

Minutes of the February 27, 2023 Planning/Action Meeting of the Board of School Directors held in the Shippensburg Area Senior High School Library, 201 Eberly Drive, Shippensburg, PA 17257.

1. OPENING

1.a. Call to Order

Dr. Nathan Goates called the meeting to order at 8:03 p.m.

1.b. Roll Call

On roll call, the following members were present: Dr. Nathan Goates, President; Mrs. Steph Eberly, Vice President; Mr. Jim Bard; Mr. Levi Cressler; Mr. Fred Scott; Mrs. Becky Wolfinger; Mr. Charlie Suders; Dr. Michael Lyman; Lily Kell, Student Representative. Mr. Mark Buterbaugh and Aryan Gaonkar, Student Representative, were absent.

Others present were: Mr. William August, Superintendent; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; Dr. Alan Moyer, Interim Administrator; Mrs. Deborah Luffy, High School Principal; parents, teachers, concerned citizens; and Mrs. Cristy Lentz, Business Administrator/Board Secretary.

1.c. Pledge of Allegiance

1.d. President's Charge to the Board

1.e. Moment of Silence

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

Gary Wyrick ~ September 11, 1941 - February 10, 2023
1960 Graduate

(Action)

1.f. Agenda Approval

Dr. Goates asked if there were any changes to tonight's agenda. Mr. August replied that there were no changes.

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

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

(Information)

2. CITIZENS' COMMENTS REGARDING AGENDA ITEMS

None

3. REPORTS

3.a. Student Representatives - Lily Kell

Miss Lily Kell reported on the following events/issues at the Senior High School and the Middle School:

HIGH SCHOOL HAPPENINGS:

- National FFA week was celebrated at the high school with a spirit week and fundraiser for Keswick Creamery the week of February 20th-24th. Students donated money to vote for teachers and staff and whichever person collected the most money had to kiss a cow. Over \$700 was raised.
- On February 23rd there was a teachers vs students floor hockey game and the teachers won.
- Spring Sports begin March 6th.
- 12 students won Sheetz gift cards for completing a course selection survey.
- Seniors voted for their class song, "Congratulations" by Post Malone; they selected the daisy for their class flower of daisy; rose gold and navy blue for their class colors; and finally a motto of "Nothing lasts forever, least we got these memories".
- There is a field trip to Harrisburg University on March 21st for students to explore the world of technology.

MIDDLE SCHOOL HAPPENINGS:

- SAMS Student Council collaborated with Shippensburg Community Resource Coalition to promote *Be Kind* Month. Students painted kindness rocks, wrote thank you cards to teachers, caught their classmates being kind and answered the question "who taught you to be kind?" by decorating the hallways with their answers.
- A PBIS sponsored teachers vs students basketball event was held after school on Thursday, February 23rd. 100 students (10 teams of 10) participated with 40 students attending as spectators.
- SAMS Multicultural Club hosted a door decorating contest to celebrate the achievements of African Americans and acknowledge the role they have played in our history. The goal of Black History Month door decorations was to ensure that all young people, regardless of their background, learn about black history and its importance. Winning class at each grade level received a Fasnacht Party.

3.b. Franklin County Career and Technology Center Report - Becky Wolfinger, Charlie Suders; Jim Bard Alternate

Mrs. Wolfinger stated she attended the FCCTC Budget & Finance Meeting and reported some very minimal increases in the budget.

3.c. Board Committee Reports

Facilities Committee

Mrs. Wolfinger reported that the Facilities Committee met on February 15th to discuss the very extensive list of District needs provided by Chad Kreitz, Director of Operations and Maintenance. The two critical items that need attention immediately are the high school gym floor and the sidewalk that leads up to the playground at Nancy Grayson.

Greyhound Foundation

Mrs. Eberly stated she attended the February 22nd Foundation Meeting and reported that the remaining

balance of the Flagship Proud money needs to be spent.

