

**SPRING-FORD AREA SCHOOL DISTRICT
WORK SESSION
MONDAY, June 20, 2022 ~ 7:30 P.M.**

RCTV YouTube Address: <https://www.youtube.com/ramcountrytv>

Zoom Address: <https://spring-ford/zoom.us/j/737353244>

MISSION STATEMENT

Spring-Ford Area School District strives to be educationally relevant, focused on achievement and growth, and have a priority on people so that students are fully prepared to positively contribute to their society.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

1. The Board will have an Executive Session at 6:45 to discuss Personnel.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

II. PRESENTATION

- A. Director of Technology, Mr. Bob Catalano, and Director of Curriculum, Instruction, and Educational Technology, Mrs. Catie Gardy**, will present on current and future programs and projects. The topics include long-range plans for technology, professional development plans, instructional technology, upcoming curriculum reviews, summer programming, and Spring-Ford Cyber Learning.

III. ACTION ITEM

- A.** Board approval is needed of **Resolution 2022-47** commending **Ester Mokonchu**, a member of the Spring-Ford High School Girls Indoor Track Team Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Dave Cain, Matt Varaday, and Bella Marchini for the PAC Championship Shot Put win. **(Attachment A1)**
- B.** Board approval is needed of **Resolution 2022-48** commending **Nene Mokonchu**, a member of the Spring-Ford High School Girls Indoor Track Team and Spring-Ford Girls Indoor Track Team Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Dave Cain, Matt Varaday, and Bella Marchini for the PAC Championship, PIAA District One Championship and the first PIAA State Girls High Jump Championship at 5'10". **(Attachment A2)**
- C.** Board approval is needed of **Resolution 2022-49** commending **Jordan Littlejohn, Elizabeth Nguyen, Claire Lanzisera and Kaleigh Hudson** members of the Spring-Ford High School Girls' Track Team and Spring-Ford Girls' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini for winning the 2022 Pioneer Athletic Conference Girls' 4 x 100 Meter Relay Championship. **(Attachment A3)**
- D.** Board approval is needed of **Resolution 2022-50** commending **Jordan Lutz, Addison Pritz, McKenzie Thomas and Nene Mokonchu** members of the Spring-Ford High School Girls' Track Team and Spring-Ford Girls' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini for winning the Pioneer Athletic Conference Girls' 4 x 400 Meter Relay Championship and qualified for the PIAA District One Meet. **(Attachment A4)**

- E. Board approval is needed of **Resolution 2022-51** commending **Justin Russell** member of the Spring-Ford High School Boys' Track Team and Spring-Ford Boys' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini for winning the Pioneer Athletic Conference Boys' 300 Meter Hurdles and qualified for PIAA District One Meet. **(Attachment A5)**
- F. Board approval is needed of **Resolution 2022-52** commending **Alex Tuefel** member of the Spring-Ford High School Boys' Track Team and Spring-Ford Boys' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini for winning the Pioneer Athletic Conference Boys' Pole Vault with a height 14'0" and qualified for PIAA District One Meet. **(Attachment A6)**
- G. Board approval is needed of **Resolution 2022-53** commending **Leo Aguilar, Mason Scott, Chris Brittingham, Travel Wellons**, members of the Boys Track Team and Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Dave Cain, Matt Varaday and Bella Marchini for earning a 6th Place Medal at the PIAA State Championship 4 x 100 meter relay. **(Attachment A7)**
- H. Board approval is needed of **Resolution 2022-54** commending **Spring-Ford Boys' Tennis Coach John Brennan and his Assistant Coaches Ryan Rendick and Todd Reagan** for winning the Pioneer Athletic Conference Championship. **(Attachment A8)**
- I. Board approval is needed of **Resolution 2022-55** commending **Cameron Moore**, a member of the Spring-Ford High School Boys' Tennis Team, and Spring-Ford Boys' Tennis Head Coach John Brennan and his Assistant Coaches Ryan Rendick and Todd Reagan for winning the Pioneer Athletic Conference Boys' Tennis Singles Championship.. **(Attachment A9)**
- J. Board approval is needed of **Resolution 2022-56** commending **Cameron Moore and Navein Suresh**, members of the Spring-Ford High School Boys' Tennis Team, and Spring-Ford Boys' Tennis Head Coach John Brennan and his Assistant Coaches Ryan Rendick and Todd Reagan for winning the Pioneer Athletic Conference Boys' Tennis Doubles Championship.. **(Attachment A10)**
- K. Board approval is needed of **Resolution 2022-57** commending Spring-Ford Boys' Lacrosse **Coach Kevin Donnelly and his Assistant Coaches Kevin Czapor, Chuck Baker** for winning the Pioneer Athletic Conference Championship. **(Attachment A11)**

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report	Aditi Mangal/Arhan Kaul	
Policy	Wendy Earle	2 nd Mon. 6:30 p.m
Curriculum/Technology	Dr. Margaret Wright	2 nd Mon. 7:30 p.m.
Finance	Clinton L. Jackson	2 nd Tue. 6:30 p.m.
Property	Clinton L. Jackson	2 nd Tue. 7:30 p.m.
WMCTC	Earle/Weingarten/Zasowski	1 st Mon. 7:00 p.m.
Asst. Superintendent's Report	Dr. Kelly Murray/Dr. Tina Giambattista	
Solicitor's Report	Mark Fitzgerald	

V. MINUTES

- A. Administration recommends approval of the May 16, 2022, Work Session minutes. **(Attachment A12)**
- B. Administration recommends approval of the May 23, 2022, Board Meeting minutes. **(Attachment A13)**

VI. PERSONNEL

A. Resignations

1. **Gabrielle V. Adelsberger**; Special Education Teacher, Extended School Year.
Effective: June 8, 2022.
2. **Susan L. Bing**; Part-Time Food Service (4 hour/day), 8th Grade Center.
Effective: June 10, 2022.
3. **Tina M. Carfagno**; Teacher, Summer R.A.M.S. Effective: June 13, 2022.
4. **Gillian Cedrone**; Gifted Support Teacher, Oaks and Upper Providence Elementary Schools. Effective: June 13, 2022.
5. **Aniqua G. Coleman**; Instructional Assistant, Extended School Year.
Effective: June 10, 2022.
6. **Chelsea K. Flynn**; Special Education Teacher, Senior High School. Effective: August 5, 2022.
7. **Brittany L. Harrington**; Instructional Assistant, Extended School Year.
Effective: June 9, 2022.
8. **Carol K. Heringslake**; Instructional Assistant, Royersford Elementary School for the purpose of retirement. Effective: June 13, 2022.
9. **Stacey C. Huntington**; Certified School Nurse, 7th Grade Center.
Effective: June 13, 2022.
10. **Sophia A. Iliadis**; Special Education Teacher, Extended School Year.
Effective: May 24, 2022.
11. **Kyla Kaczerski**; Special Education Teacher Tutor, Extended School Year.
Effective: June 8, 2022.
12. **Brian J. Kraeer**; Teacher, Spring-Ford Cyber Learning (per the 2022-2023 MOU) for the 2022-2023 School Year. Effective: May 24, 2022.
13. **Kathy A. Lebedynsky-Pencak**; Instructional Assistant, Evans Elementary School.
Effective: July 28, 2022.
14. **Parker J. Loomis**; Social Studies Teacher, 9th Grade Center for the purpose of retirement. Effective: June 13, 2022.
15. **Barbara J. McGuigan**; Special Education Teacher, Extended School Year.
Effective: June 13, 2022.
16. **Tyler S. Morris**; Instructional Assistant, 8th Grade Center. Effective: June 14, 2022.
17. **Khoa D. Pham**; Chemistry Teacher, Senior High School. Effective: June 13, 2022.
18. **Natalie G. Pietrowski**; Special Education Teacher, 8th Grade Center.
Effective: August 1, 2022.

19. **Amanda M. Samperi**; Speech & Language Therapist, Limerick Elementary School.
Effective: August 22, 2022.
20. **Nicole E. Schieck**; Title I Mathematics Teacher, Royersford Elementary School.
Effective: June 30, 2022.
21. **Lindsay Stout**; Instructional Assistant, Senior High School. Effective: June 13, 2022.
22. **Megan T. Valentino**; Instructional Assistant, Evans Elementary School.
Effective: June 13, 2022
23. **Amanda L. Young**; Elementary Teacher, Brooke Elementary School.
Effective: June 13, 2022.

B. Leave of Absence

1. **Danielle M. Albanese**; Special Education Teacher, Evans Elementary School for a leave of absence per the Professional Agreement. Effective: August 23, 2022 through January 24, 2023.
2. **Katherine Macel**; Speech & Language Therapist, Limerick Elementary School for a leave of absence per the Professional Agreement. Effective: August 23, 2022, through the 2022-2023 School Year.
3. **Ashley H. Pettinelli**; Elementary Teacher, Oaks Elementary School for an extension of leave of absence per the Professional Agreement. Effective: August 23, 2022 through January 24, 2023.

C. Professional Employees

1. **Hannah Z. Coath**; Special Education Teacher, 5th/6th Grade Center replacing Richard M. Cechak who retired. Compensation has been set at B, Step 2, \$52,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
2. **Tara M. Talley**; Special Education Teacher, Senior High School replacing Samantha T. Rowles who resigned. Compensation has been set at B, Step 2, \$52,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

D. Temporary Professional Employee

1. **Matthew J. Burbano**; Social Studies Teacher, 7th Grade Center replacing Rachel M. Custer who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
2. **Rachel E. Gwinn**; Special Education Teacher, 5/6th Grade Center replacing Michele J. Biehl who retired. Compensation has been set at M, Step 2, \$53,500.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
3. **Katherine G. Livengood**; Special Education Teacher, 7th Grade Center replacing Julie C. Davis who resigned. Compensation has been set at M, Step 3, \$54,500.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

E. Change of Status

1. **Mary K. Burkholder**; Part-Time (0.5) Special Education Teacher to Full-Time Special Education Teacher replacing Agnes M. Wright who retired. Compensation has been set at

M, Step 13, \$85,500.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

2. **Sue M. Choi**; 10 Month Principal to 12 Month Principal at Spring City Elementary School. Compensation has been set at \$130,500.00 with benefits per the Act 93 Agreement. Effective: July 1, 2022.
3. **Elizabeth A. Hayes**; Part-Time Food Service (4 hour/day) to Food Service Manager at Evans Elementary School replacing Linda Rega who retired. Compensation has been set at \$20.49/hour with benefits per the Food Service Benefit Summary. Effective: August 29, 2022.
4. **Annmarie Mill**; Level III Secretary- Receptionist to Level II Administrative Assistant-Accounting Specialist at the District Office replacing Courtney L. Mullen who had a change of status. Compensation has been set at \$19.80/hour with benefits per the Secretary Benefit Summary. Effective: June 20, 2022.
5. **Colleen M. Slavin**; 10 Month Assistant Principal to 12 Month Assistant Principal at the 8th Grade Center. Compensation has been set at \$117,600.00 with benefits per the Act 93 Agreement. Effective: July 1, 2022.

F. Support Staff

1. **Timothy A. Brennan**; School Police Officer, 5/6th Grade Center replacing Nicholas DelRomano who resigned. Compensation has been set at \$29.00/hour with benefits. Effective: August 23, 2022.
2. **Robert J. Quinn**; Custodian, Evans Elementary School, replacing Peter A. Kowalczyk who retired. Compensation has been set at \$17.22/hour with benefits per the Custodian Benefit Summary. Effective June 20, 2022.
3. **Katherine A. Ryberg**; 3rd Shift Custodian, Senior High School replacing Dominick T. Morello, Jr. who retired. Compensation has been set at \$17.22/hour with benefits per the Custodian Benefit Summary. Effective July 18, 2022.

- G.** Administration recommends approval of the following Professional Staff as Special Education Teachers for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Brianna M. Hine**
2. **Alyssa L. Sontag**
3. **Nicole M. Zucal**

- H.** Administration recommends approval of the following Professional Staff as Special Education Teacher Tutors for the 2022 Extended School Year Program (ESY) for a minimum of 30 hours. The position runs June 27, 2022 through August 19, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Jamie M. Banks**

- I.** Administration recommends approval of the following Support Staff as Instructional Assistants for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:45 AM to 2:15 PM; June 23, 2022 through July 28, 2022. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Alyssa M. Corropolese**
 2. **Graceanne Donahue**
 3. **Stephanie M. Gehret**
 4. **Joseph M. Morgan**
- J. Administration recommends approval of the following Professional Staff as Full Time Equivalent Speech Therapists for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.
1. **Alainna D. Rehrer**
- K. Administration recommends approval of the following Professional Staff as Special Education Teacher Substitutes for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.
1. **Gabrielle V. Adelsberger**
- L. Administration recommends approval for **Sharon Wiltsie** to be hired as a nurse for Summer Band Camp from August 8, 2022 through August 19, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), not to exceed 55 hours. Funding will be from the General Fund.
- M. Administration recommends approval of **Dr. Kelly A. Di Pietro-Edwards**, Senior High 9th Grade Principal, replacing Dr. Theresa M. Weidenbaugh who retired. Compensation will be set at \$146,500.00, prorated based upon start date, with benefits as per the Act 93 Administrators Plan. Effective: To be determined.
- N. Administration recommends the approval of the following Professional Staff as SFCL teachers for the 2022-2023 school year. Compensation has been set according to the Memorandum of Agreement matrix (FICA & Retirement). Funding will be from ESSER.
1. **Zoe D. Jacobs**
 2. **Jaclyn A. McDermott**
 3. **Tara L. O'Toole**
 4. **Sarah Pinard**
 5. **Mollie M. Smith-Wood**
- O. Administration recommends approval of the attached job description for Assistant Director of Human Resources. **(Attachment A14)**
- P. Administration recommends approval of the attached job description for Special Education Program Specialist. **(Attachment A15)**
- Q. Administration is requesting authorization from the Board to employ personnel during the interval between the June Board meeting and the August Board meeting for the 2022-2023 school year. It has been customary for the Board to authorize its officers to execute contracts for personnel recommended for employment by the administration during the months of July and August. Such authorization is, of course, subject to limitations imposed by the 2022-2023 General Fund Budget.
- R. Administration recommends approval of the Salary Book for the 2022-2023 school year.
- S. Board approval is needed to set the salary for the Assistant Superintendent of Teaching, Learning, and Innovation, **Dr. Kelly M. Murray**. Dr. Murray's salary for the 2022-2023, beginning July 1, 2022, will be \$169,950.00.

