

Minutes of the October 28, 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. Lovett called the meeting to order at 7:00 p.m.

### **EXECUTIVE SESSION**

Dr. Lovett announced there was an Executive Session held prior to tonight's Planning/Action Meeting to discuss Personnel and Administrative matters.

### **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 (via telephone conference); Mrs. Tracy Montoro; Mr. Charles Suders; Dr. Geno Torri; Samuel Burg, Student Representative; and Sarah Fink, Student Representative.

Others present were: Dr. Chris Suppo, Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mr. Joseph Wachter, Director of Operations and Maintenance; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; Mrs. Tina Clever, Human Resources Director; Mr. Andrew Milone, The News Chronicle; parents; teachers; concerned citizens; and Mrs. Jo Ann Negley, Acting Board Secretary.

### **Moment of Silence**

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

**Edwina L. Devore (Kaufman)** ~ October 19, 1931 - October 13, 2019  
1949 Graduate of Shippensburg Area Senior High School

**James A. Hulse, Sr.** ~ May 12, 1943 - October 14, 2019  
Father of Cheryl Diehl, Building Secretary at James Burd Elementary School

**Christopher Earl Furry** ~ June 11, 1972 - October 14, 2019  
1990 Graduate of Shippensburg Area Senior High School

**Beverly J. "Corkey" Kriner** ~ October 11, 1939 - October 19, 2019  
1957 Graduate of Shippensburg High School

**Frank Thomas "Tom" McClelland** ~ February 25, 1928 - October 19, 2019  
Former History and US Cultures teacher at the high school, retiring in 1985, he was also head basketball and football coach, retiring from coaching in 1982 after leading the football team to 99 wins and twice chosen "Coach of the Year" during his tenure as head coach. In 2011, Mr. McClelland was inducted into the Shippensburg Area High School Hall of Fame in recognition of his years as a coach.

**Ray Elwood Gladhill, Sr.** ~ November 16, 1946 - October 20, 2019  
Father of employee Amy Ellingson, Secretary to the Director of Facilities & Maintenance

**Agenda Approval**

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

Dr. Suppo stated there is a date change under item 10 Information. Fall Break noted as December 1 – Staff Development, students not in session should be December 3.

**(Information)**

**CITIZEN'S COMMENTS REGARDING AGENDA ITEMS**

None

**REPORTS**

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

- 1) The Varsity football team won the LBJ game versus the Big Spring Bulldogs by a score of 40-7. The team finished the regular season with a perfect 10-0 record and is seeded third in the playoffs. They will face Solanco this Friday evening.
- 2) Hayden Hunt placed 4<sup>th</sup> and Eli Spence placed 5<sup>th</sup> at the PIAA Cross County Districts held last Saturday.
- 3) Shippensburg University held an Instant Decision Day on October 18, 2019 where a large number of S.A.S.D. students were accepted.
- 4) The S.A.S.H.S. is hosting a Student Tik Tok showcase.

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

- 1) A ribbon cutting ceremony was held last Friday for the renovated S.A.S.H.S. auditorium.
- 2) The 2<sup>nd</sup> Annual Powder Puff football game is scheduled for November 5, 2019. Teams started practicing last week.
- 3) Winter Sports are gearing up with open gyms and preseason practices.
- 4) S.A.S.H.S. will host their annual Veteran's Day Program on November 8, 2019 by providing breakfast and a ceremony for area Veterans. Student volunteers work the event.

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

None

**Finance Report - Cristy Lentz**

At the October 14, 2019 Planning/Action Meeting, the Board of School Directors voted to not raise taxes above the adjusted Act 1 index for the 2020-2021 fiscal year. The Board was provided with the official Act 1 Resolution document that will be filed with the Pennsylvania Department of Education.

**Curriculum Report - Sheri Woodall**

Mrs. Woodall presented information to the Board regarding Future Ready Index.

