

Minutes of the October 23, 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, President, called the meeting to order at 8:00 p.m.

### **1.b. Roll Call**

On roll call, the following members were present: Dr. Nathan Goates, Board President, Mrs. Steph Eberly, Board Vice President; Dr. Michael Lyman; Mrs. Becky Wolfinger; Mr. Charlie Suders; Mr. Jim Bard; Mr. Fred Scott; and Mr. Levi Cressler. Mr. Kirk Naugle was absent.

Others present were: Mr. William August, Superintendent; Mrs. Leslee DeLong, Assistant Superintendent; Dr. Susan Donat, Director of Curriculum, Instruction, and Assessment; Dr. Troy Stevens, Technology Coordinator; parents; concerned citizens; and Mrs. Cristy Lentz, Chief Financial Officer/Board Secretary.

### **1.c. Pledge of Allegiance**

### **1.d. President's Charge to the Board**

### **1.e. Moment of Silence**

*Shari Tasker* ~ April 13, 1957 - October 6, 2023

1975 Graduate

**(Action)**

### **1.f. Agenda Approval**

Dr. Goates asked Mr. August if there were any changes and Mr. August responded no.

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

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

**(Information)**

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

None

## **3. REPORTS**

### **3.a. Student Representatives - Lily Kell and Aryan Gaonkar**

Miss Lily Kell reported on the following events at the Senior High School:

- SASHS Mini-THON hosted their Gold Out games on the 19th at the home volleyball game and the home football game on the 20th. Collectively over \$1000 was raised for Four Diamonds.
- The Student Activism Club passed out birthday cards to all students who are 18, encouraging them to register to vote.

- Jazz Band is currently accepting auditions for the 2023-2024 year.
- On October 31, the Interactive Media Club will be hosting a Wii Bowling tournament during flex.
- The Powderpuff flag football game will be on November 14th.
- The Youth Advisory council is accepting applications. They will be having their first meeting on October 25th.

### **3.a. Student Representatives - Aryan Gaonkar**

Mr. Aryan Gaonkar reported on additional events at the High School and the following events at the Middle School:

- The Focus on Finance Career trip will take place on November 2. This trip is for students interested in accounting, banking, wealth management and finance analytics.

Middle School Happenings:

- All 8th graders went on a hike last week as a culminating activity for their hiking unit.
- Unity Day was a success with compassion chains hung in the lobby for spirit week and the sale of unity bracelets.
- SAMS PTO is selling treat bags for \$2 a piece. They will be distributed to the recipients on Oct 30th and 31st.
- 6th and 8th graders will complete the PAYS survey today and tomorrow during Greyhound Block.
- There will be a Cherrydale fundraiser assembly this Wed, Clubs on Thursday and a PBIS celebration on Friday!

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

No report.

### **3.c. Board Committee Reports**

#### **3.c.a. Policy Committee**

Meeting was held on Monday, October 16, 2023 and the policies discussed at the meeting are on the agenda for discussion.

#### **3.c.b. Facilities Committee**

Meeting was held on Tuesday, October 17, 2023. Discussed why the high school cafeteria was removed from the schematic design. Mr. August shared enrollment information and the committee discussed elementary enrollment and felt they should know the costs before considering how many classrooms would need to be added and they also discussed realignment for grades k-1 and grades 2-3. Further discussion at the meeting focused around borrowing more money and if the District would be able to save for future facilities if running a deficit budget.

#### **3.c.c. Athletics Committee**

Meeting was held on Wednesday, October 18, 2023. Mr. Cressler shared that two fall sports teams qualified for Districts - boys varsity soccer and field hockey. Dr. Lyman shared the following from the meeting:

- Approved winter sports
- Discussed girls wrestling

- New athletic trainer will be starting November 1st
- Winter sport sign-ups are happening now
- Announced that there are several open coaching positions
- Committee is pleased with additional security company
- Administration is proposing an Athletic Field Maintenance position - focusing on just maintaining the athletic field
- Athletic Director is looking into where track practice can be held

### **3.d. Curriculum Report**

- Dr. Donat gave a shout out to Amanda Kirkpatrick, gifted teacher at the Middle School who will be presenting at a state conference.
- “Breakfast with a Buddy” was held at the Intermediate School this past week where Title funds are used to promote family engagement - it was very well attended.
- Elementary data meetings are currently happening. Student benchmark data is being reviewed in order to implement effective strategies when teaching students.
- Future Ready data should be released later this month and the information will be related to the Board some time in November.

