

Minutes of the August 8, 2022 Planning/Action Meeting of the Board of School Directors held in the Shippensburg Area Senior High School Library, 201 Eberly Drive, Shippensburg, PA 17257.

OPENING

Call to Order

Mr. Mark Buterbaugh called the meeting to order at 7:00 p.m.

Roll Call

On roll call, the following members were present: Mr. Mark Buterbaugh, President; Mr. Charles Suders, Vice President; Mr. Jim Bard; Mr. Dwayne Burt; Mr. Levi Cressler; Mrs. Steph Eberly; Mr. Fred Scott, Sr.; and Mrs. Becky Wolfinger. Dr. Nathan Goates was absent.

Others present were: Dr. Alan Moyer, Interim Superintendent; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mr. Matthew Flohr, James Burd Elementary Principal; Mrs. Bethany Bridges, Assistant Supervisor of Special Education; Mrs. Nicole Weber, Human Resources Director; Dr. Troy Stevens, Technology Coordinator; Mr. Damien Spahr, SiteLogiQ; Mr. Adam Curry, El Associates; parents; teachers; concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

Moment of Silence

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

Harold "Van" Art ~ December 9, 1030 - July 8, 2022

After 28 years, retired from teaching with SASD, he was a line coach for the Greyhound Football team for many years and he was best known for being the SASHS Driver's Education Instructor for 30 years.

Dona Helm ~ August 2, 1939 - July 12, 2022

1957 Graduate

Gregory Mohn ~ January 10, 1951 - July 16, 2022

1968 Graduate

Diane Glass ~ July 30, 1955 - July 16, 2022

1973 Graduate and van driver for the District

Louise Commerer ~ October 5, 1921 - July 18, 2022

1939 Graduate

Jack Hockenberry ~ July 29, 1943 - July 23, 2022
1961 Graduate

Donna Rose Rotz ~ September 19, 1937 - July 26, 2022
1956 Graduate

Beth Herb ~ October 28, 1955 - July 26, 2022
Mother of Greg Herb, Reading Specialist at James Burd

Edgar Bard, III ~ July 1, 1950 - July 31, 2022
Father of Erin Landis, Secretary to the Maintenance Director

(Action)

Agenda Approval

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

Dr. Moyer noted the following **amendments** to tonight's agenda:

- 1) Under #3 Reports, item d.a. "Enrollment Report", Dr. Moyer noted the original report has been replaced with an updated report to reflect the change in number of classroom at the James Burd Elementary School for grades 1 and 3.
- 2) Under #5 Action Agenda, item 5.g. "Base Salary Adjustments 2022-2023", Dr. Moyer noted the salary adjustment for the High School Assistant Principal – (Norton) has been amended to reflect the salary base recommendation. He noted the previous amount was incorrect.

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

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

(Information)

CITIZENS COMMENTS REGARDING AGENDA ITEMS

None

REPORTS

Superintendent Search Update

Mr. Buterbaugh noted the Board has interviewed 7 candidates for the position of Superintendent. He commented that list has been narrowed down to 4 candidates. He stated there will be some community forums and focus groups that meet with these 4 candidates on August 15 and second interviews will be conducted on August 16.

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

Mr. Burt reported on the following:

- 1) The FCCTC General Advisory Committee met on August 1, 2022. He noted this is a group of industry leaders that provide the overall direction of CTE Programs and gave an overview of the purpose of this committee.
- 2) The FCCTC has been approved as a CDL testing facility.
- 3) Provided an update on the Superintendent of Record for the FCCTC.

Board Committee Reports

Transportation Committee

Mr. Scott reported the Transportation Committee and Administration met with Boyo Transportation. Mrs. Lentz noted the recommended changes to the contract as well as the fuel escalation adjustment are on tonight's agenda as Discussion items.

Mrs. Eberly asked Dr. Moyer to provide a brief update to the community regarding discipline issues as they pertain to transportation.

Dr. Moyer provided an update on meetings with the Transportation Committee, Boyo Transportation, Administration, and the Special Education Supervisor regarding discipline issues as they pertain to transportation. He talked about the impact student behavior has on bus driver retention. He noted Administration has clarified the expectations and roles and responsibilities Administration has regarding this topic. He noted the District also outlined some items the bus driver and transportation contactor can do as well. He also noted Mr. Bibey has hit the ground running in his new role as SASD Transportation Director. He noted the key will be to following through on these expectations.