Outreach Committee

Mrs. Wolfinger reported there were a total of six (6) applicants for the Executive Director position. There will be a Zoom session, with the Ad Hoc Committee, to go over the top three (3) candidates. Interviews for the Executive Director position will be held on Friday, March 10th.

Mrs. Wolfinger gave Kudos to the Nancy Grayson PTO for applying for grant funding for the playground equipment.

3.d. Curriculum Report

Mrs. Woodall reported that the 3rd annual unconference day was held on February 15th and there were over 100 different topics that teachers could attend and explore, taught by expert teachers. Positive feedback was received and 100% of those surveyed want to do this again next year.

3.e. Superintendent's Report

3.e.a. Donation Report

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

Anonymous, 6 bikes and helmets for students in K-5 to be used for student rewards, motivation and encouragement for student behavior, growth, and progress. Estimated value of the donation is \$2,000.00.

Volvo, \$500.00 monetary donation to support the Shippensburg Area Intermediate School Facility Dog Program.

Nori Media Group, \$300.00 monetary donation to support the Shippensburg Area Senior High School Facility Dog.

(Action)

4. CONSENT AGENDA

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

4.a. Approval of Minutes

Recommend approval of the minutes as presented from the February 13, 2023 Planning/Action Board meeting.

4.b. Finance

Recommend approval of the bills of payment and construction bills.

4.c. Commencement Date and Location for the Class of 2023

Administration recommends approval of Thursday, June 1, 2023, at 7:00 P.M. at the Luhrs Center on the campus of Shippensburg University as the location, date and time for the Commencement Ceremony for the Class of 2023.

4.d. Pictures Plus Photography Contract

Administration recommends approval of the Pictures Plus Photography five-year renewal agreement as the District's photographer for the period of 2023 to 2028. SASD key stakeholders have been very satisfied with their services.

4.e. Memorandum of Understanding (MOU) Between Harrisburg Area Community College (HACC) and SASD

Administration requests approval of an MOU with Harrisburg Area Community College to participate in *College in the High School*. Shippensburg Area School District's course *College Algebra* curriculum has been approved and will be taught by a high school teacher who has been accepted to offer course credit for the HACC Course MATH 103 for the 2023-2024 School Year.

The Board was provided with a copy of the MOU.

4.f. Requests to Form New Clubs at the High School

Administration recommends approving the following requests to form new clubs at the High School:

1. SASHS THON Club- Mrs. Kimberly Yonish, Advisor
2. Advanced Team Sports Club - Mr. Kyle Grove, Advisor
3. Women's Empowerment Club - Mrs. Jennifer Meixell, Advisor

4.g. Field Trip Request

Administration requests approval to add the Cumberland Animal Shelter in Chambersburg as a kindergarten field trip at Grace B. Luhrs University Elementary School. If approved, this trip will be taken on Tuesday, February 28, 2023.

4.h. Policies for Approval

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

- 004 - Membership - REVISED
- 006.1 - Attendance at Meetings Via Electronic Communications - REVISED
- 101 - Mission Statement/Vision Statement/Shared Values - REVISED
- 218.3 - Discipline of Student Convicted/Adjudicated of Sexual Assault- NEW
- 330 - Overtime - REVISED
- 332 - Working Periods - REVISED
- 707 - Use of District Facilities - REVISED
- 810.1 - School Bus Drivers and School Commercial Motor Vehicle Drivers - REVISED
- 810.3 - School Vehicle Drivers - NEW

Board members were provided copies of the policies and revised Facilities Fee Schedule for Policy 707.

