

Minutes of the June 12, 2023 Planning/Action Meeting of the Board of School Directors held in the Shippensburg Area Senior High School Library, 201 Eberly Drive, Shippensburg, PA 17257.

1. OPENING

1.a. Call to Order

Dr. Nathan Goates, President, called the meeting to order at 8:01 p.m.

1.b. Roll Call

On roll call, the following members were present: Dr. Nathan Goates, Board President; Mrs. Steph Eberly, Board Vice President; Mr. Levi Cressler; Mr. Charlie Suders; Mr. Kirk Naugle; Mr. Fred Scott; Mrs. Becky Wolfinger; Dr. Michael Lyman; and Mr. Jim Bard.

Others present were: Mr. William August, Superintendent; Mrs. Sheri Woodall, Director of Curriculum and Instruction; Dr. Troy Stevens, Technology Coordinator; Mr. Chad Kreitz, Director of Operations and Maintenance; parents, teachers, concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

1.c. Pledge of Allegiance

1.d. President's Charge to the Board

1.e. Moment of Silence

Richard H. Laughlin II ~ November 7, 1967 - May 24, 2023
1985 Graduate

Ericsson Kothpratoum ~ May 7, 2010 - May 30, 2023
6th Grade Middle School Student

Betty L. Suders ~ April 22, 1944 - June 8, 2023
Graduate

(Action)

1.f. Agenda Approval

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

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

(Information)

2. CITIZENS' COMMENTS REGARDING AGENDA ITEMS

None

3. REPORTS**3.a. Franklin County Career and Technology Center Report - Becky Wolfinger, Charlie Suders: Jim Bard Alternate**

Mrs. Wolfinger reported that Dr. Shuman, Assistant to the FCCTC Director, shared how Cyber Charter Schools are trying to entice students from FCCTC to their online-only programs. Mrs. Wolfinger spoke of the benefits for the hands-on training at FCCTC.

3.b. Board Committee Reports**3.b.a. Athletics Committee**

Mr. Cressler reported that the Athletic Committee met on Wednesday, May 31st to review spring sports. He shared that a large number of girls signed up for open gym for girls wrestling. Mr. Cressler spoke of the recommendations from the committee to hire an assistant cross country coach for the 54 middle school athletes and a bocce coach. He said the group is also recommending approval for a part-time athletic trainer for an additional 400 hours. All three recommendations are included in the 23-24 budget that is on tonight's agenda for approval.

3.b.b. Budget & Finance Committee

Dr. Goates reported that a Budget & Finance Committee Meeting was held on Monday, June 5th to finalize the 23/24 budget.

3.b.c. Board Conference Meeting

Dr. Goates reported that the Board met in conference on Wednesday, June 7th to receive training and create a tool for evaluating the Superintendent.

Executive Session

Dr. Goates reported that an Executive Session was held after the Budget & Finance Committee Meeting on June 5th to discuss several personnel and contract issues and property matters.

3.c. Curriculum Report - Sheri Woodall

Nothing to report.

3.d. Superintendent's Report**3.d.a. Enrollment Report**

The enrollment report for June 1 was presented to the Board as follows:

Kindergarten	285	Fifth Grade	288	Tenth Grade	288
First Grade	288	Sixth Grade	276	Eleventh Grade	288
Second Grade	260	Seventh Grade	258	Twelfth Grade	261
Third Grade	262	Eighth Grade	251	Out of District	24
Fourth Grade	273	Ninth Grade	304	Total Enrollment	3606

Mr. August reported that there are 181 more students this year than last year at this time.

3.d.b. Donation Report

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

Anonymous, \$130.00 monetary donation to support the Shippensburg Area Senior High School Facility Dog Program.

Miscellaneous, \$1,000.00 monetary donations to support the Shippensburg Area Senior High School FFA Greenhouse.

Miscellaneous, \$450.00 monetary donations to support the Shippensburg Area Senior High School FFA Greenhouse.

Minnequa Social Club, \$100.00 monetary donation to support the Shippensburg Area Senior High School FFA.

Hub City Club, \$500.00 monetary donation to support the Shippensburg Area Senior High School FFA.

Fogelsanger-Bricker Funeral Home & Crematorium, Inc., \$50.00 monetary donation to support the Shippensburg Area Senior High School Woodworking Club.

The Inside Scoop, \$50.00 monetary donation to support the Shippensburg Area Senior High School Woodworking Club.

Thomas P. Gleason, \$100.00 monetary donation to support the Shippensburg Area Senior High School Woodworking Club.

Cody Moser: Kodeomoza Fine Woodworking, pens and cutting boards for Shippensburg Area Senior High School PBIS Program. Value of the donation is \$375.00.

Kiwanis Club of Shippensburg, \$200.00 monetary donation to support the S.A.S.H.S. Track and Field Meet.

Miscellaneous, \$148.00 monetary donation from t-shirt sales to support the S.A.S.H.S. Track and Field Meet.

Nancy Grayson PTO, sports themed books in memory of Kindergarten Teacher Emalie Diehl's family and "I Survived" box set books to be placed in the library at the Nancy Grayson Elementary School. Approximate value of the donation is \$451.55.

3.d.c. Recognition of Retired District Employees

https://docs.google.com/presentation/d/1I3_z8rC_5DPbva4BhLkyA64f9tS5vNLSh06DfvKyKGY/edit?usp=sharing

We would like to honor those dedicated employees that gave years of service to the Shippensburg Area School District, a total of 177 years! Thank you for all you've done for our students and the District. We wish you all a happy and healthy retirement!

