

Minutes of the August 9, 2021 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 7:10 p.m.

### **Roll Call**

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

Others present were: Dr. Chris Suppo, Superintendent; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Mrs. Lauren Zima-Engro, Supervisor of Special Education; Mr. Joseph Wachter, Director of Operations and Maintenance; Mrs. Tina Clever, Human Resources Director; Mrs. Susan Martin, Nancy Grayson Elementary School Principal; Dr. Troy Stevens, Technology Coordinator; Mr. Jared Ford, Chartwell's Food Service Director for the Shippensburg Area School District; parents, teachers; concerned citizens; and Mrs. Cristy Lentz, Business Administrator

### **Announcement**

Mr. Buterbaugh announced the Board Meeting is being recorded and will posted to the district's you-tube channel.

### **Moment of Silence**

A moment of silence was held in memory of the following:

**Darren Bryan** ~ November 25, 1970 - July 9, 2021

1989 Graduate of Shippensburg High School and brother of SASD employee Rodney Bryan

**Connie Mae Naugle** ~ October 17, 1950 - July 16, 2021

1968 Graduate of Shippensburg Area Senior High School

**J. Yvonne Burkhart Long** ~ September 22, 1935 - July 17, 2021

1953 Graduate of Shippensburg High School

**Joyce Vaughn** ~ June 23, 1944 - July 17, 2021

Graduate of Shippensburg High School

**Helen Louise Mansberger Coy** ~ December 21, 1921 - July 19, 2021

1939 Graduate of Shippensburg High School and retired baker at Nancy Grayson Elementary School

**Maynard Morrow** ~ Passed away on July 24, 2021

Father of SASD employee Clayton Morrow

**Dennis Lee Russell** ~ January 26, 1974 - July 23, 2021  
Graduate of Shippensburg High School

**Patricia Breneman** ~ January 13, 1934 - August 1, 2021  
1952 Graduate of Shippensburg High School

### Executive Session

Mr. Buterbaugh stated the Board held an Executive Session prior to tonight's Planning/Action Meeting to discuss Legal and Personnel matters.

### **(Action)**

### Agenda Approval

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

Dr. Suppo provided information regarding the following **amendments** to tonight's agenda:

- 1) Under #4, Consent Agenda, Professional Staff the following items were added to tonight's agenda: Transfers - Marissa Armolt; Cassandra Chaapel; Jocelyn Coy; Marsha Schmus, Samuel Hudson; Kevin Webber.  
New Appointments - Gina Baldoni; Ford Kropinak; Morgan Margerison; Adam Miller; Cindy Rensch
- 2) Under #4, Consent Agenda, Support Staff the following items were added to tonight's agenda: Termination in accordance with Section 514 - Michael Wingert  
Termination - Michelle Varner  
Resignations - Amy Ellingson  
New appointments - Angel Adkins; Mari Aumick; Sydney Doyle; Charlotte Hoover; Stephanie Horne; Tonya Markely; Elizabeth Shaffer
- 3) Under #4, Consent Agenda, Supplemental Staff Item #45 "Caitlin M. Cressler as a new appointment as Special Education/Speech/Psychologist (6-12) Department Chairperson, at a supplemental salary of \$1,800.00, effective retroactive to July 1, 2021 (replacing Mary J. Shoemaker – resignation) has been added to tonight's agenda.
- 4) Under #5, Action Agenda, Letter O "Middle School Custodial Position recommending combining two (2) part-time custodial positions at the middle school and creating one (1) full-time custodial position at the middle school has been added to tonight's agenda.
- 5) Under #5, Action Agenda, Letter P "Request to purchase Special Education curriculum items" from Houghton Mifflin Harcourt, McGraw Hill, Teachtown, Inc., Moby Max, Attainment, and Unique Learning Systems has been added to tonight's agenda.
- 6) Under #6, Discussion Agenda, Letter H "Health & Safety Plan" in particular mask wearing has been added to tonight's agenda.

On motion of Suders, seconded by Bard to approve tonight's agenda as **amended**.

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

**(Information)**

**CITIZENS COMMENTS REGARDING AGENDA ITEMS**

Mrs. Tamara Smith-Moore, resident and teacher in the S.A.S.D., spoke requesting the Board consider supporting mask wearing for staff and students in an effort to support students who are unable to get vaccinated.

**REPORTS**

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

None

**Board Committee Reports**

None

**Curriculum Report - Sheri Woodall**

Mrs. Woodall presented a Virtual Enrollment Update to the Board.

**Superintendent's Report**

**Food Service Program Presentation**

Mr. Jared Ford, Chartwell's Food Service Director for the Shippensburg Area School District, presented information to the Board regarding the district's participation in the SSO (Seamless Summer Option) Program which allows the district to offer free breakfast and lunch to all S.A.S.D. enrolled students.

**Special Education Intervention Model Presentation**

Mrs. Lauren Zima-Engro, Supervisor of Special Education, presented information to the Board regarding the Special Education Intervention Model and its related curriculum materials.

