



## PLANNING/ACTION MEETING

07/17/2023 [08:00 PM] @ Senior High School Library

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MONDAY, JULY 17, 2023

### 1. OPENING

1.a. Call to Order

1.b. Roll Call

1.c. Pledge of Allegiance



1.d. President's Charge to the Board

"As we begin our deliberations this evening, let us once again be reminded of our duty to represent all of the children of this school community, regardless of age, sex, race, or creed, and regardless of need or ability. This meeting is being livestreamed and uploaded to the District's YouTube Channel. May we now have a moment of silence to reflect on our thoughts, plans and actions on behalf of the students in the Shippensburg Area School District."

1.e. Moment of Silence

**Clarence C. Rebuck** ~ November 25, 1932 - June 24, 2023

Attended Shippensburg Area Schools

**Nancy Lou Williams** ~ August 9, 1980 - June 26, 2023

1998 Graduate

**William Crist Coover** ~ April 15, 1945 - July 3, 2023

1963 Graduate

**1.f. Agenda Approval**

**2. CITIZENS' COMMENTS REGARDING AGENDA ITEMS**

Please identify yourself by name and address and indicate which agenda item you are speaking about.

Address all comments to the Board as a whole and make sure they are in the form of a statement. Questions will be taken under advisement. Responses to questions will be offered after due deliberation and will be provided by the superintendent at the direction of the board within a few days of the board meeting. You will be allowed three (3) minutes for your comments. Comments relative to private student matters or personnel issues should be directed to the appropriate school authority outside of this meeting. The presiding officer reserves the right to interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant (not related to an agenda item).

Thank you for your cooperation.

**3. REPORTS**

**3.a. Franklin County Career Center Report**

**3.b. Board Committee Reports**

**3.c. Superintendent's Report**

**3.c.a. Enrollment Report**

The July 3, 2023 enrollment report is attached.

**Attachments**

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JULY 3, 2023.xlsx - Google Sheets.pdf

**3.c.b. Safe Schools Report**

Report is attached.

**Attachments**

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Safe School Reporting.pdf

**4. CONSENT AGENDA**

**4.a. Approval Minutes**

Recommend approval of the minutes as presented and attached from the June 26, 2023 Board meeting.

#### **Attachments**

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Draft of June 26, 2023 Minutes.docx - Google Docs.pdf

#### **4.b. Finance**

All financial reports will be on the August 14, 2023 Board agenda for approval.

#### **4.c. Affiliation Agreement**

Administration recommends approval of the Affiliation Agreement between Shippensburg Area School District and Millersville University. This agreement will allow for the partnership between the University and the District for both School Counseling Interns and School Nursing Interns.

The agreement is attached.

#### **Attachments**

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Shippensburg Area School District- AA Field Placement with Addendums Course Descriptions.pdf

#### **4.d. SchoolPace and SchoolPace Connect Renewal Licenses**

Administration recommends approval of the quotes for SchoolPace and SchoolPace Connect for the District Elementary buildings. These are renewal licenses. SchoolPace for all buildings will be paid out of the 23-24 Curriculum Budget (\$22,000). SchoolPace Connect for Grace B. Luhrs will be paid out of the 23-24 Curriculum Budget (\$3,000). SchoolPace Connect for James Burd, Shippensburg Area Intermediate School, and Nancy Grayson will be paid out of 23-24 Title I funds.

All of the quotes are attached.

#### **Attachments**

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ARC Proposal - SchoolPace - Grace B Luhrs - 236959.pdf  
ARC Proposal - Connect - Grace B. Luhrs - 236971.pdf  
ARC Proposal - SchoolPace - James Burd - 236960.pdf  
ARC Proposal - Connect - James Burd - 236970.pdf  
ARC Proposal - SchoolPace - Nancy Grayson - 236961.pdf  
ARC Proposal - Connect - Nancy Grayson - 236968.pdf  
ARC Proposal - SchoolPace - Intermediate - 236962.pdf  
ARC Proposal - Connect - Intermediate - 236963.pdf

#### **4.e. Acadience Learning Online (ALO)**

Administration recommends approval of the renewal of Acadience Learning Online, formerly Acadience Data Management, for K-6 and 7-8 licensing for CST students. The cost will come out of the Curriculum & Instruction budget.