4.i. Approval of Heck-Meyers Bus Drivers

Administration recommends approval of the following employees of Heck-Meyers LLC as bus drivers for SASD:

- Jessica Burkholder
- Deborah Leidig

On roll call, all present voted yes to 4.a. through 4.i., except Suders, who voted **no**. **Motion carried.**

(Action)

4. CONSENT AGENDA

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

4.j. Personnel - Professional and Support

Professional Staff

Administration recommends approval of the following retirement:

1. **Melanie L. Baughman** – Language Arts Teacher at Shippensburg Area High School effective the last day of the 2022-2023 school year

Administration recommends approval of the following new appointments:

2. **Ashley A. Reddig** - ESL Teacher at Nancy Grayson Elementary and Shippensburg Area Middle School at a salary of \$61,582.00 (Masters 30 at Step 4) effective approximately May 1, 2023 (new position board approved on January 23, 2023)

Ms. Reddig graduated from Shippensburg University December 2010 with Bachelor of Science in Elementary Education as well as a Masters of Education December 2014. She has been employed the last five years with the Capital Area Intermediate Unit as a Reading Specialist and ESL teacher.

3. **Mark W. Moyer** - Sixth Grade Learning Support Teacher at Shippensburg Area Middle School at a salary of \$75,800.00 (Masters 30 at Step 9) effective the first in-service day of the 2023-2024 school year (replacing Crystal S. Gipe - transfer)

Mr. Moyer graduated from Wilson College with a Masters of Education in June 2017. He has been employed at Bermudian Springs School District as an Emotional Support Teacher for the last 15 years.

Administration recommends approval of salary adjustments for the following professional staff member, pursuant to SAEA Grievance 02-2022-2023:

4. **Johnathan A. Marshall** - Currently at Step 5 Masters 45 moving to Step 6 Masters 45

Support Staff

Administration recommends approval of the following new appointments:

5. **Alicia N. Coy** – Part-Time Cashier Helper at James Burd Elementary School, at an hourly rate of \$12.00, working 5 hours/day, 180 days/year, effective retroactive February 21, 2023 (replacing Joellen Golden – promotion)

6. **Schaila R. Johnson** – Part-Time Cashier Helper at Shippensburg Area High School, at an hourly rate of \$12.00, working 4.5 hours/day, 180 days/year effective approximately March 2, 2023 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Cristin M. Dittmar – resignation)

7. **Allison B. Thrush** – Part-Time Classroom Assistant at Shippensburg Area Middle School, at an hourly rate of \$13.50, working 5.75 hours/day, 182 days/year, effective approximately February 28, 2023 (hiring dependent upon successful completion of all

required paperwork and clearances) (replacing Marilyn B. Leisher – resignation)

8. Susan Wickard – Part-Time Kitchen Helper at Shippensburg Area Intermediate School, at an hourly rate of \$12.00, working 4.5 hours/day, 180 days year, effective approximately February 28, 2023 (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Beth A. Chestnut – resignation)

Supplemental Staff

Administration recommends the following resignation:

9. Elizabeth G. Boudier – High School Assistant Volleyball Coach effective retroactive February 13, 2023. She is requesting to remain on the volunteer list.

Administration recommends the approval of the following ESSERS After-School tutor:

10. Greta R. Crist

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

4.k. Personnel - Administration

None

(Action)

5. ACTION AGENDA

5.a. Memorandum of Agreement Between SASD and the Shippensburg Area Education Association

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

Administration recommends approval of the Memorandum of Agreement (MOA) between the District and the Shippensburg Area Education Association regarding waiving non-resident tuition fees for non-resident bargaining unit members who choose to send their children to the District.

A copy of the MOA was provided to the Board.

On roll call, all present voted yes to Action Agenda item 5.a.

5.b. Memorandum of Understanding Between the Borough of Shippensburg and SASD for School Resource Officer

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

Administration recommends approval of the Memorandum of Understanding (MOU) between the Borough of Shippensburg and Shippensburg Area School District for a School Resource Officer.

The projected costs are as follows:

- 2022-2023 - \$68,711
- 2023-2024 - \$132,050
- 2024-2025 - \$132,050

A copy of the MOU was provided to the Board.

On roll call, all present voted yes to Action Agenda item 5.b.