RBT, 2BT, 1 BCBA) and speech/language support (2) will be provided. The total cost will not exceed \$59,314.02. Funding will be through the Special Education Budget.

3. Administration recommends approval for an independent contract with **The Vanguard School** to provide educational services for nine (9) students for the 2022-2023 school year. The total cost of the direct pay tuition contract cost is not to exceed \$353,238.00. The contract will be funded from the Special Education Budget.
4. Administration recommends approval for an independent contract with **The Vanguard School** to provide Extended School Year Services for ten (10) students. The total of the contract is not to exceed \$75,228.00. The contract will be funded from the Special Education Budget.
5. Administration recommends the approval of an independent contract with **Capstone Academy** to provide 2022-2023 School Year tuition and related services for students as per the IEP. The total cost for all services is not to exceed \$467,566.70. Funding will be paid from the 2022-2023 Special Education Budget.
6. Administration recommends to have **Dr. Kara Schmidt** conduct an Independent Educational Evaluation for one (1) student. The cost for the evaluation is not to exceed \$4,800.00. The contract will be paid from the Special Education Budget.
7. Administration recommends approval for an independent contract with **The Pathway School** to provide 1:1 Services for a student per the IEP for the 2022-2023 school year for a total cost not to exceed \$36,800.00. The contract will be funded from the Special Education Budget.
8. Administration recommends approval of an increase of \$450.00, to the independent contractor, **Dr. Rosemarie Manfredi-Neurodevelopmental Assessment & Consulting, LLC**, originally approved February 28, 2022, in the amount of \$4,000.00. This increase is to cover transportation charges associated with the evaluation. Funding will be paid from the Special Education Budget and shall not exceed a newly adjusted amount of \$4,450.00.
9. Administration recommends the approval of an independent contract with **The Melmark School** to provide educational and related services for three (3) students who receive special education services for Extended School Year 2022 and the 2022-2023 School Year for a total not to exceed \$376,490.00. The funding will be paid from the Special Education Budget.
10. Administration recommends approval of an independent contract with **Procare Therapy** to provide Speech and Language Therapy services for a staff leave of absence for the 2022-2023 school year. The total cost of the contract will not exceed \$56,347.20 and will be funded from the Special Education Budget.
11. Administration recommends approval for an independent contract with **Devereux** to provide ESY Services for three (3) students who receive ESY special education services as per their IEP. The total cost of the contract is not to exceed \$41,142.50. The contract will be funded from the Special Education Budget.
12. Administration recommends provision of speech and language services for a student who will be receiving services from Karen Clapper, **Communication Associates** per the student's IEP. Educational services will be provided at a cost not to exceed \$7,350.00 for the school year. The funding will be paid from the Special Education Budget.
13. Administration recommends provisional educational services from **The Central Montco Technical High School (CMTHS)** for one (1) student who receives special education

services for the 2022-2023 school year. The total contract cost shall not exceed \$11,110.00. The contract will be paid from the Special Education Budget.

14. Administration recommends the approval of funds for educational and mental health services for students who will be receiving special education services from **Anderson Explorations Partial Hospitalization Placement (PHP)**, as per their IEPs for the 2022-2023 school year. Anderson Explorations PHP is affiliated with the Montgomery County Intermediate Unit. The total will not exceed \$50,000. The funding will be paid from the Special Education Budget.
15. Administration recommends the approval of an independent contract with **Camphill Special School** to provide Extended School Year and related services for one (1) student who receives special education services with a 1:1 aide. Camphill will provide the educational and related services described in the student's IEPs at a daily rate of \$263.90 per day and a 1:1 aide fee of \$224 per day for 20 educational days for a total not to exceed \$9,758.00. The funding will be paid from the Special Education Budget.
16. Administration recommends approval for an independent contract with **HMS School for Children with Cerebral Palsy** to provide Extended School Year services for one (1) student who receives high school special education services as per his IEP. HMS School will provide twenty-seven (27) days of ESY programming at a cost of \$570.00 per day for a total contract cost not to exceed \$15,390.00. The contract will be funded from the Special Education Budget.
17. Administration recommends approval of an independent contract with **Bayada Home Health Care Inc.** to provide Nursing Services for one (1) student for the 2022-2023 School Year. The total cost of the contract will not exceed \$94,500.00. This service will be funded through the Special Education Budget.
18. Administration recommends approval of an independent contract with **Bayada Home Health Care Inc.** to provide Nursing Services for one (1) student for the 2022 Extended School Year. The total cost of the contract will not exceed \$12,000.00. This service will be funded through the Special Education Budget.
19. Administration recommends the approval of an independent contract with **The Lincoln Center** to provide educational services for three (3) special education students for the 2022-2023 school year. The total cost of the contract is not to exceed \$125,580.00. The funding will be paid from the Special Education Budget.
20. Administration recommends the approval of an independent contract with **The Milagre School** to provide 12 months of services (ESY and School Year) for two students as per their IEPs. The total cost for all services is not to exceed \$195,768.00. The funding will be paid from the Special Education Budget.
21. Administration recommends approval for an independent contract with the **Chester County Intermediate Unit** to provide Extended School Year services for students who receive special education services as per their IEPs. The total cost of the contract will not exceed \$58,004.11. The contract will be funded from the Special Education Budget.
22. Administration recommends approval of an independent contract with **Personal Health Care** to provide Nursing Services during Extended School Year (ESY) for students as per their IEPs. The total cost of the contract for the two (2) students is not to exceed \$20,540.00. This service will be funded through the Special Education Budget.
23. Administration recommends the approval of independent contracts with **The Timothy School** to provide school year services for six (6) students as per the IEPs. The total

cost for all services is not to exceed \$418,800.00. The funding will be paid from the Special Education Budget.

24. Administration recommends approval for an independent contract with **Chancelight Autism Services** to provide Extended School Year services for students who receive special education services as per the IEP. Contractor will provide up to 20 hours of direct program supervision and will provide up to 5 hours per day of direct 1-1 intervention. The total cost of the contract will not exceed \$8,100.00. The contract will be funded from the Special Education Budget.
 25. Administration recommends approval for an independent contract with **Variety Club Camp and Developmental Center** to provide Extended School Year services for students who receive special education services as per their IEPs. The total cost of the contract will not exceed \$119,760.00. The contract will be funded from the Special Education Budget.
 26. Administration recommends approval of the addendum to the contract with the **Substitute Teacher Services**. The increased per diem substitute rates were included in the 2022-2023 Budget.
- E. Administration recommends approval of the **Montgomery County Intermediate Unit Shared Services Plan** for the 2022-2023 school year. Funding will be paid from the Special Education Budget and shall not exceed \$1,423,947.52.
 - F. Administration recommends approval of a renewal agreement for the 2022-2023 school year with **EI US, LLC dba LearnWell**, formerly Education, Inc. in Plymouth, MA to provide educational tutoring services on an as-needed basis when students have been admitted to a hospital or behavioral health center setting. LearnWell Services will follow the district's curriculum in working with students thereby easing the transition back into school. Services will be provided at a rate of \$37.00 per hour for a maximum of 5 hours per week per student.
 - G. Administration recommends approval of a **confidential settlement agreement 2022-07** with the parent of a special education student in an amount not to exceed \$51,135.00. Funding will be paid from the Special Education Budget.
 - H. Administration recommends approval for renewal of agreement with **Advance Protection Company, Inc.** for security at school events for the School Year 2022-2023. The funding of \$25.00 per hour per security agent comes from the Athletic Budget.
 - I. Administration recommends increasing the price of student cafeteria meals. Note the last price increase of \$.25 per meal was in 2012. Recommended increases for 2022-2023 are as follows:
 - Breakfast: Elementary from \$1.50 to \$1.60 per meal; Secondary from \$1.75 to \$1.85 per meal; Reduced from \$0.30 to \$0.40 per meal.
 - Lunch: Elementary from \$2.95 to \$3.05 per meal; Secondary from \$3.15 to \$3.25 per meal; Reduced price from \$0.40 to \$0.50 per meal.

VIII. PROPERTY

- A. Administration recommends approval for ICS consulting to provide surveying and underground utility locating services to support the ongoing strategic planning efforts at the Spring City Elementary location. The cost for these services shall not exceed \$27,198.00 and funding will come from the Maintenance Budget.
- B. Administration recommends approval to purchase one replacement Kawasaki FX850 zero turn mower from Hustler Turf Equipment for a total cost of \$10,166.00, Sourcewell Contractor #031121-HTE. Funding will come from the Capital Reserve.

- C. Administration is recommending approval of a three (3) year service agreement with ProAsys Managed Water Solutions to provide water treatment for heat pumps, chilled water loops, and hot water systems district wide. Funding will be paid from the Maintenance Budget and shall not exceed \$16,390.00 annually.

IX. PROGRAMMING AND CURRICULUM

- A. Administration recommends approval to submit to PDE the Spring-Ford Area School District's "Special Education Plan" Effective July 1, 2022, through June 30, 2024, as presented.
- B. Administration recommends the approval of the following Parents/Guardians, Community Members, and Local Business Representatives to participate on the Professional Development Task Force as a component of the Comprehensive Plan, as required by the Public School Code of 1949 24 P.S. 12-1205.1(b).
 1. David Wiedlich
 2. Deborah Keyser
 3. Lyndsie Olenoski
 4. Jennifer Steffenauer
 5. Sandie Swanger
 6. Andrea Weber
 7. Tom Donofrio
- C. Administration recommends the acceptance of the **Pottstown Area Health and Wellness Foundation Grant** in the amount of \$19,000.00. The grant will continue to support our district-wide wellness initiative.
- D. Administration recommends approval of the Memorandum of Understanding between the Spring-Ford Area School District and the Montgomery County Intermediate Unit for the participation in the 2022-2023 MCIU Title III Consortium.
- E. Administration recommends the approval of **Heggerty Phonemic Awareness** (2020) to be used with students in grades K and 1 for English Language Arts instruction. This purchase includes 23 Kindergarten print resources and 23 Primary print resources. Additionally, administration recommends the approval of Heggerty Phonemic Awareness (2022) to be used with students in grade 2 for English Language Arts instruction. This purchase includes 50 Primary print resources and 8 Primary starter digital resources. The cost is not to exceed \$8,000.00 and is a budgeted item that will be paid from the Curriculum reserve.
- F. Administration recommends the purchase of **Raptor Visitor Management**; the 3-year contract total cost shall not exceed \$8,200.00 annually. This will be purchased from the Technology Operating Budget.
- G. Administration recommends approval to renew a 5-year lease agreement and related services agreement with **Toshiba, Inc.** for the use of copy machines, fax machines, and printer devices throughout the district. The base monthly cost of the equipment lease from Toshiba will be paid from the Technology department's annual operating budget and shall not exceed \$22,000.00 per month.
- H. Administration recommends the renewal of **iOffice: Copy Module**. This is a 3-year agreement with an annual cost not to exceed \$7,500.00. This will be purchased from the Technology Operating Budget.
- I. Administration recommends the purchase of **Coding Rooms** software. This 3-year agreement will not exceed \$2,500.00 annually. This will be purchased from the Technology Operating Budget.

- J. Administration recommends the purchase of the **VMWare**. The 3-year contract cost will not exceed \$9,500.00 annually. This will be purchased from the Technology Operating Budget.
- K. Administration recommends the vendor change from **Visual Sound** to **SHI** for the Smart Panel Project, previously approved on May 24, 2021.
- L. Administration recommends a 1-year renewal of our door card access system, software, and support with **Berkshire Systems**. Cost will not exceed \$9,000.00 and will be paid from the Technology Operating Budget.

X. OTHER BUSINESS

- A. The following policies are submitted for **first reading**:
 1. **Policy #005.1** - Board Committee Agenda and Minutes (**Attachment A17**)
 2. **Policy #128** - Equity, Diversity, and Inclusion (**Attachments A18**)
 3. **Policy #238** - Child Custody/Parental Rights (**Attachment A19**)
 4. **Policy #339** - Uncompensated Leave (**Attachment A20**)
 5. **Policy #340** - Responsibility for Student Welfare (**Attachment A21**)
 6. **Policy #341** - Benefits for Part-Time Employees (**Attachment A22**)
 7. **Policy #342** - Jury Duty (**Attachment A23**)
 8. **Policy #343** - Paid Holidays (**Attachment A24**)
 9. **Policy #347** - Workers' Compensation Transitional Return-to-Work Program (**Attachment A25**)
 10. **Policy #351** - Drug and Substance Abuse (**Attachment A26**)
 11. **Policy #810** - Transportation (**Attachment A27**)
 12. **Policy #824** - Maintaining Professional Adult-Student Boundaries (**Attachment A28**)
- B. The following policy is being brought forward to be **rescinded and retired**:
 1. **Policy #120** - Human Development Program (**Attachment A29**)
- C. Administration recommends approval of **student 2022-03**, an upcoming Junior, for Early Graduation in the Spring of 2023, a year ahead of their scheduled graduation date, 2024. 2022-03 is a strong student who fully meets the qualifications/requirements under the Spring-Ford School Board Policy 217, Graduation Requirements. The High School Counseling and Professional Staff feel that 2022-03 will succeed in college and endorse their application.
- D. Administration recommends approval of **student 2022-04**, an upcoming Junior, for Early Graduation in the Spring of 2023, a year ahead of their scheduled graduation date, 2023. 2022-04 is a strong student who fully meets the qualifications/requirements under the Spring-Ford School Board Policy 217, Graduation Requirements. The High School Counseling and Professional Staff feel that 2022-04 will succeed in college and endorse their application.
- E. Administration recommends approval for Spring-Ford Area High School current 11th grade **student 2022-05**, to participate in a Gifted Independent Study in accordance with Board Policy #118 during the 2022-2023 school year, their senior year.
- F. Administration recommends approval for Spring-Ford Area High School current 11th grade **student 2022-06**, to participate in a Gifted Independent Study in accordance with Board Policy #118 during the 2022-2023 school year, their senior year.
- G. Administration requests approval to register seven (7) students and one staff member, **Robert Swier**, to participate in the **SEL Ambassadors Retreat** to take place at Franklin Commons in Phoenixville on July 5th-8th, 2022. The cost includes \$200.00 registration fee per student and \$350.00 stipend for one staff member. The total cost for attending this retreat shall not exceed

\$1,750.00 and will be paid using funds from the Pottstown Area Health and Wellness Foundation Grant.

