

Minutes of the October 12, 2020 Virtual Planning/Action Meeting of the Board of School Directors.

OPENING

Call to Order

Mr. Charles Suders called the meeting to order.

Roll Call - Members State Full Name

On roll call, the following members were present: Mr. Charles Suders, Vice President; Mr. Jim Bard; Mrs. Erica Burg; Mr. Dwayne Burt; Dr. Nathan Goates; Dr. Michael Lyman; Mr. Fred Scott, Sr.; and Dr. Geno Torri. Mr. Mark Buterbaugh, President; Sarah Fink, Student Representative; and Caden Yonish, Student Presentative; were absent.

Others present were: Dr. Chris Suppo, Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mr. Andrew Norton, Shippensburg Area Senior High School Assistant Principal; Mr. Gregory Miller, Shippensburg Area Senior High School Associate Principal; Mrs. Bernadette Benbow, Shippensburg Area Middle School Principal; Mr. Buck Brindle, Shippensburg Area Middle School Assistant Principal; Mrs. Teri Mowery, Shippensburg Area Intermediate School Principal; Mrs. Margaret Crider, Supervisor of Special Education; Mrs. Bethany Bridges, Assistant Supervisor of Special Education; Mr. Joseph Wachter; Director of Operations and Maintenance; Dr. Troy Stevens, Technology Coordinator; Mrs. Tina Clever, Human Resources Director; Mr. Michael Montedoro, Athletic/Transportation Director; parents; teachers; concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

Welcome and Expectations for New Platform

The following information was read by Dr. Suppo regarding tonight's virtual Planning/Action Meeting:

- Notice to all participants that this meeting is being recorded and/or live streamed
- Role of Meeting Host: Mrs. Tina Clever will control the virtual platform
- Motions - Board Members will announce full name for Motion and Second
- All voting will require a roll call vote with Board Members stating their full name followed by "yes" or "no"
- Public Comment on Agenda items - 30 minutes prior to the scheduled meeting start time, comments on agenda items must be submitted via email to the Board Secretary at Board.Secretary@ship.k12.pa.us and must include your full name and address
- Comments at end of meeting will be addressed by using the "Raised Hand" feature; individual from the public must state full name and address

Moment of Silence

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

Timothy Costanza ~ August 15, 1947 - October 5, 2020

31 years teaching at the former Junior High School as a shop teacher and Athletic Director at SASHS and the Mayor of Shippensburg

Benjamin D. "Rosey" Rosenberry ~ September 2, 1970 - October 7, 2020

1989 Graduate of Shippensburg Area Senior High School and volunteered at Nancy Grayson Elementary School

Tyler Shanafelter ~ February 2, 2002 - October 10, 2020

2020 Graduate of Shippensburg Area Senior High School

(Action)

Agenda Approval

Mr. Suders asked if there were any changes or amendments to tonight's agenda.

Dr. Suppo stated there are no changes or amendments to tonight's agenda.

On motion of Burt, seconded by Scott to approve tonight's agenda.

On roll call, all present voted yes.

(Information)

CITIZEN'S COMMENTS REGARDING AGENDA ITEMS

Mrs. Lentz read an email from Mr. Stev Rotz, resident of S.A.S.D., regarding his concerns with a hybrid schedule for secondary students. He also thanked the Board and Administration for working so hard to do what is best for students and weighing all options.

REPORTS

Franklin County Career Center Report - Charlie Suders

None

Board Committee Reports

None

Curriculum Report - Andrew Norton

Mr. Andrew Norton, Shippensburg Area Senior High School Assistant Principal, gave a presentation to the Board entitled "Keystone Testing and Accountability: 2020 and Beyond".

Superintendent's Report

District Update

1. **October Enrollment Report:** The October 1, 2020 Enrollment Report was presented to the Board. The enrollment numbers are as follows:

Kindergarten	220	Fifth Grade	237	Tenth Grade	277
First Grade	243	Sixth Grade	239	Eleventh Grade	256
Second Grade	258	Seventh Grade	280	Twelfth Grade	264
Third Grade	254	Eighth Grade	265	Out of District	31
Fourth Grade	261	Ninth Grade	272		

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

Zoetis, \$281.45 monetary donation to support the FFA at the Senior High School

Messiah United Methodist Church, 20 hygiene kits for use by students at the Senior High School. Approximate value of the donation is \$140.00

Class of 1952, book to be placed in the Senior High School library in memory of William Washer. Value of the donation is \$30.00.