Mrs. Lentz also noted Boyo Transportation has indicated they will unable to provide transportation for four routes. She noted Mr. Bibey is actively working to secure quotes for these four routes and the recommendation will be brought to the Board at the next Planning/Action Meeting.

Curriculum Report - Sheri Woodall

Mrs. Woodall provided a curriculum update to the Board and noted there are both Social Studies and Business curriculum on tonight's agenda under the Discussion Agenda section. She also reviewed with the Board how to access the district's curriculum digitally.

Mrs. Eberly asked for an update regarding the Summer Learning Academy.

Mrs. Woodall noted she has this information and would provide it to the Board at the next meeting.

Superintendent's Report

Enrollment Report

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

Kindergarten	228	Fifth Grade	257	Tenth Grade	270
First Grade	281	Sixth Grade	278	Eleventh Grade	271
Second Grade	245	Seventh Grade	245	Twelfth Grade	262
Third Grade	250	Eighth Grade	250	Out of District	21
Fourth Grade	259	Ninth Grade	291		

Donation Report

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

Miscellaneous, \$127.00 monetary donation to support the Shippensburg Area Senior High School FFA Greenhouse.

Shippensburg Area Senior High School Class of 1952, \$30.00 monetary donation to purchase a book to be placed in the library at the Shippensburg Area Senior High School in memory of Dean Keller.

Staff Recognition and Updates

Dr. Moyer recognized and thanked Mrs. Nicole Weber, Human Resources Director, and her staff for all of their hard work hiring staff to begin the 2022-2023 school year.

Dr. Moyer noted the New Teacher Induction Program will occur on August 15, 2022 and invited the Board to attend.

Dr. Moyer noted he heard from the Capital Area Intermediate Unit today and due to staffing shortages, they are concerned they will be unable to open some programs for the start of the 2022-2023 school year.

Dr. Moyer stated the Board has been working hard and hopes to have a new Superintendent named very shortly.

Mr. Scott inquired about the information in the August 2022 Enrollment Report. He inquired about how the district plans/anticipates growth over the next five years.

Dr. Moyer noted families are encouraged to register students early however he noted there will be students still registering for the current school year right up until the first day of school and later. He did note the District had done a Feasibility Study and the information Mr. Scott is requesting may have been included in that report.

Mrs. Woodall spoke regarding the information in the current Feasibility Study pertaining to growth in the district.

(Action)

ACTION AGENDA

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

Mr. Buterbaugh inquired about the need for a motion to schedule a Facilities Committee Meeting. He feels the Board can just direct Administration to schedule this meeting.

Mr. Suders noted previous discussions have occurred regarding this subject and it has not moved forward. He is requesting a motion occur to be sure this item moves forward.

Facility Committee Meeting (as announced by Mr. Buterbaugh)

- Mr. Suders recommends the Superintendent schedules a Facilities Committee Meeting in the near future, with all appropriate stakeholders, to review facility use policy and related administrative procedures and make any recommended changes to the Policy Committee for further review. In the meantime, the Board recommends the district pause the billing process regarding facility use until both the Facility Committee and Policy Committee has reviewed the policy and if necessary seek Board approval to accept any proposed changes. Once the Board has approved any changes to this policy and billing process, billings would restart and would include any facility use from July 1, 2022 forward.

Mr. Cressler inquired if this motion was related to the request from SAYA regarding facility usage fees and noted he totally supports youth organizations using district facilities at a discounted rate.

Dr. Moyer noted he would love to facilitate scheduling the requested meeting. He noted these youth organizations are great feeder programs to the district programs and a big part of the reason the school teams are so successful.

Mr. Burt asked for clarification on what part of the facility use process is the above motion pausing.

Mr. Suders clarified it was the billing process in case rates for usage after July 1, 2022 are updated/change.

On roll call, all present voted yes to this **motion from the floor**.

(Action)

CONSENT AGENDA

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

Approval of Minutes

- Recommend approval of the minutes as presented from the July 11, 2022 Planning/Action Board Meeting and the July 27, 2022 Special Meeting.