A copy of the quote is attached.

#### **Attachments**

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Acadience Math and Reading.pdf

#### **4.f. High School Exchange Student**

Per School Board Policy #239, an exchange student from Italy has met all of the qualifications to attend the Shippensburg Area High School for the spring semester of the 2023-2024 school year. Administration recommends approval of the student attending on January 22 through May 31, 2024.

#### **4.g. Registered Behavior Technician Job Description**

Administration recommends approval of the creation of a job description for Registered Behavior Technician. This position will provide behavioral intervention, coaching, and training to students and staff within the District, including general education and special education environments.

Additional information regarding the position is attached.

#### **Attachments**

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Registered Behavior Technician.pdf

#### **4.h. Revised Job Description for Payroll Specialist**

Administration recommends approval of the revisions to the Payroll Specialist job description. Changes to the job description include the job title, who the individual reports to, qualifications, and additions/deletions to the list of responsibilities.

A copy of the revised job description is attached.

#### **Attachments**

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Payroll Specialist New June 2023.pdf

#### **4.i. Revised Job Description for Administrative Position**

Administration recommends approval to the revisions made to the Director of Curriculum, Instruction & Assessment job description.

The revised job description is attached.

#### **Attachments**

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Director of CIA June 2023.pdf

#### **4.j. Policies for Discussion and Deletion**

The following policies are being presented for second read and approval:

- 210, 210.1, 214, 217, 218, 218.1, 218.2, 219, 220, 221, 223, 224, 226, 251
- 351
- 917, 918

The above policies are attached.

The following policies are recommended for deletion per PSBA and the District Solicitor:

- 255 - Educational Stability for Children in Foster Care
- 351.1 - Drug and Alcohol Abuse Assistance
- 712 - Emergency Plans
- 713 - Protection of Property
- 713.1 - Video Camera Surveillance
- 715 - Use of Fax Machines

### **Attachments**

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#210 - Medications.pdf  
 #210.1 - Possession\_Use of Inhalers\_Epinephrine Auto-Injectors.pdf  
 #214 - Class Rank.pdf  
 #217 - Graduation.pdf  
 #218 - Student Discipline.pdf  
 #218.1 - Weapons.pdf  
 #218.2 - Terroristic Threats.pdf  
 #219 - Student Complaint Process.pdf  
 #220 - Student Expression\_Dissemination of Materials.pdf  
 #221 - Dress and Grooming.pdf  
 #223 - Use of Bicycles and Motor Vehicles.pdf  
 #224 - Care of School Property.pdf  
 #226 - Searches.pdf  
 #228 - Student Government.pdf  
 #351 - Drug and Substance Abuse.pdf  
 #251 - Students Experiencing Homelessness, Foster Care and Other Educational Instability.pdf  
 #917 - Parental\_Family Involvement.pdf  
 #918 - Title I Parent and Family Engagement.pdf  
 #220 Attachment.pdf

### **4.k. Food Service Equipment Annual Maintenance**

Administration recommends approval of the attached quote with K&D Factory Service Inc. to perform annual maintenance on the District's Food Service equipment. Costs are estimated at \$3,408.00 and will be paid from the Food Service Fund.

### **Attachments**

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Food Service Equipment Annual Maintenance 2023 K&D.pdf

#### **4.l. Penn's Youth Initiative Program**

Administration recommends the re-approval of the Penn's Youth Initiative Program for the 2023-24 school year.

Program details are attached.

#### **Attachments**

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6-22-23 Penn's Youth Initiative, Inc..docx - Google Docs.pdf

#### **4.m. Approval of Boyo Transportation Van Driver**

Administration recommends approval of June Holtry as a van driver for Boyo Transportation.

