

Minutes of the October 10, 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; Dr. Nathan Goates; Mr. Fred Scott, Sr.; Mrs. Becky Wolfinger; Lily Kell Student Representative; and Aryan Gaonkar, Student Representative.

Others present were: Dr. Alan Moyer, Interim Superintendent; Mrs. Deborah Luffy, Shippensburg Area Senior High School Principal; Mr. Chad Kreitz, Director of Operations and Maintenance; Mr. Matthew Flohr, James Burd Elementary School Principal; Mrs. Sheri Woodall, Director of Curriculum, Instruction, and Assessment; Mrs. Lauren Zima-Engro, Supervisor of Special Education; Dr. Troy Stevens, Technology Coordinator; Ms. Sarah Fanus, Athletic Director; Mr. William August, Pending Shippensburg Area School District Superintendent; Mr. Marc Kurowski, K & W Engineers; 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:

**Edna Besore** ~ August 11, 1929 - September 27, 2022  
1947 Graduate

**Donna Lee Helm** ~ October 21, 1939 - September 30, 2022  
1957 Graduate and retired cafeteria kitchen helper at the middle school

**Chelsea Heckman** ~ June 29, 1985 - October 3, 2022  
2003 Graduate

**(Action)**

#### **Agenda Approval**

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

Dr. Moyer noted there are no changes or amendments to tonight's agenda.

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

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

(Information)

**CITIZENS COMMENTS REGARDING AGENDA ITEMS**

None

**REPORTS**

**Student Representatives - Lily Kell and Aryan Gaonkar**

Lily Kell, Student Representative, reported on the following events/issues at the Shippensburg Area Senior High School:

- 1) The Focus on Engineering field trip was held on October 4, 2022 for students who were interested in the professional field of engineering.
- 2) All AP US History Classes enjoyed a field trip to Philadelphia on October 3, 2022 to Independence Hall, the Liberty Bell, and Valley Forge.
- 3) SHARPS, Broadway Club, and Drama Classes all participated in a field trip to the PA Renaissance Fair on October 5, 2022.
- 4) The National Honor Society welcomed new members with a ceremony on October 6, 2022.
- 5) The "See You at the Pole" event was held on September 28, 2022. During the event, students and other participants could pray around the flag for the upcoming year.
- 6) Students will be able to paint their parking spots with an approved design on Saturday.
- 7) A Club Fair was held on September 28, 2022 where various clubs at the high school could advertise and recruit students for the year.
- 8) The school arranged a college visit to Kutztown University on September 30, 2022.

Aryan Gaonkar, Student Representative, reported on the following events/issues at the Shippensburg Area Senior High School:

- 1) High school golfers, Mason Fogelsonger and Ava Frontino, qualified for the District 3 tournament. Ava is the first girl in school history to have made it this far.
- 2) The Homecoming Court was nominated on September 29, 2022 with Mia Mankamyler taking the win.
- 3) A college visit to Millersville University was arranged for October 4, 2022.
- 4) Last week, students raised money for the Cumberland County Breast Cancer Alliance through Coins for a Cause.
- 5) The FFA was able to collect 213 toy donations for the Hershey Children's Hospital through Weston's Toy Drive.
- 6) The high school held a Homecoming Spirit Week with each class competing for the most school spirit. The class of 2026 won.
- 7) The Homecoming football game was held on Friday night with the Greyhounds scoring a win over Gettysburg by a score of 14-10.
- 8) The Homecoming Dance was held on Saturday with over 600 students in attendance.
- 9) PSAT Testing will be conducted on Wednesday for students who have signed up.
- 10) A career field trip to Messiah University is scheduled for Thursday.

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

Mr. Burt reported on the following:

- 1) The David H. Martin event where approximately 200 students learned about available careers in construction, transportation, sales, and service.
- 2) The Early Childhood Education Program. He noted this is the first full year for the program and presented photos of the new playground.