Class of 1952, book to be placed in the Senior High School library in Mildred Rotz Daihl. Value of the donation is \$30.00.

Shippensburg Community Resource Coalition (SCRC) Blues Presentation

Ms. Alexandra Jones, Community Youth Mobilizer, gave a presentation to the Board regarding the Blues Program, a program aimed at providing social/emotional support high school students.

Athletic Attendance Procedures

Mr. Mike Montedoro presented information to the Board regarding updated athletic attendance procedures based on changes recommended by the Governor.

An extensive discussion occurred among the Board and Administration regarding athletic attendance procedures.

(Action)

ACTION

On motion, **from the floor**, by Scott, seconded by Bard to approve the following Action item:

Athletic Attendance Procedures

- The Board recommends moving the Athletic Attendance Procedures from the Report Section of tonight's agenda to the Action section of tonight's agenda.

On roll call, all present voted yes to this Action Agenda item **from the floor**.

(Information)

Hybrid Model Learning for Secondary Students

Mrs. Benbow and Mrs. Luffy presented information to the Board regarding the logistics and challenges associated with offering a hybrid learning schedule for secondary students.

An extensive discussion occurred among the Board and Administration regarding a hybrid learning schedule for secondary students.

(Action)

ACTION

On motion, **from the floor**, by Lyman, seconded by Scott to approve the following Action item:

Virtual Learning for Secondary Students

- The Board recommends continuing virtual on-line learning for students in grades 6-12 thru the second marking period.

On roll call, all present voted yes except **Burt** and **Suders** who voted **no**.

(Action)

ACTION

On motion, **from the floor**, by Burt, seconded by Burg to approve the following Action item:

Special Education Student Education Schedule

- The Board recommends bringing all Special Education students back for Face-to-face instruction, 4 days a week, beginning November 9, 2020.

The motion **failed** with **Bard, Burg, Goates, Lyman, Scott, and Torri** voting **no**.

(Information)

DISCUSSION AGENDA

Board of School Directors Meeting Schedule for 2021

Administration will recommend approval of the schedule of Board of School Directors meetings for 2021.

Authorization for Payment of Bills

Administration recommends authorization to pay General Fund, Capital Reserve Fund, and Cafeteria Fund bills for November and December since the Board of School Directors meets only one time in November and December. The information will be presented for official Board approval at the January 2021 meeting.

Request to Purchase Box Truck

The Maintenance Department is requesting approval to purchase a 15 foot, used box truck with a lift gate to serve as a backup to the district box truck in the event the large truck is being used for other purposes or is in need of repair. The cost of the truck is \$8,000.00 and will become part of the maintenance fleet to be shared with other departments in the district if needed. This item was not budgeted.

Mr. Wachter spoke to the Board regarding the need for this purchase.

(Action)

ACTION

On motion, **from the floor**, by Scott, seconded by Burt to approve the following Action item:

Request to Purchase Box Truck

- The Board recommends moving the following Discussion item to an Action item on tonight's agenda:

The Maintenance Department is requesting approval to purchase a 15 foot, used box truck with a lift gate to serve as a backup to the district box truck in the event the large truck is being used for other purposes or is in need of repair. The cost of the truck is \$8,000.00 and will become part of the maintenance fleet to be shared with other departments in the district if needed. This item was not budgeted.

On roll call, all present voted yes to this Action item **from the floor**.

(Information)

DISCUSSION AGENDA

Request to Increase Part-Time Positions to Full-Time

The Maintenance Department is requesting approval to increase three (3) part-time custodial positions to full-time positions due to increased cleaning and sanitation guidelines due to COVID-19.

Mr. Wachter spoke to the Board regarding the above request.

(Action)

ACTION

On motion, **from the floor**, by Burt, seconded by Scott to approve the following Action item:

Request to Increase Part-Time Positions to Full-Time

- The Board recommends moving the following Discussion item to an Action item on tonight's agenda:

The Maintenance Department is requesting approval to increase three (3) part-time custodial positions to full-time positions due to increased cleaning and sanitation guidelines due to COVID-19.

A discussion occurred among the Board and Administration regarding the need for these positions.

On roll call, all present voted yes to this Action item **from the floor**.

(Information)

DISCUSSION AGENDA

Request to add Special Education Teaching Position

Administration requests Board approval to add a full-time, permanent Special Education teaching position at the Shippensburg Area Intermediate Building based on an increase of student need and teacher caseloads at the building.

