

Minutes of the July 12, 2021 Planning/Action Meeting of the Board of School Directors held in the Shippensburg Area Middle School Cafeteria, 101 Park Place, Shippensburg, PA 17257.

OPENING

Call to Order – 7:08 p.m.

Mr. Mark Buterbaugh called the meeting to order.

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; Mr. 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; Dr. Troy Stevens, Technology Coordinator; Mrs. Tina Clever, Human Resources Director; parents, teachers, concerned citizens, and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

Moment of Silence

A moment of silence was held to reflect on our thoughts, plans, and actions on behalf of the students in the Shippensburg Area School District.

(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 #6, Discussion Agenda, Item #F "Dual Enrollment Agreement with Penn State Mont Alto" has been added to tonight's agenda.
- 2) Under #4, Consent Agenda, Item #C14, "Administration recommends acceptance of the following resignation: Chandler E. Johnson as Elementary K-8 Gifted Support Teacher, effective August 6, 2021" has been added to tonight's agenda.

Dr. Suppo **recommended** no action be taken on #5, Action Agenda, Item #5C "Motion to Remove Athletic Facility Feasibility Study Proposals from the Table" and Item #5D "Athletic Facility Feasibility Study Proposals" as K & W will be revising the proposals.

Dr. Suppo also **recommended** removing or tabling #5, Action Agenda, Item #5G "One Year Extension to MOU Between SASD and SAEA".

On motion of Scott, seconded by Suders to approve tonight's agenda as **amended and with Dr. Suppo's recommendations**.

On roll call, all present voted to approve tonight's agenda as **amended and with Dr. Suppo's recommendations**.

(Information)

CITIZENS COMMENTS REGARDING AGENDA ITEMS

None

REPORTS

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

None

Board Committee Reports

Facilities Committee

Dr. Suppo announced the Facilities Committee met this afternoon for an Executive Session to discuss Athletic Facilities.

Dr. Suppo stated this meeting resulted in his recommendation to let #5 Action Agenda item #5C be left on the table.

Dr. Goates commented that this topic goes beyond technical issues. It also includes social negotiation which includes a review of the interests/needs of all parties (District, Borough, community). He noted K & W will engage with all parties when developing their proposal.

Superintendent's Report

1. **Enrollment Report:** The July 1 2021 enrollment information was presented to the Board. The enrollment numbers are as follows:

Kindergarten	235	Fifth Grade	269	Tenth Grade	260
First Grade	235	Sixth Grade	245	Eleventh Grade	270
Second Grade	230	Seventh Grade	244	Twelfth Grade	233
Third Grade	251	Eighth Grade	265	Out of District	34
Fourth Grade	247	Ninth Grade	297		

Updates

Dr. Suppo presented information to the Board regarding the Health and Safety Plan for the 2021-22 school year. He noted ESSER funding requires the district have a Health and Safety Plan and that the plan will continue to be revised, if needed, throughout the 2021-22 school year. He presented information to the Board regarding guidelines released by the CDC regarding mask mandates on school district transportation but noted there are no mandates on masks in the classroom. Community spread is driving these recommends on mask wearing guidelines.

(Information)

CONSENT AGENDA

Approval of Minutes

The minutes from the June 28, 2021 Board meeting will be on the August 9, 2021 Board agenda for approval.

(Action)

CONSENT AGENDA

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

Finance

- Recommend approval of the Cafeteria Fund Report for June.

All other reports listed below will be on the August 9, 2021 Board agenda for approval.

- Bills of Payment
- Financial Reports (Treasurer & Capital Reserve Reports)
- Tax Report
- Budget Reports (Budget Summary and Budget Transfers)

Personnel

Professional Staff

- Administration recommends approval of the following transfer:
 1. **Janelle E. Chamberlin** – Shippensburg Area Middle School Special Education Teacher TO Shippensburg Area Intermediate School Applied Behavior Analysis (ABA) Teacher, 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).
- Administration recommends approval of the following vacant position transfer:
 2. **James Burd Elementary School 2nd Grade Teacher TO James Burd Elementary School 3rd Grade Teacher**, effective August 16, 2021. The 2nd Grade Teacher position was held by Christy E. Knorr but is currently vacant as a result of Mrs. Knorr's transfer to Kindergarten Teacher at the Nancy Grayson Elementary School. To provide transparency and to accommodate enrollment numbers, Administration recommends moving the vacant 2nd Grade position to 3rd Grade.

- Administration recommends approval of the following new appointments:

3. **Tabitha D. Curtis** - Social Worker for the Shippensburg Area School District, effective August 16, 2021 at a status quo salary of \$52,752.00, Master's/Step 1 (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).

Mrs. Curtis received her Bachelor's Degree in Social Work, with a Minor in Disability Studies, in December 2017 from Shippensburg University and her Master's Degree in Social Work in May 2021, again from Shippensburg University. As part of the Master's program, Mrs. Curtis completed a 475 hour internship with SASD. Prior to joining SASD, Mrs. Curtis has served as Therapeutic Support Staff, Life Sharing Specialist, and most recently, as a Foster Care Case Manager with Family Care Services, Inc.