5.c. New Playground Equipment for Nancy Grayson Elementary School

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

Administration recommends the approval of donations and the purchase and installation of new playground equipment at Nancy Grayson Elementary School in the amount of \$70,099.00 (Cost of equipment/freight is \$54,199.00 and installation cost of \$15,900.00) If equipment and installation are both approved for this project, the District would see a savings of approximately \$1,400.00 in freight, bringing the total project cost down to approximately \$68,699.00.

Funding for the project would be as follows:

Donation of \$15,000 from The Greyhound Foundation

Donation of \$10,000 from JLG Industries, Inc.

Donation of \$7,500 from the Nancy Grayson PTO

Anonymous donation in *Memory of Zachary M. Cullen* for a minimum of \$5,000

Donation of \$3,000 from Philip Fague

Administration is continuing to fundraise for this project and additional funding is projected. Any funds not raised would be covered by SASD Fund Balance.

On roll call, all present voted yes to Action Agenda item 5.c.

5.d. Electricity Contract - July 2023 to June 2025

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

The District participates in an electricity consortium which is managed by Provident Energy Consulting, LLC (PEC). PEC solicited for quotes and received pricing from four carriers. PEC recommends locking in the Constellation rate of \$0.05476 per kilowatt hour for the period of July 2023 through June 2025.

Due to the quick turnaround in response times from the participating consortium members, rates must be locked in by February 23, 2023. Administration recommends retroactive approval of the electricity contract with Constellation.

On roll call, all present voted yes to Action Agenda item 5.d.

5.e. Builders Risk Insurance - MS Construction

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

Administration recommends approval of the quote for Builders Risk Insurance effective from February 10, 2023 to November 10, 2023 for the Middle School Construction projects. The total cost of the premium is \$5,000 and be paid from the General Fund.

On roll call, all present voted yes to Action Agenda item 5.e.

(Information)

6. DISCUSSION AGENDA

6.a. Rosetta Stone License

Administration is requesting approval of the following agreement for Rosetta Stone beginning August

2023 and through June 2025. This license will be a supplemental resource to provide our WIDA Level 1 and 2 students additional opportunities for English Language Acquisition. Licenses will also be available to family members of English Learners on a request basis to allow for better opportunities to engage in family outreach. ESSER II funds will be utilized to pay for this expense which will then be picked up by the curriculum budget for August 2025.

6.b. Revised Job Description for Traffic Monitor

Administration has drafted revisions to the job description for the position of Traffic Monitor.

Administration will recommend approval at the March 13, 2023 Board meeting.

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

6.c. Schoology Learning Management System

Administration will recommend Board approval of the one (1) year agreement with PowerSchool for their Schoology Learning Management System for the middle school and high school. This system has been utilized for the past five (5) years in the two schools.

2022-2023 cost = \$10,583.00

2023-2024 cost = \$11,438.00

The cost will come from the 2023-2024 Technology Budget.

6.d. Invitation to Bid - MS Student/Teacher Desk, Chairs, & Cafeteria Tables

Administration recommends approval to bid for student/teacher desks and chairs and cafeteria tables at the Middle School due to the additions and renovations. The successful vendor bid will be presented to the Board for final purchasing approval.

6.e. Approval to Apply and Accept a Bid with Prismworks Technology, Inc.

Administration recommends approval of the bid to replace our wireless system with Prismworks Technology, Inc. at a cost of \$189,388 to come out of the Technology Fund Balance. We currently have our wireless system through the CAIU. The equipment is outdated and the CAIU is dropping management of the system this summer. Once they drop the management of the system, the district will have no wireless access in the district. This was bid through E-Rate as part of Category 2 funding. Since we have met all of the requirements and have not used our allotment of Category 2 funding, this should qualify us to receive reimbursement between 70 and 80% of the cost for the access points going into the buildings, but not for the two (2) going into the Administration building. This includes five (5) years of access point management licensing.