- *Melanie Baughman, HS Language Arts Teacher ~ 21 years*
- *Rogers Byers, District Custodian ~ 14 years, 5 months*
- *Elizabeth Denning, Nurse at the Middle School ~ 27 years*
- *Michele Dubbs, HS Counselor ~ 33 years*
- *Margaret Gallagher, HS Head Cook ~ 8 years*
- *Robert Maag, HS Music Teacher ~ 33 years*
- *Elizabeth Minnich, HS Social Studies Teacher ~ 18 years, 5 months*
- *Andrew Norton, HS & MS Assistant Principal ~ 22 years*

Mr. August and Dr. Goates thanked these individuals for their service to the District.

(Action)

4. CONSENT AGENDA

On a motion of Wolfinger, seconded by Eberly to approve items 4.a.to 4.i. of the Consent Agenda.

4.a. Approval of Minutes

Recommend approval of the minutes as presented from the May 22, 2023 Planning/Action Board meeting.

4.b. Finance

Recommend approval of the Cafeteria Fund Report for June.

All other reports listed below will be on the August 14, 2023 Board agenda for approval.

- Bills of Payment
- Financial Reports (Treasurers, Capital Reserve Fund and Cafeteria Fund)
- Tax Report
- Budget Reports (Budget Summary and Budget Transfers)

4.c. Agreement with New Story for Special Education Services

New Story School operates a private licensed school in New Cumberland, PA. New Story provides educational services to children with special education requirements. The proposed agreement is for 1 student for the 2022-2023 school year. The cost per day is \$300 (moderate level of intensity). The program provided by New Story is based on a 4-rate pricing model (low, moderate, high and extra-high).

Administration recommends approval of the agreement with New Story for the 2022-2023 school year.

A copy of the agreement was provided to the Board.

4.d. Mobile Ag Ed Science Lab Agreement for James Burd Elementary School

Administration recommends approval of the Mobile Agricultural Education Science Laboratory Agreement to present their program to the students at James Burd Elementary School May 20-24, 2024. The cost for the program is \$3,000 for the week and will be paid out of the James Burd Student Activity Account.

A copy of the agreement was provided to the Board.

4.e. Updates to Athletic Job Titles

Administration recommends updating athletic job titles in the SAEA Contract to align with PIAA titles.

The information below shows the current job titles and the recommended PIAA titles.

SAEA Contract Current Supplemental Titles: Proposed SAEA Contract Supplemental Titles:

9th Grade Head Football	Junior High Head Football
9th Grade Ass't Football (2)	Junior High Ass't Football (2)
9th Grade Ass't Football (2)	Junior High Ass't Football (2)
High School Head Volleyball	High School Girls' Head Volleyball
High School Ass't Volleyball	High School Girls' Ass't Volleyball
High School Boys' JV Ass't Basketball	High School Boys' Ass't Basketball
Middle School Boys' Varsity Basketball	Middle School Boys' Head Basketball

Middle School Boys' JV Basketball
High School Girls' JV Ass't Basketball
Middle School Girls' Varsity Basketball
Middle School Girls' JV Basketball
Middle School Head Wrestling
Middle School Ass't Wrestling
High School Head Cheer Advisor
High School Ass't Cheer Advisor
Middle School Head Cheer Advisor
Middle School Ass't Cheer Advisor
High School Asst Athletic Director
Middle School Asst Athletic Director/
Equipment Manager

Middle School Boys' Ass't Basketball
High School Girls' Ass't Basketball
Middle School Girls' Head Basketball
Middle School Girls' Ass't Basketball
Junior High Head Wrestling
Junior High Ass't Wrestling
High School Head Cheer Coach
High School Ass't Cheer Coach
Middle School Head Cheer Coach
Middle School Ass't Cheer Coach
High School Game Manager
Middle School Game Manager/
Equipment Manager

4.f. Athletic Training Agreement

Administration recommends renewing the five (5) year contract with Shippensburg Physical Therapy and Sports Medicine, Suite 2, 20 Park Place, Shippensburg, PA for Athletic Training services. The new contract will expire on July 31, 2028.

A copy of the contract was provided to the Board.

4.g. Operations and Maintenance Renewal Agreements

Administration recommends approval of the following renewal service agreements:

1. **Water Treatment by Design** - 1 year renewal contract with Water Treatment by Design to test the water quarterly at the HS, MS, and IS. The contract will run from July 1, 2023 through June 30, 2024.
2. **FMX** - 1 year renewal contract with FMX, the company used District-wide to schedule school, community and athletic events along with maintenance requests and routine maintenance. The contract will run from July 1, 2023 through June 30, 2024.
3. **R.J. McCarville Assoc.** - 3 year renewal contract with R.J. McCarville for inspections for the basketball backstops at the HS and MS.

A copy of all of the agreements was provided to the Board.

4.h. District Registrar Job Description

Administration recommends approval of the creation of a job description for District Registrar. This position will serve as registrar and receptionist.

A copy of the job description was provided to the Board.

4.i. Business Office Assistant Job Description

Administration recommends approval to the revisions made to the District Receptionist job description and updated to the Business Office Assistant job description.

A copy of the job description was provided to the Board.

On voice call, all present voted yes to items 4.a. - 4.i.

