



**SHIPPENSBURG AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING MINUTES  
September 9, 2024**

The Shippensburg Area Board of School Directors met on September 9, 2024 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. Kirk Naugle  
Mr. Jim Bard  
Mr. Mike Carey  
Mr. Levi Cressler

Mr. Daren Donovan  
Dr. Nathan Goates, **Absent**  
Dr. Michael Lyman  
Mr. Fred Scott

**Administrative Staff**

Mr. William August, Superintendent  
Mrs. Leslee DeLong, Assistant to the Superintendent  
Dr. Susan Donat - Director of Curriculum, Instruction, and Assessment  
Dr. Troy Stevens, Director of Technology  
Mrs. Deborah Luffy, High School Principal

**Student Representatives**

Adna Pacavar, **Absent**  
Leonardo Blount, **Absent**

**Board Secretary/Chief Financial Officer**

Mrs. Cristy Lentz

**EXECUTIVE SESSION**

Mrs. Steph Eberly announced the Board met in executive session at 6:30 p.m. this evening for negotiation purposes.

**1.f AGENDA APPROVAL**

**Scott** made a motion, seconded by **Carey**, to approve the agenda as presented.

**The motion passed unanimously.**

**2. CITIZENS' COMMENTS (AGENDA ITEMS ONLY) -**

Tim Hess – Resident of SASD, spoke regarding board agenda items 5A, 5R, and lights at the stadium.

Becky Wolfinger – Resident of SASD, spoke regarding board agenda item 5T and shared how the Music Department staffing arrangement at the High School has affected her two students.

### **3. REPORTS**

**3.a. Student Representatives - Adna Pacavar and Leonardo Blount - None**

**3.b. Franklin County Career Center Report - None**

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

**3.c.a. Facilities Committee** - A meeting was held on September 5, 2024 and topics included: holding a sale of outdated District equipment, solar possibilities, dirt /topsoil pile from stadium project, researching contract/billing questions regarding engineers and architects for current construction projects, and pursuing costs on lights for the stadium. Most projects seem to be on financial target at this point, except for soft costs. The timeline for the completion of the stadium was also discussed.

#### **3.d. Curriculum Report - Dr. Susan Donat -**

Dr. Donat provided the Board and Community with information regarding the District's grading scale compared to other surrounding Districts via a presentation. A copy of the presentation can be found attached to Agenda Manager. A discussion occurred among the Board and Administration.

#### **3.e. Superintendent's Report**

**3.e.a. Enrollment Report** - See Agenda Manager

A discussion occurred among the Board and Administration regarding the enrollment report.

### **4. CONSENT AGENDA:**

**Scott** made a motion, seconded by **Cressler**, to approve items **4a through 4e** of the Consent Agenda.

#### **4.a. Approval of Minutes from the August 26, 2024 Board Meeting**

#### **4.b. Finance**

**Recommend approval of the following:**

**1. Bills of Payment**

**2. Budget Reports** - Budget Summary

#### **4.c. Request to Form a New Activity - Tri-M Music Honor Society**

**4.d. Curriculum** - Art 2, Art 3, Art 4, Art 5, Chemistry in the Physical World, Climate and Weather, and Earth Science.

#### **4.e. Personnel - Professional and Support**

##### **Professional Staff**

**Administration recommends approval of the following resignation for the purpose of retirement:**

**1. Glenda R. Hockensmith** – First Grade Teacher at James Burd Elementary School, effective October 25, 2024

**Administration recommends approval of salary adjustments for the following professional staff members, having each successfully completed additional courses for a degree change and/or the achievement of a different credit hour level, effective the first pay of the 2024-2025 school year:**

**2. David A. Barrett** – Master's 90

**3. Jennifer A. Flinchbaugh** – Master's 60

**4. Jonathan A. Marshall** – Master's 60

**5. Zachary R. Miller** – Master's 60

**6. Adam J. Miller** – Master's 60

**7. Kristoffer Rhinehart** – Master's 75

**8. Curtis G. Stoner** – Master's 60

**9. Lora S. Stoner** – Master's 90

**Administration recommends approval of Professional Contract status (tenure) for the following professional staff members who have successfully completed three years of satisfactory service with the Shippensburg Area School District:**

**10. Janelle E. Chamberlin** – Learning Support Teacher, effective retroactive August 30, 2024

##### **Support Staff**

**Administration recommends approval of the following resignation for the purpose of retirement:**

**11. Debra L. Etter** – Full-Time LPN at James Burd Elementary School and Nancy Grayson Elementary School effective October 16, 2024. Requests to remain as a substitute LPN

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

**12. Joyce R. Yeager** – Part-Time Kitchen Helper at Shippensburg Area Middle School, effective retroactive August 23, 2024. Requests to remain as a substitute Kitchen Helper