4. **Margaret M. Johnson** - Speech/Language Pathologist for the Shippensburg Area School District, effective August 16, 2021 at a status quo salary of \$69,320.00, Master's 45/Step 7 (replacing Stephanie S. Metz – retirement).

Mrs. Johnson received her Bachelor's Degree in Hearing and Speech Sciences in May 2000 from the University of Maryland and her Master's Degree in Speech-Language Pathology in May 2003 from Loyola College. She holds a current Pennsylvania Speech Language Pathologist license as well as a Certificate of Clinical Competence (CCC) in Speech-Language Pathology through the American Speech-Language-Hearing Association. Mrs. Johnson comes to SASD with over 17 years of experience.

5. **Jared S. Krebs** – Shippensburg Therapeutic Academic Resource (STAR) Teacher at the Shippensburg Area Middle School, effective August 16, 2021 at a status quo salary of \$67,329.00, Master's 30/Step 7 (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).

Mr. Krebs received his Bachelor's Degree in Elementary Education in December 2004 from Shippensburg University and his Master's Degree in Alternative Education in December 2012 from Lock Haven University. For the last nine years, Mr. Krebs has served as an Alternative Education Middle School Teacher, working in Behavioral Supports and Social Emotional Learning classrooms, with the Chambersburg Area School District.

6. **Paul M. Schlabach** - Shippensburg Area Senior High School Social Studies Teacher, effective August 16, 2021 at a status quo salary of \$62,961.00, Master's 60/Step 4 (replacing Anna M. Thiessen – resignation).

Mr. Schlabach received his Bachelor's Degree in History, with a Minor in Political Science, in May 2008 from Duquesne University and his Master's Degree in Social Sciences in June 2009 from the University of Chicago. He completed his Secondary Social Studies Certification program at Edinboro University of Pennsylvania in May 2012. For the past six years, Mr. Schlabach has served as a High School Social Studies Teacher and Volleyball Coach with the Chambersburg Area School District.

7. **Nicole R. Showers** - Board Certified Behavior Analyst (BCBA) for the Shippensburg Area School District, effective August 16, 2021 at a status quo salary of \$81,241.00, Master's 90/Step 10 (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).

Mrs. Showers received her Bachelor's Degree in Special Education, with a Minor in English, in May 1996 from Indiana University of Pennsylvania and her Master's Degree in Speech-Language Pathology in May 1998, also from Indiana University of Pennsylvania. She earned her Applied Behavior Analysis Certification in August 2006 from The Pennsylvania State University and is a Board Certified Behavior Analyst. Mrs. Showers also holds a current Pennsylvania Speech Language Pathologist license as well as a Certificate of Clinical Competence (CCC) in Speech-Language Pathology through the American Speech-Language-Hearing Association. She has served as an adjunct professor for Shippensburg University and, for the past 18 years, as an Educational Consultant for Autism and Positive Behavior Support with the Capital Area Intermediate Unit #15.

8. **Amanda L. Sigrist** – Social Worker for the Shippensburg Area School District, effective August 16, 2021 at a status quo salary of \$62,961.00, Master's 60/Step 4 (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).

Ms. Sigrist received her Bachelor's Degree in Social Work in May 2012 from Messiah (College) University and her Master's Degree in Social Work in December 2015 from Temple University. She also holds a current Pennsylvania Clinical Social Worker license. Over the last 8 years, Ms. Sigrist has served as a Caseworker and the Adoption and Kinship Coordinator for Cumberland County Children and Youth Services. She has also provided outpatient therapy to both children and adults for the past 3 years.

9. **Kes L. Wheeler** – Applied Behavior Analysis (ABA) Teacher, effective August 16, 2021 at a status quo salary of \$50,769.00, Bachelor's/Step 1 (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).

Mrs. Wheeler received her Bachelor's Degree in Special Education and Early Childhood Education in May 2021 from Shippensburg University. She completed her student teaching at SASD, served as a District Building Based Substitute at the Nancy Grayson Elementary School and as a Substitute for an extended assignment at the James Burd Elementary School. Currently, Mrs. Wheeler is assisting SASD with its Extended School Year program.

Support Staff

- Administration recommends approval of the following transfer:
 10. **Cenith M. Nehf** – Shippensburg Area Senior High School Kitchen Helper, working 2.0 hours/day for 180 days per year TO Shippensburg Area Intermediate School Kitchen Helper, working 2.5 hours/day for 180 days per year, effective August 16, 2021 with no change in salary (replacing Cathy M. Mooney – resignation).

Supplemental Staff

- Administration recommends acceptance of the following resignations:
 11. **Grace Y. Hockenberry** – High School Assistant Volleyball Coach, effective retroactive to June 25, 2021.
 12. **Erin V. Lee** – Middle School Assistant Athletic Director/Equipment Manager, effective July 31, 2021.
 13. **Caitlyn J. Wink** – Middle School Head Field Hockey Coach, effective July 13, 2021.

