

**SPRING-FORD AREA SCHOOL DISTRICT**  
**Property Committee**  
**April 12, 2022 - 7:30 PM**  
**District Office Conference Room**  
**Meeting Minutes**

**Attendees:** Clinton Jackson, Abby Deardorff, Dave Shafer, Erica Hermans, Dr. Wright, Wendy Earle via zoom, Dave Boyer, Robert Rizzo, Will Cromley, Shawn Ryan and Robert Hunter

Acceptance of the March 2022 Meeting Minutes by Clinton Jackson

**Ongoing Business – Operations**

- A. Spring City Elementary Strategic Planning Presentation
  - 1. ICS consulting presented the presentation from the March 14<sup>th</sup> administration kickoff meeting. We discussed the purpose of this planning process with the goal of identifying the best option that will address major facilities needs and increased student enrollment.

**New Business – Operations**

- A. Custodial emergency overtime compensation
  - 1. We discussed the board's decision on 10/25/21 to amend the custodial agreement allowing vacation and sick leave to count towards the 40-hour work week when deemed an emergency by the Director of Operations. In the beginning of September 2021 overtime was deemed an emergency to cover contracted cleaner vacancies. The committee is recommending for the board to approve retroactively paying the difference in hours that were paid at straight time from 9/1/21 to 10/25/21 which is equal to 56 hours at the individual custodial hourly rates. This item will be on the agenda for approval.
- B. Teacher furniture replacement 2022
  - 1. We discussed the ongoing teacher furniture replacement plan and this year's purchase through Kurtz Brothers for \$160,770.30 through COSTARS. This Capital Reserve purchase has been budgeted for 21/22 fiscal year and is on the agenda for approval.

**Other Business – Operations**

- A. Oaks Elementary space planning
  - 1. We discussed this upcoming school year's need for 4 small group instruction classrooms and the plan of subdividing 2 classrooms into the 4 rooms. More details will be available at the May Property Meeting.

**Ongoing Business - School Police and Emergency Management**

- A. Projects and initiatives
  - 1. Daily Traffic Control HS, 567 Flex, UPE.
  - 2. SFSP has investigated several S2SS Tips since 2/8/22. (16 total) (9 Life Safety)
  - 3. Fire Drills, Evacuation Drills, and ALICE Drills occurred and were documented per Safe Schools requirements.
  - 4. Districts Rapid Testing Clinic: We are temporarily shutting down operations until there is a need to re-open the clinic 3/10/22. We are prepared to re-open should the situation dictate. We have over 1200 rapid tests in stocks, 16,000 adult masks, 10,000 kid sized masks, and 4000 KN95 masks.
  - 5. Camera Systems 5 Year Plan: Integrated Security Systems started the assessment of our current camera system and servers on 12/27/21. Progress: high school changes already underway. A strategic plan of priorities was presented.
- B. Grants: Nothing to report

C. Training / PD

1. MPOETC Mandatory Annual Updates completed by my team.
2. I LOVE YOU GUYS. Reunification planning and training 04/28/2022 virtual training to be attended by Chief Boyer and Lt. Phillips.
3. Mandatory Firearms Training scheduled May 17, 2022.
4. LESSONS LEARNED FROM THE MARJORY STONEMAN DOUGLAS HIGH SCHOOL SHOOTING 4/26/2022 held by the Upper Dublin Police Department.

D. Meeting Updates: Nothing to report.

E. New Business

1. School Police Officer hiring process, initial interviews 4/6/22 and 4/13/22.
2. Restarted our safe school assessments with the Montgomery County Department of Public Safety. On 4/5/22 LES was completed, 4/7/22 SCE, and 4/12/22 EES. We are awaiting their reports to review.

**Other Business:**

**Actionable Items:**

- A. ISS Camera Plan Phase 1 – Administration recommends approval for the Phase 1 camera upgrade project at the 8<sup>th</sup> Grade Center, 9<sup>th</sup> Grade Center, and the High School with Integrated Security Systems through COSTARS 040-058; Camera installation, replacement, data storage and maintenance service agreement. Total cost will not exceed \$485,026.00. Funding will come from the Capital Reserve and then repaid from the School Safety Operating Budget.
- B. Administration recommends approval for the retroactive payment for custodial hours.
- C. Administration recommends approval to purchase teacher furniture replacement through Kurtz Brothers.

**Needs for Next Meeting:**

**Board Comment:**