Finance

- Recommend approval of the following:
 1. **Bills of Payment**
 2. **Financial Reports**
 - a.) Treasurers
 - b.) Capital Reserve Fund
 - c.) Cafeteria Fund
 3. **Tax Report**
 4. **Budget Reports**
 - a.) Budget Summary
 - b.) Budget Transfers (June)

Personnel

Professional Staff

- Administration recommends approval of the following resignation for the purpose of retirement:
 1. **Robert A. Maag** – Music Teacher at the Shippensburg Area High School, effective the last day of the 2022-2023 school year.
- Administration recommends approval of the following transfer:
 2. **Anthony P. Weber** – 7th Grade English Teacher at the Shippensburg Area Middle School TO 8th Grade English Teacher at the Shippensburg Area Middle School, effective August 22, 2022 with no change in salary (replacing Frances T. Dewald – resignation).
- Administration recommends approval of the following new appointment:
 3. **Melissa C. VanArsdale** – 7th Grade English Teacher at the Shippensburg Area Middle School, at a salary of \$79,068.00 (Master’s 45 Step 10) effective August 22, 2022. (hiring dependent upon successful completion of all required paperwork and clearances) (covering the vacancy created by Anthony P. Weber – transfer).

Ms. VanArsdale received her Master’s degree in Curriculum and Instruction with a Secondary English Emphasis May 2008 from Shippensburg University. She received her Bachelor’s in English with Secondary Certification May 2003 also from Shippensburg University.

She has been employed at Chambersburg Area School District for 18 years as a Family and Consumer Sciences Teacher, as well as an English Teacher.

- Administration recommends approval of salary adjustments for the following professional staff members, having each successfully completed additional courses for a degree change and/or the achievement of a different credit hour level, effective the first pay of the 2022-2023 school year:
 4. **Brianne D. Bream** – Master’s 60
 5. **Janelle E. Chamberlin** – Master’s 30
 6. **Caitlin M Cressler** – Master’s 90
 7. **Cynthia A. Dobson** – Master’s 60
 8. **Nicole R. Effland** – Master’s 30
 9. **Kevin C. Gustafson** – Master’s 45
 10. **Shelly Kwiatkowski** – Master’s 90
 11. **Kristin M. Line** – Master’s 90
 12. **Kathryn L. McCauslin** – Master’s 90
 13. **Adam J. Miller** – Master’s 45
 14. **Elizabeth M. Perrin** – Master’s 45
 15. **Marsha A. Schmus** – Master’s 90
 16. **Kathryn W. Watts** – Master’s 60

- Administrations recommends approval of Professional Contract status (tenure) for the following professional staff member who has successfully completed three years of satisfactory service with the Shippensburg Area School District:
 17. **Priscilla R. Bateman** – Mathematics Teacher, effective August 22, 2022

Support Staff

- Administration recommends approval of the following transfers:
 18. **Mary A. Byers** – Part-Time Classroom Assistant at the Shippensburg Area Intermediate School TO Part-Time Classroom Assistant at the Shippensburg Area Middle School working 5.75 hours/day, 182 days/year. Hourly rate remains the same, effective August 22, 2022.

19. **Rasha S. Dawod** – Part-Time Classroom Assistant at James Burd Elementary School TO Part-Time Classroom Assistant at Nancy Grayson Elementary School working 5.75 hours/day, 182 days/year. Hourly rate remains the same, effective August 22, 2022.
 20. **Crystal R. Minnich** – Part-Time Classroom Assistant at the Shippensburg Area Intermediate School TO Part-Time Classroom Assistant at the Shippensburg Area Middle School working 5.75 hours/day, 182 days/year. Hourly rate remains the same, effective August 22, 2022.
 21. **Jamie L. Riley** – Part-Time Cashier Helper at Shippensburg Area High School TO Part-Time Cashier Helper at the Shippensburg Area Intermediate School working 4.5 hours/day, 180 days/year. Hourly rate remains the same, effective August 22, 2022 (replacing Jennifer S. Armolt - resignation).
- Administration recommends approval of the following new appointments:
 22. **Acasia D. Beam** – Part-Time Noontime Aide at James Burd Elementary School, effective August 25, 2022 at an hourly rate of \$12.00, working 2.5 hours/day, 180 days/year (hiring dependent upon successful completion of all required paperwork and clearances).
 24. **Nicole Carter** – Part-Time Classroom Assistant at Shippensburg Area Middle School, effective August 22, 2022 at an hourly rate of \$13.50, working 5.75 hours/day, 182 days/year (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Susanna E. Liechty - resignation).
 25. **Bree Mitcham** – Part-Time Kitchen Helper at the Shippensburg Area Intermediate School, effective August 23, 2022 at an hourly rate of \$12.00, working 4.5 hours/day, 180 days/year (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Darleen R. Timmons - resignation).
 26. **Christina Reed** – Part-Time Classroom Assistant at the Shippensburg Area Middle School, effective August 22, 2022 at an hourly rate of \$13.50, working 5.75 hours/day, 182 days/year (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Naomi M. Roldan - resignation).
 27. **Dorothy J. Riley** – Part-Time Kitchen Helper at the Shippensburg Area High School, effective August 23, 2022 at an hourly rate of \$12.00, working 4.25 hours/day, 180 days/year (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Charlie D. Mills - resignation).