Professional Staff

- Administration recommends acceptance of the following resignation:
 14. **Chandler E. Johnson** - Elementary K-8 Gifted Support Teacher, effective August 6, 2021.

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

(Action)

CONSENT AGENDA

On motion of Burt, seconded by Goates to approve the following Consent Agenda item as **amended** below:

ESS One Year Contract Extension for 2021-2022

- Administration recommends 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 and **amended** as follows **"contingent upon the successful completion of an addendum to provide a Personal Recruiting Specialist located on site"**.

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

(Action)

ACTION AGENDA

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

DonorsChoose.org Grants

- Administration recommends retroactive approval of the following grant written by Ms. Courtney Spengler, 1st grade teacher at Nancy Grayson Elementary School:

DonorsChoose.org Grant in the amount of \$938.78 to set up her new classroom. The funds will be used to purchase balance ball chairs and stools for flexible seating, headphones to be used for "Chromebook time", STEM materials for hands-on activities, student organizers, and various other items.

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:

PA School-Based Access Agreement 2021-2022

- Administration recommends approval of the Agreement to Participate in the PA School-Based Access Program for the 2021-2022 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.

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:

Commitment Letter for Independent Educational Evaluation (IEE)

- Administration recommends approval of the Commitment Letter for an Independent Educational Evaluation between Dr. Kara S. Schmidt, PhD and one student enrolled in the Shippensburg Area School District. The cost of the evaluation is \$5,200. Dr. Kara S. Schmidt will conduct an independent comprehensive neuropsychological evaluation.

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:

Noontime Aides

- Administration recommends approval to advertise and hire 12 Noontime Aides to support lunch coverage within district buildings for the 2021-2022 school year. Hourly rate established at \$10.24/hour with placement on the Level 1 Pay Rate Level of the SAESP CBA.

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:

SASD Health and Safety Plan for 2021-2022

- Administration recommends approval of the Health & Safety Plan for the 2021-2022 school year.

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

(Information)

DISCUSSION AGENDA

SASD 2021-2022 Handbooks

Administration will recommend approval at the August 9, 2021 Board Meeting for 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 presented to the Board.

Non-Public Transportation Contract

Administration will recommend the 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 will recommend approval of the 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 will be paid for from the Nancy Grayson Student Activity Account.

Board Policy Revision

Administration will recommend approval of the revised policy for discussion and first reading. Administration will be asking for Board approval of the revision at the August 9, 2021 Board meeting.

#246 - School Wellness - revised

Lincoln IU Agreement

Administration will request approval of the agreement with the Lincoln Intermediate Unit 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.

Dual Enrollment Agreement with Penn State Mont Alto

Administration will recommend approval at the August 9, 2021 Board meeting of a 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 presented to the Board.

(Information)

BOARD COMMENTS

Dr. Goates commented it is glad to be back.

Mrs. Burg commented she likes being back in the SAMS Cafeteria and encouraged the Board to move the meetings back to the SAMS cafeteria.

Mr. Scott inquired what it would take to live stream meetings.

Dr. Suppo noted some pros and cons of using the SASHS auditorium verses the SAMS cafeteria and what type of equipment may be needed for this change.

Dr. Stevens stated SASD would need a better camera to live stream the meetings.

Dr. Lyman stated he is super happy the district hired a Social Worker.

Dr. Lyman thanked the Board for changing tonight's meeting location to the SAMS cafeteria so the Drama Club could hold practice in the SASHS auditorium.

Mr. Burt stated he is interested in streaming Board Meetings and noted he has spoken to other Board Members at the FCCTC who noted other districts are doing this. He believes it will help the community to stay plugged into what is happening if they are unable to attend. He commented on a past practice in which the Board rotated Board Meetings between buildings in the district to encourage more participation between the community and the Board.

Mr. Burt stated he applauds the efforts of the Athletic Feasibility Study as well as the Educational Feasibility Study and as the Board moves through the decision making process, he hopes the community moves along with them.

Mr. Buterbaugh commented he is looking forward to have school back to more normal in the fall. He also requested the schedule for PTO meeting so he can plan to attend.

CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS

None

INFORMATION

Date Saver

August 9: School Board Meeting - 7:00 p.m. in the Senior High School Auditorium

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

Executive Session

Mr. Buterbaugh announced there was an Executive Session held prior to tonight's meeting to discuss several Personnel Matters.

Update – ESS Contract

Dr. Suppo provided additional information for the public regarding the ESS contract approved earlier tonight. He stated teacher substitutes will be paid as follows:

Day-to-day sub (full day)	\$160.00
Day-to-day sub (half day)	\$ 80.00
Building sub (full day)	\$165.00
Building sub (half day)	\$ 82.50

He noted this is a significant increase in the sub rates and noted there is still a shortage of applicants from the substitute pool but hopes this increase in wages will help.

ADJOURNMENT

On motion of Suders, seconded by Scott to adjourn at 7:37 p.m.



Cristy Lentz
Board Secretary