- H. Administration requests approval to register five (5) students and two staff members, **Colin English** and **Susan Hammond** to participate in the **SEL Life Skills Conference** to take place at the PA Masonic Lodge in Elizabethtown, PA July 17th- 22nd, 2022. This activity is an overnight trip. The cost includes a \$400.00 registration fee per student and \$736.00 stipend for each of the two staff members. The total cost for attending this shall not exceed \$3,472.00 and will be paid using funds from the Pottstown Area Health and Wellness Foundation Grant.
- I. Board approval is needed for the appointment of **James D. Fink**, Chief Financial Officers, to the Office of Board Treasurer of the Spring-Ford Area School District Board of Directors for the term of one (1) year, effective July 1, 2022.
- J. Administration recommends the approval for all 2022-2023 Fall, Winter and Spring Athletic Teams/Individuals that qualify for postseason play to be granted permission for overnight travel, when deemed necessary by the Athletic Department, and approved by the Superintendent or their Designee. The School Board will be notified of this travel and Board approval will be sought at the next scheduled Board Meeting. Funding will be paid from the Athletic Budget.
- K. Administration recommends approval for the Spring-Ford Area High School Girls' Basketball Team to accept the invitation to participate in the Nike Tournament of Champions, December 17, 2022 – December 23, 2022, in Phoenix, Arizona. Ninety-Six teams were chosen from the entire country to compete including most of the Preseason Top 25 ranked teams in the country. Each team is guaranteed four games. Cost per student-athlete will be approximately \$1700.00 for lodging, meals and transportation. The High School Girls' Basketball Program and staff will conduct fundraising events to help defray the costs. There is no cost to the school district. Student-athletes will miss four school days and no substitute is needed.
- L. Administration recommends approval for the Spring-Ford Area High School Boys' Basketball Team to accept the invitation to participate in the KSA Events Pre-Holiday Classic Tournament, and games, December 18, 2022 – December 23, 2022, in Orlando, Florida. The team will be scheduled to participate in 3 regular season contests which are part of the 2022-2023 schedule, which allows a maximum of 22 contests per PIAA by-laws. The cost per student-athlete will be approximately \$2,000.00 including transportation. The High School Boys' Basketball Program and staff will conduct fundraising events to help defray the costs. There will be no cost to the school district. Student-athletes will miss five school days and will be responsible for all missed work. No substitutes are needed for the coaching staff.
- M. Administration recommends the following high school winter sport teams for overnight travel during the 2022-2023 school year. There will be no cost to the district for lodging and meals as this will be paid from the respective team's Booster Club Account.

High School Wrestling

Cumberland Valley High School

Depart 12/2/22 - Return 12/3/22

Meals and lodging provided by the Wrestling Team Booster Club Account

The team will use district transportation

Liberty Holiday Wrestling Classic – Bethlehem, PA

Liberty High School Depart 12/27/22 – Return 12/29/22

Meals and lodging provided by the Wrestling Team Booster Club Account

The team will use district transportation

No substitutes needed

High School Girls Basketball

Viking Invitational Tournament – Wilmington, DE

St. Elizabeth High School

Team will play two games. Dates of games to be determined. (May not need overnight lodging)

Depart 12/27/22 -Return 12/30/22

Meals and lodging provided by the Girls Basketball Team Booster Club Account

The team will use district transportation

No substitutes needed

High School Boys Basketball

State College Tip Off Tournament – State College, PA

State College High School

Team will play two games.

Depart 12/2/22 -Return 12/3/22

Meals and lodging provided by the Boys Basketball Team Booster Club Account

The team will use district transportation

No substitutes needed

- N.** Administration is seeking permission to use revenue secured through our participation with Montco Works NOW program (\$3,000.00) and asking an additional \$500.00 to support this initiative.
- O.** Administration recommends approval of the 2022-2023 exchange program with FEG (Friedrich-Eugens-Gymnasium) High School in Stuttgart, Germany. This exchange provides a two-week opportunity between students at Spring-Ford Area High School and students at FEG High School. Exact dates to be determined.
- P.** Board approval is needed to appoint 3 Board members to serve as the district's voting delegates for the 2022 Delegate Assembly. This year's assembly will be held on Saturday, November 5th at 9:00 am. Certification of appointed delegates is needed before July 22, 2022.

XI. INFORMATIONAL

- A.** Effective July 1, 2022, the IRS mileage rate will be 62.5 cents per mile which is an increase of 4 cents from the rate effective at the start of 2022 (58.5 cents).

XII. BOARD COMMENT

XIII. PUBLIC TO BE HEARD

XIV. ADJOURNMENT



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-47

The Spring-Ford Area School District Board of Education commends Ester Mokonchu, a member of the Spring-Ford High School Girls Track Team Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Dave Cain, Matt Varaday, and Bella Marchini and,

Whereas, the Spring-Ford High School Girls Track Team is a member of the Pioneer Athletic Conference and PIAA District One and,

Whereas, Ester Mokonchu, a member of the Spring-Ford High Girls Track Team, under the guidance, leadership, and direction of her coaches was able to qualify for the PAC Championship Meet and PIAA District One and,

Whereas, Spring-Ford High School's Ester Mokonchu won the PAC Shot Put Championship with a throw of 39' ½" and qualified for PIAA District One meet and,

Whereas, Ester Mokonchu, a member of the Spring-Ford High Girls Track Team, under the guidance, leadership, and direction of her coaches was able to win the PAC Championship Shot Put and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2022 PAC Girls Shot-Put Championship, Ester Mokonchu, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A1)



SPRING-FORD AREA SCHOOL DISTRICT

District Office

857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-48

The Spring-Ford Area School District Board of Education commends Nene Mokonchu, a member of the Spring-Ford High School Girls Indoor Track Team and Spring-Ford Girls Indoor Track Team Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Dave Cain, Matt Varaday, and Bella Marchini and,

Whereas, the Spring-Ford High School Girls Indoor Track Team is a member of the Pioneer Athletic Conference. PIAA District One and PIAA State Association and,

Whereas, Nene Mokonchu, a member of the Spring-Ford High Girls Indoor Track Team, under the guidance, leadership, and direction of her coaches was able to qualify for the PAC Championships, PIAA District One Championships and the PIAA State Championship Meet and,

Whereas, Spring-Ford High School's Nene Mokonchu won the PAC Championship with a jump of 5'8" tying a school record and, won the PIAA District One Championship with a jump of 5'7" and the PIAA State Championship with a school record height of 5'10" and,

Whereas, Nene Mokonchu, a member of the Spring-Ford High Girls Indoor Track Team, under the guidance, leadership, and direction of her coaches was able to win the PAC Championship, PIAA District One Championship and the first PIAA State Girls High Jump Championship at 5'10" and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2022 PAC, PIAA District One and PIAA State High Jump Champion, Nene Mokonchu, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A2)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-49

The Spring-Ford Area School District Board of Education commends Jordan Littlejohn, Elizabeth Nguyen, Claire Lanzisera and Kaleigh Hudson members of the Spring-Ford High School Girls' Track Team and Spring-Ford Girls' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini and,

Whereas, the Spring-Ford High School Girls' Track team is a member of the Pioneer Athletic Conference and the PIAA District One and,

Whereas, Jordan Littlejohn, Elizabeth Nguyen, Claire Lanzisera and Kaleigh Hudson members of the Spring-Ford High School Girls' Track Team, under the guidance, leadership, and direction of their coaches was able to win the Pioneer Athletic Conference Girls' 4 x 100 Meter Relay Championship and,

Whereas, Spring-Ford High School's Jordan Littlejohn, Elizabeth Nguyen, Claire Lanzisera and Kaleigh Hudson won the Pioneer Athletic Conference Girls' 4 x 100 Meter Relay with a time of 49.36 and qualified for the PIAA District One Meet and the PIAA State Meet and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals achieved by the 2022 Pioneer Athletic Conference Girls' 4 x 100 Meter Relay Champions of Jordan Littlejohn, Elizabeth Nguyen, Claire Lanzisera and Kaleigh Hudson demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A3)



**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-50**

The Spring-Ford Area School District Board of Education commends Jordan Lutz, Addison Pritz, McKenzie Thomas and Nene Mokonchu members of the Spring-Ford High School Girls' Track Team and Spring-Ford Girls' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini and,

Whereas, the Spring-Ford High School Girls' Track team is a member of the Pioneer Athletic Conference and the PIAA District One and,

Whereas, Jordan Lutz, Addison Pritz, McKenzie Thomas, and Nene Mokonchu members of the Spring-Ford High School Girls' Track Team, under the guidance, leadership, and direction of their coaches was able to win the Pioneer Athletic Conference Girls' 4 x 400 Meter Relay Championship and,

Whereas, Spring-Ford High School's Jordan Lutz, Addison Pritz, McKenzie Thomas and Nene Mokonchu won the Pioneer Athletic Conference Girls' 4 x 400 Meter Relay with a time of 4:05.31 and qualified for the PIAA District One Meet and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals achieved by the 2022 Pioneer Athletic Conference Girls' 4 x 400 Meter Relay Champions of Jordan Lutz, Addison Pritz, McKenzie Thomas and Nene Mokonchu demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A4)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-51

The Spring-Ford Area School District Board of Education commends Justin Russell member of the Spring-Ford High School Boys' Track Team and Spring-Ford Boys' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini and,

Whereas, the Spring-Ford High School Boys' Track team is a member of the Pioneer Athletic Conference and,

Whereas, Justin Russell, member of the Spring-Ford High School Boys' Track Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference Boys' 300 Meter Hurdles Championship and,

Whereas, Spring-Ford High School's Justin Russell, won the Pioneer Athletic Conference Boys' 300 Meter Hurdles with a time of :40.02 and qualified for PIAA District One Meet and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals achieved by the 2022 Pioneer Athletic Conference Boys' 300 Meter Hurdles Champion Justin Russell, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A5)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-52

The Spring-Ford Area School District Board of Education commends Alex Tuefel member of the Spring-Ford High School Boys' Track Team and Spring-Ford Boys' Track Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Matt Varaday and Bella Marchini and,

Whereas, the Spring-Ford High School Boys' Track team is a member of the Pioneer Athletic Conference and,

Whereas, Alex Teufel, member of the Spring-Ford High School Boys' Track Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference Boys' Pole Vault Championship and,

Whereas, Spring-Ford High School's Justin Russell, won the Pioneer Athletic Conference Boys' Pole Vault with a height of 14'0" and qualified for PIAA District One Meet and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals achieved by the 2022 Pioneer Athletic Conference Boys' Pole Vault Champion Alex Teufel, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A6)



SPRING-FORD AREA SCHOOL DISTRICT

District Office

857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-53

The Spring-Ford Area School District Board of Education commends Leo Aguilar, Mason Scott, Chris Brittingham, Travel Wellons, members of the Boys Track Team and Head Coach Danielle Stauffer and Assistant Coaches, Geoff Kahler, Steve Entenman, Nick DiMino, Dave Cain, Matt Varaday and Bella Marchini and,

Whereas, the Spring-Ford High School Boys Track Team is a member of the Pioneer Athletic Conference, PIAA District One and PIAA State Association and,

Whereas, Leo Aguilar, Mason Scott, Chris Brittingham, Travel Wellons, members of the Spring-Ford High Boys Track Team, under the guidance, leadership, and direction of their coaches was able to earn a 6th Place Medal at the PIAA State Championship Meet and,

Whereas, Spring-Ford High School's Leo Aguilar, Mason Scott, Chris Brittingham, Travel Wellons, earned a 6th Place medal at the PIAA State Championship 4x100 meter relay with a time of:43.00 and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2022 PIAA Boys State 4x100 meter relay 6th Place Medalist, Leo Aguilar, Mason Scott, Chris Brittingham, Travel Wellons, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By:_____

Margaret D. Wright, Ed.D.
Board President

By:_____

Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A7)



**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-54**

The Spring-Ford Area School District Board of Education commends Spring-Ford Boys' Tennis Coach John Brennan and his Assistant Coaches Ryan Rendick and Todd Reagan for winning the Pioneer Athletic Conference Championship with a league record of 11 wins, 0 losses and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team under the guidance, leadership, and direction of both its coaches and captains was able to win the PAC Championship and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team won their fourth PAC Championship in school history and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team's varsity and junior varsity players all contributed and played a significant role in having a successful and outstanding tennis season.

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the players and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals and the new records set by the Spring-Ford Area High School Boys' Tennis Team demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A8)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-55**

The Spring-Ford Area School District Board of Education commends Cameron Moore, a member of the Spring-Ford High School Boys' Tennis Team, and Spring-Ford Boys' Tennis Head Coach John Brennan and his Assistant Coaches Ryan Rendick and Todd Reagan.

Whereas, the Spring-Ford High School Boys' Tennis team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford High School Boys' Tennis Team member Cameron Moore, under the guidance, leadership, and direction of its coaches, was able to win the Pioneer Athletic Conference Boys' Tennis Singles Championship and,

Whereas, Spring-Ford High School's Cameron Moore won the Pioneer Athletic Conference Boys' Tennis Championship by scoring 6-3, 6-1 in the championship match and,

Whereas, Spring-Ford High School's Cameron Moore also qualified for PIAA District One Boys' Tennis Tournament and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals set by the 2022 Pioneer Athletic Conference Boys' Tennis Singles Champion Cameron Moore, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A9)



**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-56**

The Spring-Ford Area School District Board of Education commends Cameron Moore and Navein Suresh, members of the Spring-Ford High School Boys' Tennis Team, and Spring-Ford Boys' Tennis Head Coach John Brennan and his Assistant Coaches Ryan Rendick and Todd Reagan.