28. **Meagan S. Snyder** – Part-Time Kitchen Helper at Nancy Grayson Elementary School, effective August 23, 2022 at an hourly rate of \$12.00, working 3.75 hours/day, 180 days/year (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Alora R. Lupo - resignation).
29. **Amy M. Yeagy** – Part-Time Custodian at the Shippensburg Area High School, effective August 15, 2022 at an hourly rate of \$12.00, working 5.75 hours/day, 260 days/year (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Lori A. Gloss and Erika R. Isble - resignations).

Supplemental Staff

- Administration recommends approval of the following resignations:
 30. **Michele M. Dubbs** – Department Chair, Guidance, Social Worker (District), effective retroactive July 13, 2022.
 31. **Robert A. Maag** – High School Concerts; Orchestra/Band/Jazz, effective the last day of the 2022-2023 school year.
 32. **Robert A. Maag** – High School Band Director, effective the last day of the 2022-2023 school year.
 33. **Luke D. Reed** – High School Musical Technical Production Co-Manager effective retroactive August 3, 2022.
 34. **Luke D. Reed** – High School Drama Musical Director effective retroactive August 3, 2022.
 35. **Luke D. Reed** – High School Play Production Director effective retroactive August 3, 2022.
 36. **Luke D. Reed** – High School Stage Manager effective retroactive August 3, 2022.
- Administration recommends approval of the following new appointments:
 37. **Thomas C. Crochunis** – High School Assistant Cross Country Coach at a supplemental salary of \$2020.00, effective August 15, 2022 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Brenna M. Grove– resignation).
 38. **Carrie A. Krebs** – Co-Department Chair, English and Foreign Language (6-12) at a supplemental salary of \$927.00, effective August 22, 2022 (replacing Frances T. DeWald – resignation).

39. **Molly Onomastico** – Department Chair, Guidance, Social Worker (District), at a supplemental salary of \$1854.00, effective August 22, 2022 (Michele M. Dubbs – resignation).
 40. **Elizabeth M. Perrin** – Co-Department Chair, English and Foreign Language (6-12) at a supplemental salary of \$927.00, effective August 22, 2022 (replacing Frances T. DeWald – resignation).
 41. **Dana N. Singer** – Middle School Head Field Hockey Coach at a supplemental salary of \$2,626.00, effective August 15, 2022 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Treva J. Craig Bailey – resignation).
 42. **Maggie L. Staver** – Department Chair, Special Education/Speech/Psychologist (K-5) at a supplemental salary of \$1,854.00, effective August 22, 2022 (replacing Vanessa E. Lee – resignation).
 43. **Collin J. Taylor** – Middle School Boys JV Basketball Coach at a supplemental salary of \$2424.00 effective November 18, 2022 (replacing Randy E. Van Scyoc – resignation).
- Administration recommends approval of the following new mentors for the 2022-2023 school year:
 44. **Kelly W. Ackley** – Mentor for LeeAnn C. Rager at a supplemental salary of \$1,030.00 (full year).
 45. **Tanya M. Allard** – Mentor for Megan A. O’Donnell at a supplemental salary of \$515.00 (half year).
 46. **Kelly M. Bier** – Mentor for Lisa K. Boltz at a supplemental salary of \$1,030.00 (full year).
 47. **Brianne D. Bream** – Mentor for Lindsay J. Glunt at a supplemental salary of \$1,030.00 (full year).
 48. **Stacey S. Coffman** – Mentor for Elizabeth M. Kunkleman at a supplemental salary of \$1,030.00 (full year).
 49. **Christopher J. Debias** – Mentor for Angela L. Hostetter at a supplemental salary of \$1,030.00 (full year).
 50. **Jennifer S. Enders** – Mentor for Katrina D. Neyman at a supplemental salary of \$1,030.00 (full year).
 51. **Holly J. Franklin** – Mentor for Rylie M. Culbertson at a supplemental salary of \$515.00 (half year).