**Enrollment Report for August**

The August 9, 2021 enrollment report was presented to the Board. The enrollment numbers are as follows:

Kindergarten	259	Fifth Grade	276	Tenth Grade	274
First Grade	239	Sixth Grade	240	Eleventh Grade	271
Second Grade	238	Seventh Grade	250	Twelfth Grade	253
Third Grade	253	Eighth Grade	292	Out of District	28
Fourth Grade	250	Ninth Grade	265		

**Updates**

Dr. Suppo announced that tonight's meeting is being recorded as a test-run to post to the District's you-tube channel and would be available tomorrow for citizens to view. If all goes well, the recordings will start to be livestreamed.

**Donation Report**

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

**SASHS Class of 1952**, \$30.00 monetary donation to purchase a book or educational video in memory of Donna Jackson Schenk for use in the SASHS Library.

**Anonymous**, \$200.00 miscellaneous monetary donations to support the Shippensburg Area Senior High School Drama Club.

**Jo Ellen Keeseman**, \$50.00 monetary donation to support the Shippensburg Area Senior High School Drama Club.

**Thomas & Jennifer Vigna**, \$100.00 monetary donation to support the Shippensburg Area Senior High School Drama Club.

**College Board/Total Registration, LLC.**, AP testing proceeds in excess of expenses to be used by Shippensburg Area Senior High School Guidance Department for testing supplies. Value of the donation is \$1,042.30.

**Delores Henry**, \$100.00 monetary donation to support the Shippensburg Area Senior High School Drama Club.

**Anonymous**, \$777.40 miscellaneous monetary donations to support the Shippensburg Area Senior High School Drama Club.

**Mark Spicka**, \$200.00 monetary donation to support the Shippensburg Area Senior High School Drama Club.

**(Action)**

**CONSENT AGENDA**

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

**Approval of Minutes**

- Recommend approval of the minutes as presented from the June 28 and July 12, 2021 Board meetings.

**Finance**

- Recommend approval of the following :
  1. **Bills of Payment** - June & July

2. **Financial Reports**
  - a.) Treasurers - June & July
  - b.) Capital Reserve Fund - June & July
  - c.) Cafeteria Fund - July
3. **Tax Report** - June & July
4. **Budget Reports**
  - a.) Budget Summary
  - b.) Budget Transfers

### Personnel

#### Administrative Staff

- Administration recommends acceptance of the following resignation:
  1. **Michael Montedoro** - Director of Athletics and Transportation for the Shippensburg Area School District, effective retroactive to August 6, 2021.

#### Professional Staff

- Administration recommends acceptance of the following resignation for the purpose of retirement:
  2. **Jill R. Beattie** – Sixth Grade Teacher at the Shippensburg Area Middle School, effective retroactive to August 6, 2021.
- Administration recommends acceptance of the following resignations:
  3. **Susan D. Nealy** – Science Teacher at the Shippensburg Area Middle School, effective retroactive to July 28, 2021.
  4. **Vanessa K. O'Shea** – Fourth Grade Elementary Teacher at the Shippensburg Area Intermediate School, effective September 24, 2021 or as soon as a replacement is hired.
- Administration recommends approval of the following transfers:
  5. **Brianne D. Bream** – Nancy Grayson Elementary School Special Education Teacher TO Board Certified Behavior Analyst (BCBA) for the Shippensburg Area School District, effective August 16, 2021 with no change in salary (this is a new position School Board approved with the approval of the 2021-2022 Final General Fund Budget during the June 16, 2021 School Board meeting).

6. **Marissa N. Armolt** – Shippensburg Area Intermediate School Special Education Teacher TO James Burd Elementary School 3rd Grade Teacher, effective August 16, 2021 with no change in salary (replacing Christy E. Knorr – transfer).
  7. **Kassandra R. Chaapel** – Shippensburg Area Middle School Librarian TO Shippensburg Area Middle School Reading Interventionist, effective August 16, 2021 (or as soon as a replacement is hired and in place for the vacated position) with no change in salary (this is new position supported by federal grant funding).
  8. **Jocelyn M. Coy** – Shippensburg Area Intermediate School 5th Grade Teacher TO Shippensburg Area Middle School Math Interventionist, effective August 16, 2021 (or as soon as a replacement is hired and in place for the vacated position) with no change in salary (this is a new position supported by federal grant funding).
  9. **Marsha A. Schmus** – Shippensburg Area Intermediate School 4th Grade Teacher TO Shippensburg Area Elementary K-5 Math Instructional Coach, effective August 16, 2021 (or as soon as a replacement is hired and in place for the vacated position) with no change in salary (this is a new position supported by federal grant funding).
  10. **Samuel P. Hudson** – James Burd Elementary School 2nd Grade Teacher TO Shippensburg Area Intermediate School 4th Grade Teacher, effective August 16, 2021 (or as soon as a replacement is hired and in place for the vacated position) with no change in salary (replacing Marsha A. Schmus – transfer).
  11. **Kevin G. Webber** – James Burd Elementary School Special Education Teacher TO Shippensburg Area Middle School 6th Grade Teacher, effective August 16, 2021, or as soon as a replacement is hired and in place for the vacated position, with no change in salary (replacing Nathan W. Rosenberry – resignation).
- Administration recommends approval of the following FMLA qualifying leave of absence extension request:
    12. **Melissa J. Rajnish** – Kindergarten Teacher at the James Burd Elementary School is requesting an extension to her current School Board approved leave, effective August 16, 2021 and continuing through October 27, 2021, with a return to work date of October 28, 2021.