Whereas, the Spring-Ford High School Boys' Tennis team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford High School Boys' Tennis Team members Cameron Moore and Navein Suresh, under the guidance, leadership, and direction of its coaches, was able to win the Pioneer Athletic Conference Boys' Tennis Doubles Championship and,

Whereas, Spring-Ford High School's Cameron Moore and Navein Suresh won the Pioneer Athletic Conference Boys' Tennis Doubles Championship by scoring 6-2, 6-1 in the championship match and,

Whereas, Spring-Ford High School's Cameron Moore and Joshua Pergine also qualified for PIAA District One Boys' Tennis Tournament and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals set by the 2022 Pioneer Athletic Conference Boys' Tennis Doubles Champions Cameron Moore and Navein Suresh, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A10)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-57**

The Spring-Ford Area School District Board of Education commends Spring-Ford Boys' Lacrosse Coach Kevin Donnelly and his Assistant Coaches Kevin Czapor, Chuck Baker for winning the Pioneer Athletic Conference Championship with a league record of 11 wins and 0 losses and,

Whereas, the Spring-Ford High School Boys' Lacrosse Team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford High School Boys' Lacrosse Team under the guidance, leadership, and direction of both its coaches and captains was able to win the PAC Final Four Semi-finals over Methacton 10-4 and the PAC Final Four Championship Game over Owen J Roberts by a score of 8-2 and,

Whereas, the Spring-Ford High School Boys Lacrosse Team won their eleventh PAC Championship in school history and,

Whereas, the Spring-Ford High School Boys' Lacrosse Team's varsity and junior varsity players all contributed and played a significant role in having a successful and outstanding lacrosse season.

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the players and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals and the new records set by the Spring-Ford High School Boys' Lacrosse Team demonstrated over and over throughout the season the toughness, goodwill, sportsmanship, and all that is embodied in a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **June 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Laurie J. Bickert
Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Addendum A11)

On May 16, 2022 The Spring-Ford Area School District Work Session was called to order at 7:46 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle, Karen Weingarten, and Dr. Margaret D. Wright
Region II: Clinton L. Jackson, David R. Shafer, and Colleen Zasowski
Region III: Abby Deardorff, Erica Hermans, and Diane Sullivan
Presiding Officer: Dr. Margaret D. Wright
Superintendent: Robert W. Rizzo
Assistant Superintendents: Kelly M. Murray and Tina Giambattista
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Allison McVey and Aditi Mangal

CALL TO ORDER

Dr. Wright called the meeting to order at 7:47 pm

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Dr. Wright announced that the Board held an Executive Session prior to tonight's meeting to discuss personnel.

Dr. Wright made a motion to amend the agenda to remove item Personal 6Q, seconded by Mrs. Weingarten.

Motion carries 7 - 2 (Mr. Jackson and Mrs. Hermans were the dissenting votes)

Ms. Crew stated that all members were present and in person.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

Toni Patrick, Upper Providence - Asked the Board to not pass this budget

MaryJo McNamara, Limerick - Community Relations Committee name

II. PRESENTATION

Mrs. Bignotti and Mr. Hughes presented the mentorship program at Limerick Elementary School to help students feel connected and shared a video which included staff talking about the benefits of the program and their support of it. The response was overwhelmingly positive and they want to continue.

A. Lori Bignotti, Limerick Elementary School Principal, and **John Hughes**, Limerick Elementary School School Counselor, to present on the Limerick Elementary School Mentorship Program.

III. ACTION ITEM

Motion by Mrs. Sullivan to approve Action Items A-CC, seconded by Mrs. Weingarten.

Mrs. Hermans asked what the purpose behind the resolutions was. Mr. Jackson stated this is the format the District chose many years ago to acknowledge the achievements of the students. Mr. Jackson feels this isn't something that should be voted on, should be a simple acknowledgement. Dr. Wright said that at the end of the school year, the process going forward will be to acknowledge and not do resolutions.

Motion carries 9-0.

- A. The Board approved **Resolution #2022-17**, commending **Thomas Brown** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A1)**
- B. The Board approved **Resolution #2022-18**, commending **Steven Cox, Jr.** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A2)**
- C. The Board approved **Resolution #2022-19**, commending **Connor Elison** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A3)**
- D. The Board approved **Resolution #2022-20**, commending **Alyssa Guntz** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A4)**
- E. The Board approved **Resolution #2022-21**, commending **Kathryn Mull** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A5)**
- F. The Board approved **Resolution #2022-22**, commending **Spencer Schmalbach** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A6)**
- G. The Board approved **Resolution #2022-23**, commending **Nolan Sheaffer** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A7)**
- H. The Board approved **Resolution #2022-24**, commending **Samuel Brown** for their participation in the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA Region 6 Band, and the PMEA All State Band. **(Attachment A8)**
- I. The Board approved **Resolution #2022-25**, commending **Aimen Hashish** for their participation in the Pennsylvania Music Educators Association 2022 District 11 Band, PMEA District 11 Orchestra, and the PMEA All State Jazz Ensemble. **(Attachment A9)**
- J. The Board approved **Resolution #2022-26**, commending **Nicole Grebe** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band. **(Attachment A10)**
- K. The Board approved **Resolution #2022-27**, commending **Robert Palladino** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band. **(Attachment A11)**
- L. The Board approved **Resolution #2022-28**, commending **Aiden Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA District 11 Orchestra, the PMEA Region 6 Band, and the Pennsylvania Music Educators Association All State Jazz Ensemble. **(Attachment A12)**
- M. The Board approved **Resolution #2022-29**, commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA District 11 Orchestra, the PMEA Region 6 Orchestra, the PMEA Region 6 Band, and the PMEA All State Orchestra. **(Attachment A13)**
- N. The Board approved **Resolution #2022-30**, commending **Samuel Thomas** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band and the PMEA District 11 Orchestra. **(Attachment A14)**

- O. The Board approved **Resolution #2022-31**, commending **James Civello** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir. **(Attachment A15)**
- P. The Board approved **Resolution #2022-32**, commending **Griffin Lee** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir. **(Attachment A16)**
- Q. The Board approved **Resolution #2022-33**, commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir and Region VI Choir. **(Attachment A17)**
- R. The Board approved **Resolution #2022-34**, commending **Sunidhi Srinivas** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir, Region VI Choir, and All State Choir placing 4th in the State. **(Attachment A18)**
- S. The Board approved **Resolution #2022-35**, commending **Ayan Zaman** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Orchestra. **(Attachment A19)**
- T. The Board approved **Resolution #2022-36**, commending **Avery Amerine** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A20)**
- U. The Board approved **Resolution #2022-37**, commending **Stella Butler** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A21)**
- V. The Board approved **Resolution #2022-38**, commending **Maddie D’Annunzio** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A22)**
- W. The Board approved **Resolution #2022-39**, commending **Abigail Duersch** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A23)**
- X. The Board approved **Resolution #2022-40**, commending **Leah Texter** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A24)**
- Y. The Board approved **Resolution #2022-41**, commending **Leana Tran** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A25)**
- Z. The Board approved **Resolution #2022-42**, commending **Carrie Valente** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A26)**
- AA. The Board approved **Resolution #2022-43**, commending **Albany Viet** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A27)**
- BB. The Board approved **Resolution #2022-44**, commending **The Spring-Ford Area High School Golden Rams Marching Band** for the 2021 Cavalcade of Bands Patriot Open Championship. **(Attachment A28)**
- CC. The Board approved the Memorandum of Understanding between the Spring-Ford Area School District and the Spring-Ford Education Association. **(Attachment A32)**

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report

Allison McVey/Aditi Mangal

Ms. McVey reported on recent events which included the 5K Run/Walk, Matilda Jr., PSSA Testing, Unity Day, Decision Day, and several concerts. Information was given about the registration drive. Ms. Mangal provided information on upcoming events which include: Keystone Testing, Senior Academic Recognition, Field Day, Music Banquet, Finals and Graduation. A short video of signing day was shown.

Policy**Wendy Earle****2nd Mon. 6:30 p.m**

Mrs. Earle's update on the committee included policy 146.1 and although they thought it was going to be ready for first read in May, the committee is going to take a look again and make it more concise and Transportation has gone to the solicitor. The full minutes will be posted on the District website after they are approved at the next meeting in June. Mrs. Hermans reiterated that the Trauma Informed policy was tabled but it is very important and the committee would like to take time to review and not rush it.

Curriculum/Technology**Dr. Margaret Wright****2nd Mon. 7:30 p.m.**

Dr. Wright noted that there were several technology contracts that are up for renewal and those are on approval at the May Board meeting. The smart panel update and the 5 year plan was discussed. Mr. Fink noted that they are waiting for some quotes to come back. Summer Rams update which includes 3 sessions. Mr. Jackson asked for all renewals to have multi year terms. The Know Before contract is on for approval and is recommended from the insurance agency.

Finance**Clinton L. Jackson****2nd Tue. 6:30 p.m.**

Mr. Jackson reported the focus was on the Budget. Shortfall in the budget was discussed and they was able to cut approximately \$400,000 out of the budget. 3.31% is the proposed tax increase for the Board to evaluate and approve. This is the recommendation from the Finance Committee. Mrs. Zasowski stated that the budget is made up of 3 buckets: personnel, projects, and programming. Back filling retirees and student needs positions she supports but she struggles with an HR position with inflation with an all time high, and gas and groceries prices are extremely high and our obligation is not to raise taxes. She noted that the HR department was realigned recently and she is not quick to do this again. Reducing this position would be about \$2 per \$100,000 assessed. Mr. Jackson is looking for the increase in taxes to be under 3%. Mr. Jackson asked Mr. Fink to come back with 3 scenarios varied without HR position and different smartboards. There was Board discussion on the Assistant Director HRposition to which Mrs. Leiss spoke about some of the responsibilities and the responsibilities of the department as it is today. Mr. Fink will provide scenarios in the Memo and will have it ready for next week's meeting

Property**Clinton L. Jackson****2nd Tue. 7:30 p.m.**

Mr. Jackson said there was discussion on the Spring City Project update to determine potential next steps. There was an update on the S2SS Tips and the district rapid testing clinic. The full minutes will be posted on the District website once they are approved at the meeting in June.

WMCTC**Earle/Weingarten/Zasowski 1st Mon. 7:00 p.m.**

Mrs. Zasowski said there was an executive session held before to discuss personnel. A few other items discussed included the senior awards ceremony is planned, a climate survey is out to students and staff, and the budget was approved. Mrs. Weingarten and Mrs. Herman toured the facility and Mrs. Weingarten said they saw all the areas they are looking for repairs to be done and said the facilities were incredible and learned a lot about the programs offered. The Board talked about the budget and the increase which part of that increase is additional students.

Asst. Superintendent Report**Dr. Kelly Murray, Dr. Tina Giambattista**

Mrs. Murray reported on some of the happenings around the district which includes the Senior Prom and the successful and fun night the students had. The SNAP post prom was fun and thanked SNAP for the night of fun. Each of the buildings are hosting art shows, concerts and athletic events, something for everyone.

Dr. Giambattista gave an update on the next Special Education meeting. Special Olympics is held later in May and Spring-Ford has students attending and competing. This will be the last year Souderton hosts the event as they have hosted many years now and Spring-Ford volunteered to host the event next school year.

Solicitor's Report**Mark Fitzgerald**

Mr. Fitzgerald noted that there was a case filed in August 2020 with schools having the flexibility for virtual learning. He is interested in the Chester County Sunshine Act lawsuit where School Boards can have all virtual meetings.

V. MINUTES

Minutes A-B, no questions or comments

- A.** Administration recommends approval of the April 19, 2022, Work Session minutes. **(Attachment A29)**
- B.** Administration recommends approval of the April 25, 2022, Board Meeting minutes. **(Attachment A30)**

VI. PERSONNEL

Personnel A-P, R-S (Q was previously removed from the agenda earlier in the meeting)
Mr. Jackson asked about F, change of status and the length of service he has been in this position. Mr. Rizzo said that Mr. Rogers went through the interview process and is the recommended candidate. There was Board discussion and Mr. Jackson is going to gather more information and further discuss this at the next meeting.

A. Resignations

1. **Sheila Egleston**; Teacher, Summer R.A.M.S. Effective: May 10, 2022.
2. **Connie L. Henry**; Level III Secretary, Senior High School for the purpose of retirement. Effective: July 5, 2022.
3. **Katie T. Kennedy**; Instructional Assistant, 9th Grade Center. Effective: May 2, 2022.
4. **Katherine Macel**; Speech & Language Therapist, Extended School Year. Effective: May 8, 2022.
5. **Aaron R. Rhoads**; Systems Technician, 7th Grade Center. Effective: May 18, 2022.
6. **Elizabeth E. Rio**; Level II Administrative Assistant, District Office. Effective: May 19, 2022.
7. **Susan M. Snyder**; Elementary Teacher, Royersford Elementary School for the purpose of retirement. Effective: June 13, 2022.
8. **Christine M. Stewart**; Instructional Assistant, 9th Grade Center. Effective: May 5, 2022.
9. **Greta L.E. Verma**; Special Education Teacher, Extended School Year. Effective: May 6, 2022.

B. Support Staff

1. **Carol E. Roth**; Instructional Assistant, 8th Grade Center replacing Rachel S. Perry who resigned. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistant Benefit Summary. Effective: June 1, 2022.

C. Leave of Absence

1. **Joseph D. Stimmler**; Maintenance, District Office for an unpaid leave of absence per Board Policy. Effective: February 28, 2022 through May 23, 2022.

2. **Emily A. Sonnon**; Elementary Teacher, Spring City Elementary for child-rearing leave of absence per the Professional Agreement. Effective: August 23, 2022, through the 2022-2023 school year.

