation Authority and resident of Shippensburg Area School District, spoke regarding a proposed grant opportunity for updates to the Memorial Park Stadium which requires a 50/50 match. He stated the Shippensburg Community Park and Recreation Authority would need financial support from invested entities and other sources to offset the 50% match.

Ms. Wendy Tomzak, resident in the Shippensburg Area School District, voiced concerns regarding the proposed timeline for approval of a stadium project and asked the Board to consider delaying a vote on this item to allow the community an opportunity to provide input.

Mrs. Kathy Coy, Mayor of Shippensburg, asked everyone to continue to work together to utilize Memorial Park.

**REPORTS**

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

Mr. Suders spoke regarding the proposed revision to the FCCTC Articles of Agreement which would allow the Fannett-Metal School District to become a participating school district. He said S.A.S.D.'s seats on the FCCTC Board would remain at 2.

**Superintendent's Report**

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

- **Commonwealth of Pennsylvania**, monetary donation of \$2,224.05, remaining settlement funds from the manufacturer of DRAM, a computer memory, to be used for computer-related expenses which benefit students in the district.
- **Intermediate Unit 1**, monetary donation of \$1,200.00 to offset costs to attend the PBIS Forum and support the PBIS program at the middle school.
- **Anonymous**, monetary donation of \$43.98 to pay outstanding student lunch balances in the district.

2. Enrollment Report: The July 2, 2018 Enrollment Report was presented to the Board. Enrollment numbers are as follows:

Kindergarten	250	Fifth Grade	276	Tenth Grade	262
First Grade	245	Sixth Grade	277	Eleventh Grade	256
Second Grade	263	Seventh Grade	277	Twelfth Grade	260
Third Grade	236	Eighth Grade	256	Out of District	30
Fourth Grade	230	Ninth Grade	253		

**Updates**

Dr. Wilson spoke to the Board regarding the Superintendent Conference and proposed stadium project.

**(Action)**

**OLD BUSINESS**

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

**Policy for a Second Reading and Approval**

- The Superintendent recommends approval of the revised policy for a second reading and adoption:

**#915 - Support Organizations** (Booster Clubs, PTO's, Etc.)

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

**(Action)**

**OLD BUSINESS**

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

**School Age Child Care**

- The Superintendent recommends approval of the proposal with the Boys and Girls Club of Chambersburg and Shippensburg to provide school-age child care at the Nancy Grayson Elementary and Shippensburg Area Intermediate School for the 2018-2019 school year.

A discussion occurred among the Board regarding fee waivers and transportation costs relating to the School Age Child Care Program.

On roll call, all present voted yes to this Old Business item which does not include a fee waiver or any means of transportation by the District.

**(Action)**

**CONSENT AGENDA**

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

**Approval of Minutes**

- Recommend approval of the minutes as presented from the June 25, 2018 Board meeting.

**Personnel**

**Administration**

- The Superintendent recommends acceptance of the following resignation:
  1. **Joseph Wachter V**, Director of Operations & Maintenance, effective July 31, 2018.

**Professional**

- The Superintendent recommends acceptance of the following resignation:
  1. **Meaghan B. Sabatini**, Secondary School Librarian at Middle School, effective August 13, 2018.
  
- The Superintendent recommends approval of the following transfers:
  1. **Melissa Flood**, from Social Studies Teacher at Middle School to Virtual Education/Blended Elementary Mathematics Teacher at Intermediate School, effective August 13, 2018.
  2. **Debra Heefner**, Learning Support Teacher at Senior High School to Emotional Support Teacher at Intermediate School, effective August 13, 2018.
  