A discussion occurred between the Board and Administration regarding proper support and intervention for students - both academically and emotionally.

### **3.e. Superintendent’s Report**

#### **3.e.a. Enrollment Report**

Mr. August reviewed the October 18, 2023 Enrollment Report with the Board.

Kindergarten	278	Fifth Grade	283	Tenth Grade	299
First Grade	298	Sixth Grade	293	Eleventh Grade	286
Second Grade	292	Seventh Grade	285	Twelfth Grade	284
Third Grade	272	Eighth Grade	270	Out of District	22
Fourth Grade	273	Ninth Grade	253	Total Enrollment	3688

#### **3.e.b. Donation Report**

The Shippensburg Area School District Board of School Directors acknowledges receipt of donations from the following: The enrollment report for September 1, 2023 was presented to the Board as follows:

**Carl L. Cramer Insurance LLC**, \$500.00 monetary donation to support the Veterans Day Program at the Shippensburg Area Senior High School.

**Presbyterian Church of Shippensburg**, \$100.00 monetary donation to support the Shippensburg Area Senior High School Ignite Club.

**Robbie and Derry Miller**, \$100.00 monetary donation to support the Shippensburg Area Senior High School Facility Dog Program.

**Nori Media Group**, \$250.00 monetary donation to support the Shippensburg Area Senior High School Mini-Thon.

**Sailhamer Real Estate**, \$250.00 monetary donation to support the Shippensburg Area Senior High School Mini-Thon.

The following monetary donations were made in memory of Wayne F. Craig III, to support the Shippensburg Area Senior High School FFA:

**Southside Livestock Market, Inc., \$100.00**  
**Clifford and Valerie Swartz, \$50.00**  
**Randy and Cathy VanScyoc, \$100.00**  
**Stephan G. Manieri Meats, \$100.00**  
**Bergstrom Livestock Inc., \$25.00**  
**Gene Vogts, \$200.00**

**(Action)**

**4. CONSENT AGENDA**

On a motion of Wolfinger, seconded by Lyman to approve items 4.a. to 4.e. of the Consent Agenda.

**4.a. Approval of Minutes**

Recommend approval of the minutes as presented from the October 9, 2023 Planning/Action Board meetings.

**4.b. Finance**

Recommend approval of the following:

**1. Bills of Payment**

**2. Paid Construction Bills Reports:**

- **October 2023 for the Series of 2022 bond borrowings**
- **October 2023 for the Series of 2023 bond borrowings**

Copies of the paid bills/reports were provided to the Board.

**4.c. Authorization for Payment of November and December 2023 Bills**

Since the Board of School Directors only meet one time in November and December, Administration will recommend the authorization to pay General Fund, Capital Reserve Fund, Construction Fund, and Cafeteria Fund bills for November and December. The information will be presented for official Board approval at the January 8, 2024 meeting.

**4.d. Middle School e-Hall Pass System Renewal**

Administration will recommend approval of the renewal agreement with Securly for the e-Hall Pass System used at the Middle School.

Additional information regarding the agreement was provided to the Board

**4.e. Approval of Transportation Drivers**

Administration recommends approval of the following transportation drivers for the 2023-24 school year:

**1. Boyo Van Drivers:**

Desiree Ricketts  
Patti Peck

**2. Heck-Meyer Van Driver:**

Carley Watson

**3. Friese Bus Driver:**

Curtis Poper

On voice call, all present voted yes to items 4.a. to 4.e. on the Consent Agenda.

**(Action)**

**4. CONSENT AGENDA**

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

**4.f. Personnel - Professional and Support**

**Professional Staff**

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

1. **Lindsay J. Glunt** – Teacher at Nancy Grayson Elementary School is requesting leave effective tentatively February 16, 2024 and continuing through April 5, 2024, with an expected return to work date of approximately April 8, 2024
2. **Nicole M. Hostetler** – Teacher at Shippensburg Area High School is requesting leave effective tentatively April 8, 2024 and continuing through the last day of the 2023-2024 school year, with an expected return to work date of the first day in-service day of the 2024-2025 school year

**Administration recommends approval of the following new appointments: (All new hires are dependent upon successful completion of all required paperwork and clearances)**

3. **Christina E. Sweat** – Long-Term Substitute Guidance Counselor at Nancy Grayson Elementary School, effective retroactive October 12, 2023 and continuing through approximately November 22, 2023. Ms. Sweat will be paid pursuant to SAEA long-term substitute MOU (covering the vacancy created by the board approved leave of Kelly W. Ackley)