- Administration recommends approval of the following FMLA qualifying leave of absence request:
  13. **Ann E. Emmons** – Speech/Language Pathologist at the Nancy Grayson Elementary School is requesting leave with an anticipated effective date of August 17, 2021 and continuing through September 28, 2021, with an expected return to work date of September 29, 2021.
  
- Administration recommends approval of the following new appointments:
  14. **Gina C. Baldoni** – Shippensburg Area Middle School 6th Grade Teacher, effective August 16, 2021 at a status quo salary of \$50,769.00, Bachelor's/Step 1 (this is a new position) Hiring is contingent upon the successful completion of all required clearances and paperwork.

Ms. Baldoni received her Bachelor's Degree in Early Childhood and Special Education, with a Minor in Music, in May 2020 from Indiana University of Pennsylvania. She completed her student teaching in the Indiana Area School District and recently finished a one year Long-Term Substitute Learning Support Teacher assignment with the Conewago Valley School District.
  15. **Crystal S. Gipe** – Special Education Teacher for the Shippensburg Area Middle School, effective August 16, 2021 at a status quo salary of \$59,582.00, Master's/Step 4 (replacing Janelle E. Chamberlin – transfer).

Mrs. Gipe received her Bachelor's Degree in Education in December 2008 from Clarion University with a double major in Elementary Education and Special Education. She received her Master's Degree in Reading in December 2015 from Edinboro University of PA. Mrs. Gipe comes to SASD with over 11 years of Special Education experience. She most recently served as the Coordinator for Student Success and Family Support with Washington County Public Schools in Maryland.
  16. **Ford A. Kropinak** – Shippensburg Area Middle School 6th Grade Teacher, effective August 16, 2021 at a status quo salary of \$50,769.00, Bachelor's/Step 1 (this is a new position) Hiring is contingent upon the successful completion of all required clearances and paperwork.

Mr. Kropinak received his Bachelor's Degree in Science Education in May 2018 from the California University of Pennsylvania. He has served as a day to day substitute teacher with the Canon McMillan School District as well as a Long-Term Substitute Biology Teacher for the Montour School District. Mr. Kropinak just completed a one year Long-Term Substitute Science Teacher assignment with the Ringgold School District in New Eagle, PA.

17. **Adam J. Miller** – Shippensburg Area Intermediate School 5th Grade Teacher, effective August 16, 2021 at a status quo salary of \$64,747.00, Master's/Step 6 (replacing Jocelyn M. Coy – transfer). Hiring is contingent upon the successful completion of all required clearances and paperwork.

Mr. Miller received his Bachelor's Degree in Elementary Education in May 2009 from Shippensburg University and his Master of Science in Classroom Technology from Wilkes University in August 2015. He comes to the Shippensburg Area School District with 12 years of experience, spending the last 7 of those years as a 5th Grade Teacher for the Central Fulton School District.

18. **Cody O. Moser** – Special Education Teacher at the Shippensburg Area Senior High School, effective August 16, 2021 at a status quo salary of \$65,544.00, Master's 60/Step 5 (replacing Kimberly J. Yonish – transfer).

Mr. Moser received his Bachelor's Degree in Criminal Justice in May 2008 from Shippensburg University and his Master of Arts in Teaching in December 2019 from California University of Pennsylvania, achieving PA certifications in Social Studies 7-12 and Special Education 7-12. Prior to joining the SASD, Mr. Moser has served as the Youth Director for the Chambersburg Memorial YMCA, and most recently, as a Special Education Teacher with the Chambersburg Area School District.

19. **Cindy L. Rensch** – Shippensburg Area Middle School 6th Grade Teacher, effective August 16, 2021 at a status quo salary of \$54,739.00, Master's 45/Step 1 (replacing Jill R. Beattie – resignation) Hiring is contingent upon the successful completion of all required clearances and paperwork.

Mrs. Rensch received her Bachelor's Degree in Geology from the University of Pittsburgh in April 1998 and her Master's Degree in Geo-environmental Studies from Shippensburg University in December 1999. Realizing her passion is teaching, she enrolled and successfully completed the Teacher Intern Pathways (TIP) program through Wilson College in December 2020. With the program's completion, Mrs. Rensch obtained her Pennsylvania Teaching Certification in Grades 4 through 8, will all subjects in Grades 4 through 6, and Science in Grades 7 and 8. For the last two years, Mrs. Rensch has worked as a day to day substitute teacher with ESS, taking a variety of assignments with the Shippensburg Area School District.