Mrs. Bridges presented information to the Board regarding the above request.

A discussion occurred among the Board and Administration regarding this Discussion agenda item.

(Action)

ACTION

On motion, **from the floor**, by Burt, seconded by Lyman to approve the following Action item:

Request to add Special Education Teaching Position

- The Board recommends moving the following Discussion item to an Action item on tonight's agenda:

Administration requests Board approval to add a full-time, permanent Special Education teaching position at the Shippensburg Area Intermediate Building based on an increase of student need and teacher caseloads at the building.

A discussion occurred among the Board regarding Discussion items.

On roll call, all present voted yes to this Action item, **from the floor**, except **Burg, Scott, and Torri** who voted **no**.

(Information)

DISCUSSION AGENDA

School Calendar Revision

Possible modification to start date of second marking period from Tuesday, November 10 to Monday, November 9.

Dr. Suppo noted that due to the vote tonight to continue virtual on-line learning for students in grades 6-12 thru the second marking period, this Discussion item is not needed and he noted it would be removed from tonight's agenda.

Agreement with BTI School Services, LLC

BTI School Services LLC offers personalized applied behavior analytic services to meet individual needs and circumstances. BTI will assist with administration, management and oversight of behavior management practices for the students at SASD. Services may include: observations, functional behavior assessments, progress reporting, treatment plan development, data collection, presence at meetings, and staff guidance/consultation. The cost for services is \$125.00 per hour for a Behavior Analyst. The cost for services is \$60.00 per hour for a Behavior Technician. Both agreements are attached.

The Administration will recommend approval of the Agreement with BTI at October 26 Board meeting.

Policy Discussion

The following attached policy is being presented for first read and discussion:

#005 - Organization - REVISED

Administration will recommend second read and approval of the policy at the October 26, 2020 Board Meeting.

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the September 28, 2020 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
 5. **Revenue Comparison Report - Real Estate, Realty Transfer, & EIT**

Personnel

Professional

- Administration recommends acceptance of the following resignation:
 1. **Emilie M. Stuart**, Elementary Music Teacher at James Burd and G.B. Luhrs Elementary Schools, effective December 23, 2020, or as soon as a replacement can be found.

Support Staff

- Administration recommends acceptance of the following resignations:
 2. **Donna McMullen**, Cafeteria Cashier, part-time (approximately 2.5 hours per day) at the Nancy Grayson Elementary School, retroactive to September 30, 2020.
 3. **Connie Wadel**, Classroom Assistant, full-time (approximately 7 hours per day) at the Senior High School, effective December 31, 2020 for the purpose of retirement.
- Administration recommends employing the individual below for substituting:
 4. **Erin Lee** - Secretary
- Administration recommends approval of the following leaves of absence:
 5. **Samantha Burris**, Classroom Assistant at the Intermediate School is requesting uncompensated leave from October 13, 2020 through January 27, 2021.
 6. **Elaine Hake**, Cafeteria Helper at the Senior High School is requesting uncompensated leave from October 27, 2020 through January 3, 2021.

Supplemental Staff

- Administration recommends acceptance of the following resignation:
 7. **Scott Burkholder**, High School Assistant Track and Field Coach, retroactive to September 30, 2020.

Agreement with Aliff Counseling Services, LLC for School Based Outpatient Services

- Administration recommends approval of the attached agreement with Aliff Counseling Services, LLC, to provide school based counseling in all SASD schools.

Contract with River Rock Academy - Slots for Elementary (Grades 1-5) Students

- River Rock Academy provides educational, behavioral and social services to Shippensburg Area School District elementary students in grades 1-5. The proposed contract is for the 2020-2021 school year and tuition for students increased by 3%.

<u>Slots Used out of 8</u>	<u>Daily Cost per Student (includes transportation)</u>	
	<u>2020-21</u>	<u>2019-20</u>
•8/8	\$ 191.28	\$ 185.70
•7/8	\$ 218.61	\$ 212.22

•6/8	\$ 255.04	\$ 247.60
•5/8	\$ 306.04	\$ 297.12
•4/8	\$ 382.56	\$ 371.40
•3/8	\$ 510.08	\$ 495.20
•2/8	\$ 765.12	\$ 742.80
•1/8	\$ 1,530.24	\$1,485.60

Administration recommends approval of the contract.