**Support Staff**

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

4. **Shirley I. Ocker** – Part-Time Cashier Helper at Shippensburg Area Middle School effective retroactive October 3, 2023

**Administration recommends approval of the following new appointments: (All new hires are dependent upon successful completion of all required paperwork and clearances)**

5. **Autumn R. Crowder** – Part-Time Kitchen Helper at Shippensburg Area Middle School, at an hourly rate of \$12.25, working 3.75 hours/day, 180 days/year, effective approximately October 23, 2023 (replacing Shirley I. Ocker– transfer)
6. **Alexa S. Morgan** – 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 approximately October 24, 2023 (replacing Rikki L. Mayberry– transfer)

**Supplemental Staff**

**Administration recommends approval of the following new mentor for the 2023-2024 school year:**

- 7. Michael J. Sassin** – Mentor for Rasha S. Dawod at a supplementary salary of \$520.50 (half year)

**Administration recommends approval of the following new appointments: (All new hires are dependent upon successful completion of all required paperwork and clearances)**

- 8. Clayton L. Stine** – Middle School Girls Assistant Basketball Coach at a supplemental salary of \$2448.00 effective November 20, 2023 (replacing Kylee L. Miller – resignation)

On voice call, all present voted yes to item 4.f. of the Consent Agenda.

**(Action)**

**4. CONSENT AGENDA**

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

**4.g. Personnel - Administration**

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

- 1. Blake A. Fritz** – Assistant Principal at Shippensburg Area High School is requesting leave effective tentatively April 22, 2024 and continuing through August 2, 2024, with an expected return to work date of approximately August 5, 2024

Mr. August wished Mrs. Fritz the best and noted that October is Principal Recognition Month and encourages everyone to give a shout out to all the principals.

On voice call, all present voted yes to item 4.g. of the Consent Agenda.

**(Action)**

**5. ACTION AGENDA**

**5.a. Repository Sale Consent**

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

The Tax Claim Bureau of Cumberland County has notified the District of a property that is no longer in a tax generating status because the parcel has been placed in the county Repository. The property had been offered for Upset Sale and Judicial Sale but did not receive any bids to satisfy the municipal and/or school tax obligations that were owed on the property. In order to bring the parcel back to tax generating status the parcel must be sold. Therefore, the Tax Claim Bureau is requesting that the Board of School Directors provide their consent to the sale of the property for the repository bid price of \$500.00.

Back-up for this item was provided to the Board

On voice call, all present voted yes to item 5.a. of the Action Agenda.

**5.b. Memorandum of Understanding (MOU) with Junior Achievement**

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

Administration recommends approval of an MOU for the Junior Achievement STEM Summit. The STEM Summit is a day-long program designed for 9th or 10th grade students held at a local high school. This program includes eight or nine sessions with science experiments, technology, engineering, math competitions, and trades modules. This day is designed to inspire students to pursue careers in STEM fields. Junior Achievement has been operating this program for 12 years and continues to receive great reviews from students and educators and at no cost to the school.

The High School will be offering the program to all 9th grade students.

A copy of the MOU was provided to the Board.

On voice call, all present voted yes to item 5.b. of the Action Agenda.

### **Executive Session**

Dr. Goates stated at 8:30 p.m. that the Board would be going into Executive Session for a personnel matter. The meeting reconvened at 8:50 p.m.

### **5.c. Request for Additional Part-Time Position**

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

Administration recommends approval to add an additional 5.75 hrs./part-time paraprofessional position at Nancy Grayson Elementary School.

On voice call, all present voted yes to item 5.c. of the Action Agenda.

### **5.d. Approval for New Computer Science Program Funded Through National Science Foundation (NSF) Grant**

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

Administration recommends approval for Ms. Mylinda Fowler, STEM teacher at the High School, to participate in a grant, funded through the National Science Foundation (NSF) to implement Project ExCITE II, *Exploring Computation Integrated into Technology and Engineering II*. Project ExCITE II is a four-year NSF -funded professional development and implementation support project led by the International Technology and Engineering Educators Association (ITEEA) to help prepare the certified high school Technology and Engineering teachers (T&E) to teach a College Board Advanced Placement level Computer Science Principles course in a manner that offers opportunities for students, primarily those from underserved and underrepresented populations.

On voice call, all present voted yes to item 5.d. of the Action Agenda.

### **5.e. Effective SchoolSolutions, LLC. (ESS) Modified Agreement**

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

Administration recommends approval of the modifications to the original agreement with Effective School Solutions, LLC., which was Board approved on January 9, 2023 to extend the current contract through June 2024 (previously February 2024) at the High School and Intermediate School. ESS also agrees to provide one (1) additional full-time Pennsylvania mental health professional at the High School for the period of November 2023 through June 2024.