**Board Committee Reports**

**Transportation Committee Report**

Mr. Scott reported the Transportation Committee met regarding lack of bus drivers, student walkers, proposal for looping buses, hazardous routes, and updating the district's Transportation Policy.

**Community Outreach Committee Report**

Mrs. Wolfinger noted the Community Outreach Committee met twice last week. The October 3, 2022 meeting was to prepare for the October 6, 2022 meeting with Philip Fague from the Greyhound Foundation. At the October 6, 2022 meeting they reviewed the proposed job description for an Executive Director position with Mr. Fague of the Greyhound Foundation and noted the Executive Director would be in charge of fundraising and grant writing. It was also noted this position would be a collaborative 50/50 partnership with the school district. She noted this would be at least a 3 year commitment and how it may help to serve the needs of the community and the district. She noted the Community Outreach Committee would like to move forward on this position as noted in tonight's Discussion Agenda item.

**Policy Committee Report**

Mr. Burt noted the Policy Committee met earlier today to review policies. He noted the Policy Committee does not write the policies but reviewed with the Board what the Policy Committee's purpose is in this process. He noted three new policies will be placed on agenda for 1<sup>st</sup> read as a Discussion Agenda item at the next meeting. They are Policy #150 "Comparability of Services"; Policy #209.2 "Diabetes Management"; and Policy #255 "Educational Stability for Children in Foster Care". He noted the Committee plans to meet regularly to review policies.

**Safety & Security Committee Meeting**

Mr. Scott noted the Safety & Security Committee met with Chief Carter from the Chambersburg Area School District to get another option about what is needed in our district. He noted a public meeting will be set up so the community can express their thoughts regarding school security.

**President's change to tonight's agenda**

Mr. Buterbaugh noted he will be **removing** #6 Discussion Agenda item #i "Proposal for Safety and Security Officer for SASD" from tonight's agenda since the public meeting to further discuss school safety has not yet occurred nor has the board received a recommendation from the Safety & Security Committee.

**Superintendent's Report**

Dr. Moyer thanked Sheri Woodall for putting together a productive In-Service Day.

Dr. Moyer thanked Lauren Zima-Engro and Bethany Bridges for the Board Member tour of the district's special education classrooms.

Dr. Moyer thanked Mrs. Spisak and the Policy Committee for moving the policies along.

Dr. Moyer talked about Discussion Agenda items #6i "Proposal for Safety and Security Officer for SASD" and #6k "Executive Director for SASD and The Greyhound Foundation". He noted the three options for Discussion Agenda item #6i are 1) partnering with the Shippensburg Borough Police Force; 2) contracting with G-Force Security; and 3) forming our own police force. He feels partnering with the Borough is the best option. He also spoke about his support for an Executive Director position partnership with the Greyhound Foundation.

Dr. Moyer talked about the Gettysburg Area School District losing a senior to suicide yesterday. He noted district's need to move forward in dealing with mental health issues with students.

**Enrollment Report**

The Enrollment Report for October 3, 2022 was presented to the Board. The enrollment numbers are as follows:

Kindergarten	274	Fifth Grade	273	Tenth Grade	279
First Grade	288	Sixth Grade	277	Eleventh Grade	285
Second Grade	251	Seventh Grade	256	Twelfth Grade	277
Third Grade	261	Eighth Grade	253	Out of District	22
Fourth Grade	261	Ninth Grade	301		

**Donation Report**

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

**Anonymous:** 7 clarinets, 3 flutes, 1 saxophone, 1 trombone, 1 snare drum, 1 piccolo, 3 violins, and 1 ukulele for use at the Shippensburg Area Intermediate School. Approximate value of the donation is \$2,000.00.

**Safety & Security Committee Update**

Mr. Buterbaugh asked Dr. Moyer to schedule a Safety & Security Public Forum Meeting for next week to further discuss the topic of school police.