D. Professional Employees

1. **Rebecca G. Gluck**; Special Education Teacher, 9th Grade Center replacing Nancy A. McDonough who retired. Compensation has been set at M, Step 5, \$56,500.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

E. Temporary Professional Employee

1. **Noah C. Clinard**; Spanish Teacher, 9th Grade Center replacing Paula M. Love who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
2. **Rachel A. DeBias**; Special Education Teacher, Evans Elementary School replacing Shannon Tolas who resigned. Compensation has been set at B, Step 2, \$52,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
3. **Lauren E. Flanagan**; English Language Arts Teacher, 8th Grade Center replacing Elizabeth Comport who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
4. **Matthew J. Gallagher**; Health & Physical Education Teacher, 9th Grade Center replacing David A. Caldwell who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
5. **Lisa H. Gruhn**; German Teacher, Senior High School replacing Ingrid Huss who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
6. **Ayannah J. Stanton**; Spanish Teacher, Senior High School replacing Sarah M. Toback who had a change of assignment. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

F. Change of Status

1. **Bernadette J. Crenshaw**; Junior Accountant, District Office to Staff Accountant, District Office replacing Judith M. Nuskey who resigned. Compensation has been set \$45,000.00, prorated with benefits per the Administrative Support Benefit Summary. Effective: May 4, 2022.
2. **Gerard B. Rogers**; Assistant Principal to Principal, 8th Grade Center, replacing Dr. Michael J. Siggins who retired. Compensation has been set at \$142,000.00, prorated with benefits per the Act 93 Administrators' Plan. Effective May 24, 2022.

G. Tenure

The individual listed below has completed three (3) years of satisfactory service as a Temporary Professional Employee and is, therefore, entitled to tenure status:

1. **Naomi C. Morissette**

- H. Administration recommends approval of the following Professional Staff as Special Education Teachers for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July

28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Courtney A. Gerber**
2. **Sophia A. Iliadis**
3. **Shana L. Savard**
4. **Rachel N. Weeks**

- I. Administration recommends approval of the following Professional Staff as Special Education Teacher Tutors for the 2022 Extended School Year Program (ESY) for a minimum of 30 hours. The position runs June 27, 2022 through August 19, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Kimberly L. Acosta**

- J. Administration recommends approval of the following Support Staff as Instructional Assistants for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, and their hours will be from 8:45 AM to 2:15 PM; June 23, 2022 through July 28, 2022. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Dylan B. Clark**
2. **Margaret R. Craig**
3. **Elizabeth M. Emmitt**
4. **Alexa K. Habermehl**
5. **Jordyn Mayes**

- K. Administration recommends approval of the following Professional Staff for English Language Development Camp. The program will be held Tuesdays and Thursdays for 1.5 hour sessions from June 21, 2022 through July 31, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from Title III funds.

1. **Nicole A. Catts**
2. **Sandra Cerniglia**
3. **Elizabeth C. Miller**

- L. Administration recommends approval of the following Professional Staff as Substitutes for English Language Development Camp. The program will be held Tuesdays and Thursdays for 1.5 hour sessions from June 21, 2022 through July 31, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from Title III funds.

1. **Tara L. Chester**

- M. Administration recommends approval to have two School Police Officers assigned to traffic control to support the Summer R.A.M.S. Program. The Summer R.A.M.S. Program will be located at the 5/6/7 FLEX Building and Upper Providence Elementary. The volume of drop-off and pick-up of students necessitates the need for safe and effective traffic control. The total cost shall not exceed \$9,000.00 (including FICA & Retirement) for 23 days, four hours a day, and will be paid from the ESSER grant.

- N. Administration recommends the following Professional Staff as Teachers for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the ESSER Grant.

1. **Mary E. Jones**

- O. Administration recommends professional development for cyber course development that will include training on Canvas, Edgenuity and effective cyber instructional practices. This program includes approximately 35 teachers and four trainers. The training is required to ensure that

sources are built properly and adequately staffed for Spring-Ford Cyber Learning. The total cost will not exceed \$20,000 and will be funded from Title IIa.

- P. Administration recommends approval of **Gabrielle G. Procaro** and **Allison Ramil** to teach summer course advancement (Honors Algebra 2, Honors Geometry, and Honors Pre-Calculus) and **Amanda M. Myers** to monitor the platform through Spring-Ford Cyber Learning at a cost not to exceed \$5,000.00. The program will be self-funded via student tuition.
- Q. Administration recommends approval of **Dr. Anthony R. DiLella IV**, Senior High 9th Grade Principal, replacing Dr. Theresa M. Weidenbaugh who is retiring. Compensation will be set at \$151,000.00, prorated based upon start date, with benefits as per the Act 93 Administrators' Plan. Effective: to be determined.
- R. Administration recommends the approval of the following Professional Staff as SFCL teachers for the 2022-2023 school year. Compensation has been set according to the Memorandum of Agreement matrix (FICA & Retirement). Funding will be from the ESSER grant.

Colleen E. Antal
Ashley E. Baisch
Katherine J. Beerer
Dale P. Bergman
Ashley C. Bilotti
Mary K. Blank
Melanie F. Bowen
Mary K. Burkholder
Daniel R. Butterweck
Christopher D. Cameron
Matthew J. Cappelletti
Amanda V. Christofas
Amy B. Culp
Kevin M. Czapor
Hope K. Davis
Karen M. DeLange
Joseph N. Dimino
Kelly Donatelli
Kevin J. Donnelly
Valarie A. Dubbs
Ian G. Fickert
Laura A. Foulke
Karen M. Gallagher
Kelly L. German
Jennifer R. Giangiulio
Mallory R. Greene
Rachelle Hafer
Susan S. Hammond
Eric J. Hill
Stacey Hoffman
Kristi M. Holstein
Lucinda J. Iezzi
Victoria L. Karalius
Lauren M. Keifer
Desiree L. Keppler
Jason A. Kerkusz
Brent E. Kissel
Lisa L. Knaub

Brian J. Kraeer
James R. Laky
Doug W. Landis
Daniel W. Leppold
Ian P. MacMillan
Taylor P. MacMillan
Jason Marcellus
Megan M. McCloskey
Jaclyn A. McDermott
Jennifer D. McGlade
Michael J. Miedlar
Elizabeth C. Miller
Susan C. Miscavage
Marisa Moley
Lisa M. Morrow
Christina M. Moyer
Joy S. Needles
Elyse F. Ohms
Christopher Okonski
Karen F. Parker
Kourosh Parsia
Gabrielle G. Procaro
Susan V. Prophet
Lisa S. Pupo
Cheryl A. Rabinowitz
Allison Ramil
Louis M. Rizzo
Kristin L. Rouyer
Jamie J. Scheck
Bradley J. Seltzer
Amanda P. Smith
Holly Smith
Ryan N. Souder
Dana M. Starkey
Heather Steinmetz
Chadwick A. Strickler
David Susek
Adam Swavely

Robert A. Swier III
 Vincent E. Terry
 Nicholas A. Tier
 Sarah M. Toback
 Lindsey F. Waltermeyer
 Sara Lynn Wanamaker

Lynne M. Webb
 Tricia J. Weller
 Michelle Willemin
 Allison L. Workman
 Heather L. Woznicki
 Samantha M. Wren

- S. Administration recommends approval of the attached extra-curricular contracts for the 2021-22 school year. **(Attachment A31)**

VII. FINANCE

Finance A-M, Mrs. Zasowski wanted to go back to the administration raises and the lump sum and they will need to discuss at Executive Session. The cost of those items are part of this budget. Mrs. Zasowski also asked about the sign language contract and Dr. Giambattista noted that it's for 1 family. Mr. Jackson asked about the Fox Rothschild and requested this be a 3-year contract. Mrs. Hermans asked for clarification on the Fox Rothschild motion and Mr. Fitzgerald stated it is on the rate, it's an at will relationship. Mr. Fitzgerald will provide the analysis for item M to Mr. Rizzo so he can share it with the Board.

- A. Administration recommends approval for next month's payroll, taxes, all benefits, transportation contracts, IU contracts, Vo-Tech payments, debt service payments, utility bills, maintenance agreements, copier leases, equipment maintenance, Federal grants, insurance, and discounted invoices.

B. Payments:

1. General Fund Checks

Check No. 214608 - 214833 \$ 1,750,767.38

2. General Fund, Food Service, Capital Reserve & Projects ACHs

ACH No. 212202307 - 212202649 \$ 5,678,646.48

3. Wires

Wire No. 202122094 - 202122114 \$ 2,112,115.68

4. Procurement Payments

Transaction No. 210000226 - 210000320 \$ 20,634.34

- C. The following monthly Board reports are submitted for your approval:

1. Skyward Reports

- Check Report (All funds)
- ACH Report (All funds)
- Wires Report (All funds)
- Procurement Report (All funds)

- D. Administration recommends approval of the following **independent contracts**.

1. Administration recommends approval of an independent contract with **Austill's Rehabilitation Services, Inc.** for the provision of direct and consultative Speech and Language Therapy for Extended School Year 7/1/2022-8/30/2022 for one student. A speech therapist will provide for up to 34 total hours at a cost of \$68.34 per hour for a total cost not to exceed \$2,323.56. Funding will come from the Special Education Budget.

2. Administration recommends approval for an independent contract with **Deaf-Hearing Communication Centre** to provide professional sign language interpreting for meetings and events within the school for the 2022-23 school year. The total cost will not exceed \$1,500.00. The contract will be funded from the Assistant Superintendent Budget.
 3. Administration recommends an independent contract with **Dr. Sandoval-Barrett**, to conduct an Independent Psychiatric Evaluation for one student for the 2021-2022 school year. The cost for the evaluation is not to exceed \$3,900.00. The contract will be paid from the Special Education Budget.
 4. Administration recommends the approval of an independent contract with **Capstone Academy** to provide Extended School Year tuition and related services for students as per the IEP. The total cost for all services is not to exceed \$63,161.26. Funding will be paid from the 2022-23 Special Education Budget.
 5. Administration recommends approval for an independent contract with **The Vanguard School** to provide School Year Services for nine students who receive special education services; two of which receive food services. The total cost of the contract is not to exceed \$634,086.00. The contract will be funded from the Special Education Budget.
 6. Administration recommends approval of an independent contract with **Procare Therapy** to provide 1:1 Nursing Services for one student during the school day and/or on transportation for the 2021-2022 school year and ESY 2022 per the IEP. The total cost of the contract will not exceed \$10,947.20 and will be funded from the Special Education Budget.
 7. Administration recommends approval of an addendum to the 3-year (7/1/2020 through 6/30/2023) independent contract agreement with **Pediatric Therapeutic Services Inc. (PTS)**, 525 Fayette Street, Conshohocken PA 19428 which was board approved June 2020. This addendum is necessary due to additional costs needed to provide behavioral health services (RBTs, BTs, BCBA) and speech therapy during ESY 2022. The total cost will not exceed \$59,314.02. Funding will come from the Special Education Budget.
- E.** Administration recommends approval of a **confidential settlement agreement 2022-01** with the parent of a special education student in an amount not to exceed \$37,000.00. Funding will be paid from the Special Education Budget.
- F.** Administration recommends approval of a **confidential settlement agreement 2022-02** with the parent of a special education student in an amount not to exceed \$46,635.00. Funding will be paid from the Special Education Budget.
- G.** **Montgomery County Intermediate Unit – Norristown, PA** to provide school-based ACCESS Program billing services for the 2022-2023 school year at an amount equal to 8.5% of the ACCESS dollars earned by the district. Funding will be paid from the Medical ACCESS dollars received.
- H.** Administration recommends approval to continue with the legal services, for the 2022-2023 fiscal year, of **Fox Rothschild LLP** at a blended hourly rate of \$195.00 per hour for those services listed in the Agreement. Items not covered under the Agreement of Services Letter will be billed at the established rates under the Miscellaneous Matters and Rates as outlined in the Fox Rothschild Agreement. There is no increase from last year's rates.

- I. Administration recommends approval of **Resolution #2022-45** for the adoption of the 2022-2023 General Fund Budget in the amount of \$182,934,906.00 which represents a tax increase of 3.31% (millage 29.6885). (**Attachment A33**)
- J. Administration recommends approval of **Resolution #2022-46** for the 2022-2023 Homestead and Farmstead Exclusion. (**Attachment A34**)
- K. Administration recommends approval to enter into a five year agreement with **Box Clever Incorporated** for the use of their Bus Status System application (app). The application provides parents/guardians more transparency with regards to the day-to-day status of their student(s) transportation. The cost shall not exceed \$5,650.00 per year and will be funded from the Transportation Budget.
- L. Administration recommends approval of the **Western Montgomery Career and Technology Center's** 2022-2023 Budget in the amount of \$7,703,375.00. Spring-Ford's share of the cost is \$2,448,617.00 or an increase of \$159,210.00 from the prior year's budget. The district's contribution calculation is based on the 5-year average ADM ratio per agreement.
- M. The Board of School Directors authorizes **Fox Rothschild, LLP** to enter into an agreement for the property located at 600 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-04-6 setting (i) the assessment of the property at \$5,956,300 for tax year 2021 (School District tax year 2021-22) and (ii) the assessment of the property at \$6,123,900 for tax year 2022 (School District tax year 2022-23) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.

VIII. PROGRAMMING AND CURRICULUM

Programming and Curriculum A-G, Dr. Wright noted that item F, will be changed to \$35,000.

- A. Administration recommends approval to submit to PDE the Spring-Ford Area School District's "District Level Comprehensive Plan" Effective July 1, 2022, through June 30, 2025, as presented.
- B. Administration recommends the approval of the Memorandum of Understanding with **Montgomery County Intermediate Unit** for the purposes of coordination and cooperation of early learning programs. (**Attachment A35**)
- C. Administration recommends the renewal of **Raptor Volunteer Management** for the 2022-2023 school year. The total cost will not exceed \$5,400.00. This will be purchased from the Technology operating budget.
- D. Administration recommends the renewal of **Office 365** for the 2022-2023 school year. The total cost will not exceed \$83,000.00. This will be purchased from the Technology operating budget.
- E. Administration recommends the renewal of **Skyward SIS** and Financial services for the 2022-2023 school year. The total cost will not exceed \$104,000.00. This will be purchased from the Technology operating budget.
- F. Administration recommends the renewal of our **EMS LINQ, Registration Gateway** and **DocuShare** software package for the 2022-2023 school year. Total cost will not exceed \$36,000.00. This will be funded from the Technology operating budget.
- G. Administration recommends the purchase of security awareness training **KnowBe4** for the 2022-2023 school year. The total cost will not exceed \$11,000.00. This will be purchased from the Technology operating budget.