**Superintendent's Report**

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

- **Thomas R. Coy**, book entitled "The Photo Art Vanishing" to be placed in the high school library in memory of Lloyd H. Heller, Jr. Approximate value of the donation is \$40.00.
- **Anonymous**, \$2,499.00 monetary donation to support special student needs as determined by the District's Social Worker.
- **McInroy-Sheffer People Trust**, \$600.00 monetary donation to be used by the District for interscholastic academic competitions.

**High School Presentation - Mrs. Deborah Luffy, Principal**

Mrs. Deborah Luffy presented information to the Board regarding what is new at the S.A.S.H.S. Areas she discussed included curriculum; instruction; career focus; professional learning for staff; and space, staffing, and resource needs. She also provided an update on the librarian situation such as why the change occurred, who is currently covering the library, when students may use the library, how students sign out books, how students obtain an ehall pass for Flex, NHS passes, and addressed how the changes have been communicated with students and staff.

A brief discussion occurred among the Board, Dr. Suppo, Mrs. Woodall, Dr. Goates, and Mrs. Luffy pertaining to station rotation and the S.A.S.H.S. library situation.

**(Action)**

**OLD BUSINESS**

On motion of Burg, seconded by Goates to **table** following Old Business item:

**Creation of Position**

- The Board of School Directors approve the creation of the following:  
An additional full-time librarian position within the school district and for the Administration to advertise and interview qualified individuals to serve that role.

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

(Action)

**MOTION FROM THE FLOOR**

**MOU for a Long Term Substitute Librarian at the Nancy Grayson Elementary School**

On motion, from the floor, by Burg, seconded by Montoro to instruct the District Solicitor to prepare a Memorandum of Understanding to hire a long term substitute Librarian for the Nancy Grayson Elementary School and enable Mr. Burkholder to return to the S.A.S.H.S. for the rest of the 2019-20 school year.

Dr. Goates commented this will allow Administration to further discuss the district's librarian situation during the 2020-2021 budgeting process.

Mrs. Spicka commented this motion does not require Fund Balance for a reoccurring expense.

Dr. Lyman concurred this needs to be part of the 2020-2021 budget process.

On roll call, all present voted yes to this Motion from the Floor.

(Action)

**CONSENT AGENDA**

On motion from Torri, seconded by Suders to approve the following Consent Agenda items:

**Approval of Minutes**

- Recommend approval of the minutes as presented from the October 14, 2019 Board meeting.

**Finance**

- Recommend approval of the following:

**Bills of Payment**

**Personnel**

**Support Staff**

- Administration recommends employing the individuals below:
  1. **Leann Fleck**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the James Burd Elementary School, retroactive to October 21, 2019 at an hourly rate of \$9.80. This is replacing a vacant position.
  2. **Martin Saliga**, Custodian, full-time (approximately 8 hours per day) at the Senior High School, effective October 29, 2019 at an hourly rate of \$9.80. This is replacing a vacant position.

- Administration recommends approval of the following resignations:
  1. **Leann Fleck**, Classroom Assistant, part-time (approximately 5.75 hours per day) at the James Burd Elementary School, retroactive to October 23, 2019.
  2. **Dillon Sheets**, Custodian, full-time (approximately 8 hours per day) at the Nancy Grayson Elementary School, retroactive to October 25, 2019.
- Administration recommends approval of the following substitutes:
  1. **Jessica Renshaw** - Cafeteria
  2. **Amanda Tricka** - LPN

#### **Revised Board of School Directors Meeting Schedule for 2020**

- Administration recommends approval of the revised schedule of Board of School Directors meetings for 2020. The original schedule was Board approved at the October 14, 2019 Board meeting, however an extra meeting was inadvertently scheduled for November of 2020 and there is only one meeting in November to avoid conflict with the Holiday schedule.

#### **Policies for a Second Reading and Approval**

- Administration recommends approval of the following policies for a second reading and adoption:

**#137.1 - Extracurricular Participation by Home Education Students - New**

**#204 - Attendance - Revised**

#### **Mobile Hot Spots**

- Administration recommends approval of the two year agreement with Kajeet Inc. for 10 mobile hot spot devices at a cost of \$3,082.26 for the two years. This will allow students to take the device home so they have access to the Internet when not in school.