20. **Shalee L. Ward** – Special Education Teacher at the Shippensburg Area Intermediate School, effective August 16, 2021 at a status quo salary of \$59,582.00, Master’s/Step 4 (replacing Marissa N. Armolt – transfer).

Mrs. Ward received her Bachelor’s Degree in Elementary Education and Special Education, with a minor in Reading, in May 2012 from Lock Haven University and her Master’s Degree in Learning and Technology in March 2020 from Western Governors University. Mrs. Ward has served as a Special Education Teacher for eight years, with the last four years serving in that capacity with the Milton Area School District.

21. **Morgan L. Margerison** – Shippensburg Area Middle School Science Teacher, effective August 16, 2021 at a status quo salary of \$52,429.00, Bachelor’s/Step 2 (replacing Susan D. Nealy – resignation).

Ms. Margerison received her Bachelor’s Degree in Biopsychology with Minor in Psychology in May 2019 from Liberty University. She is currently enrolled in the Master of Arts in Teaching in STEM Education at Shippensburg University and expects to graduate in December 2021 earning her Master’s degree and teacher certification through the Pennsylvania Department of Education. Last year, she served the Shippensburg Area Senior High School as a Long-Term Substitute Biology Teacher.

#### Support Staff

- Administration recommends approval of the following termination in accordance with Section 514 of the Public School Code of 1949, 24 P.S. § 5-514, and the Local Agency Law:

22. **Michael E. Wingert** – Part-Time Custodian at the Shippensburg Area Middle School, effective retroactive to July 19, 2021.

- Administration recommends acceptance of the following termination:

23. **Michelle R. Varner** – Shippensburg Area Middle School Yearbook Advisor, effective retroactive to July 1, 2020.

- Administration recommends acceptance of the following resignations:

24. **Mary A. Byers** – Short-Term Part-Time Noontime Aide at the James Burd Elementary School, effective retroactive to July 27, 2021.

25. **Amy R. Ellingson** - Secretary to the Director of Operations and Maintenance for the Shippensburg Area School District, effective August 20, 2021.

26. **Angela R. Landi** – Full-Time LPN at the Shippensburg Area Intermediate School, effective retroactive to August 2, 2021.

27. **Patricia A. Railing** – Part-Time Classroom Assistant at the Shippensburg Area Middle School, effective retroactive to July 29, 2021.
  28. **Steven R. Vanpelt** – Full-Time Utility Maintenance Worker for the Shippensburg Area School District, effective retroactive to August 5, 2021.
- Administration recommends approval of the following promotions:
    29. **Dallas M. Brown** – Part-Time Classroom Assistant at the James Burd Elementary School, working 5.75 hours/day for 182 days/year TO Full-Time Classroom Assistant, working 6.5 hours/day for 186 days/year, with no change to location or hourly rate, effective August 16, 2021 (replacing Amber L. Richard – resignation).
    30. **Debra L. Goshorn** – Part-Time Kitchen Baker/Assistant Cook at the Shippensburg Area Middle School, working 5.75 hours/day for 180 days/year TO Full-Time Kitchen Head Cook, working 6.0 hours/day for 186 days/year at a rate of \$12.65 per hour, with no change to location, effective August 16, 2021 (replacing Vickie L. Wenger – retirement).
    31. **Trisha R. Graham** – Part-Time Classroom Assistant at the Nancy Grayson Elementary School, working 5.75 hours/day for 182 days/year TO Full-Time Classroom Assistant, working 6.5 hours/day for 186 days/year, with no change to location or hourly rate, effective August 16, 2021 (replacing Rebecca S. Minick – retirement).
    32. **Amy C. Zimmerman** – Part-Time Kitchen Cashier/Helper at the Shippensburg Area Intermediate School, working 5.0 hours/day for 180 days/year TO Full-Time Kitchen Supervisor, working 6.0 hours/day for 186 days/year at a rate of \$13.18 per hour, with no change to location, effective August 16, 2021 (replacing Sarah J. Mellott – retirement).
  - Administration recommends approval of the following new appointments:
    33. **Angel M. Adkins** – Part-Time Classroom Assistant at the Shippensburg Area Intermediate School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Ashley E. Moore – resignation).
    34. **Mari E. Aumick** – Shippensburg Area Middle School Yearbook Advisor, at a supplemental salary of \$600.00, effective retroactive for the 2020-2021 contract year only (replacing Michelle R. Varner – termination).
    35. **Sydney E. Doyle** – Short-Term Part-Time Noontime Aide at the Nancy Grayson Elementary School, at a rate of \$10.24 per hour, working 2.0 hours/day, effective August 19, 2021.