#### **4.n. One Year Renewal with Siemens Industry, Inc.**

Administration recommends approval of the one (1) year renewal proposal with Siemens Industry, Inc. for building a/c and heating automated controls at the high school.

A copy of the proposal is attached.

#### **Attachments**

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BUILDING AUTOMATION SERVICE Automated Controls - Siemens 1 yr..pdf

#### **4.o. Card Reader Installation at James Burd Elementary School**

At the December 5, 2022 Board meeting, the Board approved Siemens to install hardware to an existing exterior door at James Burd to make it a swipe access door however this installation was never provided by Siemens. The District has received a proposal from Triangle Communications to fulfill the original request of Siemens at a lower cost than the Board approved amount of \$5,536.00 quoted by Siemens; a savings to the District of \$541.00.

Administration recommends approval of the proposal from Triangle Communications.

Quote #2023126 - \$4,995.00 for the installation of one (1) additional card reader

The proposal is attached.

#### **Attachments**

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2021326 Triangle Communications - JB Card Reader Add.pdf

#### **4.p. Personnel - Professional and Support**

## **Professional Staff**

### **Administration recommends approval of the following resignations:**

- 1. Priscilla R. Bateman** – Math Teacher at Shippensburg Area Middle School effective retroactive July 3, 2023
- 2. Rachel L. Shank** – Music Teacher at James Burd Elementary School and Grace B. Luhrs Elementary School effective retroactive July 12, 2023

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

- 3. Jocelyn A. Topper** – Math Teacher at Shippensburg Area High School is requesting leave effective tentatively October 11, 2023 and continuing through approximately March 1, 2024

### **Administration recommends approval of the following transfers:**

- 4. Jocelyn M. Coy** - Math Interventionist at Shippensburg Area Middle School **TO** Therapeutic Academic Resource Program Teacher at Shippensburg Area Intermediate School, salary remains the same, effective the first in-service day of the 2023-2024 school year (New position board approved June 12, 2023)
- 5. Krystle M. McCoy** – Second Grade Teacher at James Burd Elementary School **TO** First Grade Teacher at Nancy Grayson Elementary School, salary remains the same, effective the first in-service day of the 2023-2024 school year (New position board approved June 12, 2023)
- 6. Kristy L. Shrader** – Third Grade Teacher at James Burd Elementary School **TO** Second Grade Teacher at James Burd Elementary School, salary remains the same, effective the first in-service day of the 2023-2024 school year (New position board approved June 12, 2023)

### **Administration recommends approval of the following new appointments:**

- 7. Rachel E. Dehoff** – Math Teacher at Shippensburg Area Middle School at a salary of \$54,069.00 (Bachelors Step 1) effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (Priscilla R. Bateman – resignation)

Miss Dehoff received her Bachelors in Mid-Level Education from Shippensburg University May 2023. She completed her student teaching and held a Long-Term Sub position at Big Spring School District.

**8. Jennifer A. Shuman** – Second Grade Teacher at James Burd Elementary School at a salary of \$78,380.00 (Master’s 30, Step 10) effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (Krystle M. McCoy - Transfer)

Mrs. Shuman received her Bachelors Degree in Elementary Education December 1997 and Master’s Degree in Reading June 2003 from Shippensburg University. She has been employed at Chambersburg Area School District as a First Grade Teacher for the past 23 years.

**9. Danielle R. Simchick** – ESL Teacher at Shippensburg Area Elementary Schools at a salary of \$68,844.00 (Master’s 60 Step 5) effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (New position board approved June 12, 2023)

Miss Simchick received her Bachelors Degree in Spanish Education PK-12 from Indiana University of Pennsylvania May 2014. She received her Master’s in Education May 2019 and ESL Teaching Certificate December 2020 from Wilson College. Miss Simchick is currently employed by Chambersburg Area School District as an ESL Teacher.