The additional costs are as follows:

- \$62,200 for the extension of the current partnership dated on the 9th of January, 2023. This fee

will be paid in four equal and consecutive payments of \$15,550, with the first payment due on March 1st, 2024 and then the first of every month thereafter.

- \$120,000 for the proposed expansion of services described above. This fee will be paid in 8 equal and consecutive payments of \$15,000, with the first payment due on November 1st, 2023 and then the first of every month thereafter.

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

A brief discussion occurred between the Board and Administration regarding funding. On voice call, all present voted yes to item 5.e. of the Action Agenda.

#### **5.f. AT&T Hotspots**

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

Administration recommends approval of the agreement with AT&T to purchase hotspots. We currently have 59 active hotspots and the number of hotspots needed for secondary and CAOLA students is increasing. The new proposal will provide the District with 100 hotspots at a cost of \$16.00 each or \$1,600.00 a month. This will save the District approximately \$700.00 a month compared to what we are currently paying. The new proposal locks the District into this contract for two years.

A copy of the agreement was provided to the Board.

On voice call, all present voted yes to item 5.f. of the Action Agenda.

#### **5.g. Memorandum of Understanding (MOU) Between SASD and Shippensburg Area Education Support Professional Association (SAESPA)**

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

Administration recommends approval of the MOU between the District and SAESPA to ensure that all bargaining unit members employed by the District as of July 1, 2022 shall receive two (2) additional years to their "years of service" as outlined in Appendix A-1 of the Collective Bargaining Agreement (CBA).

A copy of the MOU was provided to the Board.

On voice call, all present voted yes to item 5.g. of the Action Agenda.

#### **5.h. Shippensburg Area Education Support Professionals Association (SAESPA) 2022-2026 Collective Bargaining Agreement Re-Opener**

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

Administration recommends approval of the deletions/additions/revisions to the SAESPA 2022-2026 Collective Bargaining Agreement.

A copy of the proposal was provided to the Board.

On roll call, all present voted yes to item 5.h. of the Action Agenda.

#### **5.i. Expulsion Waiver**

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

##### **Case #2023-2024-4**

The parent of the student in Case #2023-2024-4 waived their right to a formal student discipline hearing before the Board of School Directors.



Administration recommends the student be placed at Diakon Youth Services - The Diakon Wilderness Center, Boiling Springs, for a minimum of 45 days. Following the 45 day placement, administration will meet to determine the student's progress toward their defined goals. During the period of exclusion, the student is not permitted on school property for any reason, including, but not limited to, extra-curricular, co-curricular or school sponsored activities, including athletic events, or the student will be charged with trespassing.

On voice call, all present voted yes to item 5.i. of the Action Agenda.

**(Information)**

**6. DISCUSSION AGENDA**

**6.a. Appointment of Title IX Coordinator**

Administration is recommending the appointment of Mrs. Leslee DeLong, Assistant Superintendent, as Title IX Coordinator.

**6.b. Request to Form a New Club**

Ms. Amber Keller, ESL Teacher, is requesting to form a Multicultural Club at the High School. The purpose of the new club is to unify and educate members about one another's cultures through presentations and fun-filled activities. The club would be open to all students.

**6.c. District Social Media Accounts**

Pursuant to Board Policy 815.1, the Board shall approve all official social media accounts created and/or maintained as District-owned accounts, including social media. Dr. Troy Stevens, Director of Technology, oversees all social media accounts for the District and serves as the primary contact person for these accounts.

Administration will recommend Board approval for the District social media accounts.

The Board was provided a list of social media accounts.

**6.d. Approval to Apply for an Accept a Grant from PDE Food Service Equipment Grant**

The SASD Food Service Department is requesting approval to apply and accept two USDA Food Service Equipment Grants. If awarded, the funds would be used to purchase two steamers (one for SAMS and one for SASHS). These items are not working properly and are near or at the end of their life expectancy. The estimated cost for each steamer is \$21,604.14 and any price increase that occurs between the application process and when the purchase is actually made would be covered by the Food Service Fund.

Administration recommends approval to apply and accept these grants. Should the District not receive these funds, Administration is requesting authorization to purchase these items with Food Service Funds.

A copy of the sales quote was provided to the Board.

**6.e. Additional Option through PenServ**

Administration recommends the Board provide District Administration with the authority to secure a Roth option to the District's 403(b) Plan.