- The Superintendent recommends approval of the following appointments pending receipt of all required documentation:
  1. **Greta R. Crist**, English Teacher at Senior High School, effective August 13, 2018  
  
Education: Huntington College, Shippensburg University  
  
Certification: English 7-12  
  
Experience: Tuscarora School District - Reading Teacher 1 year, Source4Teachers LTS AP English & World Literature Teacher @ Chambersburg School District, Richmond County Schools North Carolina - ELA Teacher 2 years, West Shore Christian Academy - Head of English Dept. 1 year, Louisa County Public Schools Virginia - LA Grade 8 Teacher 1 year  
  
Salary: Bachelor's Step 2 \$50,468

2. **Dylan W. Herb**, Virtual Education/Mathematics Secondary Teacher, effective August 13, 2018 (pending receipt of certification)  
Education: Shippensburg University  
Certification: Mathematics 7-12  
Experience: Waynesboro Area School District - student teacher  
Salary: Bachelor's Step 1 \$48,869
  
3. **Justin W. McCauslin**, Elementary School Librarian at Nancy Grayson & James Burd Elementary Schools, effective August 13, 2018  
Education: Shippensburg University, Penn State University  
Certification: Library Science PK-12, Elementary K-6, ESL PK-12  
Experience: Tuscarora School District - 10 years  
Salary: Master's Step 4 \$57,353
  
4. **Aaron R.W. Powell**, Health & Wellness Education Teacher at Senior High School, effective August 13, 2018  
Education: Messiah College  
Certification: Health & Physical Education PK-12  
Experience: Post Oak Middle School Physical Education Teacher - 2 years  
Salary: Bachelor's Step 1 \$48,869
  
5. **Kassandra R. Priestner**, Secondary School Librarian at Middle School, effective August 13, 2018  
Education: Clarion University, Shippensburg University  
Certification: Library Science PK-12, Reading Specialist PK-12  
Experience: Harrisburg School District - 1 year, Big Spring School District 12 years  
Salary: Master's Step 5 \$59,838

6. **Morgan Whiteman**, Long-term Substitute Grade 2 at James Burd Elementary School, effective August 13, 2018 (pending receipt of certification)  
  
Education: Susquehanna University  
  
Certification: Early Childhood Education  
  
Experience: Accomack County Public Schools, Virginia - Grade 2 Teacher - 2 years  
  
Salary: \$90/day for 30 days, then on 31st day Bachelor's Step 1 \$48,869

**Support Staff**

- The Superintendent recommends acceptance of the following resignations:
  1. **Taylor Caudill**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the James Burd Elementary School, retroactive to June 20, 2018
  2. **Susan O'Donnell**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the Middle School, effective December 21, 2018 for the purpose of retirement
- The Superintendent recommends approval of the following:
  1. **Darrell Barnhart**, as Acting Director of Operations and Maintenance per the Memorandum of Understanding presented to the Board.
- The Superintendent recommends employing the individuals below pending receipt of all required documentation:
  1. **Dolores Burruss**, Cafeteria Kitchen Helper, part-time (approximately 2.5 hours per day) at the Middle School, effective August 1, 2018 at an hourly rate of \$8.84
  2. **Roger Byers, Jr.**, Custodian, part-time (approximately 5.75 hours per day) at the Senior High School, effective July 9, 2018 at an hourly rate of \$9.10
  3. **Rachel Coldsmith**, Custodian (floater), part-time (approximately 5.75 hours per day), District-wide, effective July 9, 2018 at an hourly rate of \$9.10

- The Superintendent recommends employing the individuals below for substituting pending receipt of all required documentation:

1. **Taylor Caudill** - Classroom Assistant
2. **Jennifer Kramer** - Secretary & Classroom Assistant

**Supplemental Staff**

- The Superintendent recommends approval of the following coaches for the 2018-19 coaching season:

**Senior High School**

**Eric Foust** - Head Football Coach

**Rick Foust** - Assistant Football Coach

**Kevin Gustafson** - Assistant Football Coach

**Michael Heefner** - Assistant Football Coach

**Chase Rhodes** - Assistant Football Coach (amendment 7/9/18)

**Christopher Yonish** - 9th Grade Football Coach

**Angela Hostetter** - Head Field Hockey Coach

**Nicole Sunderland** - Assistant Cross Country Coach

**Grace Hockenberry** - Assistant Volleyball Coach

**Warren Jones** - Boys' Head Soccer Coach

**Kyle Meixell** - Boys' Assistant Soccer Coach

**Michael Swartz** - Girls' Assistant Soccer Coach

**Brad Horgos** - Head Golf Coach

- The Superintendent recommends approval of the following appointments:

1. **John Klenzing**, Head Volleyball Coach at Senior High School, effective July 9, 2018

Education: Chambersburg Area High School Graduate

Experience: Chambersburg Area School District - JV Volleyball Coach 3 years (still employed), Fairfield Area School District - Senior High Head Volleyball Coach 2 years, Scotland School - Volleyball Coach 5 years

Salary - \$3,034.94

2. **Christopher Debias**, Assistant Athletic Director at Senior High School, effective July 9, 2018

Education: Indiana University

Experience: Coached football @ Shippensburg Area school District 5 years

Salary: \$3,596.17

3. **Aaron R.W. Powell**, Girls' Head Soccer Coach at Senior High School, effective July 9, 2018

Education: Messiah College

Experience: Post Oak Middle School - Boys' Soccer Coach and Girls' Soccer Coach 2 years

Salary: \$2,592.04

- The Superintendent recommends approval of the following transfers:
  1. **Michael Braet**, from Middle School Cross Country Coach to Head Cross Country Coach at Senior High School, effective July 9, 2018 at a supplemental salary of \$2,183.94
  2. **Megan Gustafson**, from Head Field Hockey Coach at Middle School to Assistant Field Hockey Coach at Senior High School, effective July 9, 2018 at a supplemental salary of \$2,440.57

#### **FCCTC Revised Articles of Agreement**

- The FCCTC Director, Jim Duffey, has requested that all districts consider amending the Articles of Agreement to permit Fannett Metal to become a participating school district.

The Superintendent recommends approval of the amended Articles of Agreement for the Franklin County Career and Technology Center as presented to the Board.

#### **Contract with the Vista School for Special Education Services**

- As outlined in the student's Individualized Educational Program (IEP), the Vista School provides services for one student in the Shippensburg Area School District.

The Superintendent recommends approval of the 2018-19 proposed agreement, as presented to the Board, at an estimated cost of \$52,936.00.



**Donation from SASD Education Foundation**

- The Shippensburg Area School District Education Foundation is requesting authorization to donate 30 Ipads and 30 Ipad cases from monies from the Smooth Sailing Grant to the Shippensburg Area School District. The total amount of the donation is \$9,239.70.

Pursuant to School Board Policy #702 and the Administrative Procedure for the same, any gift over \$2,500.00 must be accepted by the Board of School Directors.

The Superintendent recommends approval of the donation.

**2018-2019 Field Trip Manual**

- The Superintendent recommends approval of the 2018-2019 Field Trip Manual as presented to the Board. A list of changes was also provided.

**School Datebooks Contracts**

- The Superintendent recommends approval of the contract, as presented to the Board, for the purchase of student agendas to be used by the Intermediate and Middle School for the 2018-2019 school year. The cost of the agendas will be paid out of the building budgets.

**High School Foreign Exchange Student**

- Per School Board Policy #239, an Academic Year in America (AYA) foreign exchange student from Germany has met all of the qualifications to attend the Shippensburg Area High School for the 2018-2019 school year.

The Superintendent recommends approval of the foreign exchange student.

**Capital Area Intermediate Unit Special Education Contract**

- As outlined in each student's Individualized Educational Program (IEP), the Capital Area Intermediate Unit provides programs and services for students in the Shippensburg Area School District. The proposed agreement is for one year beginning July 1, 2018. The estimated cost for programs and services for the 2018-2019 school year is approximately \$156,185.00 and have been included in the 2018-2019 budget.

The Superintendent recommends approval of the contract and billing agreement.

**Performance Agreement for The NED Show**

- The NED Show is a free school-wide character education performance that focuses on improving behavior, being kind, and enhancing school climate. NED is a lovable cartoon character whose name is an acronym for Never give up, Encourage others, and Do your best.

The Superintendent recommends approval of the agreement of The NED Show to perform on October 17, 2018 at James Burd Elementary School.