**10. Katelyn O. Woosnam** – Emotional Support Teacher at Shippensburg Area Intermediate School at a salary of \$57,129.00 (Bachelors Step 2) effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (Debra J. Heefner - transfer)

Mrs. Woosnam received her Bachelors Degree in Early Childhood Education PK-4 and Special Education PK-8 from Shippensburg University in December 2017. She is currently a Middle School Special Education Teacher at Cumberland Valley School District.

### **Support Staff**

#### **Administration recommends approval of the following resignation:**

**11. Grace E. Bard** – Part-Time Noon-Time at Nancy Grayson Elementary School effective retroactive July 13, 2023.

**12. Zoe C. Bender** – Part-Time Classroom Assistant at James Burd Elementary School effective retroactive July 10, 2023. Requesting to remain as a substitute.

#### **Administration recommends approval of the following transfers:**

**13. Ashleigh E. Hansen** – Part-Time Classroom Assistant at Shippensburg Area High School, working 5.75 hours/day, 182 days/year **TO** Full-Time In-School Suspension Classroom Assistant at Shippensburg Area High School, hourly rate remains the same,



working 7.25 hours/day, 186 days/year, effective the first in-service day of the 2023-2024 school year (New position board approved June 12, 2023)

**14. Rikki L. Mayberry** – Part-Time Noon-Time Aide at Shippensburg Area Intermediate School, working 2 hours/day, 180 days/year TO Part-Time Classroom Assistant at James Burd Elementary School, at an hourly rate of \$13.75, working 5.75 hours/day, 182 days/year, effective the first in-service day of the 2023-2024 school year (Zoe C. Bender - resignation)

**15. Alicia L. Raia** – Part-Time Noon-Time Aide at Shippensburg Area Intermediate School, working 2 hours/day, 180 days/year TO Part-Time Transportation Secretary at Shippensburg Area School District, at an hourly rate of \$14.25, working 5 hours/day, 260 days/year, effective approximately August 1, 2023 (New position board approved June 12, 2023)

**Administration recommends approval of the following new appointments:**

**16. Tina L. Connor** - Full-Time Registered Behavior Technician at Shippensburg Area Intermediate School, at an hourly rate of \$16.25, working 7.5 hours/day, 186 days/year, effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (New position board approved June 12, 2023)

**17. Kelsey S. Pittman** - Part-Time Classroom Assistant at Shippensburg Area Middle School, at an hourly rate of \$13.75, working 5.75 hours/day, 182 days/year, effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (Yaleidy Valencia - Resignation)

**18. Emily S. Rosenberry** – Part-Time Classroom Assistant at James Burd Elementary School, at an hourly rate of \$13.75, working 5.75 hours/day, 182 days/year, effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (Carolyn M. Friend - Resignation)

**19. Lawrence J. Seaman** – Full-Time Custodian at James Burd Elementary School, at an hourly rate of \$12.25, working 8 hours/day, 260 days/year, effective approximately August 21, 2023 (Hiring dependent upon successful completion of all required paperwork and clearances) (Peggy S. Elsesser - resignation)

**20. Trevor L. Smith** – Part-Time Classroom Assistant at Shippensburg Area Middle School, at an hourly rate of \$13.75, working 5.75 hours/day, 182 days/year, effective the first in-service day of the 2023-2024 school year (Hiring dependent upon successful completion of all required paperwork and clearances) (Brandon W. Fisher - Resignation)

**Administration recommends approval of the following substitute:**

**21. Aurek J. Pinckney** – Custodial

**Supplemental Staff**

**Administration recommends approval of the following resignation:**

**22. Tyler S. Hoover** – Junior High Assistant Football Coach effective retroactive June 27, 2023.

**Administration recommends approval of the following new appointments:**

**23. Jeremy T. Stouffer** – Junior High Assistant Football Coach at a supplemental salary of \$2,550.00 effective August 14, 2023 (Tyler S. Hoover – resignation)

**24. Carl B. Watson** – Junior High Head Football Coach at a supplemental salary of \$3,290.00 effective August 14, 2023 (replacing Christopher D. Yonish- transfer)

**Administration recommends approval of the following volunteer coach:**

**25. Kourtney S. Shoap** – High School Field Hockey

**4.q. Personnel - Administration**

**Administrative Staff**

**1.** Motion to approve **Leslee D. DeLong** as Assistant Superintendent of Shippensburg Area School District with a start date to be determined and such approval as Assistant Superintendent of School conditional upon a contract being approved with all terms and conditions within ninety (90) days of said motion.