**(Action)**

**CONSENT AGENDA**

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

**Approval of Minutes**

- Recommend approval of the minutes as presented from the September 26, 2022 Board 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 - there are no budget transfers

**Personnel**

**Professional Staff**

- **Administrations recommends approval of Professional Contract status (tenure) for the following professional staff members who has successfully completed three years of satisfactory service with the Shippensburg Area School District:**
  1. **Ashley G. Coy** – Physical Education Teacher, effective October 15, 2022
  2. **Christopher R. Napolitan** – Fifth Grade Teacher, effective retroactive to August 19, 2022.
  3. **Alexis N. Petersen** – Learning Support Teacher, effective retroactive to August 19, 2022.

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

4. **Crystal S. Gipe** – Special Education Teacher at the Shippensburg Area Middle School is requesting leave effective tentatively January 3, 2023 and continuing through approximately February 14, 2023.

**Support Staff**

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

5. **Maegan S. Snyder** – Part-Time Kitchen Helper at Nancy Grayson Elementary School effective retroactive September 30, 2022.

- **Administration recommends approval of the following change of hours:**

6. **Swarup A. Patel** – Part-Time Technology Specialist at the Shippensburg Area School District working 5 hours/day, 260 days per year TO Part-Time Technology Specialist at the Shippensburg Area School District working 8 hours/week, effective retroactive September 22, 2022. Hourly rate to remain the same.

- **Administration recommends approval of the following support staff employees who have successfully completed the sixty (60) day probationary period and achieved regular employment status. This is in accordance with the SAESP Bargaining Agreement, Article III, 3.02:**

7. **Christina M. Black** – Classroom Assistant at the Shippensburg Area Middle School, effective retroactive to September 16, 2022.

8. **Brandon W. Fisher** – Classroom Assistant at the Shippensburg Area Middle School, effective October 14, 2022.

- **Administration recommends approval of the following new appointments:**

9. **Alicia L. Raia** – Part-Time Noontime Aide at the Shippensburg Area Intermediate School, at an hourly rate of \$12.00, working 2 hours/day, 180 days/year effective retroactive September 29, 2022 (hiring dependent upon successful completion of all required paperwork (new position)).

10. **Paul L. Yeager** – Full-Time Floater Custodian for the Shippensburg Area School District, at an hourly rate of \$12.00, working 8 hours/day, 260 days/year effective date to be determined (hiring dependent upon successful completion of all required paperwork and clearances) (replacing Amy Yeagy - transfer).

**Supplemental Staff**

- **The following coaches are recommended for approval for the 2022-2023 winter coaching season:**

**Basketball**

11. **Angela M. Hostetter** – Shippensburg Area High School 9th Grade Girls Basketball Coach.
12. **Nicolas L. Jacoby** – Shippensburg Area High School 9th Grade Boys Basketball Co-Coach.
13. **Corey M. Kauffman** – Shippensburg Area High School Boys' JV Assistant Basketball Coach.
14. **Eric S. Minor** – Shippensburg Area High School Girls' Head Basketball Coach.
15. **Kylee L. Miller** -Shippensburg Area Middle School Girls' JV Basketball Coach.
16. **Trever L. O'Donnell** – Shippensburg Area High School 9th Grade Boys Basketball Co-Coach.
17. **Ray D. Robinson** - Shippensburg Area Middle School Girls' Varsity Basketball Coach.
18. **Gregory B. Reed** – Shippensburg Area Middle School Boys' Varsity Basketball Coach.
19. **Ray F. Staver** – Shippensburg Area High School Boys' Head Basketball Coach.

**Wrestling**

20. **Joshua J. Barrick** – Shippensburg Area Middle School Head Wrestling Coach.
21. **Russell T. Davidson** – Shippensburg Area Middle School Head Wrestling Coach.

**Swimming**

22. **Debra A. Hoffman** – Shippensburg Area High School Assistant Swimming and Diving Coach.
23. **Jonathon R. Hoffman** – Shippensburg Area High School Head Swimming and Diving Coach.

