

Minutes of the April 11, 2022 Planning/Action Meeting of the Board of School Directors held in the Shippensburg Area Senior High School Auditorium, 201 Eberly Drive, Shippensburg, PA 17257.

OPENING

Call to Order

Mr. Mark Buterbaugh called the meeting to order at 7:05 p.m.

Roll Call

On roll call, the following members were present: Mr. Mark Buterbaugh, President; Mr. Charles Suders, Vice President; Mr. Jim Bard; Mr. Dwayne Burt; Mr. Levi Cressler; Mrs. Steph Eberly; Dr. Nathan Goates; Mr. Donald Hilbinger; Mr. Fred Scott, Sr.; Caden Yonish, Student Representative; and Allison Hunt, Student Representative.

Others present were: Dr. Chris Suppo, Superintendent; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; Mr. Greg Miller, Shippensburg Area Middle School Principal; Mr. Chad Kreitz, Director of Operations and Maintenance; Mrs. Lauren Zima-Engro, Supervisor of Special Education; Mrs. Nicole Weber, Human Resources Director; Mr. Damion Spahr, SitelogIQ, Mr. Mark Kurowski, K & W Engineering; Ms. Carolyn DuBois, K & W Engineering; 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:

Calvin Lake ~ April 14, 1957 - March 21, 2022
1975 Graduate

Richard "Dick" Bard ~ June 30, 1956 - April 2, 2022
1974 Graduate

Mark Minnich ~ March 13, 1953 - April 4, 2022
Husband of high school teacher Elizabeth Minnich

Levi Lynch ~ February 7, 1994 - April 6, 2022
2012 Graduate

(Action)

Agenda Approval

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

Dr. Suppo noted there are no changes or amendments to tonight's agenda. However he noted there are presentations tonight from SiteLogIQ and K & W Engineering for Action Agenda Item #5C "Shippensburg Area Middle School Final Sketch" which could result in an amendment to tonight's agenda.

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

On roll call, all present voted to approve tonight's agenda.

(Information)

CITIZENS COMMENTS REGARDING AGENDA ITEMS

Becky Wolfinger, resident of S.A.S.D., thanked Mrs. Susan Martin for her 22 years of service. She stated her leadership in the district does not go unnoticed.

Leah Fleming, resident of S.A.S.D., spoke regarding the proposed stadium project and offered some ideas to offset the costs of the project such as sponsorships and fundraising through Booster Clubs. She also requested the Board get input from the coaches of all sports teams regarding what should and should not be included in the project. Lastly, she asked the Board to treat each sport equally and not forget about the sports teams that just use indoor facilities and the need to upgrade indoor facilities as well.

Chris Jackson, resident of S.A.S.D., spoke regarding the proposed stadium project, the track conditions, and the impact rising interest rates will have on future projects.

EXECUTIVE SESSION

Mr. Buterbaugh announced the Board held an Executive Session prior to tonight's Planning/Action Meeting to discuss Legal Matters.

REPORTS

Student Representatives - Allison Hunt and Caden Yonish

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

- 1) All Spring Sports have started their seasons and everything is going well.
- 2) Dakota Arana set a new school record with his high jump of 6'9".
- 3) Jillian Sydnor set a new 400 meter school record with a time of 58.42 seconds.
- 4) The Broadway Club is hosting a trip to Lancaster last this month to view the production of "David" and to enjoy the local shops and amusements.
- 5) The Boys' Basketball Team have completed a record setting season by placing 2nd in Districts and a run in States ending in the 5A Elite 8.

- 6) The AP Studio Art Class held an art show entitled "The Grit of Youth" at the art gallery downtown.
- 7) College Info Night will held be tomorrow night at 6:00 p.m. via Zoom.
- 8) The Swim Teams Medley Relay Team consisting of Colin Krause, Ethan Johnson, Bryce Pattillo and Jed Ritchie placed 6th at Districts.
- 9) Artrageous was held on March 10, 2022.
- 10) NHS held a supply drive to support the people in need in Ukraine.