**Administration recommends approval of the following corrections from the August 12, 2024 Board Agenda**

**13. Amy L. Vance** – Part-Time Head Cook at James Burd Elementary School, at an hourly rate of \$13.95, working 4 hours/day, 180 days/year, TO Part-Time Baker/Assistant Cook at James Burd Elementary School, at an hourly rate of \$15.51, working 5 hours/day, 180 days/year, effective retroactive August 26, 2024 (new position board approved June 10, 2024)

**14. Deborah A. Weaver** – Part-Time Kitchen Helper at Shippensburg Area High School, at an hourly rate of \$13.45, working 5 hours/day, 180 days/year, TO Part-Time Kitchen Helper at Shippensburg Area High School, at an hourly rate of \$13.45, working 4 hours/day, 180 days/year, effective retroactive August 12, 2024 (replacing McKenzie E. Wade – resignation)

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

**15. Erin M. Landis** – Full-Time Classroom Assistant at Shippensburg Area High School, at an hourly rate of \$16.67, working 7.25 hours/day, 186 days per year TO Head of Custodial Services at Shippensburg Area School District, at an hourly rate of \$18.84, working 8 hours/day, 260 days/year, effective September 10, 2024 (new position board approved March 11, 2024)

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

**16. Donna M. Denny** – Part-Time Secretary to the Custodial and Maintenance Department at an hourly rate of \$15.45 working 5.75 hours/day, 260 days/year, effective September 10, 2024 (replacing Christina E. Sweats – transfer)

**17. Ashley Kilburn** – Part-Time Custodian at Shippensburg Area Middle School at an hourly rate of \$14.17, working 5.75 hours/day, 260 days/year, effective approximately September 10, 2024 (replacing Sujan Dhakal – resignation)

**18. Melissa A. Moats** – Full-Time Custodian at Shippensburg Area Intermediate School, at an hourly rate of \$14.89, working 8 hours/day, 260 days/year, effective approximately September 10, 2024 (replacing Edward A. Campbell – transfer)

**19. Harley Rendler** – Part-Time Classroom Assistant at Shippensburg Area Middle School, at an hourly rate of \$14.95, working 5.75 hours/day, 182 days/year, effective approximately September 24, 2024 (replacing Sherri Ramsburg – resignation)

**20. Deborah L. Weary** – Part-Time Classroom Assistant at Nancy Grayson Elementary, at an hourly rate of \$14.95, working 5.75 hours/day, 182 days/year, effective approximately September 16, 2024 (replacing Sydney E. Doyle – transfer)

**Supplemental Staff**

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

**21. Sharon G. Lawrence** – High School Assistant Stage Manager and AV Coordinator at a supplemental salary of \$2,029.00 effective for 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)**

**22. David A. Barrett** – 5<sup>th</sup> Grade Level Chair at a supplemental salary of \$1,892.00, effective for the 2024-2025 school year (replacing Corey M. Kauffman – resignation)

**23. Amber D. Keller** – ELD Department Chair at a supplemental salary of \$1,892.00 effective for the 2024-2025 school year (new position)

**24. Matthew S. Unger** – Middle School Boys Head Soccer Coach at a supplemental salary of \$2,730.00, effective March 10, 2025 (replacing Timothy J. Carey – resignation)

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

**25. Tony E. Albright** – District Event Staff at Shippensburg Area School District, at an hourly rate of \$25 per hour, effective approximately September 10, 2024 (New position and hourly rate board approved August 26, 2024)

**26. Scott E. Burkholder** – District Event Staff at Shippensburg Area School District, at an hourly rate of \$25 per hour, effective September 10, 2024 (New position and hourly rate board approved August 26, 2024)

**27. Eric J. Gill Jr.** – District Event Staff at Shippensburg Area School District, at an hourly rate of \$25 per hour, effective approximately September 10, 2024 (New position and hourly rate board approved August 26, 2024)

**28. William D. Hopkins** – District Event Staff at Shippensburg Area School District, at an hourly rate of \$25 per hour, effective September 10, 2024 (New position and hourly rate board approved August 26, 2024)

**The motion passed unanimously.**

**Lyman** made a motion, seconded by **Carey**, to approve items **4f** of the Consent Agenda.

**4.f. Personnel - Administration**

**Administrative Staff**

Motion to approve **Caleb Barwin** as Business Administrator at Shippensburg Area School District with a start date to be determined and such approval as Business Administrator conditional upon a contract being approved with all terms and conditions within ninety (90) days of said motion.