**5. ACTION AGENDA**

**5.a. 2023-2024 Volunteer Handbook**

Administration recommends approval of the 2023-2024 Volunteer Handbook.

A copy is attached.

**Attachments**

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2023-2024 Volunteer Handbook.docx - Google Docs.pdf

**5.b. PA School-Based Access Agreement 2023-2024**

Administration recommends approval of the attached Agreement to Participate in the PA School-Based Access Program for the 2023-2024 school year. This agreement allows the District to submit claims and receive federal Medicaid reimbursement for

medically necessary services provided to qualified special education students when the services meet the requirements of the State's Medicaid Program and are provided in accordance with the student's IEP.

#### **Attachments**

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FY2023-2024 LEA agreement (002).pdf

#### **5.c. Phonics Instruction Materials**

Administration recommends approval to purchase materials from the University of Florida Literacy Institute (UFLI) to supplement phonics instruction in grades K-3. ESSER II funds will be utilized for the purchase of these materials.

The price quote is attached.

#### **Attachments**

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ufli\_quote\_request\_us.pdf

#### **5.d. Old Athletic Uniforms**

Administration recommends approval to sell old athletic uniforms that are no longer used by the District at the annual Community Night on August 18th. Any funds raised from the sale will go into the athletic account and be used to help offset the cost of new uniforms purchased in the future.

#### **5.e. Memorandum of Understanding - Addition of 3 New Coaching Positions/Supplemental Salaries**

Administration recommends approval of the Memorandum of Understanding (MOU) between the District and the Shippensburg Area Education Association to modify Appendix B-1 of the CBA for the addition of three (3) new coaching positions/salaries beginning with the 2023-2024 school year.

The MOU is attached.

#### **Attachments**

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MOU with SAEA.pdf

#### **5.f. Generator Preventative Maintenance Proposal Renewal**

Administration recommends approval of the one (1) year renewal proposal with G.R. Sponaugle for preventative maintenance on all generators in the District. The cost of \$2,526.00 will come out of the Maintenance Budget. The proposal is attached.

#### **Attachments**

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G.R. Sponaugle-Generator PM Proposal.pdf

#### **5.g. Resolution to File Multimodal Transportation Fund Grant Request**

Administration recommends approval for SiteLogiq to apply for a Multimodal Transportation Fund Grant on behalf of Shippensburg Area School District and designate Cristy Lentz, Business Administrator, and/or William August, Superintendent, to execute all documents and agreements between the Shippensburg School District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Grant funds would be used for the anticipated redesign of the Middle School parent loop.

## **Attachments**

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Multimodal Transportation Fund Exhibit 9 - Resolution\_SASD\_2023.pdf

### **5.h. Hillis-Carnes Construction Material Inspection Cost**

Administration recommends amending the existing purchase order for the special inspections/testing related to the Shippensburg Area Middle School project for Hillis-Carnes Engineering Associates from \$17,500.00 to \$ 28,000.25 based on all the services provided and unit costs contained in their original proposal. No further testing for the project is required.

### **5.i. Contracted Rates for Boyo Transportation**

Administration recommends approval of the following contracted rates for Boyo Transportation for the 2023-2024 school year:

Item	2023-2024
Van	\$235.00 Min.
Bus	\$365.00 Min.
Mid-day (up to 1.5 hrs.)	\$75.00
After-School Program	\$100.00
Under 25 min. trip	\$80.00
Co-Op/Activity	\$90.00
Field Trip	\$2.25/mile, \$20.00/per hour

### **5.j. Sunday Use of Facilities Request**

The Shippensburg Area Senior High School Soccer Coach has requested use of Shippensburg Area Senior High School soccer field on Sunday, July 30, 2023, to hold a SASHS soccer tri-scrimmage (as they have in past years). The Principal has approved this date, however, any Sunday use of District facilities must be approved by the School Board pursuant to Board Policy #707.