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

- 1) Student Council is accepting applications for next year's positions.
- 2) Diesel Koser finished the wrestling season as a top 16 wrestler in the State and a 31-12 record. Dom Frontino finished his season with an 8th place medal at States.
- 3) The Drama Club completed the production of "My Fair Lady" with great reviews.
- 4) The district-wide "Evening of Jazz" event was held on March 24, 2022.
- 5) The third marking period wrapped up at the end of March.
- 6) The Cumberland-Perry County Drug and Alcohol Commission Youth Advisory Board is looking for new student participants for next year.
- 7) Coffee House was held the evening of March 25 with another great show of talents.
- 8) The Children's Literature classes visited the elementary schools at the end of March to read their books to the students.
- 9) There will be a trip to a Senators game and their Business of Baseball event on April 27th for any student who is interested in learning about Sports Management, Sale, Marketing, Social Media, and Tourism and Hospitality.
- 10) Mrs. Vera Bej, who grew up in Shippensburg but was a refugee from Ukraine fleeing the Soviet Union during World War II, visited S.A.S.H.S. at the end of March to speak about her experience as a child fleeing the country and about the current situation in Ukraine. He noted she gave an excellent presentation and encouraged all to watch her brief recap on the Channel 74 March 31st report.

Franklin County Career Center Report - Dwayne Burt and Charlie Suders, Jim Bard Alternate

Mr. Burt reported the Personnel Committee at the FCCTC will be bringing forward a name at the April JOC Meeting for the new Administrative Director to replace Mr. Jim Duffy who is retiring at the end of this school year.

Board Committee Reports

Negotiations Committee

Mr. Buterbaugh noted the Negotiations Committee met on April 6, 2022. Dr. Goates noted the Negotiations Committee met with a sub group of the Support Staff Union and he feels the groups are close to getting a contract.

Curriculum Report - Sheri Woodall

Mrs. Woodall presented an ARP ESSER review with the Board.

A brief discussion occurred among the Board and Administration regarding the presentation.

Superintendent Report

Sound System Update

Dr. Suppo noted tonight is the first night the new sound system is being used and he hopes the sound is much better than it has been in the past. He thanked Dr. Stevens for his work on this project.

Enrollment Report

The April 1, 2022 Enrollment Report was presented to the Board. The enrollment numbers are as follows:

Kindergarten	270	Fifth Grade	278	Tenth Grade	279
First Grade	243	Sixth Grade	246	Eleventh Grade	274
Second Grade	248	Seventh Grade	248	Twelfth Grade	242
Third Grade	261	Eighth Grade	296	Out of District	25
Fourth Grade	249	Ninth Grade	271		

Donation Report

The Shippensburg Area School District Board of School Directors acknowledges receipt of donations from the following:

Minnequa Social Club, \$100.00 monetary donation to purchase snacks and supplies for the After School Tutoring Program at the Nancy Grayson Elementary School.

Durff-Kuhn VFW Post 6168, \$2,500.00 monetary donation to support the SAIS facility dog.

Giant Foods, \$50.00 Giant gift card to support the SAIS facility dog.

Anchor Settlement Co., \$500.00 monetary donation to support the SAIS facility dog.

Thomas Gleason, Esquire, \$500.00 monetary donation to support the SAIS facility dog.

SASHS Faculty Fund, \$565.00 monetary donation to support the SASHS PBIS Program.

Dr. Suppo also recognized a fundraiser that was recently held at GBLUES called "Coins for a Cure" that raised \$1,345.77 for the Shippensburg University Relay for Life event for the American Cancer Society.

MS Presentation - STAR Program

Greg Miller, S.A.M.S. Principal, introduced Jared Krebs and Tabitha Curtis who presented information to the Board regarding the Shippensburg Therapeutic and Academic Resources (STAR) Education Program.

A brief discussion occurred among Dr. Goates and Mr. Krebs regarding the presentation.

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the March 28, 2022 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

Administrative Staff

- Administration recommends the approval of the following resignation for the purpose of retirement:
 1. **Susan M. Martin** – Principal, Nancy Grayson Elementary School/COVID Coordinator at Shippensburg Area School District, effective August 3, 2022.

Professional Staff

- Administration recommends the acceptance of the following resignation:
 2. **Morgan L. Robinson** - Science Teacher at the Shippensburg Area Middle School, effective the last day of the 2021-2022 school year.

- Administrations recommends approval of Professional Contract status (tenure) for the following professional staff member who has successfully completed three years of satisfactory service with the Shippensburg Area School District:
 3. **Jonathan A. Marshall** – Social Studies Teacher, effective retroactive to January 3, 2022.
- Administration recommends the approval of the following new appointment:
 4. **Rylie M. Culbertson** – Third Grade Teacher at Nancy Grayson Elementary School, effective August 15, 2022 at a status quo salary of \$52,769.00. Bachelors/Step 1 (covering the vacancy created by the retirement of Gail L. Holtry).

