

Minutes of the October 22, 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 and read a quote by Mark Twain.

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; Mr. Hunter Merideth; Mrs. Tracy Montoro; Mr. Charles Suders; Dr. Geno Torri; and Samuel Burg, Student Representative. Tatum Parks, Student Representative was absent.

Others present were: Dr. Jerry Wilson, Superintendent; 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:

Catherine (Miller) Bowers ~ July 16, 1966 - October 9, 2018
1984 Graduate of Shippensburg Area Senior High School

(Action)

Agenda Approval

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

Dr. Wilson requested the agenda be approved as published.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

None

REPORTS

Student Representative Report

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

- 1) A copy of the Maroon & Grey Today student newspaper was given to each Board Member.
- 2) The Little Brown Jug football game verses the Big Spring Bulldogs will be played in Newville, PA on Friday, October 26, 2018. LBJ festivities include a bon fire on

October 25, 2018. He also noted the varsity football team is currently 8-1 for the season. The LBJ game is the last regular season game before playoffs begin.

- 3) The boys' soccer team and girls' field hockey teams both qualified for District III playoffs. The boys' soccer team plays tonight verses Manheim Central. The girls' field hockey team will play East Pennsboro tomorrow.
- 4) Administrators have been visiting classrooms and giving safety scenarios to students and classroom teachers in recognition of Safe School month.
- 5) Students will be holding a mock election on October 26, 2018. The results will be published in the next Maroon & Grey Today student newspaper.
- 6) Mr. Peters would like to thank the Shippensburg Area Education Foundation for the 2018-2019 mini-grant he received. This will enable him to continue to publish the Maroon & Grey Today student newspaper. Mr. Peters would also like to note the paper is printed by the Graphic Art students at FCCTC.
- 7) The Powderpuff Football game will be held on November 8, 2018.
- 8) The football team, Drama Club, and many other clubs participated in the Shippensburg Halloween Parade on Saturday, October 20, 2018.
- 9) PSAT's were held on October 10, 2018.

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

None

Finance Report

Mrs. Lentz, Business Administrator, presented information to the Board regarding the preliminary 2017-18 fiscal year end results.

Superintendent's Report

1. Activity Fund Balances:

The State Auditors recommend reporting Activity Fund balances to the Board of School Directors on a quarterly basis. The following are the balances as of September 30, 2018:

Senior High Activity	\$ 90,113.63
Middle School Activity	\$ 27,544.45
Intermediate School Activity	\$ 8,657.69
James Burd Activity	\$ 3,351.09
Nancy Grayson Activity	\$ 8,492.40

A detailed listing for Senior High and Middle School Activity accounts was provided to the Board.

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

- **Carl L. Cramer Insurance, LLC**, monetary donation of \$250.00 to support the Veteran’s Day Program to be held at the high school.
- **American Legion Home Assn #223**, monetary donation of \$500.00 to support the FFA's greenhouse fund.
- **Vets Canteen Association Durff-Kuhn VFW Post 6168**, monetary donation of \$250.00 to support the FFA.
- **Cumberland County Farm Women**, monetary donation of \$250.00 for the Sharps in recognition of their performance.

Shippensburg Area School District Education Foundation Mini-Grant Awards Presentation

Dr. Cheryl Slattery, Education Committee Mini-Grants Chair and Vice Chair of The Greyhound Foundation, and Ms. Grace Hockenberry, NG Teacher, awarded the 2018 Education Mini-Grants to the following recipients:

Shannon Eyer–SAIS	Osmo: Technology to promote academic success and positive education	\$ 495.97
Beth Jones–SAIS	Graphic Novels to increase literacy	\$ 700.00
Beth Jones–SAIS	Markerspaces in the Library	\$ 478.34
John Kasarda – HS	Improving safety in the Chemistry laboratory	\$ 640.70
Vanessa O'Shea – SAIS	Pennsylvania geography	\$ 700.00
Michael Peters – HS	Maroon and Grey Today	\$1,000.00
Jaime Shirk – HS	Children’s literature Author-in-Residence writing workshop	\$1,000.00
Renee Stewart – HS	Water and protein models for modeling biochemistry	\$ 961.91
Victoria Walker - HS	Biology resource bundle	\$ 399.00

LERTA Presentation

Mr. Sam Wiser, Salzmann Hughes, P.C.; and Mr. David Thomas, Matrix Development Group, presented information to the Board of School Directors regarding a LERTA on a property near Exit 24 of I-81.

A discussion occurred among the Board and the presenters regarding the proposed LERTA. Dr. Lovett indicated that the Board would review the information provided and if there was an interest in pursuing the LERTA, the District would get back to them.

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the October 8, 2018 Board meeting.

Finance

- Recommend approval of the Bills of Payment as presented for General Fund and Capital Reserve Fund.

Personnel

Administration

- The Superintendent recommends acceptance of the following resignation:
 1. **David Rice**, Principal at the Middle School, effective October 23, 2018.
- The Superintendent recommends approval of the following promotion:
 1. **Bernadette Benbow**, from Assistant Principal to Principal at the Middle School, effective October 23, 2018 at a salary of \$87,058.00
- The Superintendent recommends approval of the following re-hire:
 1. **Joseph Wachter**, Director of Operations and Maintenance, effective November 5, 2018, at a salary of \$68,000.00. Salary and benefits will be re-instated and 2018-2019 salary and benefits will be prorated.