(Action)

4. CONSENT AGENDA

On a motion of Eberly, seconded by Lyman to approve item 4.j. of the Consent Agenda

4.j. Personnel - Professional and Support

Professional Staff

Administration recommends approval of the following retirement:

1. Mary J. Shoemaker – Autism Support Teacher at Shippensburg Area High School effective the last day of the first marking period of the 2023-2024 school year

Administration recommends the approval of the following FMLA qualifying leave of absence request:

2. Grace Y. Spencer – Reading Specialist at Shippensburg Area Intermediate School is requesting leave effective tentatively September 5, 2023 and continuing through December 1, 2023, with an expected return to work date of approximately December 4, 2023

Administration recommends approval of the following transfer:

3. Debra J. Heefner – Emotional Support Teacher at Shippensburg Area Intermediate school TO Learning Support Teacher at Shippensburg Area Intermediate school salary remains the same effective the first in-service day of the 2023-2024 school year (replacing Michaela A. Ohradzansky – resignation)

Support Staff

Administration recommends approval of the following resignations:

4. Alicia M. Bush – Part-Time Classroom Assistant at James Burd Elementary School effective retroactive June 7, 2023

5. Peggy S. Elsesser – Full-Time Custodian at James Burd Elementary School effective retroactive May 24, 2023

Administration recommends approval of the following promotion:

6. Dorothy J. Riley – Part-Time Kitchen Helper at Shippensburg Area High School working 4.25 hours/day, 180 days per year TO Part-Time Cashier Helper at Shippensburg Area High School working 4.5 hours/day, 180 days per year effective August 22, 2023. Hourly rate to remain the same (replacing Schaila R. Johnson – resignation)

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:

7. Tamara L. Clark – Cashier Helper at Nancy Grayson Elementary School, effective retroactive May 15, 2023

8. Todd A. Harre – Custodian at Shippensburg Intermediate School, effective retroactive May 31, 2023

Administration recommends approval of the following new appointments:

9. Tayana B. Diggs – Part-Time Kitchen Helper at Shippensburg Area High School, at an hourly

rate of \$12.25 working 3.5 hours/day, 180 days/year, effective August 22, 2023 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Aml M. Habib – resignation)

10. Samantha K. Freeman – Full-Time District Business Office Assistant at the Shippensburg Area School District at an hourly rate of \$14.25, working 7 hours/day, 260 days/year, effective date approximately July 10, 2023 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Kristina M. Powers - resignation)

11. Dee M. Goodhart – Part-Time District Registrar at Shippensburg Area School District, at an hourly rate of \$14.25, working 5.75 hours/day, 205 days/year, effective August 16, 2023 (new position approved on Board Agenda May 8, 2023)

12. Lindsey M. Gossert – Part-Time Summer District Registrar at Shippensburg Area School District, at an hourly rate of \$16.44, working approximately 28.75 hrs/week effective retroactive June 5, 2023 thru August 18, 2023 (new position approved on Board Agenda May 8, 2023)

13. Richard A. Menton Jr. – Short Term Part-Time Technology Specialist, at Shippensburg Area School District at an hourly rate of \$16.00, working approximately June 13, 2023 through August 10, 2023 (Hiring dependent upon successful completion of all required paperwork and clearances) (new position approved on Board Agenda April 24, 2023)

Administration recommends approval of the following substitutes:

- 14. **Jamie L. Caudill** – Custodial
- 15. **Luke S. Davis** – Custodial
- 16. **Madeline L. Davis** – Custodial
- 17. **Aspyn E. Keetch** – Custodial, Secretarial
- 18. **Emma C. Matlock** – Custodial, Secretarial

Supplemental Staff

Administration recommends approval of the following resignations:

- 19. **James E. Egolf** – High School Assistant Baseball Coach effective retroactive May 31, 2023
- 20. **Michael E. Heefner** – High School Assistant Football Coach effective retroactive May 26, 2023. Requesting to remain as a volunteer
- 21. **Eric S. Minor** – Ninth Grade Assistant Football Coach effective retroactive May 26, 2023.

Administration recommends approval of the following transfer:

22. Christopher D. Yonish – Ninth Grade Head Football Coach **TO** High School Assistant Football Coach, effective August 7, 2023 (replacing Michael E. Heefner - resignation)

Administration recommends approval of the following volunteer coaches:

- 23. **Rachel M. Kline** – Wrestling
- 24. **Aron R. Shoap** – High School Girls Soccer
- 25. **Kelsey A. Shoap** – High School Girls Soccer

Administration recommends approval of the following individual as Temporary Summer School Academy Teacher for 2023:

- 26. **Christopher J. Debias** – (English Grades ninth and eleventh)

Administration recommends approval of the following individual as Extended School Year (ESY) Teacher for 2023:

27. Laura K. Best

Administration recommends approval of the following individuals as Extended School Year (ESY) Classroom Assistants for 2023:

- 28. Zoe C. Bender**
- 29. Jocelyn T. Brindle**
- 30. Mary A. Byers**
- 31. Nicole L. Carter**
- 32. Rasha S. Dawod**
- 33. Aml M. Habib**
- 34. Ashleigh E. Hansen**
- 35. Cindy F. Hardy**
- 36. Jessica C. Keller**
- 37. Paula M. Patterson**
- 38. Christina S. Reed**
- 39. Katie M. Rhone**
- 40. Jessica E. Roberts**
- 41. Stacy M. Shank**
- 42. Hannah E. Whitsel**

On voice call, all present voted yes to 4.j.

(Action)

4. CONSENT AGENDA

On a motion of Wolfinger, seconded by Lyman to approve item 4.k. of the Consent Agenda

4.k. Personnel - Administration

Andrea N. Pyles – Principal at James Burd Elementary School, at a prorated salary of \$85,000, effective July 10, 2023 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Matthew W. Flohr - transfer)

Ms. Pyles received her Bachelor's Degree in Early Childhood Education May 2008 as well as her Masters of Education and Reading Specialist December 2011 from Shippensburg University. She received her Principal Certification from Point Park University in August 2022. Ms. Pyles has served numerous educational positions in the last 15 years at Chambersburg Area School District.