Support Staff

- Administration recommends the approval of the following resignation for the purpose of retirement:
 5. **Margie E. Edwards** – Part-time Kitchen Helper at the Shippensburg Area High School, effective the last day of the 2021-2022 school year.
- Administration recommends approval of the following support staff employees who have successfully completed the sixty (60) day probationary period and achieved regular employment status. This is in accordance with the SAESP Bargaining Agreement, Article III, 3.02:
 6. **Debbie S. Bigler** – Part-time Cafeteria Cashier Helper at the Shippensburg Area Middle School, effective retroactive to March 4, 2022.
 7. **Sarah R. Covell** – Full-time LPN at the Shippensburg Area Intermediate School, effective retroactive to March 9, 2022.
 8. **Cortney D. Krall** – Part-time Health Room Aide at the Shippensburg Area Middle School, effective retroactive April 4, 2022.
- Administration recommends approval of the following transfer:
 9. **Katie M. Rhone** – Part-Time Classroom Assistant at James Burd Elementary School TO Temporary Part-Time Classroom Monitor at James Burd Elementary School. Ms. Rhone will be paid a salary of \$37.11 per hour (Bachelor's at Step 1 hourly rate) (this is a new title created per Act 91 regulations) (transfer effective upon emergency permit received).

- Administration recommends approval of the following new appointment:
 10. **Brandon Fisher** – Part-time Classroom Assistant at the Shippensburg Area Middle School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective April 12, 2022 (hiring dependent upon the successful completion of all required paperwork and clearances) (replacing Evan T. Beam – termination).

Supplemental Staff

- Administration recommends acceptance of the following resignation:
 11. **Treva J. Craig Bailey** – Middle School Head Field Hockey Coach, effective retroactive March 3, 2022.

Field Trip Request Change

- Due to group size guidelines, available dates and other trips scheduled traveling, fourth grade students will be unable to go to Harrisburg this year for their field trip. Administration recommends approving the class to visit the Army War College outdoor walking tour on May 11, 2022. The students will walk the trail and visit examples of encampments and equipment.

Administration recommends approval of the change.

Sub-Participating Addendum for Hot Spots

- In order to receive ECF funding for hot spots, the district needs to switch to new devices and enter into a new contract. The district currently spends \$39.99 a month per hot spot. The new devices will cost \$15.00 a month, which is reimbursed by the government. This will save the district \$1,200.00 a month. After the federal funding is depleted, we will save \$750.00 a month.

Administration recommends approval of the sub-participating addendum with AT & T Corp. to purchase service, equipment, and other related products to help families in our district who do not have internet access.

Addendum to Extend Contract with ESS Northeast, LLC

- Administration recommends approval of the Addendum to Extend the Agreement between ESS Northeast, LLC and Shippensburg Area School District through June 30, 2023. The District contracts with ESS to place qualified staff in daily and long-term K-12 positions including substitute teachers, paraprofessionals, and other school support staff.

Appointment of School Dentist

- Administration recommends approval of the three year contract for the appointment of Michael Morehouse, D.M.D., Morehouse Family Dentistry, as school dentist beginning July 1, 2022 through June 30, 2025 at the following rates:

2022-2023	\$3,700 (\$100 increase over 2021-2022)
2023-2024	\$3,800
2024-2025	\$3,900

National Council for Teachers of Mathematics Grant

- Administration recommends approval to apply for and accept a grant from the National Council for Teachers of Mathematics in the amount of \$3,000. If awarded, the funds will be used to purchase Rekenreks, a mathematics manipulative, for all K-1 classrooms.

Greater Chambersburg Chamber Foundation Grant

- Administration recommends approval to apply for and accept a grant from the Greater Chambersburg Chamber Foundation in the amount of \$2,000. If awarded, the funds will be used to purchase virtual math manipulatives from Brainiaccamp, LLC, for the four elementary buildings.

GASB 75 Valuation of Post-Employment Benefits

- GASB 75 is a pronouncement of the Governmental Accounting Standards Board (GASB) that requires determining actuarial values for Post-Employment Benefits. Governmental entities are required to update the GASB 75 valuation every two years.

The Pennsylvania Trust has contracted with Conrad Siegel Actuaries to complete GASB 75 valuations for Pennsylvania School Districts. The rates charged are a result of negotiations, at the state level, between the Pennsylvania Trust and Conrad Siegel Actuaries. The approximate cost is \$7,525.00 for the two-year valuation.