**The motion passed unanimously.**

**5. ACTION AGENDA:**

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

**5.a. Boys/Girls Wrestling Co-Op**

**The motion passed unanimously.**

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

**5.b. SAMS Field Trip - Volvo Customer Center**

**The motion passed unanimously.**

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

**5.c.** Revised 2024-2025 Meal Price for Adult Breakfast

**The motion passed unanimously.**

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

**5.d.** Revised Job Description - Virtual Education Academic Advisor/Special Education Teacher

**The motion passed unanimously.**

**Scott** made a motion, seconded by **Donovan**, to approve item 5e of the Action Agenda.

**5.e.** Revised Job Description - Business Administrator

**On roll call, all present voted yes except for Carey and Naugle who voted no.**

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

**5.f.** Cumberland-Perry MH.IDD Letter of Agreement

**The motion passed unanimously.**

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

**5.g.** LAUREL LIFE - 2023-2024 SOAR CONTRACT

**The motion passed unanimously.**

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

**5.h.** LAUREL LIFE - 2024-2025 SOAR CONTRACT

**The motion passed unanimously.**

**Donovan** made a motion, seconded by **Lyman**, to approve item 5i of the Action Agenda.

**5.i.** Quote for Newsela ELA, Social Studies, and 1 PD session for grades 6-8

**The motion passed unanimously.**

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

**5.j.** Special Education Curriculum

**The motion passed unanimously.**

**Donovan** made a motion, seconded by **Scott**, to approve item 5k of the Action Agenda.

**5.k.** The Vista School - Extended School Year Educational Services Addendum

**The motion passed unanimously.**

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

**5.l.** Agreement with The Vista School for Special Education Services

**The motion passed unanimously.**

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

**5.m.** Hoffman Homes Agreement

**The motion passed unanimously.**

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

**5.n.** Diakon Child, Family and Community Ministries, d/b/a, Diakon Youth Services Education Service Contract – Fiscal Year 2024-2025

**The motion passed unanimously.**

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

**5.o.** Full-Time Personal Care Assistant

**The motion passed unanimously.**

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

**5.p. Reschini Employer Reporting Engagement Proposal 2024**

**The motion passed unanimously.**

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

**5.q. Resolution Not to Raise Taxes Above the Index for the 2025-2026 Budget**

**The motion passed unanimously.**

**Naugle** made a motion, seconded by **Lyman**, to approve item 5r of the Action Agenda.

**5.r. Traffic Evaluation Proposal**

A discussion occurred among the Board and Administration.

**The motion passed unanimously.**

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

**5.s. PASBO District Operations Review**

A discussion occurred among the Board and Administration. Costs will be paid for from unassigned fund balance.

**The motion passed unanimously.**

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

**5.t. Additional Part Time Music Teacher Position**

A discussion occurred among the Board and Administration.

**On roll call, all present voted yes except Carey, Cressler, Lyman, and Donovan who voted no.**

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

**5.u. Approval of an Aquatic Instructor and Aquatic Aide**

A discussion occurred among the Board and Administration.

**Lyman** made a motion to amend 5u, seconded by **Naugle**, to include an Aquatic Instructor and Aquatic Aide along with a full-time music teacher as a budget priority for 2025-2026.

**On roll call, all present voted yes except Bard who voted no.**

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

**5.v. Real Estate Appraisal**

**The motion passed unanimously.**

## **6. DISCUSSION AGENDA – For approval at the September 23, 2024 Meeting:**

**6.a. Curriculum Maps**

**6.b. 2024-25 Greyhound Virtual Academy Student-Parent Handbook**

**6.c. Robotics Grant**

**6.d. Board of School Directors Meeting Schedule for 2025**

**6.e. Sunday Use of Facilities**

**6.f. River Rock Academy Contract – Secondary & Elementary**

**6.g. Hoffman Academy Master Agreement & Addendum**

**6.h. Speech Therapy Agreement – TherAbilities**

6.i. Superintendents Leadership Network Membership 2024-2025

6.j. Electricity Contract – Periods Beyond July 2025

6.k. Shippensburg Area Joint School Authority

6.l. Amendment No. 3 - NPDES Permit Revisions\*

**\*Denotes a discussion occurred among the Board and Administration.**

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

None

## **8. BOARD COMMENTS:**

Kirk Naugle – As recent meetings have shown; the Board has been faced with many difficult decisions. He is recommending the creation of a sub-Budget and Finance Committee for future and long-range forecasting and possibly using an ad hoc committee.

Michael Lyman – Acknowledged some tough decisions were made tonight and noted he enjoys working with his fellow Board Members.

Jim Bard – Thanked Cristy for her time here and wished her best of luck in her new adventure.

Levi Cressler – Provided a sports update and shared progress on the stadium project.

Mike Carey – Echoed comments of Dr. Lyman and recommended the possibility of a high school student to complete the board meeting minutes.

Daren Donovan – Spoke in regard to the additional music teacher request and aquatic program staffing request, Mr. Donovan noted there are a lot of moving parts operating school districts and be mindful of all those things that occur and doesn't give the Board flexibility to say yes right away.

Steph Eberly – Mrs. Eberly provided a reflection on progress of the Board, the growth of the Board in handling the difference of opinions and thanked her fellow board members.

## **9. INFORMATION:**

### **9.a. Date Saver**

#### **Board Calendar -**

**September 12** - Transportation Committee

**September 19** - Facilities Committee

**September 25** - Safety and Security

#### **Student Calendar –**

**September 18** – 2 hour early dismissal, Act 80

## **ADJOURNMENT**



Mrs. Steph Eberly adjourned the meeting at 9:46 p.m.

  
Cristy Lentz, Board Secretary