36. **Ayre L. Golden** – Part-Time Classroom Assistant at the Shippensburg Area Intermediate School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (this is a new position School Board approved with the approval of the 2021-2022 Final General Fund Budget during the June 16, 2021 School Board meeting).
37. **Maria L. Hernandez** – Part-Time Classroom Assistant at the Nancy Grayson Elementary School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Trisha R. Graham – promotion).
38. **Charlotte D. Hoover** – Short-Term Part-Time Noontime Aide at the Nancy Grayson Elementary School, at a rate of \$10.24 per hour, working 2.0 hours/day, effective August 19, 2021.
39. **Stephanie M. Horne** – Part-Time Classroom Assistant at the Shippensburg Area Intermediate School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Samantha M. Burris – resignation).
40. **Tonya S. Markley** – Part-Time LPN at the Grace B. Luhrs University Elementary School, at a rate of \$14.14 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Grace E. Ervin – resignation).
41. **Jennifer L. Monn** – 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 August 16, 2021 (this is a new position School Board approved with the approval of the 2021-2022 Final General Fund Budget during the June 16, 2021 School Board meeting).
42. **Tara A. Mowery** – Part-Time Classroom Assistant at the Nancy Grayson Elementary School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Andrea L. Thompson – resignation).
43. **Katie M. Rhone** – Part-Time Classroom Assistant at the James Burd Elementary School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Morgan T. Mann – resignation).
44. **Elizabeth N. Shaffer** – Part-Time Classroom Assistant at the Shippensburg Area Intermediate School, at a rate of \$10.50 per hour, working 5.75 hours/day for 182 days/year, effective August 16, 2021 (replacing Patricia A. Railing – resignation).

**Supplemental Staff**

- Administration recommends approval of the following new appointments:
  45. **Caitlin M. Cressler** – Special Education/Speech/Psychologist (6-12) Department Chairperson, at a supplemental salary of \$1,800.00, effective retroactive to July 1, 2021 (replacing Mary J. Shoemaker – resignation).
  46. **Michael D. Swartz** – High School Girls’ Assistant Soccer Coach, at a supplemental salary of \$3,130.00, effective August 9, 2021 (replacing Donald F. Nori – resignation).
  47. **Treva J. Craig Bailey** – Middle School Head Field Hockey Coach, at a supplemental salary of \$2,720.00, effective August 9, 2021 (replacing Caitlyn J. Wink – resignation).
  48. **Amy E. Wallo** – Middle School Assistant Cheer Advisor, at a supplemental salary of \$2,500.00, effective August 9, 2021 (replacing Ashley Weaver-Morales – resignation).
  
- Administration recommends approval of the following volunteer coaches:
  49. **Chris Heberlig** – Volleyball
  50. **Jill Hollar** – Volleyball
  51. **Tyler Hoover** – Football
  52. **Donald Nori** – Football
  53. **Alex Ramos** – Football
  54. **Matt Seiferth** – Football
  55. **John Welker** – Cross Country
  
- **SASD 2021-2022 Handbooks**

Administration recommends approval of the following District handbooks for the 2021-2022 school year:

  - Elementary School Student Handbook (includes James Burd, Nancy Grayson, GBLUES, and Intermediate School)
  - GBLUES Addendum to the SASD Elementary Handbook
  - Shippensburg Area Middle School Student Handbook
  - Shippensburg Area Senior High School Student Handbook
  - Student Athlete Handbook
  - S.A.V.E. (Shippensburg Area Virtual Education)
  - Field Trip Handbook

The handbooks and a listing of their changes were provided to the Board.

- **Non-Public Transportation Contract**

Administration recommends approval of the agreement with Cumberland Valley Christian School for the 2021-22 school year to transport Shippensburg resident students who attend CVCS.

- **Mobile Ag Ed Science Lab Agreement**

Administration recommends approval of the attached Mobile Agricultural Education Science Laboratory Agreement to present their program to the students at Nancy Grayson Elementary School February 22 to 25, 2022. The cost for the program is \$1,500.00 and will be paid out of the Nancy Grayson Student Activity Account.

- **Board Policy Revision**

Administration recommends approval of the following revised policy for second reading and approval:

#246 - School Wellness - revised

- **Dual Enrollment Agreement with Penn State Mont Alto**

Administration recommends approval of the Dual Enrollment Agreement between Penn State University (Mont Alto Campus) and Shippensburg Area School District for the purpose of dual enrollment. The Penn State University Dual Enrollment Agreement offers college level courses to our qualified junior and senior students at a discounted rate.

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

- **Lincoln Intermediate Unit #12 Agreement to Provide Title I Nonpublic Programs and Services**

Administration recommends approval of the agreement with the Lincoln Intermediate Unit #12 to provide Title I Reading Services to qualifying students living within the boundaries of the Shippensburg Area School District Title I buildings and attending Cumberland Valley Christian School. Cumberland Valley Christian School has 11 qualifying students residing in Title I boundaries with an allocated per pupil expenditure of \$1,309.00.