On voice call, all present voted yes to 4.j.

(Action)

5. ACTION AGENDA

5.a. District Camera Purchase

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

Administration recommends approval of the proposal with Triangle Communications to purchase

cameras for all District buildings. The total cost of \$370,135.00 will be funded through the following sources:

- \$152,302 - PCCD Physical Safety Grant Monies
- \$152,302 - 2022/23 General Fund Monies
- \$50,000 - PDE Office of Safe Schools Grant
- \$15,531 - Assigned Fund Balance for District Safety

A copy of the proposal was provided to the Board.

On roll call, all present voted yes, except **Wolfinger who voted no** to item 5.a.

5.b. Resolution Calling for the Revision of the Current Payment Structure for Cyber Charter School Students

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

The Board may wish to adopt a Resolution to meaningfully revise the current payment structure for cyber charter school students to provide relief to local school districts and taxpayers.

A copy of the Resolution was provided to the Board.

On voice call, all present voted yes to item 5.b.

5.c. Memorandum of Agreement Between SASD and SAESA

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

Administration recommends approval of the Memorandum of Agreement (MOA) between the District and the Shippensburg Area Educational Support Association pay level classifications for two secretarial positions due to the changes in job responsibilities.

A copy of the MOA was provided to the Board.

On voice call, all present voted yes to item 5.c.

5.d. Greyhound Paw Print Sculpture Project - SASHS

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

Administration recommends approval of engaging the services/craftsmanship of Dr. Steve Dolbin of Dolbin Sculpture/Hatchery Studio, 50 Fish Hatchery Rd, Shippensburg, PA 17257 to produce a stainless steel sculpture of a Greyhound "Paw Print" to promote school spirit and school pride. The sculpture will be approximately 72"x 48"x 12" and will be placed at the rear entrance of the high school. The cost of the sculpture will be \$4,800.00 and will be paid for by the Class of 2023.

Additional information regarding the project is attached.

On voice call, all present voted yes to item 5.d.

5.e. Generator for the High School

On a motion of Suders, seconded by Cressler to approve **Proposal #1** in the following Action Agenda item:

Administration recommends approval of one of the two proposals with G.R. Sponaule for the purchase and installation of a diesel generator for the high school.

Proposal #1:

CAT 200KW - \$299,897.00

Proposal #2:

Cummins 500KW - \$407,166.90*

*This is the original proposal dated 11/14/22 with a price of \$387,778.00. Should the District decide to purchase this generator, the cost will need to be adjusted by 5%, making the new total 407,166.90 (an additional cost of \$19,388.90). If this proposal is approved, Administration will obtain an updated proposal.

The cost of the generator will be paid from Assigned Fund Balance for Capital Maintenance.

Both proposals are attached.

Extensive discussion occurred between the Board and Administration.

On a motion from the floor by Eberly, seconded by Wolfinger to table the above Action Agenda item.

On roll call, all present voted yes, except **Cressler, Lyman, Naugle, Suders and Goates who voted no** to item 5.e. **Four (4) yes, five (5) no, motion failed.**

Mr. Suders withdrew his original motion and Mr. Cressler agreed to withdraw his motion to second.

5.e. Generator for the High School

On a motion of Eberly, seconded by Scott to approve **Proposal #2** in the following Action Agenda item:

Administration recommends approval of one of the two proposals with G.R. Sponaugle for the purchase and installation of a diesel generator for the high school.

Proposal #1:

CAT 200KW - \$299,897.00

Proposal #2:

Cummins 500KW - \$407,166.90*

*This is the original proposal dated 11/14/22 with a price of \$387,778.00. Should the District decide to purchase this generator, the cost will need to be adjusted by 5%, making the new total 407,166.90 (an additional cost of \$19,388.90). If this proposal is approved, Administration will obtain an updated proposal.

The cost of the generator will be paid from Assigned Fund Balance for Capital Maintenance.

Both proposals are attached.

A discussion occurred between the Board and Administration.

On roll call, all present voted yes, except **Bard, Cressler, Lyman, Naugle, Suders, Wolfinger and Goates who voted no** to item 5.e. **Two (2) yes, seven (7) no, motion failed.**

5.e. Generator for the High School

On a motion of Cressler, seconded by Suders to approve **Proposal #1** in the following Action Agenda item:

Administration recommends approval of one of the two proposals with G.R. Sponaugle for the purchase and installation of a diesel generator for the high school.

Proposal #1:

CAT 200KW - \$299,897.00

Proposal #2:

Cummins 500KW - \$407,166.90*

*This is the original proposal dated 11/14/22 with a price of \$387,778.00. Should the District decide to purchase this generator, the cost will need to be adjusted by 5%, making the new total 407,166.90 (an additional cost of \$19,388.90). If this proposal is approved, Administration will obtain an updated proposal.

The cost of the generator will be paid from Assigned Fund Balance for Capital Maintenance.

Both proposals are attached.

A discussion occurred between the Board and Administration.

On roll call, all present voted yes, except **Bard who voted no** to item 5.e.

5.f. Land Development Plan

On a motion of Suders, seconded by Wolfinger to approve the following Action item:

Administration recommends approval of the proposal from R. Lee Royer & Associates to perform a land development survey and check out the current septic system on the property at 9318 Molly Pitcher Highway, Shippensburg at the following costs:

Estimated cost of the land development plan = \$5,000

Estimated cost of checking current septic system = \$1,000

The costs of the project will be taken from the Assigned Fund Balance for Future Debt Repay/Capital Projects.