Support Staff

- The Superintendent recommends approval of the following support staff employee who has 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. **Rachel Coldsmith**, Custodian at the Intermediate School, retroactive to October 10, 2018.
- The Superintendent recommends acceptance of the following resignations:
 1. **Justina Hayes**, Cafeteria Kitchen Helper, part-time (approximately 2.75 hours per day) at the Nancy Grayson Elementary School, retroactive to October 19, 2018.
 2. **Jamie Johnson**, Custodian (floater), part-time (approximately 5.75 hours per day) District-wide, retroactive to October 16, 2018.

3. **Devin Rotz**, Custodian, part-time (approximately 5.75 hours per day) at the Middle School, retroactive to October 10, 2018.
- The Superintendent recommends employing the individuals below:
 1. **Dolores Burruss**, Cafeteria Kitchen Helper, part-time (approximately 2.5 hours per day) at the Middle School, effective October 22, 2018 at an hourly rate of \$9.19.
 2. **Sandra Hershey**, Cafeteria Kitchen Helper, part-time (approximately 2 hours per day) at the Middle School, retroactive to October 9, 2018 at an hourly rate of \$9.19.
 3. **Scott Nehf**, Cafeteria Kitchen Helper, part-time (approximately 2.5 hours per day) at the Senior High School, effective October 22, 2018 at an hourly rate of \$9.19.
 - The Superintendent recommends employing the individuals below for substituting pending receipt of all required documentation:
 1. **Sarah Bass** - Custodian
 2. **Darlene Scheib** - Cafeteria

Chief of School Safety Job Description - Supplemental Position

- The Superintendent recommends approval of the job description for Chief of School Safety, a supplemental position as presented to the Board.

2019 Schedule for the Board of School Directors Meetings

- The Superintendent recommends approval of the schedule for 2019 Board of School Directors meetings as presented to the Board.

EASYCBM Proposal

- The Superintendent recommends approval of the one year renewal proposal to purchase EASYCBM software for use by our Special Education Department at the Middle School at an annual cost of \$1,000.00.

Field Trip Request to the U.S. Army Heritage and Education Center

- The Superintendent recommends approval of the field request for the second grade class at James Burd Elementary School to travel to Carlisle to visit the U.S. Army Heritage and Education Center's Army Heritage Trail in the spring of 2019. The trip will be paid by the James Burd PTO and there are no substitutes needed, therefore there is no cost to the district.

School Datebooks Contract

- The Superintendent recommends retroactive approval of the contract for the purchase of student agendas/datebooks to be used by the Intermediate School for the 2019-2020 school year. The cost of the agendas/datebooks will be paid out the SAIS building budget and the District will receive a 4% discount for committing early.

Replacement of James Burd Cafeteria Steamer

- The Superintendent recommends retroactive approval for replacement of the steamer in the James Burd Elementary School Cafeteria at a cost of \$22,698.50. Funds for this purchase will come from unassigned fund balance.

Resolution to Modify Student Dress Code

- The Superintendent recommends modifying the student dress code language in student handbooks by approving the resolution as presented to the Board.

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

(Action)

CONSENT AGENDA

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

Request to Form Swim Club

- The Superintendent recommends approval of the request submitted by Wellness & Fitness teacher Aaron Powell, to form a swim club at the high school. Additional information regarding the club was presented to the Board.

Dr. Goates asked for clarification on the purpose of this club and if it was a competitive club.

Dr. Wilson stated it is a club that would meet during flex time.

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

(Information)

ACTION AGENDA

Policies

The Superintendent is presenting the following policy revision for a first reading:

#810 - Transportation - revised

(Action)

ACTION AGENDA

On motion of Merideth, seconded by Lyman to **table** the following Action Agenda item:

RFP Award for Stadium, Turf Field and Track Improvements Design and Construction Administration Services

- The District requested proposals from applicable firms to provide Landscape Architecture and Engineering Design and Construction Administration Services for a new 1,700 Seat Stadium, Multipurpose Synthetic Turf Field, and Track Improvements at the S.A.S.H.S. The District received a total of six proposals. Of those proposals, only one firm meets all requirements as defined in the Request for Proposals. This firm ranked second in providing the lowest cost proposal at a base cost of \$159,800 plus reimbursable expenses of an estimated 3% of proposed costs. A summary of the proposals received was provided to the Board.

The Superintendent recommends approval for JMT to provide Landscape Architecture and Engineering Design and Construction Administration Services for a new 1,700 Seat Stadium, Multipurpose Synthetic Turf Field and Track Improvements at our S.A.S.H.S. The costs of these services will be paid for out of assigned fund balance set aside for the proposed stadium project.

On roll call, all present voted to **table** this Action Agenda item.

BOARD COMMENTS

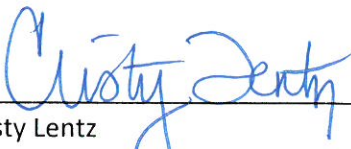
None

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

Dr. Robert Ziegenfuss, Professor at Shippensburg University, commented on the information presented during the LERTA presentation. He has concerns about the impact of increased traffic on I-81 and the impact additional traffic would have on the area's air quality. He also asked if a lease could be extended to 25 years.

ADJOURNMENT

On motion of Montoro, seconded by Merideth to adjourn at 8:35 p.m.



Cristy Lentz
Board Secretary