Administration recommends approval of this request.

## **6. DISCUSSION AGENDA**

### **6.a. 2023-2024 Handbooks**

Administration will recommend approval at the August 14, 2023 Board meeting of the following handbooks:

- Shippensburg Area Virtual Education (SAVE)\*
- Field Trip Manual\*
- GBLUES - Addendum to the District's Elementary Handbook
- Student Athlete Handbook

The handbooks are attached and those marked with an \* above have a list of changes attached as well.

#### **Attachments**

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2023-2024 S.A.V.E. Handbook - draft.pdf  
S.A.V.E. Handbook Changes 23-24.docx - Google Docs.pdf  
2023-2024 Field Trip Manual - draft.pdf  
Field Trip Manual Changes 23-24.pdf  
GBLUES HANDBOOK 23-24 draft.docx - Google Docs.pdf  
2023-2024 Student Athlete Handbook - draft.pdf

### **6.b. Addendum B to Letter of Agreement for Title I Nonpublic School Services - Lincoln Intermediate Unit**

Administration requests approval of Addendum B, utilizing the Lincoln Intermediate Unit for Non-public Title I services as mandated by Federal Law. This addendum is a renewal of services approved during the 2022-2023 school year.

A copy of the Addendum is attached.

#### **Attachments**

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SASD\_Title I LOA Addendum B\_2023-2024 (1).pdf

### **6.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 agreements are for 3 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:

- 2 students at \$309 per day (medium level of intensity)

- 1 student at \$417 per day (high level of intensity)

Administration recommends approval of the agreements.

#### **6.d. The Vista School - Extended School year Educational Services Addendum**

During the 2022-2023 school year, two students attending The Vista School requires Extended School Year (ESY) services. The services extend from July 6, 2023 to August 10, 2023. The cost of the ESY term per student is \$9,203.46.

Administration recommends approval of the addendums with The Vista School for ESY services.

#### **6.e. Renewal of I-Ready Math and Reading**

Administration requests approval for the renewal of I-Ready Math and Reading at a cost of \$81,547.76 and will be paid for out of Title I funding for the 2023-2024 school year.

The quote is attached.

#### **Attachments**

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Shippensburg Area SD - Math + Rdg AI with Credit Applied - RepQuote307995.5.pdf

#### **6.f. Final Placement Contract for High School Facility Dog**

Administration recommends approving the final placement contract for Meadow, yellow Labrador retriever facility dog at the Senior High School. Meadow has passed her compliance test and has received her new Facility Dog Vest.

The contract is attached.

#### **Attachments**

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Final\_Meadow\_Facility Dog Placement Contract.pdf

#### **6.g. Agreement Between Pennsylvania Principals Association and SASD for Interim Principal Services**

Administration recommends approval of the agreement between PA Principals Association and the District for Interim Principal services needed for Nancy Grayson Elementary School at a daily rate of \$327.00 plus administrative fee (8.5%) of \$27.80 for the total cost to the District - \$354.80/daily.

A copy of the agreement is attached.

#### **Attachments**

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PA Principals Assn. Agreement for Interim Services 7-2023.pdf

#### **6.h. Disposal of Obsolete Textbooks**

Administration requests approval for the sale, donation, or disposal of outdated Ready Math books (K-5). The renewed contract for Ready Math contains an updated version that does not align with the extra books we have remaining from the previous version of Ready Math.

#### **6.i. Johnson Controls Service Agreement**

Administration recommends the approval to continue a three (3) year service agreement with Johnson Controls to provide factory authorized service, inspections, safety checks, winterization and start-up. This service agreement will protect our substantial investment for the York Chillers installed at Shippensburg Area Middle School. The cost will come out of the 2023-24 Facilities/Maintenance budget.