6.f. Senior Class Trip

Administration will recommend approval of the Class of 2023 senior trip to Washington, DC. and Bowie, Maryland. Buses will depart from the high school at 6:00 a.m. on Tuesday, May 30, with their first stop at the National Zoo, followed by Six Flags Amusement Park in Bowie, Maryland and returning home between 9-9:30 p.m. The cost to students is approximately \$90 which will cover transportation, park admission and a meal plan at the park. The District will obtain two substitutes to cover the two teachers going on the trip.

7. CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS

Kevin Plasterer, Borough Manager, shared that the King Street Bridge by Shively Motors is going to be replaced in November by PennDot , possibly taking two years to complete. They will try to keep two lanes of sidewalks open for the children at all times .

Mr. Plaster informed the Board that the other project is with the Borough Water Authority. They are replacing a water main on Lurgan Avenue, between Morris Street and Roxbury Road; this may also start in November.

Mr. Plasterer also thanked Dr. Moyer and his team and Chief Miller for their work with the School Resource Officer.

8. BOARD COMMENTS

Mr. Scott commented that he had reservations about the Committee of the Whole Meeting but he thinks it's working out great.

Mrs. Wolfinger stated that she is excited about the SRO and thanked Dr. Moyer and his team for all their hard work to make this happen.

Mr. Cressler commented on the three SASHS athletes that qualified for states in their respective sports.

Mr. Bard asked Dr. Moyer for clarification on the SRO schedule.

Dr. Moyer informed the Board that for the next month the SROs will be on a part-time basis and then late March, early April, operate full-time. Dr. Moyer thanked the Board for their unanimous support.

Mrs. Eberly shared *National Read Across America Week* activities taking place in all of the schools this week and she read to students at GBLUES as a "mystery" guest.

Dr. Goates gave a shout out to the Performing Arts Program and spoke of the fabulous job the high school students did with their musical.

Dr. Goates expressed his opinions regarding the School Resource Officer and what their responsibilities are in the school. He stated that administration and faculty need to be a part of setting the right culture from the beginning in order to make this program work well and not result in unintended negative consequences.

Dr. Goates stated that he is extremely grateful that the Superintendent is putting options on the table and forcing the Board to make hard decisions.

Dr. Goates spoke about the facility upgrades that need to be done and talked about having a plan in place and shared his hesitancy about committing to a giant package of expenditures. He discussed borrowing options and the need to plan and prioritize. Dr. Goates stated that addressing athletic facilities and other projects at the high school are the first steps. While evaluating the financial situation moving forward.

Mr. August stated that he is taking everyone's feedback and will tweak options and come back with a plan that works. The goal is to move the District forward and make these tough decisions.

Dr. Goates quoted, "Perfection can't be the enemy of progress".

9. INFORMATION

9.a. Date Saver

Friendly Reminder: Committee of the Whole Meetings begin at 7 p.m. followed by the School Board Meetings at 8 p.m. - both are held in the Senior High School Library

March 2: Athletics Committee Meeting, 4 p.m., Conference Room at the Administration Building

March 9: *Artrageous*, District-Wide Art Event, 5:30 p.m. to 7:00 p.m. at SASHS, followed by SASHS Coffee House at 7:30 p.m. to 10 p.m. in the Library

March 13: Committee of the Whole Meeting/School Board Meeting

March 15: Policy Committee Meeting, 4 p.m., Conference Room at the Administration Building

March 16: Act 80 2-Hour Early Dismissal (K-12)

March 17: No School for Students and Teachers

March 21: Safety and Security Committee Meeting, 4 p.m., Conference Room at the Administration Building


March 23: *Evening of Jazz*, SASHS Auditorium at 7 p.m.

March 27: Committee of the Whole Meeting/School Board Meeting

March 30: Transportation Committee, 4 p.m., Conference Room at the Administration Building

10. ADJOURNMENT

On motion of Scott, seconded by Suders to adjourn at 8:57 p.m.



Cristy Lentz, Board Secretary