**6.f. Title Change and Updated Job Description - Director of Technology**

Administration is recommending approval to the title change and updated revisions made to the job description for Director of Technology.

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

**6.g. Title Change and Updated Job Description - Executive Assistant**

Administration is recommending approval to the title change and updated revisions made to the job description for Executive Assistant to the Superintendent.

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

**6.h. Policies for First Reading and Discussion**

The following policies are being presented for first read and discussion:

- 104
- 328, 331, 340, 341, 342, 343
- 603, 604, 605, 605.1, 606, 607, 608, 618
- 811
- 913

Administration will recommend these policies for second read and approval at the November 13, 2023 Board Meeting.

Copies of all of the policies were provided to the Board.

**6.i. Memorandum of Agreement Between SASD and the Shippensburg Area Education Association**

Administration will recommend approval of the MOA between the District and the Shippensburg Area Education Association regarding supplemental positions and stipends paid for yearly concerts throughout the District.

A copy of the MOA with the list of items to be eliminated/added was provided to the Board.

Dr. Lyman thanked the Administration for clarifying District social media accounts and informing the community of the different accounts.

Mrs. Wolfinger asked if the District would copyright the logo. Mr. August noted this is not necessary that this is an implied benefit to school districts that you have the rights to your colors and logo.

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

Roxy Lehman, resident of SASD, thanked Mr. Scott for addressing the custodial staffing needs a few meetings back and shared that there are three full-time and two part-time positions currently open in the District and asked the Board what is being done to recruit custodians. Ms. Lehman also inquired if the District is assessing the increased square footage, including the new Administration Building, versus the number of custodial positions in the District.

Theresa Forsythe, resident of SASD, spoke about the lack of transportation for after-school activities and the lack of communication for why this service was stopped and no longer provided. She feels that students in the extra-curricular activities need the van service that was provided last year.

Steve Wise thanked the Superintendent for ensuring the Athletic Director would return his call and she did and explained the policy that he was referring to and she stated that they would be recommending changes to the District policy but he has not seen any updates in the Athletic or Policy Committee updates on tonight's agenda.

A brief discussion occurred with Mr. Wise and Administration.

**8. BOARD COMMENTS**

Dr. Lyman stated that an activity bus would be great to provide to our students and would love to see a proposal, including costs.

Mr. Scott stated that he agreed with Dr. Lyman.

Mrs. Wolfinger shared that the 7th-12th grade bands participated in an event at Shippensburg University on Saturday afternoon and it was a great experience for all of the students. The bands then participated in the Shippensburg Halloween Parade later that evening. She stated that she would like more information on ESL students.

Mr. Cressler shared that winter sport sign-ups are happening now. He noted that the Powder Puff game is on November 14th and the Student Activism Club Candidate Forum is this Thursday, October 26th.

Mrs. Eberly noted that the Board approved additional outsourcing of counselors for students who do not have insurance and observed on tonight's agenda another expulsion due to policy violations and inquired as to what else can the District do to help students out that are struggling with substance abuse.

Dr. Goates reiterated that the Student Activism Club is holding their School Board Candidate Forum this Thursday at 7 p.m. in the High School Library and also on the District's YouTube channel. Dr. Goates spoke in support of Krista Akers' earlier presentation on the career advisory options.

**INFORMATION**

**9.a. Date Saver**

**October 26:** Transportation Committee Meeting - 4:00-5:00 p.m. in the Conference Room at the Operations Center

**November 13:** Committee of the Whole Meeting/School Board Meeting

**December 4:** Committee of the Whole Meeting/Reorganization Meeting/School Board Meeting

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**November 9: 9th Annual Veterans Day Program** - 7:15 a.m. Breakfast in the High School Cafeteria followed by the program in the auditorium

**November 10:** Veterans Day - no school for students and teachers

**November 13:** In-Service Day - no school for students

**November 22:** Two hour early dismissal students, teachers, and staff

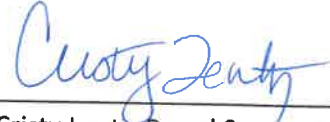
**November 23-27:** Thanksgiving Holiday - District Closed

**November 28:** In-Service Day (Conference Swap Day) - no school for students and teachers

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**10. ADJOURNMENT**

Dr. Goates noted he looked at the rules for adjournment and found that there is no need for a motion to adjourn if you get through the entire agenda. Dr. Goates announced that the meeting was adjourned at 9:23 p.m.



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Cristy Lentz, Board Secretary