



**SHIPPENSBURG AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
February 24, 2025**

The Shippensburg Area Board of School Directors met on February 24, 2025 in the Senior High School Library beginning at 8:00 p.m.

ROLL CALL

The Secretary called the roll with all members present except as designated:

Board of School Directors

Mrs. Steph Eberly
Mr. Daren Donovan
Mr. Jim Bard
Mr. Mike Carey
Mr. Levi Cressler

Mr. Kirk Naugle - **Via Phone Call**
Dr. Nathan Goates - **Absent**
Dr. Michael Lyman
Mr. Fred Scott

Administrative Staff

Mr. William August, Superintendent
Mrs. Leslee DeLong, Assistant to the Superintendent
Mr. Caleb Barwin, Business Administrator/Board Secretary
Dr. Susan Donat, Director of Curriculum, Instruction, and Assessment
Dr. Troy Stevens, Director of Technology
Mr. Curtis Litten, Director of Maintenance

Student Representative

Leonardo Blount

1.f AGENDA APPROVAL

Scott made a motion, seconded by **Bard**, to approve the agenda as presented.
The motion passed unanimously.

2. CITIZENS' COMMENTS (AGENDA ITEMS ONLY) -

Becky Wolfinger - discussed items 5g and 3.c.b.

Matthew Carr - discussed item 5g.

3. REPORTS:

3.a. Student Representative - Leonardo Blount

3.b. Franklin County Career Center Report

3.c. Board Committee Reports

3.c.a. Transportation Committee

Update was given from the Transportation Committee.

3.c.b. Facilities Committee Meeting

Update was given from the Facilities Committee.

3.d. Curriculum Report - Dr. Susan Donat

3.d.a. Mid-year k-3 Math Data - Report was done during the Committee of the Whole.

3.e. Finance Report - Caleb Barwin

3.e.a. Construction Funds Update - See agenda manager

3.f. Superintendent's Report - None

4. CONSENT AGENDA

Scott made a motion, seconded by **Carey**, to approve items 4A - 4F of the Consent Agenda.

4.a. Approval Minutes

Recommend approval of the minutes as presented and attached from the February 10, 2025 Board meeting.

4.b. Finance

Recommend approval of the following:

1. Bills of Payment

a.) Regular Bills of Payment

2. Financial Reports

a.) Cafeteria Fund

4.c. 2025-2026 District Calendar

A draft of the 2025-2026 academic calendar is attached for review and discussion. The calendar has 180 student days and 186 teacher days per the SAEA Collective Bargaining Agreement. Administration recommends approval of the calendar.

4.d. Policies for Second Reading

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

- 246
- 308
- 823

Administration recommends approval of the revised policies.

4.e. Employee Assistance Services Renewal

Administration is recommending approval of Exhibit Q between Workpartners and SASD effective February 1, 2025 for the renewal of LifeSolutions Services for employee-centric programs and services at an annual rate of \$9,000.00. The interactive online tools are available 24 hours a day, 7 days a week and services include:

- Assessment, Brief Counseling/Coaching and/or Referral
- RxWell
- Manager/Supervisor Training
- Online Work-Life Resources
- Personalized Work-Life Services
- LifeSolutions Orientation
- Trainings and Workshops
- Disruptive Event Management
- Manager/Supervisor Consultation
- Policy Development
- Promotional Materials

The Exhibit Q is attached.

4.f. Personnel - Professional and Support Support Staff

Administration recommends approval of the following termination:

1. Devin L. Rotz – Head Custodian at Shippensburg Area Middle School effective retroactive February 18, 2025

Administration recommends approval of the following resignation:

2. Adriana D. Forte – Part-Time Cashier Helper at Shippensburg Area Middle School, effective retroactive February 18, 2025

Administration recommends approval of the following transfer:

3. Kelsey S. Pittman – Part-Time Classroom Assistant at Shippensburg Area Middle School at an hourly rate of \$15.95, working 5.75 hours/day, 182 days/year TO Full-Time Custodian, at an hourly rate of \$14.17, working 8 hours/day, 260 days/year effective February 24, 2025 (replacing Tanner A. Jett-Carpinello – resignation)