Administration recommends approval of the service agreement with the Pennsylvania Trust and Conrad Siegel Actuaries to complete the required governmental auditing standards for GASB 75.

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

(Action)

CONSENT AGENDA

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

Appointment of School Physician

- Administration recommends approval of the contract with Dr. Baxter Drew Wellmon, II, D.O. for the period of July 1, 2022 through June 30, 2025 to provide school physician services. The contract reflects a one-time \$1,000 price increase for fiscal year 2022-2023 and will remain flat for the 2023-2024 and 2024-2025 fiscal years. Since Dr. Wellmon's service as school physician, effective July 1, 2016, this is only the second price increase for his services.

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

(Action)

CONSENT AGENDA

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

Rubicon Atlas Contracts

- Administration recommends approval of the two contracts with Rubicon Atlas. The first contract will run from April 15, 2022 to June 30, 2023 to align with the fiscal year. The second contract will continue on July 1, 2023 through June 30, 2024. The company no longer offers extended contracts as payment must be made 100% up front, therefore it was necessary to split the contract into two subsequent years.

A discussion occurred among Mr. Cressler and Mrs. Woodall regarding this Consent Agenda item.

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

(Action)

ACTION AGENDA

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

Zoo America Agreement

- Administration recommends approval of the Zoo America Outreach contract for the James Burd and Nancy Grayson Elementary Schools. The event will be held on April 26, 2022. The cost for this event is \$690.00 and will be covered by the PTO's.

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

(Action)

ACTION AGENDA

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

Memorandum of Understanding between SASD and Shippensburg Area Education Association

- Administration recommends approval of the Memorandum of Understanding (MOU) with the Shippensburg Area Education Association (SAEA) requesting to move a day-to-day substitute into a long-term substitute vacancy position and waive the thirty (30) consecutive day provision before increasing the day-to-day substitute salary to the higher salary of the long-term substitute position.

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

(Action)

ACTION AGENDA

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

Advertise Special Education Positions

- Administration recommends approval to advertise as "anticipated" the following Special Education positions:
 1. **Applied Behavior Analysis Teacher** at James Burd Elementary School
 2. **Applied Behavior Analysis Classroom Assistants** - two (2) positions at James Burd Elementary School
 3. **Registered Behavior Technician** - two (2) for K-12

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

(Action)

ACTION AGENDA

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

District Solicitor Approval to File Petition

- Administration is requesting board approval to authorize the District's Solicitor to act on behalf of the School District to file a petition for appeal from the decision of the Board of Assessment Appeals regarding Parcel #: 34-33-1865-014B.

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

(Action)

ACTION AGENDA

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

District Solicitor Approval to File Petition

- Administration is requesting board approval to authorize the District's Solicitor to act on behalf of the School District to file a petition for appeal from the decision of the Board of Assessment Appeals regarding Parcel #: 36-33-1865-002.

Mr. Burt asked what precipitated this agenda item and asked for information comparing legal fee costs to the benefit of the appeal.

Dr. Suppo noted it is a result of \$4,925 in lost revenue and we can request the solicitor fees not exceed a certain amount for this appeal.

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

(Information)

DISCUSSION AGENDA

Middle School Project Update – Mr. Chad Kreitz/SitelogIQ/K & W Engineering

Mr. Damion Spahr, SitelogIQ, and Mr. Kreitz presented information to the Board regarding the Shippensburg Middle School construction project and the parent loop at both S.A.M.S. and S.A.S.H.S.

A discussion occurred among the Board, Mr. Spahr, Mr. Kurowski of K & W Engineering, and Administration regarding the presentation including but not limited to possible bid alternates, district needs, prioritization, GESA Amendment #1, traffic concerns with the parent loop, etc.

(Action)

ACTION AGENDA

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

Shippensburg Area Middle School Final Sketch

- ~~Administration recommends approval of the final sketch from K & W Engineers. The sketch shows parking has been increased both to the front area of the building and the east side of the existing dock area, new access in the back of the building to control traffic, including the parent loop connection shifting slightly and the creation of a parking bay.~~
- Motion to direct the Project Civil Engineer to prepare site plans for building permit for the additions to the Middle School and separately prepare land development plans for the work related to drives and parking at the Middle School to be bid at a later date from the construction of the Middle School additions. Scope of design may be adjusted by the direction of the Administration and Board at a later date.