52. **Heather E. Kauffman** – Mentor for Amber D. Keller at a supplemental salary of \$1,030.00 (full year).
 53. **Melisha M. Miller** – Mentor for Leslie M. Tritt at a supplemental salary of \$1,030.00 (full year).
 54. **Stephanie A. Myers** – Mentor for Sara L. Moser at a supplemental salary of \$1,030.00 (full year).
 55. **Erin E. Otis** – Mentor for Laura K. Best at a supplemental salary of \$1,030.00 (full year).
 56. **Jaime L. Shirk** – Mentor for Bailey L. Milnik at a supplemental salary of \$1,030.00 (full year).
 57. **Nicole R. Showers** – Mentor for Lindsay N. Pittman at a supplemental salary of \$1,030.00 (full year).
 58. **Curtis G. Stoner** – Mentor for Amber E. Miller at a supplemental salary of \$1,030.00 (full year).
 59. **Lora S. Stoner** – Mentor for Kelly M. Wilson at a supplemental salary of \$1,030.00 (full year).
 60. **Cara L. Varholy** – Mentor for Melissa C. VanArsdale at a supplemental salary of \$1,030.00 (full year).
 61. **Shalee L. Ward** – Mentor for Michaela A. Ohradzansky at a supplemental salary of \$1,030.00 (full year).
 62. **Cathy K. Wolfe** – Mentor for Kirsten L. Shields at a supplemental salary of \$515.00 (half year).
- Administration recommends approval of the following volunteer coaches:
 63. **Brenna M. Grove** – High School Cross Country
 64. **Harun Pacavar** – High School Boys Soccer
 65. **Matthew S. Unger** – High School Boys Soccer

ACT WorkKeys Curriculum

- Administration requests approval of the purchase of the ACT WorkKeys Curriculum License from the Curriculum Budget. This curriculum will be utilized to prepare current juniors and seniors to take the WorkKeys Assessment as one of the pathways for graduation under Act 158.

Cyber Insurance Recommendations

- Administration recommends the following Cyber insurance recommendations:
 - Upgrade our data backup system to add another layer of security - \$24,750.00
 - Upgrade the new backup system to copy these backups outside of the district - \$1,500.00 setup and \$9,600.00 annually.
 - Setup and install another layer of file server auditing to quicker detect hacking attempts - \$2,150.00 setup and \$5,400.00 annually.
 - \$28,400.00 - one time
 - \$15,000.00 - annually

Comprehensive Plan 2022-2025

- Administration recommends approval of the 2022-2025 Comprehensive Plan and Professional Education Plan.

Memorandum of Understanding 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.

Administration recommends approving the Memorandum of Understanding between Shippensburg University Head Start and Shippensburg Area School District effective August 2022 through July 2023.

Curriculum Associates Agreement

- Administration recommends approval of the agreement with Curriculum Associates for I-Ready for the Elementary Schools. Title I funding will pay the cost for the three Title I buildings and the Curriculum Budget will fund the cost for Grace B. Luhrs University Elementary School.

Lincoln Intermediate Unit No. 12 Letter of Agreement

- Administration recommends approval to utilize the Lincoln Intermediate Unit to provide Reading Intervention services to Cumberland Valley Christian School and Corpus Christi School utilizing Title I funds. It is a Federal Requirement to service students who reside in the Shippensburg Area School District Title I Schools and attend a non-public institution if they are requested.

Non-Public Transportation Contract with Cumberland Valley Christian School

- Administration recommends approval of the agreement with Cumberland Valley Christian School for the 2022-2023 school year to transport Shippensburg resident students who attend CVCS.