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

4. Brianna Licon – Part-Time Classroom Assistant at Shippensburg Area Intermediate School at an hourly rate of \$14.95, working 5.75 hours/day, 182 days/year, effective approximately February 24, 2024 (replacing Dawn C. Bonner – resignation)

Administration recommends approval of the following substitute:

5. Alicia L. Raia – custodian

6. Administration recommends hiring two (2) summer workers for the Technology Department to assist with various projects, including repairing broken Chromebooks, setting up new devices, and potentially installing a new phone system. Applicants must be at least 16 years old.

Supplemental Staff

Administration recommends approval of the following volunteer coach:

**7. Travis Mellott – High School Track and Field
The motion passed unanimously.**

5. ACTION AGENDA:

Bard made a motion, seconded by Carey, to approve item 5a of the Action Agenda.

**5.a. Field Trip - Millersville University
The motion passed unanimously.**

Scott made a motion, seconded by Lyman, to approve item 5b of the Action Agenda.

**5.b. Comprehensive Plan 2025-2028
The motion passed unanimously.**

Scott made a motion, seconded by Lyman, to approve item 5c of the Action Agenda.

**5.c. Job Description - Timothy House Supervisor
The motion passed unanimously.**

Scott made a motion, seconded by Bard, to approve item 5d of the Action Agenda.

**5.d. Job Description - Timothy House Assistant Supervisor
The motion passed unanimously.**

Carey made a motion, seconded by Cressler, to approve item 5e of the Action Agenda.

**5.e. Affiliation Agreement with Frostburg State University for Practicum/Internship Placement
The motion passed unanimously.**

Bard made a motion, seconded by Carey, to approve item 5f of the Action Agenda.

**5.f. Planetarium Management Agreement
The motion passed unanimously.**

Lyman made a motion, seconded by Cressler, to approve item 5g of the Action Agenda.

**5.g. School Start Time Adjustment
On roll call vote, all present voted no except for Lyman who voted yes; motion failed.**

6. DISCUSSION AGENDA – For approval at the March 10, 2024 Meeting:

- 6.a.** Grant Approval for SASHS, SAMS, GBLUES and Nancy Grayson
- 6.b.** Appointment of School Dentist
- 6.c.** Armed Security at Sporting Events
- 6.d.** Shippensburg Senior High School Prom 2025
- 6.e.** Contracted Pupil Transportation Request for Proposals (RFP)
- 6.f.** Confidential Employees' Handbook
- 6.g.** Assistant Business Administrator Job Description

7. CITIZENS' COMMENTS REGARDING NON-AGENDA ITEMS:

Trisha Maciejewski - commented on the need and urgency to educate our students, faculty and community regarding the proper use of the internet and the toxic environment the digital world could provide.

Matthew Kirkpatrick - commented on the dangers of the internet and encouraged the school to provide curriculum surrounding this topic.

Miles Moore - commented on the dangers of the internet and encouraged the school to provide curriculum surrounding this topic.

Tamara Smith-Moore - advocated for an internet safety curriculum.

Mr. Hess - Commented on leaving the gymnasium as an open ceiling.

8. BOARD COMMENTS:

Mr. Cressler - asked when the track could be finished when the temperature starts to warm up. Encouraged everyone to read the auditor general's report regarding the audit of the cyber charter schools.

Dr. Lyman - echoed Mr. Cresslers comments and thanked Trisha for her courage.

Mr. Donovan - thanked Miles and Matthew for coming to speak.

9. INFORMATION:

9.a. Date Saver

March 5 - Policy Committee Meeting

March 6 - Facilities Committee Meeting

March 10 - Budget and Finance COW/COW/Planning/Action Meeting

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**April 18-21** - Spring Break {No school, District Closed}

**May 26** - Memorial Day {No school, District Closed}

**ADJOURNMENT**

The meeting was adjourned at 9:24p.m.



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Caleb Barwin, Board Secretary