IX. CONFERENCES AND WORKSHOPS

Conferences and Workshops A-D, Mrs. Hermans asked about item D. Mrs. Rizzo said this was previously approved and is for finance and reimbursement. Mr. Jackson was happy to hear about the Green Ribbon award and is really proud. Mrs. Zasowski asked about C and asked for the staff to have acknowledgement when it's approved. Mr. Rizzo stated that those requesting conferences do get the signed form back saying if it's been approved or not. Dr. Murray noted that the conference process is being looked at this summer with checks and balances put in place with clear defined process. She will share with the Board as Mrs. Zasowski requested once this is in place.

- A. Dr. Tina Giambattista, Assistant Superintendent**, to attend the "Special Education Law Symposium" virtually June 19-24, 2022. The total cost of the conference is \$945.00 (Registration). No substitute coverage is needed.
- B. Robert Hunter, Planning, Operations and Facilities, Shawn Ryan, Supervisor of Operations/Facilities, Robert Rizzo, Superintendent, and Dr. Kelly Murray, Assistant Superintendent**, to attend the "Education Green Ribbon Schools Celebration Conference" July 25-27, 2022 in Washington DC. The total cost shall not exceed \$3,337.88 (\$834.47 per person for lodging, travel, and food) Substitute coverage is not needed.
- C. Joseph Mayo, Information Systems Administrator**, attended the "2022 Keystone State Skyward User Group Conference" April 19-20, 2022. The total cost was \$220.93 (travel and lodging). On March 28, 2022 the Board approved three staff members to attend the 2022 Keystone State Skyward User Group Conference for a total of \$1,249.00. One staff member did not attend. Administration is seeking approval to reimburse Mr. Mayo for travel and lodging expenses which will not exceed the previously approved amount of \$1,249.00. No substitute coverage was needed.
- D.** Administration requests approval for **Shawn Ryan, Supervisor of Operations/Facilities**, to attend in place of Robert Hunter for the "MCIU 2022 Facilities Directors Workshop" from May 12-13, 2022. Attendance for Robert Hunter has been previously approved and this request will not impact the previously approved cost of \$563.71 (Registration, transportation and hotel).

X. OTHER BUSINESS

Other Business A, No questions or comments.

- A.** The following policies are submitted for **approval**:
 - 1. Policy #323 - Tobacco and Vaping Products (**Attachment A36**)
 - 2. Policy #324 - Personnel Files (**Attachment A37**)
 - 3. Policy #326 - Complaint Process (**Attachment A38**)
 - 4. Policy #328 - Compensation Plans/Salary Schedules (**Attachment A39**)
 - 5. Policy #330 - Overtime (**Attachment A40**)
 - 6. Policy #331 - Job Related Expenses (**Attachment A41**)
 - 7. Policy #332 - Working Periods (**Attachment A42**)
 - 8. Policy #333 - Professional Development (**Attachment A43**)
 - 9. Policy #334 - Sick Leave (**Attachment A44**)
 - 10. Policy #335 - Family and Medical Leaves (**Attachment A45**)
 - 11. Policy #336 - Personal Necessity Leave (**Attachment A46**)

12. Policy #337 - Vacation (**Attachment A47**)

13. Policy #338 - Sabbatical Leave (**Attachment A48**)

14. Policy #338.1 - Compensated Professional Leaves (**Attachment A49**)

XI. BOARD COMMENT

Dr. Wright wanted to continue the discussion on the Ram the Board is donating. She would like to have it placed at the District Office and maybe a competition for a student to paint. Mrs. Sullivan said at the last American Legion meeting they would like it placed at the Baseball field.

Mr. Jackson spoke about his feelings of topics being discussed in public then finished in private in the Board Memo. His feeling is that they should be finished in public. Excited to see item Q was pulled from the agenda and hopes it doesn't return next week.

Dr. Wright agreed that the graduation attire should be continued in public and asked for an update. Mr. Rizzo said he was charged to get information for the Board which he provided in the Memo and this would have been part of the Superintendent update next week. Mrs. Deardorff asked what would happen if someone didn't follow the dress guidelines. Mr. Rizzo will find out from the HS Administration and report out next week.

Dr. Wright noted that there are folders with the MCIU Board ballot to complete. There was discussion about an executive session to finish their discussion on personnel items. There were 5 members that were able to meet tonight. Mrs. Zasowski would also like Mr. Fitzgerald to provide guidance. Mr. Rizzo said the Administration would be able to attend.

The Board met immediately after this meeting to discuss personnel.

XII. PUBLIC TO BE HEARD

None

XIII. ADJOURNMENT

The Board unanimously adjourned the meeting at 11:05 pm with a motion from Mrs. Hermans, seconded by Mrs. Zasowski.

Respectfully submitted,

Erin G. Crew
Asst. Board Secretary

On May 23, 2022 The Spring-Ford Area School District Work Session was called to order at 7:31 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle, Karen Weingarten, and Dr. Margaret D. Wright
Region II: David R. Shafer, and Colleen Zasowski (arrived late)
Region III: Abby Deardorff, Erica Hermans, and Diane Sullivan
Presiding Officer: Dr. Margaret D. Wright
Superintendent: Robert W. Rizzo
Assistant Superintendents: Kelly M. Murray and Tina Giambattista
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Allison McVey (absent) and Aditi Mangal (arrived late)
Virtual: Clinton L. Jackson

CALL TO ORDER

Dr. Wright called the meeting to order at 7:31 pm

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Mrs. Bickert noted the roll: Mrs. Deardorff, Mrs. Earle, Mrs. Herman, Mr. Shafer, Mrs. Sullivan, Mrs. Weingarten, and Dr. Write are present. Mr. Jackson is virtual via zoom. Mrs. Zasowski was absent.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY **Ryan Nyce, Limerick Township - Budget increase**

II. PRESENTATION

Ms. Aditi Mangal arrived at 7:35 pm

Mrs. Zasowski arrived at 7:37 pm

Mr. Kelly spoke about the Namm Foundation and presented a plaque to the Music Department and Mr. Rizzo.

Music Teachers Mr. Jennings, Mrs. O'Day, Mrs. McGranhan and Mr. Jones presented Resolutions to the students for all their achievements.

Dr. Wright and Dr. Colyer thanked Student Rep Allison McVey for her Service and introduced new student rep Arhan Kaul. Arhan then thanked the Board and administration for the opportunity.

- A. **Tom Kelly** of Zeswitz Music recognized the Spring-Ford Area School District for being named as one of the NAMM Foundation's Best Communities for Music Education.
- B. Presentation of **Resolution #2022-17**, commending **Thomas Brown** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A1**)
- C. Presentation of **Resolution #2022-18**, commending **Steven Cox, Jr.** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A2**)
- D. Presentation of **Resolution #2022-19**, commending **Connor Elison** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A3**)
- E. Presentation of **Resolution #2022-20**, commending **Alyssa Guntz** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A4**)
- F. Presentation of **Resolution #2022-21**, commending **Kathryn Mull** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A5**)
- G. Presentation of **Resolution #2022-22**, commending **Spencer Schmalbach** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A6**)
- H. Presentation of **Resolution #2022-23**, commending **Nolan Sheaffer** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. (**Attachment A7**)
- I. Presentation of **Resolution #2022-24**, commending **Samuel Brown** for their participation in the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA Region 6 Band, and the PMEA All State Band. (**Attachment A8**)
- J. Presentation of **Resolution #2022-25**, commending **Aimen Hashish** for their participation in the Pennsylvania Music Educators Association 2022 District 11 Band, PMEA District 11 Orchestra, and the PMEA All State Jazz Ensemble. (**Attachment A9**)
- K. Presentation of **Resolution #2022-26**, commending **Nicole Grebe** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band. (**Attachment A10**)
- L. Presentational of **Resolution #2022-27**, commending **Robert Palladino** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band. (**Attachment A11**)
- M. Presentation of **Resolution #2022-28**, commending **Aiden Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA District 11 Orchestra, the PMEA Region 6 Band, and the Pennsylvania Music Educators Association All State Jazz Ensemble. (**Attachment A12**)
- N. Presentation of **Resolution #2022-29**, commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA District 11 Orchestra, the PMEA Region 6 Orchestra, the PMEA Region 6 Band, and the PMEA All State Orchestra. (**Attachment A13**)
- O. Presentation of **Resolution #2022-30**, commending **Samuel Thomas** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band and the PMEA District 11 Orchestra. (**Attachment A14**)

- P. Presentation of **Resolution #2022-31**, commending **James Civello** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir. (**Attachment A15**)
- Q. Presentation of **Resolution #2022-32**, commending **Griffin Lee** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir. (**Attachment A16**)
- R. Presentation of **Resolution #2022-33**, commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir and Region VI Choir. (**Attachment A17**)
- S. Presentation of **Resolution #2022-34**, commending **Sunidhi Srinivas** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir, Region VI Choir, and All State Choir placing 4th in the State. (**Attachment A18**)
- T. Presentation of **Resolution #2022-35**, commending **Ayan Zaman** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Orchestra. (**Attachment A19**)
- U. Presentation of **Resolution #2022-36**, commending **Avery Amerine** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A20**)
- V. Presentation of **Resolution #2022-37**, commending **Stella Butler** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A21**)
- W. Presentation of **Resolution #2022-38**, commending **Maddie D'Annunzio** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A22**)
- X. Presentation of **Resolution #2022-39**, commending **Abigail Duersch** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A23**)
- Y. Presentation of **Resolution #2022-40**, commending **Leah Texter** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A24**)
- Z. Presentation of **Resolution #2022-41**, commending **Leana Tran** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A25**)
- AA. Presentation of **Resolution #2022-42**, commending **Carrie Valente** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A26**)
- BB. Presentation of **Resolution #2022-43**, commending **Albany Viet** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A27**)
- CC. Presentation of **Resolution #2022-44**, commending **The Spring-Ford Area High School Golden Rams Marching Band** for the 2021 Cavalcade of Bands Patriot Open Championship. (**Attachment A28**)
- DD. Farewell to the current Student Representative to the School Board, **Allison McVey**.
- EE. Introduction of new Student Representative to the School Board, **Arhan Kaul**.

III. BOARD AND COMMITTEE REPORTS

Community Relations

Colleen Zasowski

1st Tue. 6:30 p.m.

Mrs. Zasowski reported that the Community Relations Committee discussed the communications audit with the CCIU present, audio visual upgrades for several locations, and the committee decided to continue to hold Board meetings in the High School Cafeteria. Mr. Jackson asked what the projected cost for the new equipment was. Mr. Rothemel said the total cost for all equipment was about \$200,000 but they are working on breaking that down. These are projected for the 23-24 school year. There was talk about the life of the lamps and costs and a possible upgrade to laser so the lifespan is much longer.

Legislative Committee

Abby Deardorff

3rd Wed. 7:30 p.m.

Mrs. Deardorff stated that she will provide an update next month.

MCIU

Dr. Margaret Wright

4th Wed. 7:00 p.m.

Dr. Wright said the last meeting was really just updating contracts.

PSBA Liaison

David Shafer

Mr. Shafer reported that he will be getting together with rep over summer to go over professional development as a board.

American Legion

Diane Sullivan

Mrs. Sullivan waiting for confirmation on a Ram at the Baseball and or Football.

Superintendent Report

Mr. Robert W. Rizzo

Mr. Rizzo reported the CDC reported Montgomery County is now in high transmission. Masking is optional but recommended. 6 schools have reverted to required masking, 11 remain optional mask wearing, and there was no response from 4 schools. Mr. Rizzo confirmed with the Nurses and they are comfortable with staying optional. Last week there was a request for information on graduation gowns and attire and that is on the graduation webpage. Students were asked, they are comfortable with the guidelines. Mr. Rizzo acknowledged the 4 retirees.

Mr. Shafer thanked Mr. McDaniel for his service.

Mr. Jackson supports the females in dressing for comfort during graduation.

Mrs. Hermans thanked Mr. Shafer for his words for Mr. McDaniel.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald noted that there will be new guidance for Title IX and significant changes in June. There will be a quick turn around on those changes at the school.

IV. MINUTES

Motion by Mrs. Earle to approve Minutes A and B, seconded by Mrs. Weingarten.
Motion carries 9-0.

A. The Board approved the April 19, 2022, Work Session minutes. **(Attachment A29)**

B. The Board approved the April 25, 2022, Board Meeting minutes. **(Attachment A30)**

V. PERSONNEL

Motion by Mrs. Deardorff to approve Personnel A-S, seconded by Mr. Shafer.

Mr. Jackson had concerns last week and feels the same now.

Motion carries 8-1. (Mr. Jackson was the dissenting vote)

Mr. Rogers thanked the Board, Admin team and his family. He has been in the district for 17 years and is excited for the his new roll.

A. Resignations

1. **Sheila Egleston**; Teacher, Summer R.A.M.S. Effective: May 10, 2022.
2. **Connie L. Henry**; Level III Secretary, Senior High School for the purpose of retirement. Effective: July 5, 2022.
3. **Katie T. Kennedy**; Instructional Assistant, 9th Grade Center. Effective: May 2, 2022.
4. **Katherine Macel**; Speech & Language Therapist, Extended School Year. Effective: May 8, 2022.
5. **Aaron R. Rhoads**; Systems Technician, 7th Grade Center. Effective: May 18, 2022.
6. **Elizabeth E. Rio**; Level II Administrative Assistant, District Office. Effective: May 19, 2022.
7. **Susan M. Snyder**; Elementary Teacher, Royersford Elementary School for the purpose of retirement. Effective: June 13, 2022.
8. **Christine M. Stewart**; Instructional Assistant, 9th Grade Center. Effective: May 5, 2022.
9. **Greta L.E. Verma**; Special Education Teacher, Extended School Year. Effective: May 6, 2022.

New Resignations

10. **Grace L. Donovan**; Special Education Teacher, Extended School Year. Effective: May 13, 2022.
11. **Jacklyn L. Keeley**; Health & Physical Education Teacher, 9th Grade Center for the purpose of retirement. Effective: June 30, 2022.
12. **Michael P. McDaniel**; Athletic Director, Senior High School for the purpose of retirement. Effective: August 1, 2022.