**Unified Bocce**

24. **John M Klenzing** – Head Bocce Coach

• **Administration recommends approval of the following new appointments:**

25. **Adam R. Wennick** – High School Drama Musical Director at a supplemental salary of \$3663.00 effective retroactive October 11, 2022 (replacing Luke D. Reed – resignation).

26. **Adam R. Wennick** – High School Play Production Director at a supplemental salary of \$2020.00 effective retroactive October 11, 2022 (replacing Luke D. Reed – resignation).

• **Administration recommends approval of the following volunteer coaches:**

27. **Hayden W. Carbaugh** – Middle School Football

28. **Kelly J. Finkey** – High School Swim and Dive

• **Administration recommends approval of the following ESSERS After-School Programing Appointments:**

All teachers will be paid \$33.86 per hour of instruction. Teachers receive 30 minutes of planning time for every 60 minutes teaching.

**Shippensburg Area Intermediate School**

**ELA**

29. **Heather M. Bear Wingert**

30. **Anita M. Crider**

31. **Kristi L. Luke**

32. **Emily A. Rickman**

33. **Julia M. Suchanek**

**Math**

34. **Samuel P. Hudson**

35. **Adam J. Miller**

36. **Alexis A. Mills**

37. **Christopher R. Napolitan**

38. **Marsha A. Schmus**



**ESL**

39. **Mari S. Bender**

**Substitutes (do not receive planning time)**

40. **Beth A. Jones**

41. **Shalee L. Ward**

**Nancy Grayson**

42. **Kirsten L. Shields – Kindergarten**

43. **Courtney A. Spengler – First Grade**

44. **Lindsay J. Glunt – Second Grade**

45. **Rylie M. Culbertson – Third Grade**

**Substitute (do not receive planning time)**

46. **Sarah R. Hepple**

- **Administration recommends approval of the following ESSERS After-School Tutoring Appointments:**

All teachers will be paid \$25.25 per hour

**High School**

47. **Jeannie A. Coons – English**

48. **John J. Kasarda – Science**

49. **Heather E. Kauffman – Foreign Language**

- **Administration recommends approval of the following list of position volunteers per SASD policy #916:**

<b>Drew Alosi</b>	<b>Stephanie Elliott</b>	<b>Roxann Lehman</b>	<b>Lindsey Weibley</b>
<b>Kara Alosi</b>	<b>Teddie Trexle Erickson</b>	<b>Sharon Lehman</b>	<b>Jourdyn Yohe</b>
<b>Katie Baker</b>	<b>Ava Franklin</b>	<b>Kathryn McCauslin</b>	
<b>Rachel Baker</b>	<b>Erica Hager</b>	<b>Megan Myers</b>	
<b>Jody Bowser</b>	<b>Leah Heckman</b>	<b>Kristin Ramsay</b>	
<b>Jennifer Briggs</b>	<b>Debra Hey</b>	<b>Billie Ritter</b>	
<b>Heather Brown</b>	<b>Kayla Hinkle</b>	<b>Jennifer Saintz</b>	
<b>Jennifer Buck</b>	<b>Renee Jones</b>	<b>Amanda Schuster</b>	
<b>Arcadia Clever</b>	<b>Brian Kiefer</b>	<b>John Sgirgnoli</b>	
<b>Laken Craig</b>	<b>Kelly Kiefer</b>	<b>Lindsey Shaffer</b>	
<b>Joshua Diehl</b>	<b>Julia Lacovitch</b>	<b>Marcie Taylor</b>	

**Memorandum of Agreement between SASD and the Shippensburg Area Education Association**

- Administration recommends approval of the Memorandum of Agreement (MOA) between the District and the Shippensburg Area Education Association to include language in Appendix B-2, Supplemental Salaries, Non-Athletic, under the Yearbook category that Grace B. Luhrs be added to this category with the compensation to be \$657.00 in 2022/23; \$663.00 in 2023/24; and \$670.00 in 2024/25. Also include the following language: "Any violations of this Memorandum of Agreement will be subject to the grievance procedure contained in the CBA".