Mr. Hilbinger inquired if there were completion deadlines associated with the borrowing for this project.

Dr. Suppo stated he believes we have three years to spend up to 80% of the amount borrowed.

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

(Information)

DISCUSSION AGENDA

Athletic Stadium – Stadium Concepts

Mr. Mark Kurowski and Ms. Carolyn DuBois of K & W Engineering, presented information to the Board regarding the proposed stadium concepts including but not limited to the components of the Feasibility Study, location of improvements, phases as they relate to budget, etc.

An extensive discussion occurred among the Board, Administration, and K & W Engineering regarding the presentation.

(Action)

ACTION AGENDA

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

Location of Proposed Stadium

- Mr. Burt makes a motion to put a motion on the next Action Agenda to rescind the previous Board's action to locate the stadium on the high school campus thereby returning all available options to the table for consideration and meeting the athletic needs both in partnership with Shippensburg University and possible renovation of Veteran's Stadium at Memorial Park.

A discussion occurred among the Board and Administration regarding the motion from the floor.

The motion **from the floor failed** with **Bard, Cressler, Hilbinger, Scott, and Buterbaugh** voting **no**.

(Information)

Athletic Stadium - Track Repair

Mr. Kreitz provided the Board with information regarding totally redoing the track and just repair/patching the track.

A discussion occurred among the Board and Administration regarding the information presented by Mr. Kreitz.

High School Foreign Exchange Student

Per School Board Policy #239, a foreign exchange student from Germany has met all of the qualifications to attend the Shippensburg Area High School for the 2022-2023 school year. Administration will recommend approval of the student.

Civil War Day Instructional Day

Administration will recommend approval of the request from Mr. James Richardson, Middle School Teacher, for a Civil War Instructional Day to be held at Shippensburg Area Middle School on May 12, 2022.

The agenda for the day was presented to the Board.

American Red Cross Emergency Shelter Agreement

For the past several years, the District has entered into an agreement to permit the Red Cross to use our buildings as emergency shelters to provide services during a disaster. The Facility Use Agreement from the American Red Cross was provided to the Board and has been revised to more clearly define terms and conditions.

Administration will recommend approval of the revisions to the agreement.

(Information)

CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS

Susan Spicka, resident of S.A.S.D., spoke regarding level up funding.

Chasity Johnson, resident of S.A.S.D., spoke regarding concerns with the Athletic Handbook specifically to address bullying and discipline.

Chris Jackson, resident of S.A.S.D., inquired about a Middle School canopy for the bus loop and noted he is not in favor of upgrades to the Middle School Administration Suite. He also spoke regarding rising interest rates and the affects they will have on borrowing. He commended the Board to voting down the motion to rescind the original vote on the stadium location.

BOARD COMMENTS

Mr. Cressler spoke regarding the flags presented by the Foreign Exchange Students. He asked Administration to find a spot to hang them. He also commented on how wonderful the Middle School Spring Musical was.

Dr. Goates stated he really enjoyed the Middle School Spring Musical.

Mr. Buterbaugh thanked Mrs. Woodall for her curriculum updates.

Dr. Suppo announced his plans to retire from public education at the conclusion of the school year. He noted he will be leaving Shippensburg proud of the many accomplishments and decision made revolving around the pandemic. He noted Shippensburg is home to a faculty and staff who are caring, talented, and committed people.

INFORMATION

Date Saver

April 13 - Budget & Finance Committee Meeting at 6 p.m., Middle School Cafeteria

April 13 - Scholastic Awards Ceremony, Reception at 5 p.m. in the high school lobby; Ceremony at 6 p.m. in the high school auditorium

April 14 - Two hour early dismissal for students, teachers and staff

April 15 & 18 - District closed for spring break

April 20 - Act 80 - Two hour early dismissal for students

April 25 - School Board Meeting

May 9 - School Board Meeting

May 10 - SASHS Jazz Band & Sharps Concert 7:00 p.m.

May 16 - Budget & Finance Committee Meeting at 6 p.m.

May 16 - SASHS Band & Chorus Concert 7:00 p.m.

May 18 - Special Education Track & Field Meet, Senior High School Track

May 23 - School Board Meeting

May 25 - Commencement Ceremony for the Class of 2022

ADJOURNMENT

On motion of Scott, seconded by Eberly to adjourn at 10:16 p.m.



Cristy Lentz
Board Secretary