The 3 year agreement cost without connection is as follows:

Year 1 - July 1, 2023 - June 30, 2024 = \$6,257.00

Year 2 - July 1, 2024 - June 30, 2025 = \$6,695.00

Year 3 - July 1, 2025 - June 30, 2026 = \$7,164.00

The agreement is attached.

#### **Attachments**

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JCI Chiller 3-Year Service Agreement for Shippensburg MS 2023-2026.pdf

#### **6.j. Proposed Revisions to SASHS Cheer Booster Club Constitution and Bylaws**

Administration recommends approval of the proposed revisions to the SASHS Cheer Booster Club Constitution and Bylaws. The revised vision is attached.

#### **Attachments**

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SASD Cheer Booster Bylaws 07.11.23.pdf

#### **6.k. Purchase of Communication Device/Licenses to Assist with the Registration Process**

Administration is requesting the approval for the purchase of ILA Pro for \$2,199 for device and 3-year license to be utilized for Central Office registration as a pilot for communication with non-native speakers. The cost for this device will come from the 2023-2024 ESL Budget to support the pilot for enhancing district communications with newly enrolled families.

More information about the device is attached.

#### **Attachments**

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#### **6.l. American Reading Company - Proposal for New Classroom Library**

Administration recommends approval to purchase an American Reading Company classroom libraries for the new 2<sup>nd</sup> Grade classroom at James Burd Elementary School. The cost of the materials are \$1,750.00 will be paid out of the 23-24 Curriculum Budget.

The proposal is attached.

#### **Attachments**

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ARC Proposal - 2nd Grade ARC CORE Libraries - 238369.pdf

#### **6.m. MOU with Shippensburg University - Ship Start Dual Enrollment Program**

Administration recommends approving the attached Memorandum of Understanding with Shippensburg University in regard to the Dual Enrollment Ship Start program. The program offers students who meet the admissions criteria a reduced tuition rate for high school students.

A copy of the MOU is attached.

#### **Attachments**

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MOU Ship Start.pdf

#### **6.n. Agreement for Continued Consulting Services**

Administration recommends retroactive approval of the agreement to retain Alison Huber as a consultant and special education compliance monitor/advisor to perform consulting services, specifically in the area of special education as needed, at a rate of \$75.00 per hour with costs not to exceed \$6,623.75 for services provided from June 15, 2023 through July 30, 2023.

The agreement is attached.

#### **6.o. Proposal with Cengage Learning**

Administration recommends approval for the renewal of Cengage *Inside* digital resources to assist our ESL teachers in providing supplemental supports to our English Learners. The \$1,750.00 cost will be paid out of the 23-24 Curriculum Budget.

The proposal is attached.

#### **Attachments**

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#### **6.p. Memorandum of Agreement Between SASD and SAEA Regarding Long-Term Substitutes**

Administration recommends approval of a Memorandum of Agreement (MOA) with the Shippensburg Area Education Association to modify the current 30 consecutive day provision in order to attract long-term substitutes to work for the District. If approved, long-term substitutes will be hired as a District employee beginning on day 1 of their long-term substitute position and will receive the prevailing daily substitute rate for days 0-20 and move to Bachelors Step 1 of the salary schedule with limited benefits beginning on day 21.

A copy of the MOA is attached.

#### **Attachments**

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Final MOA Language LTS 23-24.pdf

#### **6.q. 2023-2024 Agreement for Consulting Services**

Administration recommends approval of the agreement to retain Alison Huber as a Consultant to provide advice and assistance to the District relating to special education applied behavior analysis and Autistic support classrooms, special education departmental compliance, 504 coordination and document compliance, as needed, from August 1, 2023 through June 30, 2024 at a rate of \$75.00 per hour with annual costs not to exceed \$55,000.00.

The agreement is attached.

#### **Attachments**

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2023\_2024 School Year Contract with SASD.docx.pdf

#### **6.r. James Burd Elementary School and Intermediate School Sinkhole Evaluation**

Administration recommends approval of K&W Engineers to provide consulting services regarding the sinkholes at James Burd Elementary School and the Shippensburg Intermediate School.