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

(Action)

CONSENT AGENDA

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

- Administration recommends approval of the following new appointments:
 23. **Grace E. Bard** – Part-Time Noontime Aide at Nancy Grayson Elementary School, effective August 25, 2022 at an hourly rate of \$12.00, working 2.5 hours/day, 180 days/year (hiring dependent upon successful completion of all required paperwork and clearances).

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

(Action)

CONSENT AGENDA

On motion of Wolfinger, seconded by Scott to **table** the following Consent Agenda item:

Chamberlin Pest Control Agreement

- Administration recommends approval to renew the three year contract with Chamberlin Pest Control for services provided throughout the District.
Prior three year contract (7/01/2019-6/30/2022) cost = \$16,020.00
Current three year contract (7/15/22-6/30/2025) cost = \$37,890.00
This expense will be taken from the regular Operations/Maintenance Budget.
The contract, along with the breakdown of costs, was provided to the Board.

On roll call, all present voted to **table** this Consent Agenda item except **Bard** and **Cressler** who voted **no**.

(Action)

ACTION AGENDA

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

Agreement with Melmark

- As outlined in each student's Individualized Educational Program (IEP), Melmark provides an intensive school program for 1 student in the Shippensburg Area School District. The proposed agreement is for the 2022-2023 school year, which includes ESY 2022. The estimated cost for programs and services is \$144,050.

Administration recommends approval of the agreement with Melmark.

Tuition Breakdown

2022/2023 School Year:

Day School – Intensive – ESY: \$ 20,100

Day School – Intensive – SY: \$123,950

\$144,050

2021/2022 School Year:

Day School – Intensive – ESY: \$ 19,170

Day School – Intensive – SY: \$118,215

\$137,385

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

(Action)

ACTION AGENDA

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

Approval of Boyo Transportation Driver

- Administration recommends approval of **Lori Cover** as a driver for Boyo Transportation.

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

(Action)

ACTION AGENDA

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

Agreement with The Vista School for Special Education Services

- As outlined in each student's Individualized Educational Program (IEP), The Vista School provides educational services and supports to students with intensive needs related to Autism Spectrum Disorder. The proposed agreement is for the 2022-2023 school year. This admission is an approval private school 4010 funded slot. This means that pending approval; the tuition will be either fully or partially funded by the State.

Administration recommends approval of the agreement.

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

(Action)

ACTION AGENDA

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

American Reading Company (ARC) SchoolPace Connect 2022-2023 Agreement

- Administration recommends approval of the ARC SchoolPace Connect Agreement for the 2022-2023 school year. This is the same cost as ARC SchoolPace Connect for the 2021-2022 school year and will be paid utilizing Title I funds (Burd, Grayson, Luhrs) and the Curriculum Budget.

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

(Action)

ACTION AGENDA

On motion of Burt, seconded by Eberly to support Administration's recommendation to **reject** the request of the following Action Agenda item:

Student Tuition Request

- The parents of a tenth grade student is requesting that the Board approve their son to attend SASHS as a tuition student for the 2022-2023 school year. The family has moved out of the District and the student would like to continue his education at the high school and all of the activities he is involved in for the upcoming school year.

On roll call, all present voted yes to support Administration's recommendation to **reject** the request of this Action Agenda item.

(Action)

ACTION AGENDA

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

SAIS Domestic Water Piping Project - Increased Cost Approval

- At the June 13, 2022 Planning/Action Meeting, the Board of School Directors approved replacement of the domestic water piping at the Intermediate School in the amount of \$600,000 from Designated Maintenance Fund Balance. The cost of this project has increased by \$46,712 in part due to the age of the quote. Administration recommends the Board of School Directors approve the additional costs for this project to be paid for out of Designated Maintenance Fund Balance.

Mr. Bard inquired about using PEX piping instead of copper for this project as PEX piping may lessen the cost.

Mr. Spahr, SitelogiQ, noted there may be a code requirement that does not allow for PEX piping. He noted this may be something that could be looked into but noted that looking into PEX piping may delay the project getting started and could result in an increase in cost for the project.