When the current CBA was drafted and approved, the above was an oversight and was not included in the contract.

**Request to Form a Woodworking Club**

- Administration recommends approval of the request submitted by Mylinda Fowler, Practical Arts teacher, to form a Woodworking Club at the high school. Additional information regarding the club was provided to the Board.

A brief discussion occurred among the Board and Administration regarding the winter coach recommendations.

**Executive Session**

Mr. Buterbaugh announced there would be an Executive Session to discuss Personnel matters at 7:30 p.m. The meeting reconvened at 7:39 p.m.

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

**(Action)**

**CONSENT AGENDA**

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

**Partnership with Franklin County Children and Youth Services**

- Franklin County Children and Youth Services is offering a free program to districts in Franklin County that would enable a FCCCYS worker to be placed in their school district 2-3 days a week to work with counselors, police, and special support staff to help with families that would be referred to CYS. The information presented outlines what the school-based caseworker would be able to do while in the district.

Administration recommends approving the partnership with Franklin County Children and Youth Services.

A discussion occurred among the Board and Administration regarding the above Consent Agenda item.

The motion passed with **Burt, Eberly, Wolfinger, and Suders** voting **no**.

(Action)

**ACTION AGENDA**

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

**Lincoln Intermediate Unit #12 (LIU) Agreement for Bilingual Speech - Language Evaluation Services**

- Administration recommends approval of the service agreement with the Lincoln Intermediate Unit #12 to provide bilingual speech-language evaluation services on a fee-for-service basis. Costs for this service is \$100.00/hour.

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

(Action)

**ACTION AGENDA**

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

**Sunday Use of Facilities Request**

- Nancy Grayson PTO have requested use of Nancy Grayson Elementary School on Sunday, November 6, 2022 from 12:00 p.m. to 5:30 p.m. to hold their Fall Fest event for the students. The Fall Fest will include popcorn, vendors, carnival-type games, pumpkin activities, etc. There is no cost to the district, the event is fully funded by the PTO.

Administration has approved this date, however any Sunday use of District facilities must be approved by the School Board pursuant to Board Policy #707.

Administration recommends approval of this request.

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

(Action)

**ACTION AGENDA**

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

**Retroactive Approval for Security for Homecoming Dance**

- Administration recommends retroactive approval of the Schaad Detective Agency, Inc., for providing security at the SASHS Homecoming Dance that was held on Saturday, October 8, 2022 at the senior high school. The cost for this service is \$35.00/hour for four (4) hours for 2-4 unarmed employees of Schaad.

Additional information regarding the agency was provided to the Board.

A brief discussion occurred among the Board and Administration as to why this Action Agenda item was retroactive.

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

**(Action)**

**ACTION AGENDA**

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

**Approval to Apply for and Accept a Grant from PDE Food Service Equipment Grant**

- The SASD Food Service Department is requesting approval to apply for and accept a USDA Food Service Equipment Grant. If awarded, the funds would be used to purchase a Turbo Chef electronic countertop oven (not to exceed \$20,000) for use at the Middle School.

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

**(Action)**

**ACTION AGENDA**

On motion of Goates, seconded by Bard to approve the following Action Agenda item:

**Addendum to Agreement with ESS Northeast, LLC**

- Administration recommends approval of the Addendum to the Agreement between the Shippensburg Area School District and ESS Northeast, LLC for long term substitute teachers, including full day, half day, and full/half day longevity.

The addendum was provided to the Board.

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

**(Action)**

**ACTION AGENDA**

Mr. Marc Kurowski, K & W Engineers, spoke regarding the proposed Athletic Improvements Design Services Agreement.