#### **Shippensburg Area School District Local Advisory Committee**

- Administration recommends the approval of the following constituents for the Shippensburg Area School District Local Advisory Committee. The goals of this committee are to:
  - Provide information to update, modify, expand and improve the quality of education programs
  - Support and strengthen the relationship between business, industry, the community and education

- Make recommendations to strengthen and expand the curriculum, and provide assistance in implementing these recommendations
- Assist in identifying needs, determining priorities, and reviewing and evaluating programs
- Articulate long-term goals and objectives to parents, employers and the community

This committee will be the foundation for our K-12 Comprehensive Guidance Plan, as well as for our seeking approval for CTE certification of our Agricultural Science programming.

<u>Rep Name</u>	<u>Membership</u>
Thomas Gleason	Business
Meridith Dominick	Police
Kelly Bier	Teacher/Agriculture
Wendy Forrester	Chamber of Commerce
Tyler Fairchild	Ship Park & Rec
Laura Masgalas	SCRC/Community
Bradley Mowery	Pastor/Youth Leader
Troy Shively	Business
Krista Akers	Co-operative Teacher
Deb Luffy	Principal/HS
Jeremy Eastman	Teacher/Elementary
Corey Kauffman	Teacher/Intermediate
Krystal Johnson	Teacher/Careers
Charlie Suders	SASD Board Member
Christopher Weber	Parent
Arron Mailen	Parent
Tony Massara	FCCTC Parent/Special Ed Parent
William Lloyd	Military
Brenda Kimple	FCCTC
Marci Douglass	SU/Mental Health
Tracy Montoro	Post-Secondary
Curtis Voelker	Post-Secondary
Anna Frohm	FCCTC/Students
Luke Mailen	Student
Cassie Yohe	Student
Patrick Eichelberger	Student
Madalyn Kauffman-6th	Student
Edward Barrett	Student
Laci Hoover	Student
Sheri Woodall	Director of Curriculum
Michele Dubbs	Counselor
Kelly Ackley	Counselor
Molly Onomastico	Counselor

Shawn Chiappelli	Counselor
Rosemary Junkin	Counselor
Erica Frontino	Counselor
David Lindenmuth	Counselor
Angie McKee	Counselor
L. Michael Ross	President, Franklin County Area Development Corporation
Lynda Morris	Partnership for Career Development
Dr. Chris Suppo	Superintendent

#### **Request to Form an Uno Club**

- The Superintendent recommends approval of the request submitted by Anna Morales, to form an Uno Club at the high school. Additional information regarding the club was presented to the Board.

#### **School Datebooks Contracts**

- Administration recommends approval of the one year early bird discounted contracts for the purchase of student agendas to be used by the Intermediate and Middle School for the 2020-2021 school year. The cost of the agendas will be paid out of the building budgets.

#### **Local Audit Firm Approval**

- Administration recommends approval of the five year proposal option from Boyer & Ritter for local auditing services as presented to the Board. Shippensburg Area School District paid Boyer & Ritter \$27,500 for local auditing services for the fiscal year ending 6/30/2019. The five year proposal provides for no additional increase in cost for fiscal years ending 2020 and 2021 and very nominal increases for fiscal years 2022 (\$28,000), 2023 (\$28,000), and 2024 (\$28,500).

#### **Parking Lot Paving Project - Change Order**

- Administration recommends approval of the change order as presented below.

Contractor: New Enterprise Stone & Lime Co., Inc.

Project: District-Wide Parking Lot Paving Project

Change Order: As presented to the Board, with a grand total amount of \$36,937.00

**Senior High Auditorium Change Orders**

- Administration recommends approval of the following change orders as presented below.