B. Support Staff

1. **Carol E. Roth**; Instructional Assistant, 8th Grade Center replacing Rachel S. Perry who resigned. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistant Benefit Summary. Effective: August 23, 2022.

C. Leave of Absence

1. **Joseph D. Stimmler**; Maintenance, District Office for an unpaid leave of absence per Board Policy. Effective: February 28, 2022 through May 23, 2022.
2. **Emily A. Sonnon**; Elementary Teacher, Spring City Elementary for child-rearing leave of absence per the Professional Agreement. Effective: August 23, 2022, through the 2022-2023 school year.

D. Professional Employees

1. **Rebecca G. Gluck**; Special Education Teacher, 9th Grade Center replacing Nancy A. McDonough who retired. Compensation has been set at M, Step 5, \$56,500.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

E. Temporary Professional Employee

1. **Noah C. Clinard**; Spanish Teacher, 9th Grade Center replacing Paula M. Love who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
2. **Rachel A. DeBias**; Special Education Teacher, Evans Elementary School replacing Shannon Tolas who resigned. Compensation has been set at B, Step 2, \$52,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
3. **Lauren E. Flanagan**; English Language Arts Teacher, 8th Grade Center replacing Elizabeth Comport who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
4. **Matthew J. Gallagher**; Health & Physical Education Teacher, 9th Grade Center replacing David A. Caldwell who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
5. **Lisa H. Gruhn**; German Teacher, Senior High School replacing Ingrid Huss who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
6. **Ayannah J. Stanton**; Spanish Teacher, Senior High School replacing Sarah M. Toback who had a change of assignment. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

F. Change of Status

1. **Bernadette J. Crenshaw**; Junior Accountant, District Office to Staff Accountant, District Office replacing Judith M. Nuskey who resigned. Compensation has been set \$45,000.00, prorated with benefits per the Administrative Support Benefit Summary. Effective: May 4, 2022.

2. **Gerard B. Rogers**; Assistant Principal to Principal, 8th Grade Center, replacing Dr. Michael J. Siggins who retired. Compensation has been set at \$142,000.00, prorated with benefits per the Act 93 Administrators' Plan. Effective May 24, 2022.

NEW Change of Status

3. **Courtney L. Mullen**; Accounting Specialist, District Office to Junior Accountant, District Office replacing Bernadette J. Crenshaw who had a change of status. Compensation has been set at \$21.50/hour with benefits per the Administrative Support Benefit Summary. Effective: May 16, 2022.

G. Tenure

The individual listed below has completed three (3) years of satisfactory service as a Temporary Professional Employee and is, therefore, entitled to tenure status:

1. **Naomi C. Morissette**

- H. The Board approved the following Professional Staff as Special Education Teachers for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Sophia A. Iliadis**
2. **Shana L. Savard**
3. **Rachel N. Weeks**

- I. The Board approved the following Professional Staff as Special Education Teacher Tutors for the 2022 Extended School Year Program (ESY) for a minimum of 30 hours. The position runs June 27, 2022 through August 19, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Kimberly L. Acosta**

- J. The Board approved the following Support Staff as Instructional Assistants for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, and their hours will be from 8:45 AM to 2:15 PM; June 23, 2022 through July 28, 2022. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds. * Designates new additions since the Work Session.

1. * **Mark F. Cecconi**
2. **Dylan B. Clark**
3. **Margaret R. Craig**
4. **Elizabeth M. Emmitt**
5. **Alexa K. Habermehl**
6. **Jordyn Mayes**
7. * **Emily M. Moore**

- K. The Board approved the following Professional Staff for English Language Development Camp. The program will be held Tuesdays and Thursdays for 1.5 hour sessions from June 21, 2022 through July 31, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from Title III funds.

1. **Nicole A. Catts**

2. **Sandra Cerniglia**
 3. **Elizabeth C. Miller**
- L.** The Board approved the following Professional Staff as Substitutes for English Language Development Camp. The program will be held Tuesdays and Thursdays for 1.5 hour sessions from June 21, 2022 through July 31, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from Title III funds.
*Designates new additions since the Work Session.
1. **Tara L. Chester**
 2. ***Leah L. Keyser**
 3. ***Sara L. Wanamaker**
- M.** The Board approved to have two School Police Officers assigned to traffic control to support the Summer R.A.M.S. Program. The Summer R.A.M.S. Program will be located at the 5/6/7 FLEX Building and Upper Providence Elementary. The volume of drop-off and pick-up of students necessitates the need for safe and effective traffic control. The total cost shall not exceed \$9,000.00 (including FICA & Retirement) for 23 days, four hours a day, and will be paid from the ESSER grant.
- N.** The Board approved the following Professional Staff as Teachers for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the ESSER Grant.
1. **Mary E. Jones**
- O.** The Board approved the professional development for cyber course development that will include training on Canvas, Edgenuity and effective cyber instructional practices. This program includes approximately 35 teachers and four trainers. The training is required to ensure that sources are built properly and adequately staffed for Spring-Ford Cyber Learning. The total cost will not exceed \$20,000.00 and will be funded from Title IIa.
- P.** The Board approved **Gabrielle G. Procaro** and **Allison Ramil** to teach summer course advancement (Honors Algebra 2, Honors Geometry, and Honors Pre-Calculus) and **Amanda M. Myers** to monitor the platform through Spring-Ford Cyber Learning at a cost not to exceed \$5,000.00. The program will be self-funded via student tuition.
- Q.** The Board approved the following Professional Staff as SFCL teachers for the 2022-2023 school year. Compensation has been set according to the Memorandum of Agreement matrix (FICA & Retirement). Funding will be from the ESSER grant.

Colleen E. Antal
Ashley E. Baisch
Katherine J. Beerer
Dale P. Bergman
Ashley C. Bilotti
Mary K. Blank
Melanie F. Bowen
Mary K. Burkholder
Daniel R. Butterweck
Christopher D. Cameron
Matthew J. Cappelletti
Amanda V. Christofas

Amy B. Culp
Kevin M. Czapor
Hope K. Davis
Karen M. DeLange
Joseph N. Dimino
Kelly Donatelli
Kevin J. Donnelly
Valarie A. Dubbs
Ian G. Fickert
Laura A. Foulke
Karen M. Gallagher
Kelly L. German

Jennifer R. Giangiulio
Mallory R. Greene
Rachelle Hafer
Susan S. Hammond
Eric J. Hill
Stacey Hoffman
Kristi M. Holstein
Lucinda J. Iezzi
Victoria L. Karalius
Lauren M. Keifer
Desiree L. Keppler
Jason A. Kerkusz
Brent E. Kissel
Lisa L. Knaub
Brian J. Kraeer
James R. Laky
Doug W. Landis
Daniel W. Leppold
Ian P. MacMillan
Taylor P. MacMillan
Jason Marcellus
Megan M. McCloskey
Jaclyn A. McDermott
Jennifer D. McGlade
Michael J. Miedlar
Elizabeth C. Miller
Susan C. Miscavage
Marisa Moley
Lisa M. Morrow
Christina M. Moyer
Joy S. Needles
Elyse F. Ohms

Christopher Okonski
Karen F. Parker
Kourosh Parsia
Gabrielle G. Procario
Susan V. Prophet
Lisa S. Pupo
Cheryl A. Rabinowitz
Allison Ramil
Louis M. Rizzo
Kristin L. Rouyer
Jamie J. Scheck
Bradley J. Seltzer
Amanda P. Smith
Holly Smith
Ryan N. Souder
Dana M. Starkey
Heather Steinmetz
Chadwick A. Strickler
David Susek
Adam Swavely
Robert A. Swier III
Vincent E. Terry
Nicholas A. Tier
Sarah M. Toback
Lindsey F. Waltermeyer
Sara Lynn Wanamaker
Lynne M. Webb
Tricia J. Weller
Michelle Willemin
Allison L. Workman
Heather L. Woznicki
Samantha M. Wren

- R. The Board approved the attached extra-curricular contracts for the 2021-2022 school year.
*Designates new additions since the Work Session. (**Attachment A31**)

NEW Personnel

- S. The Board approved the following Music Teachers for the 2022 Summer Instrumental Program. Compensation will be set at \$30.00 per hour and will be funded through student tuitions collected for the lessons. There will be no cost to the district.
1. **Sarah L. Becker-Fralich**
 2. **Michael Hoinowski**
 3. **Brett M. Slifer**

VI. FINANCE

Motion by Mr. Shafer to approve Finance A-M (not I and L), seconded by Mrs. Earle.
Motion carries 8-1. (Dissenting vote by Mr. Jackson)

Motion by Mrs. Deardorff to approve Finance I, seconded by Mrs. Earle.
Mr. Fink presented 3 new scenarios. Mr. Shafer talked about the process and said it's a delicate balance in what positions are needed. He is disappointed that the Admin brought forth the same increase. There was discussion on the Smartboards and Mr. Catalano stated that there are 27 failures on the smart boards and parts were not available. They replaced those with 6 year old dumb

projectors and these are not interactive. Mrs. Zasowski asked if MCIU provides any help for title IX, Mrs. Leiss said no. Mrs. Zasowski feels the Board has not done their due diligence. Everyone should have gone through the budget for cost savings. Mrs. Weingarten said that after speaking with the staff, the schools are already working on at a loss. Mrs. Hermans is displeased that the Board and Committee members are not doing their due diligence. Mrs. Sullivan spoke of the plateau of student enrollment with the volume of building. Mr. Rizzo spoke of the data reviewed in order to stay on top of the projected numbers. Mrs. Zasowski asked if the will of the Board to approve the HR position and all smart panels. Mr. Fitzgerald

Motion by Mrs. Earle to amend the current motion to the Resolution 2022-45, Finance I, to include the changes 3.25% with 29.6712% millage and General Fund Balance to \$182,853,704.00.

Public Comment on the amended motion:

Mary Jo McNamara, Limerick Town - Discouraged that only personnel was discussed

Ryan Nyce - Limerick Township - assessment of homes in presentation should reflect the median assessments of Spring-Ford costs, and the tax increase compounds each year

Toni Patrick, Limerick - consider everyone as a whole, no increase please

Motion carries 6-2 (Mrs. Zasowski, and Mr. Shafer was the dissenting vote, Mr. Jackson was away from the computer)

Vote for Resolution 2022-45 which includes the above Resolution.

Motion carries 6-3 (Mrs. Zasowski, Mr. Shafer, and Mr. Jackson were the dissenting votes)

Mr. Fitzgerald clarified that this vote was only for the tax increase, millage and budget. The HR position would need to go before the Board for approval.

Motion by Mrs. Earle to approve Finance L, seconded by Mrs. Weingarten.

Mrs. Zasowski reminded the Board of last weeks comments about the JOC meeting and that there were no cuts or adjustments made to the budget and she will not be voting for it. Mr. Fitzgerald discussed how the budget is passed with the other 2 sending schools. Mrs. Zasowski said there were several members missing and doesn't recall what the vote was at the JOC Meeting. Mr. Shafer asked that the increase was a 6.5% increase, which Mrs. Zasowski said yes and believes it is related to purchases and her objection is to make them over time and not all at once.

Motion carries 5-3. (Mrs. Zasowski, Mr. Shafer, and Mr. Jackson were the dissenting votes. Mrs. Deardorff was away from the table)

- A.** The Board approved next month's payroll, taxes, all benefits, transportation contracts, IU contracts, Vo-Tech payments, debt service payments, utility bills, maintenance agreements, copier leases, equipment maintenance, Federal grants, insurance, and discounted invoices.

B. Payments:

1. General Fund Checks

Check No. 214608 - 214833 \$ 1,750,767.38

2. General Fund, Food Service, Capital Reserve & Projects ACHs

ACH No. 212202307 - 212202649 \$ 5,678,646.48

3. Wires

Wire No. 202122094 - 202122114 \$ 2,112,115.68

4. Procurement Payments

Transaction No. 210000226 - 210000320 \$ 20,634.34

C. The following monthly Board reports were Board approved:

1. Skyward Reports
 - Check Report (All funds)
 - ACH Report (All funds)
 - Wires Report (All funds)
 - Procurement Report (All funds)

D. The Board approved the following independent contracts.

1. The Board approved an independent contract with **Austill's Rehabilitation Services, Inc.** for the provision of direct and consultative Speech and Language Therapy for Extended School Year 7/1/2022-8/30/2022 for one student. A speech therapist will provide for up to 34 total hours at a cost of \$68.34 per hour for a total cost not to exceed \$2,323.56. Funding will come from the Special Education Budget.
2. The Board approved an independent contract with **Deaf-Hearing Communication Centre** to provide professional sign language interpreting for meetings and events within the school for the 2022-2023 school year. The total cost will not exceed \$1,500.00. The contract will be funded from the Assistant Superintendent Budget.
3. The Board approved an independent contract with **Dr. Sandoval-Barrett**, to conduct an Independent Psychiatric Evaluation for one student for the 2021-2022 school year. The cost for the evaluation is not to exceed \$3,900.00. The contract will be paid from the Special Education Budget.
4. The Board approved an independent contract with **Capstone Academy** to provide Extended School Year tuition and related services for students as per the IEP. The total cost for all services is not to exceed \$63,161.26. Funding will be paid from the 2022-2023 Special Education Budget.
5. The Board approved an independent contract with **Procare Therapy** to provide 1:1 Nursing Services for one student during the school day and/or on transportation for the 2021-2022 school year. The total cost of the contract will not exceed \$1,094.72 and will be funded from the Special Education Budget.

E. The Board approved a confidential settlement agreement 2022-01 with the parent of a special education student in an amount not to exceed \$37,000.00. Funding will be paid from the Special Education Budget.

F. Montgomery County Intermediate Unit – Norristown, PA to provide school-based ACCESS Program billing services for the 2022-2023 school year at an amount equal to 8.5% of the ACCESS dollars earned by the district. Funding will be paid from the Medical ACCESS dollars received.