A copy of the proposal was provided to the Board.

On voice call, all present voted yes to item 5.f.

5.g. Furniture Quote for Middle School Teachers

On a motion of Wolfinger, seconded by Lyman to approve the following Action item:

Administration recommends approval of the quote from W.B. Mason Interiors for 8 desks/chairs for teachers at the Middle School as part of the Middle School renovation project. The total cost of the desks/chairs is \$10,794.85 and will come from the Assigned Fund Balance for Future Debt Repay/Capital Projects.

A copy of the quote was provided to the Board.

On voice call vote, all present voted yes to item 5.g.

5.h. Furniture New Administration Building

On a motion of Lyman, seconded by Wolfinger to approve the following Action item:

Administration recommends approval of the attached furniture quote for the new administration building. Costs not to exceed \$58,569.09 and will be paid for from Assigned Fund Balance for Future Debt Repay/Capital Projects.

A copy of the quote was provided to the Board.

On voice call, all present voted yes to item 5.h.

5.i. Quote for Flooring for the Molly Pitcher Building

On a motion of Lyman, seconded by Wolfinger to approve the following Action item:

Administration recommends approval of the estimate from Advantage Flooring for carpet tiles for the new building on Molly Pitcher Highway. The cost of the flooring/installation is \$10,837.00 and will come from the Assigned Fund Balance for Future Debt Repay/Capital Projects.

A copy of the estimate was provided to the Board.

On voice call, all present voted yes to item 5.i.

5.j. Quote for Painting for the New Administration Building

On a motion of Wolfinger, seconded by Lyman to approve the following Action item:

Administration has received three estimates for the painting of the walls and ceilings of the new administration building. All estimates do not include any drywall repair or painting of shutters, main entrance, bathrooms, laundry room, basement stairway, or interior window and door frames.

Administration recommends awarding Beam Painting LLC the contract to paint the walls and ceilings of the new building at a cost of \$5,465.00. Any drywall repair work would be extra.

A copy of the three estimates were provided to the Board.

On voice call, all present voted yes to item 5.j.

5.k. 2023-2024 Final General Fund Budget

On a motion of Lyman, seconded by Cressler to approve the following Action item:

Administration recommends approval of the attached 2023-2024 Final General Fund Budget with revenues in the amount of \$65,435,997 and expenditures in the amount of \$67,116,719. Enactment of the following 2023-2024 tax rates (to the adjusted Act 1 Index of 5.4%) are required to support the 2023-2024 Final General Fund Budget:

Tax Source	Amount	Increase/Decrease Amount
Cumberland County Real Estate Tax	13.4820 mills	+0.8657 mills
Franklin County Real Estate Tax	100.0525 mills	+2.6288 mills
Per Capita Tax (679)	\$0.00	(\$5.00)
Per Capita Tax (511)	\$0.00	(\$5.00)

The use of the following fund balance is necessary to support and balance the 2023-2024 Final General Budget:

New 7th Grade Teachers (Committed): \$400,000
Unassigned Fund Balance: \$1,280,722

A copy of the budget was provided to the Board.

On roll call, all present voted yes, except **Suders and Naugle who voted no** to item 5.k.

5.l. 2023-2024 Homestead/Farmstead Exclusion Resolution

On a motion of Scott, seconded by Wolfinger to approve the following Action item:

Administration recommends approval of the attached 2023-2024 Homestead/Farmstead Exclusion Resolution in conjunction with the 2023-2024 Final General Fund Budget.

A copy of the Resolution was provided to the Board.

On voice call, all present voted yes to approve item 5.l.

5.m. 2023-2024 Capital Maintenance Fund Balance Expenditure Requests

On a motion of Wolfinger, seconded by Eberly to approve the following Action item:

	High Priority Capital Maintenance Projects	Original Plan	Capital Maintenance Fund Balance	Grant/Other
1	Complete SASD Camera Project with Siemens Industries, Inc.	\$320,000.00		\$354,604.00
2	Replace water heaters at MS & IS	Estimate: \$30,000.00	\$30,000.00	
3	Electrical switchgear cleaning and inspection (District-Wide)	\$69,114.00	\$69,114.00	
4	High School generator	\$387,7878.00	\$387,778.00	
5	Reseal/repaint JB and NG parking lots and playgrounds	\$27,000.00	\$27,000.00	
6	Calm Down Room at NG	Estimate: \$20,000.00	\$20,000.00	
7	NexGen Office area at HS	\$37,600.00	\$37,600.00	
8	Replace gooseneck faucets with gas cock in science room	\$21,000.00	\$21,000.00	
9	Remove gymnasium carpet and replace with a synthetic gym floor at James Burd and Nancy Grayson Elementary Schools (carpeted floor extremely difficult to disinfect)	\$60,000.00	\$60,000.00	
	Sub-Total	\$972,492.00	\$652,492.00	\$354,604.00

On voice call, all present voted yes to approve item 5.m.

5.n. 2023-2024 Food Service Capital Expenditure Requests

On a motion of Wolfinger, seconded by Lyman to approve the following Action item:

Administration recommends approval of the following 2023 - 2024 Food Service Capital Expenditure Requests as presented during the 2023-2024 Budget Process. All expenditures will be paid for from the Food Service Fund from excess revenues received over the last several fiscal years.