An extensive discussion occurred among K & W Engineers, the Board, and Administration regarding but not limited to the following:

- 1) District-wide athletic feasibility study
- 2) The proposed Athletic Improvements Design Services Agreement
- 3) Timelines
- 4) Identifying the scope and project costs in conjunction with the educational feasibility study
- 5) Next steps to begin the multi-purpose stadium project
- 6) Revisited previous discussions around funding through a combination of bonds and use of Fund Balance.
- 7) Safety concerns with current facility at Memorial Park

- 8) Mrs. Wolfinger's presented a handout to the Board which shows information regarding district class sizes, current enrollment, and capacity by building
- 9) The need for a comprehensive plan to address both the district educational and athletic needs
- 10) Building tours to identify educational needs

On motion of Bard, seconded by Cressler to approve the following Action Agenda item:

**Approval for Athletic Improvements Design Services Agreement**

- Members of the Athletic Committee and Administration recommend the Board approve a professional services agreement with K&W Engineers to provide design services necessary for construction of athletic improvements on the high school site. The lump sum amount of the agreement for this work is \$547,995.00 plus reimbursable expenses.

The motion failed with **Burt, Eberly, Goates, Wolfinger, and Suders** voting no.

**(Action)**

**ACTION AGENDA**

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

**Recommendation to Reject Bids for Middle School Project**

- Recommendation to reject bids for the Shippensburg Area School District Middle School additions and alterations. Addendum 5 was not revised and sent out in time to meet our October 5, 2022 bid deadline. We are going to immediately re-advertise in the newspapers for rebidding.

Mr. Kreitz gave the Board a brief update on this Action Agenda item.

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

**(Action)**

**ACTION AGENDA**

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

**Memorandum of Agreement between the Shippensburg Area School District and the Shippensburg Area Educational Support Association**

- Administration recommends approval of the Memorandum of Agreement between the school district and the educational support association to include the Registered Behavior Technician position in the Collective Bargaining Agreement of the Educational Support Professionals.

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

(Information)

**DISCUSSION AGENDA**

**Athletic Stadium**

Mr. Scott inquired about making a motion to approve up to \$8 million dollars for the proposed stadium project on district premise and that this agenda item be placed on every agenda until it is approved or he is no longer on the Board.

Mr. Buterbaugh noted no member of the Board can make a motion from the floor as the public would be unaware of the vote but noted Mr. Scott's above motion can be placed on the next agenda as an Action Agenda item.

A discussion occurred among the Board regarding the proposed dollar value in Mr. Scott's motion.

**Facilities Projects**

**Cybersecurity Solution with the CAIU Taskforce Protecting Against Cybercrime (CATPAC)**

The Capital Area Intermediate Unit #15 (CAIU) is trying to put a consortium together to help protect districts if a cyber event occurs at one of the schools. They are looking for a five-year commitment of \$15,500.00 the first year and \$23,000.00+ each additional year.

The cost provides training, the installation of intrusion detection (Albert) sensors, a regional disaster recovery solution, and an annual vulnerability assessment. As part of the regional disaster recovery solution, the CAIU would have at least a nightly backup of our data on-site there. If servers in the district would become unusable, the CAIU would be ready to relatively quickly allow us to run everything from the servers at the IU.

The Administration will recommend approving the Letter of Commitment with the Capital Area Intermediate Unit with their Cybersecurity Solution. The first year costs \$15,500 and each of the remaining 4 years will cost \$23,000 plus the cost to cover additional items the consortium decides are needed. The cost for year one will come out of the undesignated technology fund balance. The remaining four years will be included in the technology budget.

Additional information regarding the taskforce was provided to the Board.

**Proposal with Cengage Learning**

Administration requests approval for the purchase of National Geographic Cengage digital resources to assist our ESL teachers in providing supplemental supports to our English Learners. The \$1,422.75 cost will be reimbursed through the Title III consortium with the Capital Area Intermediate Unit.

The proposal was provided to the Board.