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

(Action)

ACTION AGENDA

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

Base Salary Adjustments 2022-2023

- The Superintendent along with the Personnel/Negotiations Committee recommends the following base salary adjustments to align with the PSBA Salary Study recommendations:

Business Administrator – (Lentz) \$109,000

Director of Curriculum, Instruction, & Assessment – (Woodall) \$103,500.

Secretary to the Superintendent – (Pritchard) \$58,500 (rate reflects change from hourly to salary, a change in hours from 7 to 8 hours per day, and a proposed title change to Executive Assistant to the Superintendent).

Intermediate School Principal – (Mowery) \$108,000

High School Assistant Principal – (Norton) \$93,000

Technology Director – (Stevens) \$94,000

Accounting Comptroller- (Negley) \$62,000

Adjustments shall be retroactive to July 1, 2022.

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

(Information)

DISCUSSION AGENDA

Middle School Project and Facilities Project Updates

Mr. Damien Spahr, SitelogiQ, provided an update to the Board regarding the S.A.M.S. building project (Phase 1, Phase 2, and Sitework) and presented an updated facility prioritization list to the Board based on the Board's July 5, 2022 facility walk-through.

An extensive discussion occurred among the Board and Mr. Spahr regarding the presentation including but not limited to S.A.M.S. Phase 2 and sitework, safety and security concerns, Administration Building needs, lack of available storage in the district, S.A.M.S. locker rooms, enrollment concerns, S.A.S.H.S gym, etc.

Mr. Damien Spahr, provided a list of upcoming items SitelogiQ and EI Associates would be bringing to the Board in September and October 2022.

Mr. Buterbaugh asked Mr. Spahr to explain the bidding timeline to the Board.

Mr. Spahr explained the bidding timeline to the Board.

Athletic Stadium

None

American Reading Company (ARC) Profesional Development 2022-2023 Agreement

Administration will recommend approval of the ARC Professional Development Agreement for eight (8) days during the 2022-2023 school year. This agreement will allow our ARC Representative to spend two days at each building to help with supporting the utilization of ARC materials with fidelity.

Disposal of Band Uniforms

Administration will recommend disposal of outdated band uniforms at the Shippensburg Area Middle School. New uniforms have been purchased.

Agreement with Central Penn Education Associates, Inc.

Since the District has not been able to identify a full-time school psychologist to fill the vacancy at the secondary level, Administration is proposing an agreement with Central Penn Education Associates, Inc., until a permanent employee can be hired. Should we not be able to find a replacement this school year, the total approximated costs for all services is approximately \$104,000, which is less than the salary and benefit package that was previously offered and therefore would be a cost savings. While this is a less than ideal alternative, we are pleased that we were able to identify a provider who can fulfill the requested hours, many of the contractors that we spoke with do not have the capacity to do so.

Transportation Contract Revisions - Boyo - 2021 to 2025

Administration recommends approval of the contract revisions to the original four (4) year contract approved on April 27, 2021 for regular, special education and non-public transportation services with Boyo Transportation Services, Inc., for the period of July 1, 2021 through June 30, 2025.

Fuel Escalation Clause in Transportation Contract w/ Boyo FY 21/22

Administration along with Board representation from the Transportation Committee will recommend the District cover the entire overage in fuel cost above \$300,000 in the amount of \$59,891.75 for fiscal year 21/22.

ACT 13 Evaluation and Supervision Update

Administration will recommend approval of the revised SASD Supervision and Evaluation Plan. This plan has added new information from Act 13 to ensure the District is aligned with state regulations in terms of supervision and evaluation.

2022 Health Courses for 4th & 5th Grade

Administration is requesting the split of the 5th grade health curriculum to 4th and 5th grade. Currently, 4th grade students do not receive health class. This curricular split would take the current 5th grade curriculum and split it in half so both 4th and 5th grade students will receive health.

Administration will recommend approval of the courses.

Approval for Facility Dog at the Shippensburg Area Middle School

Administration will recommend approval to move forward in obtaining a facility dog through United Disabilities Service for the Shippensburg Area Middle School. The facility dog will be utilized to help students or staff who are withdrawn, depressed, anxious, or experiencing emotional issues. The dog's presence may assist the person to feel more calm and decrease stress levels. The dog will support the needs of the students and staff in the entire building.