	Item	Building	Estimated Costs
1	Generator	High School	
2	USDA Walk-In Freezer	High School	\$16,000.00
3	Walk-In Freezer & Refrigerator	Intermediate School	\$100,000.00
4	Sneeze Guards - quantity 4	High School	\$35,000.00
5	Smallwares	All Schools	\$25,000.00
6	Steamer	High School	\$27,000.00
7	Oliver Packing Machine - quantity 2	Middle & Intermediate Schools	\$10,400.00
8	Permanent Cashier Stations - quantity 2	Intermediate School	\$7,200.00
9	A La Carte Kiosk	Middle School	\$25,000.00
		TOTAL:	\$245,600.00

On voice call, all present voted yes to approve item 5.n.

5.o. Creation of a STAR Teacher at SAIS

On a motion of Lyman, seconded by Wolfinger to approve the following Action item:

Administration recommends the Board approve the creation of a full-time STAR Teacher at Shippensburg Area Intermediate School. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On voice call, all present voted yes to approve item 5.o.

5.p. Creation of a Registered Behavior Technician at SAIS

On a motion of Lyman, seconded by Scott to approve the following Action item:

Administration recommends the Board approve the creation of a full-time Registered Behavior Technician at Shippensburg Area Intermediate School. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On voice call, all present voted yes to approve item 5.p.

5.q. Creation of an ESL Teacher at Elementary Level

On a motion of Wolfinger, seconded by Lyman to approve the following Action item:

Administration recommends the Board approve the creation of a full-time English as a Second Language (ESL) Technician at Shippensburg Area Intermediate School. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On voice call, all present voted yes to approve item 5.q

5.r. Creation of a First Grade Teacher at Nancy Grayson

On a motion of Wolfinger, seconded by Scott to approve the following Action item:

Administration recommends the Board approve the creation of a full-time First Grade Teacher at the Nancy Grayson Elementary School. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

A discussion occurred among the Board and Administration regarding available classroom space for the new position.

On voice call, all present voted yes to approve item 5.r.

5.s. Creation of a Second Grade Teacher at James Burd

On a motion of Wolfinger, seconded by Lyman to approve the following Action item:

Administration recommends the Board approve the creation of a full-time Second Grade Teacher at the James Burd Elementary School. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

A discussion occurred among the Board and Administration regarding available classroom space for the new position.

On voice call, all present voted yes to approve item 5.s.

5.t. Creation of a Transportation Secretary

On a motion of Wolfinger, seconded by Lyman to approve the following Action item:

Administration recommends the Board approve the creation of a part-time Transportation Secretary for 5 hours per day, 260 days per year. This is in addition to the current full-time Transportation Secretary. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On roll call, all present voted yes except **Bard, Naugle, Suders and Scott who voted no** to item 5.t.

5.u. Creation of In-School Suspension Classroom Assistant

On a motion of Eberly, seconded by Wolfinger to approve the following Action item:

Administration recommends the Board approve the creation of a full-time In-School Suspension Classroom Assistant at the Shippensburg Area Senior High School. This is a 7.25 hours per day, 186 days per year position. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

Extensive discussion occurred among the Board and Administration regarding what constitutes in-school suspension and how the program will run.

On roll call, all present voted yes except **Bard, Naugle, Scott, and Suders who voted no** to item 5.u.

5.v. Creation of a Custodial Position

On a motion of Eberly, seconded by Wolfinger to approve the following Action item:
Administration recommends the Board approve the creation of a full-time Custodial position. This position is included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On voice call, all present voted yes to item 5.v.

5.w. Creation of a Bocce and Assistant Bocce Coach

On a motion of Wolfinger, seconded by Eberly to approve the following Action item:
Administration recommends the Board approve the creation of a Bocce Coach at supplemental salary of \$1,000 and an Assistant Bocce Coach at a supplemental salary of \$500 pending the creation and approval of an MOU to include these positions within the SAEA Collective Bargaining Agreement. These positions are included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On voice call, all present voted yes to item 5.w.

5.x. Creation of an Assistant Middle School Cross Country Coach

On a motion of Eberly, seconded by Lyman to approve the following Action item:
Administration recommends the Board approve the creation of an Assistant Middle School Cross Country Coach at supplemental salary of \$1,616 pending the creation and approval of an MOU to include these positions within the SAEA Collective Bargaining Agreement. These positions are included in the 2023-2024 budget and was part of the Personnel Requests presented during the 2023-2024 budget process.

On voice call, all present voted yes to item 5.x.

5.y. Part-Time Athletic Training Agreement

On a motion of Eberly, seconded by Wolfinger to approve the following Action item:
Administration recommends approving a new, part-time athletic training agreement with Shippensburg Physical Therapy and Sports Medicine, LLC. This agreement would have a one year term, commencing on August 1, 2023 and terminating on July 31, 2024. Compensation is based on 400 hours of additional coverage and additional staff based on the District's request. The cost for the services is \$11,200.00 and will be paid out of the Athletic Fund Balance.

A copy of the agreement was provided to the Board.

Dr. Lyman asked if this was a different agreement from the earlier athletic training agreement listed on tonight's agenda.

On voice call, all present voted yes to item 5.y.

5.z. Expulsion Waivers

On a motion of Lyman, seconded by Cressler to approve the following Action item:

Case #2022-2023-4

The parents of the student in Case #2022-2023-4 waived their right to a formal student discipline hearing before the Board of School Directors.

Administration recommends the student be placed at River Rock Academy, which is an out-of-district educational placement, for a minimum of 45 days beginning with the 2023-2024 school year. Following the 45 day placement, administration will meet to determine the student's progress toward their defined goals. 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.

Case #2022-2023-5

The parents of the student in Case #2022-2023-5 waived their right to a formal student discipline hearing before the Board of School Directors.

Administration recommends the student be placed at River Rock Academy, which is an out-of-district educational placement, for a minimum of 45 days beginning with the 2023-2024 school year. Following the 45 day placement, administration will meet to determine the student's progress toward their defined goals. 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.