Contractor: C.M. Eichenlaub

Project: S.A.S.H.S. Auditorium Project

Change Order: Install carpet on the short walls at a cost of \$3,064.00

Contractor: G.R. Sponaugle

Project: S.A.S.H.S. Auditorium Project

Change Order: Replace brass floor plates a cost of \$1,560.00

**Barn Roof Change Order**

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

Contractor: Black Roofing and Construction

Project: S.A.S.D. Barn Roof Project

Change Order: Remove wood shakes and nails and replace rotten roof deck boards at a cost of \$6,128.00

Mrs. Spicka commented the Mobile Hot Spots was included in the 2019-20 budget and she is pleased the District will be providing this to our students.

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

**(Action)**

**ACTION AGENDA**

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

**Regular, Special Education and Non-Public Transportation Contract Extension**

- Administration recommends approval of a one year extension to the Regular, Special Education, and Non-Public Transportation Contracts with Boyo Transportation Services, Inc. The contract will extend from July 1, 2020 through June 30, 2021. Terms and pricing will remain the same as the current school year.

Dr. Goates inquired about the one-year extension. Dr. Suppo explained it was requested due to the timing of hiring a new Superintendent and the list of other pressing items that required more immediate attention and the need to have more time to determine how the next contract will occur such as a renewal, developing an RFP for services, etc.

On roll call, all present voted yes except **Suders** who **abstained**.



**(Information)**

**BOARD COMMENTS**

None

**CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS**

**Per Capita Representation**

Mr. Blyden Potts and Mr. Steven Brenize addressed the Board regarding the representation of Board regions. They explained Region C is currently over represented in Cumberland County and Region A is currently under represented in Cumberland County. They outlined the easiest fix would be to move Shippensburg Township-Cumberland County from Region A to Region C. This can be done through a process with the Court of Common Pleas. Mr. Brenize stated the second option would be for citizens to petition the court. Board members received copy of a handout in their Board folder prepared by Mr. Potts and Mr. Brenize.

**Student Enrollment Policy #200**

Mrs. Tamara Smith-Moore, teacher at the GBLUES and parent in the district, addressed the Board regarding Board Policy #200 - Student Enrollment. She is disappointed teachers cannot enroll their own children in the buildings where they teach. She spoke of the difficulties this presents and felt an open enrollment option would help motivate teachers and students and provide an increase in morale.

**Baltimore Road Bus Stop Concern**

Ms. Kathy Ruth, parent in the district, addressed the Board regarding her ongoing safety concerns with a Baltimore Road bus stop. She is requesting the Board move the bus stop into the development to address the issue of traffic still running the red lights when the bus is stopped.

**CITIZEN'S COMMENTS REGARDING NON-AGENDA ITEMS**

Ms. Kelly Berrier, parent in the district, spoke regarding student behavior concerns at the James Burd Elementary School and the affect it is having on the students and staff.

Ms. Angela Blessing, resident in the district, spoke regarding student behavior concerns at the James Burd Elementary School and the affects it is having on students and staff.

Mr. Neal Burkett, parent in the district, spoke regarding Mr. Luffy's presentation and how the Board voted to solve the librarian issue for the 2019-20 school year. He also spoke regarding the student behavior concerns at the James Burd Elementary School.

Mr. Drew Alosi, parent in the district, spoke regarding student behavior concerns at the James Burd Elementary School and how the Board voted to solve the librarian issue for the 2019-20 school year.

Mrs. Teresa Reed, employee in the district, spoke regarding district wide special education support needs.

Ms. Wendy Tomczak, resident in the district, spoke regarding her concerns with the overall environment in the schools and how it seems we can't control student behavior. She commented it will take time and money to fix these issues.

Ms. Angela Jackson, parent in the district, spoke regarding student behavior concerns at the James Burd Elementary School and the affect it is having on the students and staff.

Ms. Amy Jackson, parent in the district, spoke regarding district-wide student behavior concerns. She is requesting the Board expedite the process to address these needs.

Mrs. Louanne Burt, teacher in the District and SAEA President, spoke regarding how student behavior is affecting teachers in the district.