- **Appraisal Services**

Administration recommends approval to engage with APEX Valuation Services to conduct appraisals for three properties within the District not to exceed \$2,400.00 each.

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

(Action)

**ACTION AGENDA**

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

**Approval of Boyo Transportation Bus/Van Drivers for 2021-22**

- Administration recommends approval of the list of Boyo Transportation Bus/Van Drivers for the 2021-22 school year.

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

(Action)

**ACTION AGENDA**

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

**Approval of the 2021-22 Bus Routes**

- Administration recommends approval of the bus routes for the 2021-22 school year.

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

(Action)

**ACTION AGENDA**

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

**Healthcare Staffing Agreement with Aveanna Healthcare**

- Administration recommends approval of the agreement with AndVenture, Inc. d/b/a Aveanna Healthcare to provide substitute nurses for each of our schools and for field trips on an "as-needed" basis. The District has been using Aveanna Healthcare for several years and the staffing rates for services have not increased.

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

(Action)

**ACTION AGENDA**

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

**Motion to Remove Athletic Facility Feasibility Study Proposals from the Table**

- At the June 28, 2021 Board meeting, the Board of School Directors tabled the Athletic Facility Feasibility Study Proposals. A motion must be made to remove it from the table.

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

(Action)

**ACTION AGENDA**

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

**Athletic Facility Feasibility Study Proposal**

- Kurowski & Wilson, LLC (K&W) have a proposal to conduct an athletic facility feasibility study for the District.

Administration is recommending that the Board approve the proposal.

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

On roll call, all present voted yes to this Action Agenda item except **Scott** and **Buterbaugh** who voted **no**.

(Action)

**ACTION AGENDA**

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

**Special Education Services Agreements**

- Administration will recommend approval of the Special Education Services Agreements that were presented to the Board as follows:

1. **Diakon Youth Services**

Diakon Youth Services provides a range of programs for at-risk youths primarily serving individuals referred by county juvenile probation departments and child and youth services. Diakon has entered into a partnership with the CAIU to provide services upon request directly to school districts. The proposed contract establishes the rate for District initiated referrals at \$155.00/day.

2. **New Story**

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 agreement is for one student for the 2021-2022 school year. The program provided by New Story is \$385.00 per day.

3. **Lincoln Intermediate Unit #12**

Administration recommends approval of the one-year agreement with the Lincoln Intermediate Unit #12 to provide bilingual psychological services on a fee-for-service basis. Costs for this service is \$175.00/hour - no increase from 2020-2021.

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

**(Action)**

**ACTION AGENDA**

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

**Cumberland-Perry MH.IDD Letter of Agreement**

- Cumberland-Perry Mental Health/Intellectual & Developmental Disabilities offers the Child and Adolescent Service System Program (CASSP), an elementary school-based service to assist families in accessing mental health and other supportive services to meet the needs of their elementary school-aged children in Cumberland and Perry Counties at no cost.

Administration recommends approval of the Letter of Agreement between SASD and Cumberland-Perry MH.IDD for the 2021/2022 school year.

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

**(Action)**

**ACTION AGENDA**

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

**Memorandum of Understanding with CAIU #15 Title III Consortium**

- Administration recommends approval of the Memorandum of Understanding (MOU) with the Capital Area Intermediate Unit #15 as part of the Title III Limited English Proficient Student Program Consortium.

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



(Action)

**ACTION AGENDA**

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

**MOU Between SASD and SAEA**

- The Superintendent recommends approval of the Memorandum of Understanding (MOU) between the District and the Shippensburg Area Education Association regarding the District adding five (5) new positions, all of which will be funded by the American Rescue Plan Elementary and Secondary School Emergency Relief Fund (ARP ESSER). The MOU will allow current bargaining unit members to transfer to these positions and transfer back to their former position should the new position be eliminated. The MOU also states that the District fill the positions vacated by current members be filled by temporary professional employees.

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

(Action)

**ACTION AGENDA**

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

**Approval of Cumberland Valley Christian School Bus Driver for 2021-2022**

- Administration recommends Ms. Tonia Killian as a bus driver for Cumberland Valley Christian School for the 2021-2022 school year.

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

(Action)

**ACTION AGENDA**

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

**School Age Child Care Program (SACC)**

- Administration recommends approval of the proposal with the Boys and Girls Club of Chambersburg and Shippensburg to provide school-age child care at James Burd Elementary, Nancy Grayson Elementary, Shippensburg Area Intermediate School, and Shippensburg Area Middle School for the 2021-2022 school year.

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:

**Disposal of Obsolete Textbooks**

- Administration is seeking approval to dispose of grade 4 and 5 Reading Street books in preparation for their new textbooks from American Reading Company that was Board approved at the January 27, 2020 Board Meeting.