A brief discussion occurred between the Board and Administration.

On voice call, all present voted yes to item 5.z.

(Information)

6. DISCUSSION AGENDA

6.a. Memorandum of Understanding Between Shippensburg University Head Start and SASD

Administration requests approval of a Memorandum of Understanding between Shippensburg University Head Start and Shippensburg Area School District effective August 2023 through July 2024. This MOU serves as a required portion of the District's Title I application to support the transition between our local Head Start program and kindergarten classes within the Shippensburg Area School District.

A copy of the MOU was provided to the Board.

6.b. Memorandum of Agreement (MOA)

Administration recommends approval of the MOA between ASD and the Shippensburg Area Educational Support Professional Association regarding classroom assistants volunteering to work with the 2023 Extended School Year classes offered by the District. The District will pay \$20/hr. for classroom assistants in this position.

A copy of the MOA was provided to the Board.

6.c. Reappointment of Board Treasurer

Administration recommends approval of the reappointment of Nicole Weber, Human Resources Director, as Board Treasurer for the 2023-24 fiscal school year at no additional cost to the District and to secure appropriate bonding. This is year 4 of 4, per Policy 005.

6.d. Reappointment of Board Secretary

Administration recommends approval of the reappointment of Cristy Lentz, Business Administrator, as Board Secretary for the 2023-24 fiscal school year at no additional cost to the District and to secure appropriate bonding. This is year 4 of 4, per Policy 005.

6.e. Workers Compensation and Violent Assailant Insurance Renewal for 2023-2024

Administration recommends approval of the renewal workers compensation and violent assailant insurances for the 2023-2024 fiscal year.

Coverage Type	Carrier	2022-2023 Pricing	2023-2024 Pricing
Workers Compensation	UPMC	\$127,545.00	\$126,883.00*
Violent Assailant Coverage	Lloyds	\$ 5,020.00	\$ 10,020.00**
Total		\$132,565.00	\$136,903.00

*A slight decrease from previous year

**The District’s exposure increasing year over year (i.e. student count, employee count, and revenue), and the District experiencing several threats this year, this renewal premium has increased \$5,000.00

6.f. Resolution Calling for Free School Meals for All Students

Administration recommends adoption of a Resolution calling for free school meals for all students. Providing universal school meals benefits all students, their parents, teachers, and the school as studies show students with access to free meals have improved attendance rates, improved participation rates, fewer behavioral incidents, lower suspension rates, and better health outcomes.

A copy of the Resolution was provided to the Board.

6.g. Approval to Participate in Federal Programs for the 2023-2024 School Year

Administration recommends authorization to submit applications for the following Federal Programs for the 2023-24 school year:

- Title I-A Improving Basic Education
- Title II-A Improving Teacher Quality
- Title III English as a Second Language
- Title IV-A Student Support and Academic Enrichment

The Assistant Superintendent will serve as the Federal Programs Coordinator

6.h. General Property and Liability Insurances 2023-2024

Administration recommends approval of the following general property and liability insurances for the 2023-2024 fiscal year, which includes a price increase of approximately 12% and is included in the 2023-2024 budget. The main reason for the increase is due to insurable values increasing and the recommendation to increase our commercial umbrella coverage from \$5,000,000 to \$15,000,000.

Coverage Type	Carrier	2022-2023 Pricing	2023-2024 Pricing
Commercial Package	Utica National Group	\$107,709	\$118,905
Commercial Automobile	Utica National Group	\$10,561	\$11,431
Directors & Officers Liability	AIG Group	\$24,692	\$27,500
Commercial Umbrella	Utica National Group	\$6,722	\$13,881
Student Accident	Fairfax Financial Group	\$12,303	\$12,303
Security & Privacy Liability	Ace American	\$20,284	\$20,215
Total Premium		\$182,271	\$204,235

6.i. Agreement for Independent Educational Evaluation (IEE)

Administration recommends approval of the agreement for an Independent Educational Evaluation between Dr. Steven P. Kachmar and one enrolled SASD student. The cost of the evaluation is \$4,000.00.

A copy of the IEE Agreement was provided to the Board.

6.j. Additional Target Support and Improvement (ATSI) Plan for James Burd Elementary School

Administration will recommend approval of the ATSI Plan for James Burd Elementary School at the June 26th Board meeting.

A copy of the plan was provided to the Board.

6.k. 2023-2024 Art & General Supplies Bid

Administration prepared bids for Art and General Supplies for the 2023-2024 school year. The successful bids are summarized below. Administration will recommend awarding the 2023-2024 Art Supplies bid in the amount of \$7,179.92 and the General Supplies bid in the amount of \$40,810.40.

Art Suppliers Awarded:

Blick Art Materials \$ 2,825.03
 Kurtz Brothers \$ 1,274.32
 Metco \$ 30.00
 National Art & School Sup. \$ 1,292.76
 Pyramid School Products \$ 1,757.81

General Suppliers Awarded:

Kurtz Brothers \$ 15,035.36
 Metco \$ 43.70
 National Art & School Sup \$ 15,319.96
 Pyramid School Products \$ 6,922.58
 School Specialty \$ 3,488.80

6.I. Copier Rental

Administration recommends approval of the rental agreement with Document Solutions, Inc. (DSI) for a copier at the new Administration Building on Molly Pitcher Highway. The District is too far into their current lease to be able to add this copier to the existing lease at this time. This would be a 37-month rental at \$300 per month and we would be able to add this copier to future lease agreements.

A copy of the rental agreement was provided to the Board.