Mrs. Mary Beth Fishel, resident in the district, spoke regarding the limitation on student restraint procedures and stated she feels for all involved in these student behavior situations.

Mrs. Chaney Musgrave, parent in the district, spoke regarding how student behavior is creating anxiety issues and the suffering that is occurring due to these incidents. She also commented on how this is ultimately going to affect performance. She feels the community is very worried about what is happening. She is requesting the Board hire a Medium to evaluate the issue and how to fix it.

Mr. Ronald Repak, District Solicitor, commented that Special Education behavior concerns are happening everywhere, not just in the Shippensburg Area School District. He stated he has begun discussing with Dr. Suppo the potential for an outside review of the Special Education staffing, logistics, etc. in the district. He stated it is a very complicated process.

Dr. Suppo commented on the frustrating process, length of time, etc. for students to be properly evaluated. He does not want the public perception to be that the Board is doing nothing. He stated there has been things done to improve the situation but did state this will not be a quick fix. He is asking for patience and stated he is meeting with staff at the James Burd Elementary School in small groups to hear their concerns.

Ms. Renee Kelly, parent in the district, feels the district has a money and time issue regarding the student behavior issues. She wants the Board to better communicate with parents and the community on how they are addressing these concerns and feels time is of the essence.

Mrs. Louanne Burt, teacher in the District and SAEA President, thanked Dr. Suppo for being open and stated these concerns started way before Dr. Suppo became Superintendent. She also stated she feels our aides are really underpaid and felt tax payers would support a tax increase to support student needs.

Mrs. Desiree Cupp, teacher and parent in the district, spoke regarding her perspective as a parent with a special needs student and stated she feels bad for all involved in these situations. She commented that anger is not good and spoke of how hard it is to get services for special needs students. She would like to see consistency among the buildings, better communication to the students about what they are witnessing so they have a better understanding of the situation. She would like the elementary schools implement a "safe place" for students similar to what is in place at our secondary schools. She would like to see the Board, Administration, and staff come together to create a solution.

Dr. Lyman commented he would like to continue to hear from the Building Principals regarding their needs.

Dr. Suppo commented that Mrs. Mowery is set to speak at the November 12, 2019 Board meeting.

Mrs. Mary Beth Fischel, resident in the district, asked about the start date timeline for the new James Burd Elementary School Principal and who is currently covering the building.

Dr. Suppo commented the district is waiting for Mr. Matthew Flohr to be released from his current district and they are hoping for a "sooner than later" start date. He stated Mrs. Peggy Crider with assistance from Mrs. Bethany Bridges are currently overseeing the James Burd Elementary School.

Dr. Lovett commented that in regards to a solution to the behavior issues that some things are already in process and feels transparency is important.

### **INFORMATION**

#### **Date Saver**

#### **Parent/Teacher Conferences**

Grades K-3: November 4, 5, 13, 15  
Grades 4-5: November 4, 5, 6, 13, 14  
Grades 6-8: November 5, 7, 12, 14  
Grades 9-12: November 19, 2019

**Friday, November 8** - 14th Annual Veterans Day Celebration

**Tuesday, November 12** - Next Board of School Directors Meeting

#### **Fall Break -**

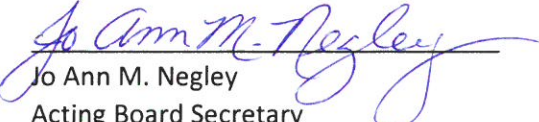
November 27 - two hour early dismissal  
November 28, 29, December 2 - District Closed  
December 3 - Staff Development, students not in session

**November 21 and 23 (Thursday and Saturday)** - "A Midsummer Night's Dream" presented by the High School Drama Club

**Tuesday, December 3** - Board of School Directors Meeting (changed from Dec. 2)

### **ADJOURNMENT**

On motion of Suders, seconded by Torri to adjourn at 8:57 p.m.

  
Jo Ann M. Negley  
Acting Board Secretary