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

(Action)

**ACTION AGENDA**

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

**ESS One Year Contract Extension for 2021-2022**

- Administration recommends approval to continue the District's partnership with Education Staffing Services (ESS), formerly Source4Teachers, for the 2021-2022 fiscal year through a one year extension to the current contract. ESS will continue to provide day-to-day substitutes and building substitutes for the District, in addition to the support of the absence management system, ASEOP, pending School Board approval. There will be no cost increases.

On roll call, all present voted yes to this Action Agenda item except **Burt** and **Suders** who voted **no**.

(Action)

**ACTION AGENDA**

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

**Approval to Advertise for Positions**

- Administration is seeking Board approval to advertise for open positions in the District.

Two (2) Human Resources Assistant Positions

Athletic Director

Transportation Director

Mr. Scott asked for clarification on the Transportation Director position.

Dr. Suppo noted the Transportation Director position will be modified and advertised as a Transportation/Public Relations position.

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

**(Action)**

**ACTION AGENDA**

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

**Middle School Custodial Position**

- Administration recommends combining two (2) part-time custodial positions at the middle school and creating one (1) full-time custodial position at the middle school.

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

**(Action)**

**ACTION AGENDA**

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

**Request to Purchase Special Education Curriculum Items**

- Administration recommends approval to purchase the following Special Education curriculum materials:
  1. Houghton Mifflin Harcourt (Read 180/Math 180/System 44/Waggle) - Quotes provided to the Board
  2. McGraw Hill (Reading Mastery Signature, Reading Mastery Transformations, Connecting Math Concepts, Corrective Reading, Number Worlds) - Quote provided to the Board
  3. Teachtown Inc. (Social Skills, Transition, Be Safe) - Quote provided to the Board
  4. Moby Max - \$3,465.00 - entirely Grant Funded
  5. Attainment - \$11,786.00 total cost, \$3,407.00 is Grant Fund, the remaining balance \$8,379.00\*
  6. Unique Learning Systems - \$3,126.72\*

\*ESSER Funding (\$500,000.00 was allocated for Special Education)

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

(Information)

**DISCUSSION AGENDA**

**Agreement with Folium, Inc.**

Folium Inc. provides supplemental learning services known as the Affinity Educational Solutions Alternative High School for students in the Shippensburg Area School District. Students are carefully selected via a comprehensive application process.

Program Cost - 2021-2022 school year: \$67,223.00 (13 slots @ \$5,171.00 per slot)

Program Cost - 2020-2021 school year: \$69,966.00 (13 slots @ \$5,382.00 per slot)

Administration will recommend approval of the agreement at the August 23, 2021 Board Meeting.

**Mobile Ag Ed Science Lab Agreement for James Burd Elementary School**

Administration will recommend approval of the Mobile Agricultural Education Science Laboratory Agreement to present their program to the students at James Burd Elementary School February 7 to 11, 2022. The cost for the program is \$1,500.00 and will be paid out of the James Burd Student Activity Account.

**Mobile Ag Ed Science Lab Agreement for SAIS**

Administration will recommend approval of the Mobile Agricultural Education Science Laboratory Agreement to present their program to the students at the Shippensburg Area Intermediate School February 28, 2022 to March 4, 2022. The cost for the program is \$2,500.00 and will be paid out of the Shippensburg Area Intermediate School Student Activity Account.

**MOU Between Shippensburg University Head Start and SASD**

In order to meet new requirements of the Elementary and Secondary Education Act (ESEA) amended by Every Student Succeeds Act (ESSA), requiring local education agencies receiving Title I funds, the Administration will recommend approval of the Memorandum of Understanding between Shippensburg University Head Start and Shippensburg Area School District effective August 2021 through July 2022.

**Head Start Sponsor to Sponsor Purchase Agreement for 21/22**

The School District annually provides lunches for Pre-K children in the Shippensburg University Head Start Program located in James Burd and Nancy Grayson Elementary Schools. Additionally, the District provides lunches for two classrooms located on the Shippensburg University campus (Cora Grove). The PA Department of Food and Nutrition requires a signed Sponsor to Sponsor Purchase Agreement for this service. The University pays \$3.76 per student lunch; a \$0.31 per student lunch increase and \$4.61 per adult lunch; a \$0.31 per adult lunch increase. A copy of the Sponsor to Sponsor Service Purchase Agreement was provided to the Board.

Administration will recommend approval of the contract.

**Benefit Wallet H.S.A. Agreement**

Administration will recommend approval of the agreement for the continued use of Benefit Wallet as the District's Health Savings Account (HSA) provider for Professional Staff and Administration effective October 1, 2021. The new agreement contains cost savings for both the employee and district. The current HSA Administration fee is \$2.25 per month per person which is split 50/50 between the district and the employee. The new rate structure is as follows:

Year 1 - \$0.00

Year 2 - \$0.00

Year 3 - \$1.50 per month, per person (split 50/50 between the district and the employee)

Year 4 - \$1.50 per month, per person (split 50/50 between the district and the employee)

Year 5 - \$1.50 per month, per person (split 50/50 between the district and the employee)

**PSBA Policy Maintenance Program Participation Agreement**

Administration will recommend renewing the Policy Maintenance Program Participation Agreement with Pennsylvania School Boards Association (PSBA). The policy maintenance program is what the District uses for their Board Policies.