**Performance Agreement for The Steven Courtney Band**

- The Superintendent recommends approval for The Steven Courtney Band to perform for students at James Burd Elementary during the day and a family event in the evening to kick off the 18-19 school year. The performances will be held on August 31, 2018 and the cost will be paid from the Student Activity Fund.

**Approval to Sell Unused Workbooks**

- Due to the adoption of a new elementary math textbook series, Everyday Math workbooks are no longer needed. The Superintendent recommends approval to sell unused Everyday Math workbooks at \$3.00 per student workbook and \$1.75 per Homelink textbook to the Follett Corporation.

**Sunday Use of Facilities**

- The Shippensburg Area School District Soccer Booster Club has requested use of the Shippensburg Area Senior High School soccer field for a summer soccer clinic/camp on July 15, 2018. The principal has approved this date. However, this date is on a Sunday and requires Board approval pursuant to Board Policy #707.

The Superintendent recommends approval of the Shippensburg Area School District Soccer Booster Club's request.

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

**(Action)**

**CONSENT AGENDA**

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

**SWIS Agreement**

- The Superintendent recommends approval of the SWIS Suite Licensed Software, as presented to the Board, for use at the Shippensburg Area Senior High School.

A brief discussion occurred among the Board regarding who can access this information and what the District uses the information for.

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

**(Action)**

**CONSENT AGENDA**

On motion of Suders, seconded by Montoro to approve the following Consent Agenda item:

**Volunteer Handbook**

- The Superintendent recommends approval of the 2018-19 Volunteer Handbook as presented to the Board.

On roll call, all present voted yes to this Consent agenda item.

**(Action)**

**ACTION AGENDA**

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

**Upgrades to the High School**

- The Superintendent recommends approval of the following high school improvements: entry, auditorium, and multi-purpose stadium and track resurfacing, as described in the information presented to the Board. The funds for the improvements to be taken from fund balance in the amount of \$60,000 for entry, \$300,000 for auditorium and \$2.2 million for the multi-purpose stadium and track resurfacing and with fund balance transfers to accomplish this to be approved by the Board at a subsequent meeting.

A discussion occurred among the Board regarding the above proposed projects.

On motion of Burg, seconded by Montoro to **postpone** the above Action Agenda item until the August 13, 2018 Planning/Action meeting and at that time, I would like to have the Superintendent make a formal presentation to the Board and the public describing this project and providing more detailed basis for the costs.

The motion was **amended** to **postpone** the above Action Agenda item until **August 27, 2018** and both Burg and Montoro approved amending the motion.

On roll call, all present voted to **postpone** the above Action Agenda item until **August 27, 2018** except **Lyman, Suders, and Lovett** who voted **no**.

**(Information)**

**Policies**

The Superintendent is presenting the following revised policy for a first read:

#222 - Tobacco Use

**BOARD COMMENTS**

Mr. Suders spoke to the Board regarding alternative education placements and options for cost savings, in particular, students placed at Folium.

**CITIZENS' COMMENTS REGARDING NON-AGENDA ITEMS**

Mr. Tyler Fairchild, Director of the Shippensburg Community Park and Recreation Authority and resident of Shippensburg Area School District, spoke regarding upcoming community forums for further discussion on renovations to Memorial Park.

Mr. Scott Shapiro, Principal at the James Burd Elementary School, introduced Mr. Justin McCauslin, Librarian at the James Burd and Nancy Grayson Elementary Schools, to the Board of School Directors.

Mrs. Jerilee Davis, Executive Director of the Shippensburg Community Park and Recreation Authority, thanked Dr. Torri for recognizing the efforts of the Park and Recreation Authority and Mr. Merideth for advertising the proposed District Stadium Project on Facebook. She expressed the need for the District to improve communication in the community.

**INFORMATION**

Dr. Lovett closed the meeting by reading the following:

"It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better. The credit belongs to the man who is actually in the arena, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming; but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the worst, if he fails, at least fails while daring greatly, so that his place shall never be with those cold and timid souls who neither know victory not defeat."

~Theodore Roosevelt

**ADJOURNMENT**

On motion of Dr. Torri, seconded by Merideth to adjourn at 8:55 p.m.

  
Cristy Lentz  
Board Secretary