SASD Health & Safety Plan

Administration has updated the SASD Health & Safety Plan for the 2022-2023 school year. Wording marked in red is recommended for deletion and wording that is **bolded** is recommended for addition to the plan. Administration will recommend approval of the plan.

Mr. Buterbaugh inquired if COVID data still needs reported to PA Department of Education or the PA the Department of Health.

Mrs. Woodall noted that had ended on January 1, 2022 however, the district just received emails last week that we need to report weekly positives at the building level on the Future Ready Comprehensive Plan portal.

Mr. Buterbaugh inquired why the Health & Safety Plan was needed if mandatory reporting was not required.

Mrs. Woodall noted the District needs to review this plan every 6 months and have a Health and Safety plan to receive ESSER funding.

6th Grade Social Studies Textbook Request

Administration requests approval for the purchase of the Houghton Mifflin Harcourt text HMH Social Studies: Ancient Civilizations Student Edition ISBN 9780544669215. A review committee met and looked at several text for the 6th Grade Social Studies course and determined this text best met the needs of the curriculum. Three classroom sets of texts will cost approximately \$10,000.00 to be taken from the curriculum budget.

Curriculum Maps for Social Studies & Business

Administration is seeking approval for the following Social Studies and Business Department curriculum maps that have been completed during the 2021-2022 school year and summer utilizing the Understanding by Design Framework. These maps were provided to the Board and are also on public display through the District website powered by Rubicon Atlas.

Agreement for Consulting Services

Administration will recommend approval of an 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 annual costs not to exceed \$35,000.00 annually.

(Information)

CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS

None

BOARD COMMENTS

Mr. Cressler noted he is excited about attending New Teacher Induction. He also noted Fall Sports practices have begun and he wished all of the teams good luck. He is also excited to see the new band uniforms. He asked about a cycle for band uniform replacement.

Mrs. Eberly noted she enjoys seeing district students as new hires on the agendas. She is glad we are utilizing them as resources for the open positions.

Mrs. Wolfinger commented on last week's S.A.S.H.S. Band Camp. She noted Mr. Maag's retirement announced for the end of the 2022-203 school year was a hard pill to swallow and she encouraged the district to start looking for his replacement now.

Dr. Moyer concurred with Mrs. Wolfinger's comments about Mr. Maag but acknowledged he appreciated all of the notice Mr. Maag gave regarding this retirement date. He feels with our District's reputation we will get good candidates for this position.

Mrs. Wolfinger noted the new band uniforms will be arriving in October 2022.

Mr. Buterbaugh thanked the Administration and the Curriculum Department for all of their work on the long-term Strategic Plan and curriculum mapping. He noted it was a job well done.

Mr. Buterbaugh thanked all of the support staff who has worked hard over this summer getting the buildings ready for the 2022-2023 school year.

Executive Session

Mr. Buterbaugh announced the Board will hold an Executive Session immediately following tonight's Planning/Action meeting regarding a student matter.

INFORMATION

Date Saver

August 9 & 10: Freshmen Orientation at the High School, 7:00 a.m.-9:00 a.m. & 3:00-7:00 p.m.

August 15-16: New Teacher Orientation

August 22: School Board Meeting - 7:00 p.m. in the Senior High School Library

August 22-23: District In-Service for Staff

August 22: Kindergarten Open House at Nancy Grayson & James Burd, 4:30 p.m.-6:30 p.m.

August 22: Middle School Open House, 6:00 p.m.-8:00 p.m.

August 22: High School Open House, 5:00 p.m.-7:00 p.m.

August 23: Grades 1, 2, & 3 Open House at Nancy Grayson & James Burd, 4:30 p.m.-7:00 p.m.

August 23: Intermediate School Open House, 4:30 p.m.-6:30 p.m.

August 23: Grace B. Luhrs University Elementary School Open House, 6:30 p.m.-8:00 p.m.

August 25: First Day of School

September 2: District In-Service - Students Not in Attendance

September 5: Labor Day Holiday - District Closed

September 12: School Board Meeting - 7:00 p.m. in the Senior High School Library

September 21: Act 80 Day (Staff Development) - Two Hour Early Dismissal for Students

September 26: School Board Meeting - 7:00 p.m. in the Senior High School Library

ADJOURNMENT

On motion of Scott to adjourn at 8:26 p.m.



Cristy Lentz
Board Secretary