This yearly agreement will automatically renew each year unless the District decides to discontinue the service.

**Health & Safety Plan – mask wearing in school**

Administration discussed the district's Health & Safety Plan, in particular mask wearing for students and staff.

An extensive discussion occurred among the Board and Administration regarding this topic including but not limited to the following:

- Dr. Goates asked for clarification on definitions in the Health & Safety Plan and asked for clarification from Administration on the expectations for each category/level of community spread.
- Dr. Suppo commented on a recent revision to the CDC guidelines which includes four categories for level of community spread as opposed to the three listed in the current approved plan.
- Dr. Goates commented on area vaccination rates and levels of community spread. He also inquired what incentives the district could offer to encourage students and staff to get vaccinated.
- Dr. Suppo spoke of the two vaccination clinics held at the end of the last school year and over the summer and an upcoming opportunity near the end of August.
- Dr. Lyman asked if the district should be requiring masks for the start of school and requested clarification for the community on the district's mask expectations to begin school.

- Dr. Suppo noted the current approved plan allows for masks to be optional except on public transportation due to current CDC guidelines.

**(Action)**

**ACTION AGENDA**

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

**Mask Wearing**

- Recommend requiring students in grades K-12, staff, and anyone in the buildings to wear masks for the beginning of the 2021-2022 school year and until further notice.

Discussion continued among the Board and Administration regarding the motion from the floor including but not limited to the following:

- Dr. Torri expressed concerns with moving this Discussion item to an Action Item during the same meeting.
- Dr. Lyman noted the timeliness of a vote to occur due to recent changes in the CDC guidance in the past two week and noted there is no additional regularly scheduled Board Meetings between now and the beginning of school.
- Mr. Burt asked for clarification from Administration on the disparity and discrepancies that may exist between the current district Health & Safety Plan and the newly released CDC recommendations. He suggested the Board consider tweaking the Health & Safety Plan to mirror CDC recommendations.
- Dr. Goates asked Administration if it would be possible for the Board to be presented with a revised Health & Safety Plan at the next board meeting as a discussion item.

On roll call, all present voted yes to this Action Agenda from the floor except **Buterbaugh** who voted **no**.

**(Information)**

**BOARD COMMENTS**

Dr. Goates encourage everyone to be vaccinated.

Mr. Burt commented on the Athletic Facility Feasibility Study including but not limited to the following:

- 1) The need for improved Athletic Facilities.
- 2) He acknowledged the difficulties associated with this project and noted his years of experience working with the district's finances.
- 3) The importance of community involvement.
- 4) The patience and steps needed to work through all scenarios.
- 5) The significant reduction in the District's debt schedule allowing for the investment in the district's educational and athletic facilities.

Dr. Lyman commented he is excited about the school year beginning, the special education program changes, and the approved masking policy he hopes will assist in keeping in-person learning for students. .

Mr. Scott commended Administration for finding staffing however noted the increase in staff is creating spacing issues. He inquired if modular classroom consideration is needed.

#### **CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS**

Mrs. Sherry Reed, resident in S.A.S.D., spoke regarding the motion from the floor regarding masking. She commented she is trying to understand the way things work.

Mr. Buterbaugh responded to Public Comment and noted the district's Health and Safety plan voted on in July 2021 is inconsistent with CDC guidelines and noted the problem is that school starts before the next board meeting.

Mrs. Kathy Ruth, resident of S.A.S.D., expressed concerns with allowing a motion from the floor to occur regarding masking. She said parents should decide what is right for their children and asked for a separate meeting prior to the start of school.

Mrs. Teresa Reed, resident and employee of S.A.S.D., commented on the current rate that aides in the district are paid and requested the Board look into these rates as neighboring district's pay a lot more.

#### **INFORMATION**

##### **Date Saver**

**August 9 & 10:** New Teacher Orientation

**August 16, 17, & 18:** District In-Service

**August 19:** First day of school for students

**August 23:** School Board Meeting - 7:00 p.m. in the Senior High School Auditorium

**September 6:** District closed to observe Labor Day Holiday

**September 13:** School Board Meeting - 7:00 p.m. in the Senior High School Auditorium

**September 15:** Act 80 Day - No school for students

**September 27:** School Board Meeting - 7:00 p.m. in the Senior High School Auditorium

Mr. Buterbaugh noted a Special Meeting will be held on Wednesday, August 11, 2021 at 6:00 p.m. to discuss the Feasibility Study. The meeting will be held in the Shippensburg Area Middle School cafeteria.

**ADJOURNMENT**

On motion of Suders, seconded by Scott to adjourn at 8:48 p.m.

  
\_\_\_\_\_  
Cristy Lentz  
Board Secretary