6.m. Request for Proposal - Fuel Supply Services

Administration is recommending development of a Request for Proposal (RFP) to advertise for proposals for gasoline and diesel fuel supply services.

6.n. New Story Tuition Agreements 2023/Extended School Year (ESY) - Carlisle, PA

New Story Schools operates a private licensed school in Carlisle, PA. New Story provides intensive academic and behavioral interventions for special education students. The proposed extended school year agreements are for 7 students who are currently enrolled. The program provided by New Story is based on a 4-rate pricing model (low, medium, high and extra-high).

Autistic Support Rates:

- 1 student at \$365 per day (medium level of intensity)
- 5 students at \$405 per day (high level of intensity)
- 1 student at \$535 per day (extra high level of intensity)

Administration recommends Board approval of the agreements with New Story for ESY 2023.

Copies of the agreements were provided to the Board.

6.o. New Story Tuition Agreements 2023/Extended School Year (ESY) - New Cumberland, PA

New Story Schools operates a private licensed school in New Cumberland, PA. New Story provides educational services to children with special education requirements. The proposed extended school year agreements are for 2 students who are currently enrolled. The program provided by New Story is based on a 4-rate pricing model (low, medium, high and extra-high).

Autistic Support Rates:

- 1 student at \$300 per day (moderate level of intensity)
- 1 student at \$405 per day (high level of intensity)

Administration recommends Board approval of the agreements with New Story for ESY 2023.

Copies of the agreements were provided to the Board.

6.p. Agreement with New Story for Special Education Services for the 2023-2024 School Year

New Story Schools operates a private licensed school in Carlisle and provides intensive academic and behavioral interventions for special education students. The proposed agreement is for 8 District students for the 2023-2024 school year. The program provided by New Story is based on a 4-rate pricing model (low, medium, high and extra-high).

Autistic Support Rates:

- 1 student at \$315 per day (low level of intensity)
- 1 student at \$376 per day (medium level of intensity)

- 5 students at \$425 per day (high level of intensity)
- 1 student at \$551 per day (extra high level of intensity)

Administration recommends approval of the agreement with New Story for the 2023-2024 school year.

A copy of the agreement was provided to the Board.

6.q. Cengage Learning

Administration recommends approval of a quote for materials to be utilized for ESL students at the Middle School from Cengage Learning at a cost of \$2,409.00. These materials will be paid for out of the 23-24 curriculum budget.

A copy of the quote was provided to the Board.

6.r. Partnership for Career Development Service Agreement

Administration recommends approval of the renewal agreement with Partnership for Career Development (PCD) for the period of July 1, 2023 to June 30, 2024. The annual cost for the agreement is \$3,850.00 and will come out of the Curriculum budget.

A copy of the agreement was provided to the Board.

6.s. LETRS Materials from Lexia Learning systems, LLC.

Administration recommends approval of the following purchase for LETRS Volumes 1 and 2 to be utilized for professional development with Kindergarten and Special Education teachers to develop a deeper understanding of the elements of instruction in the Science of Reading. The cost of \$18,354.00 will be paid utilizing the Reading set-aside for ESSER funds.

A copy of the quote was provided to the Board.

6.t. Textbooks to be Sold, Donated, or Disposed

Administration is seeking approval to sell, donate or dispose of the following books that are no longer utilized as part of the curricular resources in 6th-8th grade health:

Teen Health Course 1, Glencoe/McGraw-Hill, 2009 (38 copies), IBN: 978-0-07-877405-8

Teen Health Course 2, Glencoe/McGraw-Hill, 2009 (22 copies), IBN: 978-0-07-877425-6

Teen Health Course 3, Glencoe/McGraw-Hill, 2009 (36 copies), IBN: 978-0-07-877449-2

6.u. Dialed Action Agency, LLC. Event Agreement with Nancy Grayson Elementary School

The Superintendent recommends approval of the agreement between Dialed Action Agency and Nancy Grayson Elementary School for professional cyclists to perform a BMX show for students at Nancy Grayson Elementary School on September 5, 2023. The cost of the performance will be paid out of the student activity fund.

A copy of the agreement was provided to the Board.

6.q. Boyo Transportation's Contracted Rates

Mr. August stated he was hoping to have contracted rates for tonight's meeting but he did not receive them.

7. CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS

None

8. BOARD COMMENTS

Mr. Scott asked if the meetings could start at 6 p.m. instead of 7 p.m. Dr. Goates stated that he is not opposed to this and that a discussion will be held at the next meeting. Mr. August reminded the Board that changing the start time will need to be advertised.

Mrs. Wolfinger wished all of the retirees a happy retirement and thanked them for their service and what they've done for students and education.

Mr. Cressler thanked everyone that presented this evening and Cristy and her team for their work on the budget. He spoke about graduation and how much he enjoyed the evening and the exceptional speeches by the students.

Mrs. Eberly stated that she is proud of the Board for their transparency and healthy discussions and thanked Dr. Goates for keeping up.

9. INFORMATION

9.a. Date Saver

June 13: Facilities Committee Meeting, 4:00 p.m. in the conference room at the Administration Building

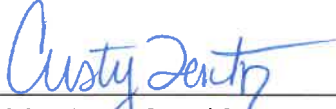
June 15: Naming Committee Meeting, 3:00 p.m. in the conference room at the Administration Building

June 21: Policy Committee Meeting, 11:00 a.m. in the conference room at the Administration Building

June 26: Committee of the Whole Meeting/School Board Meeting

10. ADJOURNMENT

On motion of Scott to adjourn at 9:50 p.m.



Cristy Lentz, Board Secretary