**Increase English as a Second Language (ESL) Teachers from the Capital Area Intermediate Unit #15 (CAIU)**

Administration recommends increasing the ESL teachers from the Capital Area Intermediate Unit #15 (CAIU) from 40 hours per week (1 teacher 30 hours, 1 teacher 10 hours) to 65 hours per week (1 teacher 30 hours, 1 teacher 20 hours, 1 teacher 15 hours) to accommodate the unanticipated increased support needed for English Learners in the district. This will add an additional non-budgeted \$90,000 to contracted ESL services through the CAIU for the remainder of the 2022-2023 Academic School year.

**Request to Form Mindfulness Club at the High School**

Administration will recommend approval of the request from Michele Dubbs, high school guidance counselor, to form the Mindfulness Club at the high school.

Information regarding the club was provided to the Board.

**Authorization for Payment of November and December 2022 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 9, 2023 meeting.

**Job Description Update**

Administration has updated the June 11, 2018 Board approved job description for Elementary K-8 Virtual Education Teacher and will recommend approval of the minor updates.

The job description was provided to the Board.

**~~Proposal for Safety and Security Officer for SASD (Removed from agenda by Mark Buterbaugh)~~**

~~Administration recommends entering into a partnership with the Shippensburg Borough Police Department to secure a Security Resource Officer (SRO) for the District.~~

**Approval for Positions for Additional Autism Support Classroom at James Burd Elementary School**

Administration is recommending approval of an additional autism support classroom at James Burd Elementary School and the hiring of the following two positions:

Special Education Teacher

Part-time Classroom Assistant

This classroom will offer special education supports and services to a number of students who have recently been identified as being eligible and in need of special education services under the disability category of autism and/or those who are currently in the evaluation process and are expected to qualify for special education services under the disability category of autism.

**Executive Director for SASD and The Greyhound Foundation**

The Community Outreach Committee and Administration recommends entering into a 50/50 partnership with The Greyhound Foundation to form an Executive Director position, pending completion of a job description and definition of salary/benefits.

A discussion occurred among the Board regarding this Discussion Agenda item including but not limited to the proposed job description, timeline for the review and development of the salary and benefits component, etc. The Board also requested this item remain as a Discussion item on the October 24, 2022 agenda.

**(Information)**

**CITIZENS COMMENTS REGARDING NON-AGENDA ITEMS**

Marlyn Reed, resident of S.A.S.D., applauded the efforts to create an Executive Director for the Greyhound Foundation. She also commented on the agreement with Children and Youth and felt parents should have been notified of the proposed partnership.

**BOARD COMMENTS**

Mr. Kreitz inquired about using Schaad Detective Agency for additional security needs.

Mr. Buterbaugh noted the Board would need a proposal and the item would appear as a Discussion Agenda item and then a Consent Agenda item for approval.

Mr. Cressler noted he is excited about the district moving forward with a security officer and upcoming Community Forum on this topic. He asked for an update on where the flags given by last year's exchange students were being displayed.

Mrs. Luffy noted the flags are still in her office and she is brain storming on a location to display them.

Mrs. Eberly commented on the district's Homecoming Dance photos and the staff who helped make the event a success.

Mrs. Wolfinger thanked Mrs. Zima and Mrs. Bridges for the Special Education classroom tour. She encouraged the entire Board to take the time for this tour.

**INFORMATION**

**Date Saver**

**October 24:** School Board Meeting - 7:00 p.m. in the Senior High School Library

**November 11:** Veterans Day - No School for Students or Teachers

**November 14:** School Board Meeting - 7:00 p.m. in the Senior High School Library (only 1 Board Meeting in November)

**November 16:** Staff Development - No School for Students



**November 23:** 2 Hour Early Dismissal - Thanksgiving Break

**November 24-28:** Thanksgiving Break - District Closed

**November 29:** Staff Development - No School for Students

**December 5:** School Board Meeting - 7:00 p.m. in the Senior High School Library (only 1 Board Meeting in December)

**ADJOURNMENT**

On motion of Suders, seconded by Scott to adjourn at 9:12 p.m.



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Cristy Lentz  
Board Secretary