Request to Purchase Bottle Fillers

- Administration is requesting approval to purchase twelve (12) bottle fillers to replace existing water fountains throughout the district, per CDC recommendations. The approximate cost for the bottle fillers is \$12,000.00 and is not budgeted. Administration is requesting the use of Capital maintenance designated fund balance to purchase.

Approval of New Boyo Transportation Van Driver

- Administration recommends approval of **Nicole Harris**, a new special needs van driver for Boyo Transportation for the 2020-2021 school year.

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

(Action)

ACTION AGENDA

On motion of Goates, seconded by Bard to approve the following Action Agenda item:

Student Expulsion

Case #2020-2021-2

- The parent of the student in Case #2020-2021-2 waived their right to a formal student discipline hearing before the Board of School Directors.

The Administration recommends excluding the student for the remainder of the 2020-2021 school year and placed at River Rock Academy.

During the period of exclusion, the student is not permitted on school property for any reason, including, but not limited to, extra-curricular, co-curricular or school sponsored activities, including athletic events, or the student will be charged with trespassing.

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

(Action)

ACTION AGENDA

On motion of Torri, seconded by Scott to approve the following Action Agenda item:

Rapid Response Emergency COVID-19 Grant

- Administration recommends approval for Janelle Carbaugh, SASD Social Worker and Susan Martin, Nancy Grayson Principal, to apply for and accept funds from the Partnership for Better Health for the Rapid Response Emergency Grant to Address Covid-19 in the amount of \$10,000.00. If awarded, the funds will be used to provide rental assistance and purchase gift cards to provide direct financial assistance to ensure families have access to nutritious food, healthcare and related basic needs when faced with a loss of a job or wages during the COVID-19 pandemic.

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

(Action)

ACTION AGENDA

On motion of Torri, seconded by Scott to approve the following Action Agenda item:

Special Education COVID-19 Impact Mitigation Grant

- Administration recommends approval for the Special Education Department to apply for and accept funds from the Pennsylvania Department of Education for the Special Education COVID-19 Impact Mitigation Grant. The Shippensburg Area School District's allocation is \$7,323.00. Funds will be used to provide software program access for students with disabilities who experienced a loss in skills and behavior and/or a lack of progress due to the mandatory school closures.

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

(Action)

ACTION AGENDA

On motion of Scott, seconded by Torri, to approve the following Action Agenda item:

Athletic Attendance Procedures

- The Board recommends approving the Athletic Attendance Procedures as previously discussed tonight with the modification of changing attendance from 450 to 25% for outdoor athletic facilities.

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

(Action)

ACTION AGENDA

On motion of Scott, seconded by Burt, to approve the following Action Agenda item:

Request to Purchase Box Truck

- The Maintenance Department is requesting approval to purchase a 15 foot, used box truck with a lift gate to serve as a backup to the district box truck in the event the large truck is being used for other purposes or is in need of repair. The cost of the truck is \$8,000.00 and will become part of the maintenance fleet to be shared with other departments in the district if needed. This item was not budgeted and will be taken from the Maintenance designated fund balance.

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

(Action)

ACTION AGENDA

On motion of Burt, seconded by Goates, to approve the following Action Agenda item:

Request to Increase Part-Time Positions to Full-Time

- The Maintenance Department is requesting approval to increase three (3) part-time custodial positions to full-time positions due to increased cleaning and sanitation guidelines due to COVID-19.

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

(Action)

ACTION AGENDA

On motion of Burt, seconded by Goates, to approve the following Action Agenda item:

Request to add Special Education Teaching Position

- Administration requests Board approval to add a full-time, permanent Special Education teaching position at the Shippensburg Area Intermediate Building based on an increase of student need and teacher caseloads at the building.

On roll call, all present voted yes except **Bard, Scott, and Torri** who voted **no**.

BOARD COMMENTS

Dr. Torri clarified his concerns with moving Discussion items to Action.

CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS

Mrs. Teresa Reed, resident and employee of S.A.S.D., thanked the Board for their support regarding her grandson's education schedule and stated he is now attending in-person four days a week. She discussed some of the challenges he is facing attending in person.

INFORMATION

Date Saver

Upcoming Board Meetings - beginning at 7:00 p.m. and held virtually until further notice

October 26, 2020

November 9, 2020

December 7, 2020

ADJOURNMENT

On motion of Scott, seconded by Suders to adjourn at 10:37 p.m.



Cristy Lentz
Board Secretary