Additional information regarding the scope of work is attached.

#### **Attachments**

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James Burd ES - Sinkhole Evaluation Proposal 05152023.pdf

#### **6.s. Creation of a STAR Teacher at SASHS**

Administration recommends the Board approve the creation of a full-time STAR Teacher at Shippensburg Area Senior High School. This position is the result of proposed budget reallocations.

**6.f. Creation of a STAR Classroom Assistant at SASHS**

Administration recommends the Board approve the creation of a full-time STAR Classroom Assistant at Shippensburg Area Senior High School. This position is the result of proposed budget reallocations.

**7. CITIZENS' COMMENTS REGARDING NON-AGENDA ITEMS**

Please identify yourself by name and address all comments to the Board as a whole and make sure they are in the form of a statement.

Questions will be taken under advisement. Responses to questions will be offered after due deliberation and will be provided by the Superintendent at the direction of the Board within a few days of the board meeting. You will be allowed three (3) minutes for your comments. Comments relative to private student matters or personnel issues should be directed to the appropriate school authority outside of this meeting. The presiding officer reserves the right to interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

Thank you for your cooperation with this matter.

**8. BOARD COMMENTS**

**9. INFORMATION**

**9.a. Date Saver**

**July 19:** Policy Committee Meeting, 11-12:30 in the Conference Room at the Administration Building

**July 19:** Transportation Committee Meeting, 4:15 p.m. in the Conference Room at the Administration Building

**July 20:** Facilities Committee Meeting, 4:00 p.m. in the Conference Room at the Administration Building

**August 14:** Committee of the Whole Meeting/School Board Meeting

**August 23:** Athletics Committee Meeting, 9-10 a.m. in the Conference Room at the Administration Building

**August 28:** Committee of the Whole Meeting/School Board Meeting

**August 31:** Transportation Committee Meeting, 4-5 p.m. in the Conference Room at the Administration Building

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**August 14 & 15:** New Teacher Induction

**August 21 & 22:** District In-Service

**August 24:** First Day of School for Students

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## **District-Wide Open House Schedule for the New School Year**

### **Grace B. Luhrs University Elementary School**

- **Back to School Night - August 21st:** Kindergarten, 5:30-6:30 p.m.
- **Back to School Night - August 22nd:** Grades 1-5, 5:30-6:30 p.m.

### **James Burd Elementary School**

- **Open House - Monday, August 21st:** Kindergarten & 2nd Grade, 4:30-6:00 p.m.
- **Open House - Tuesday, August 22nd:** 1st & 3rd Grades, 4:30-6:00 p.m.

### **Nancy Grayson Elementary School**

- **Open House - Monday, August 21st:** Kindergarten & 3rd Grade, 4:30-6 p.m.
- **Open House - August 22nd:** 1st & 2nd Grades, 4:30-6 p.m.

### **Intermediate School**

- **August 22nd:** 4th & 5th Grades, 5-7 p.m.

### **Middle School**

- **6th Grade & New Student Orientation – Thursday, August 17th**
  - 3 different times for families to sign up to attend: 10 a.m., 2 p.m. and 5 p.m.
  - During this time, Chromebooks will be dispersed and technology dept. on hand to help
  - In the auditorium, a message from April, Steph, and Jeremy and then a brief tour of the building
- **6th- 8th Grade Open House – Tuesday, August 22nd**

*Due to parking constraints, MS & HS will stagger their schedule*

- 8th grade, 6-6:30 p.m.
- 7th grade, 6:40-7:10 p.m.

- 6th grade, 7:20-8 p.m.

Families with multiple children can deviate from the scheduled times above.

#### **Senior High School**

- **8th & 9th Grade Orientation - Tuesday, August 8th and Wednesday, August 9th**
  - 7-9 a.m. and 3-7 p.m. both days
- **Open House - Monday, August 21st (all grades)**
  - 5-7 p.m.

#### **10. ADJOURNMENT**