H. The Board approved to continue with the legal services, for the 2022-2023 fiscal year, of Fox Rothschild LLP at a blended hourly rate of \$195.00 per hour for those services listed in the Agreement. Items not covered under the Agreement of Services Letter will be billed at the established rates under the Miscellaneous Matters and Rates as outlined in the Fox Rothschild Agreement. There is no increase from last year's rates.

I. Administration recommends approval of Resolution #2022-45 for the adoption of the 2022-2023 General Fund Budget in the amount of \$182,934,906.00 which represents a tax increase of 3.31% (millage 29.6885). **(Attachment A33)**

REVISED Motion at the table: Administration recommends approval of Resolution #2022-45 for the adoption of the 2022-23 General Fund Budget in the amount of \$182,853,704.00 which represents a tax increase of 3.25%(millage 29.6712)

- J. The Board approved the **Resolution #2022-46** for the 2022-2023 Homestead and Farmstead Exclusion. **(Attachment A34)**
- K. The Board approved to enter into a five year agreement with **Box Clever Incorporated** for the use of their Bus Status System application (app). The application provides parents/guardians more transparency with regards to the day-to-day status of their student(s) transportation. The cost shall not exceed \$5,650.00 per year and will be funded from the Transportation Budget.
- L. The Board approved the **Western Montgomery Career and Technology Center's** 2022-2023 Budget in the amount of \$7,703,375.00. Spring-Ford's share of the cost is \$2,448,617.00 or an increase of \$159,210.00 from the prior year's budget. The district's contribution calculation is based on the 5-year average ADM ratio per agreement.
- M. The Board of School Directors authorizes **Fox Rothschild, LLP** to enter into an agreement for the property located at 600 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-04-6 setting (i) the assessment of the property at \$5,956,300 for tax year 2021 (School District tax year 2021-2022) and (ii) the assessment of the property at \$6,123,900.00 for tax year 2022 (School District tax year 2022-2023) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.

VII. PROGRAMMING AND CURRICULUM

Motion by Mrs. Weingarten to approve Programming and Curriculum A-G, seconded by Mrs. Earle.

Mrs. Zasowski asked how many claims and what the repercussions are. Mr. Catalano said it is recommended, not required, and would lower the insurance premium. To date there are no claims as per Mr. Fink.

Mrs. Zasowski asked to vote on A-F.

Motion carries 9-0.

Vote for Programming and Curriculum item G

Motion carries 7-2 (Mrs. Zasowski, Mr. Jackson are the dissenting votes)

- A. The Board approved to submit to PDE the Spring-Ford Area School District's "District Level Comprehensive Plan" Effective July 1, 2022, through June 30, 2025, as presented.
- B. The Board approved the Memorandum of Understanding with **Montgomery County Intermediate Unit** for the purposes of coordination and cooperation of early learning programs. **(Attachment A35)**
- C. The Board approved the renewal of **Raptor Volunteer Management** for the 2022-2023 school year. The total cost will not exceed \$5,400.00. This will be purchased from the Technology Operating Budget.
- D. The Board approved the renewal of **Office 365** for the 2022-2023 school year. The total cost will not exceed \$83,000.00. This will be purchased from the Technology Operating Budget.
- E. The Board approved the renewal of **Skyward SIS** and Financial services for the 2022-2023 school year. The total cost will not exceed \$104,000.00. This will be purchased from the Technology Operating Budget.

- F. The Board approved the renewal of our **EMS LINQ, Registration Gateway** and **DocuShare** software package for the 2022-2023 school year. Total cost will not exceed \$36,000.00. This will be funded from the Technology Operating Budget.
- G. The Board approved the purchase of security awareness training **KnowBe4** for the 2022-2023 school year. The total cost will not exceed \$11,000.00. This will be purchased from the Technology Operating Budget.

VIII. CONFERENCES AND WORKSHOPS

Motion by Mrs. Deardorff to approve Conference and Workshops A, C, and D, seconded by Mrs. Hermans.

Motion carries 9-0.

Motion to approve conferences and Workshops B, seconded by Mrs. Herman.

Motion to amend to include Mr. Rizzo, seconded by Mrs. Weingarten.

The Board discussed the conference and having Mr. Rizzo attend.

Mr. Jackson said Mr. Hunter and Mr. Ryan should attend. Mrs. Zasowski said Mr. Rizzo should attend as head of the District as this is an honor.

Mr. Rizzo believes credit should go where credit is do and will attend the ceremony and will not stay overnight if the Board chooses to attend.

Amendment is to include Mr. Rizzo and the cost shall not exceed \$3,337.88.

No public comment

Motion carries 7-0 (Mr. Shafer away from the table, Mr. Jackson away from the computer)

Amended Motion

Motion carries 7-0. (Mr. Shafer away from the table, Mr. Jackson away from the computer)

- A. **Dr. Tina Giambattista, Assistant Superintendent**, to attend the "Special Education Law Symposium" virtually June 19-24, 2022. The total cost of the conference is \$945.00 (Registration). No substitute coverage is needed.
- B. **Robert Hunter, Planning, Operations and Facilities, Shawn Ryan, Supervisor of Operations/Facilities, and Dr. Kelly Murray, Assistant Superintendent** to attend the "Education Green Ribbon Schools Celebration Conference" July 25-27, 2022 in Washington DC. The total cost shall not exceed \$2,503.41 (\$834.47 per person for lodging, travel, and food) Substitute coverage is not needed. - This motion was amended to include Mr. Rizzo.
- C. **Joseph Mayo, Information Systems Administrator**, attended the "2022 Keystone State Skyward User Group Conference" April 19-20, 2022. The total cost was \$220.93 (travel and lodging). On March 28, 2022 the Board approved three staff members to attend the 2022 Keystone State Skyward User Group Conference for a total of \$1,249.00. One staff member did not attend. Administration is seeking approval to reimburse Mr. Mayo for travel and lodging expenses which will not exceed the previously approved amount of \$1,249.00. No substitute coverage was needed.
- D. Administration requests approval for **Shawn Ryan, Supervisor of Operations/Facilities**, to attend in place of Robert Hunter for the "MCIU 2022 Facilities Directors Workshop" from May 12-13, 2022. Attendance for Robert Hunter has been previously approved and this request will not impact the previously approved cost of \$563.71 (Registration, transportation and hotel).

IX. OTHER BUSINESS

Motion by Mrs. Earle to approve Other Business A, seconded by Mrs. Deardorff.

Motion carries 9-0.

- A. The following policies were Board approved:

1. Policy #323 - Tobacco and Vaping Products (**Attachment A36**)

2. Policy #324 - Personnel Files (**Attachment A37**)
3. Policy #326 - Complaint Process (**Attachment A38**)
4. Policy #328 - Compensation Plans/Salary Schedules (**Attachment A39**)
5. Policy #330 - Overtime (**Attachment A40**)
6. Policy #331 - Job Related Expenses (**Attachment A41**)
7. Policy #332 - Working Periods (**Attachment A42**)
8. Policy #333 - Professional Development (**Attachment A43**)
9. Policy #334 - Sick Leave (**Attachment A44**)
10. Policy #335 - Family and Medical Leaves (**Attachment A45**)
11. Policy #336 - Personal Necessity Leave (**Attachment A46**)
12. Policy #337 - Vacation (**Attachment A47**)
13. Policy #338 - Sabbatical Leave (**Attachment A48**)
14. Policy #338.1 - Compensated Professional Leaves (**Attachment A49**)

X. BOARD COMMENT

Mrs. Hermans noted that Montgomery County transmission is now high. She recommends a communication go home since not everyone looks at the dashboard or the website.

Mrs. Weingarten pulled up a \$300,000 house and the assessment is \$120,000.

Mr. Jackson stepped down as chair on the Finance Committee. Dr. Wright says Mr. Jackson is an asset and will discuss this.

XI. PUBLIC TO BE HEARD

Ryan Nyce, Limerick Township - Asked about trends of new students and houses in district being built. Mr. Rizzo says this is done monthly and with senses and a study is done every 5 years and we do have really good data. Mr. Fink states the budget contemplates those new students and instructors.

XII. ADJOURNMENT

The board unanimously adjourned the meeting at 11:10 pm with a motion by Mrs. Earle, seconded by Mrs. Deardorff.

Respectfully submitted,

Laurie J. Bickert
Board Secretary

SPRING-FORD AREA SCHOOL DISTRICT

Position Description

POSITION TITLE: Assistant Director of Human Resources

REPORTS TO: Director of Human Resources

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Serves as the district's Compliance Officer and is trained and knowledgeable in Title IX and Title VII regulations.
- Assists in revising and editing Board policies and drafting new policies when required.
- Tracks teacher and administrative certification and communicates certification issues in a timely manner.
- Manages requests for Level II certifications and ensures that all required documentation is submitted before forwarding to Pennsylvania Department of Education.
- Tracks licenses for RN's, CSN's, Behavioral Specialists and Speech Therapists as needed and communicates licensing issues with employees in a timely manner.
- Track and verify tenure status for professional employees, ensure that all requirements have been satisfied.
- Maintains HIPAA compliance with employee medical information.
- In conjunction with the Director of Human Resources, is responsible for the year-end roll in Skyward and ensuring data is accurate.
- Assists the Director of Human Resources with recruiting and interviewing district applicants.
- Posts all employment opportunities within the district on the district's online applicant tracking database and manages and maintains on-line applications through the district's online applicant tracking database.
- Participates in active and on-going recruitment and college outreach.
- Works with colleges and universities to place students for field placements and student teaching opportunities in district.
- In conjunction with the Director of Human Resources, regularly assess effectiveness of recruitment and hiring process.
- Oversees course-preapproval, tuition reimbursement requests and column movement requests through the district's professional growth database.
- Collaborates with the Director of Human Resources to sustain, promote and grow services within the Office of Human Resources.
- In conjunction with the Director of Human Resources, works with the Office of Human Resources staff to review concerns, problems, and courses of action.
- Acts as a proxy, as needed, for the Director of Human Resources in their absence.
- Attends professional development related to Human Resources.

This Job Description in no way states or implies that these are the only duties to be performed by the employee occupying this position. The Assistant Director of Human Resources will be required to follow any other job-related instructions and perform other job-related duties requested by the Director of Human Resources.

DRAFT

POSITION SPECIFICATIONS - Assistant Director of Human Resources

Work Year: Full-time: 7.5 hours/day, 12 months/year

Classification: Administration – Act 93

Physical Demands: Frequently required to stand and walk
Frequently required to climb, bend, twist, reach, and grasp
Frequently required to kneel and squat
Light lifting - up to 15 pounds
Light carrying - up to 15 pounds
Manual dexterity to prepare mailings and/or use office equipment
Repetitive movement of fingers and hands for keyboarding

Sensory Abilities: Ability to speak clearly and distinctly
Auditory acuity to answer phones and relay messages correctly
Visual acuity to read correspondence and computer screen

Work Environment: Level of noise is quiet to moderate
Inside year around

Temperament: Must be cooperative, congenial, and service oriented
Ability to work in an environment with frequent interruptions
Ability to work with others as a team
Must be courteous and be able to deal effectively and responsibly with people

Cognitive Ability: Ability to read, write and do simple computation
Ability to use correct grammar, sentence structure, and spelling
Ability to compose clear, concise sentences and paragraphs
Ability to communicate effectively, both orally and in writing
Ability to complete tasks with minimal supervision

Specific Skills: Must be proficient with MS Windows and Office, including Word, Power Point and Excel, as well as other software programs and the Internet.
Ability to learn and adapt to other customized software packages
Knowledge of federal and state labor laws.
Ability to work collaboratively with administrators, teachers, support staff, vendors and community members.
Strong verbal and written communication skills
Is sensitive to the various cultural, ethnic and economic groups in the school community and provides for a harmonious co-existence

Educational Level: Bachelor's Degree in Human Resources, Business or Psychology

Experience: One to three years of related experience required, supervisory experience preferred.

License/Clearance(s): Act 34 - Criminal History Clearance
Act 151 - Child Abuse History Clearance
Act 114 – Federal Criminal History Clearance

The position holder must be able to perform the essential job functions with or without reasonable accommodation. It is the responsibility of the employee to inform the Director of Human Resources of any and all reasonable accommodation that will be required.

DRAFT

SPRING-FORD AREA SCHOOL DISTRICT

JOB DESCRIPTION

Position Title:	Special Education Program Specialist (Instructional Coach)
Reports To:	Supervisors of Special Education K-3 and 4-6
Department:	Special Education & Student Services
Summary:	Certified teacher with practical, instructional and curriculum proficiency in special education who will provide ongoing programmatic support for special education and general education teachers working with students in special education and general education environments.

Essential Duties and Responsibilities:

- Assess current curriculum resources, teaching strategies/practices, and programming utilized with students who receive direct instruction in a special education classroom
- Provide and facilitate curriculum resources, teaching strategies/practices, and programming utilized with students with special needs in the general education setting
- Support and collaborate with special education teachers in IEP development, progress monitoring, data collection and assessment tools
- Support and collaborate with special and general education teachers in curriculum modifications/adaptations, technology application, and curriculum implementation
- Facilitate implementation of various instructional models utilizing research/evidence based best practices
- Design and facilitate professional development sessions for special education, general education teachers and support staff

The position holder must be able to perform the essential job functions with or without reasonable accommodation. It is the responsibility of the employee to inform the Director of Human Resources of any and all reasonable accommodation that will be required.

POSITION SPECIFICATIONS – Special Education Program Specialist (Instructional Coach)

Work Year:	Per SFEA Contract language
Physical Demands:	Ability to sit and/or stand, as desired Ability to bend, stoop, climb, reach and grasp Lifting - up to 50 pounds Frequent carrying - up to 15 pounds Manual dexterity to use office equipment Repetitive movement of fingers and hands for keyboarding Ability to travel independently to various locations
Sensory Abilities:	Visual capacity to read computer screen and correspondence, to complete forms, a visually supervise students Hearing Ability to speak clearly and distinctly
Work Environment:	Inside - school environment
Cognitive Ability:	Ability to follow-through to complete assigned tasks Ability to make decisions independently Ability to recognize and safeguard confidential material Ability to have excellent control under stressful circumstances, i.e., irate parent and/or student
Specific Skills:	Demonstrated knowledge of teaching methodologies, evidenced-based practices and curriculum for students needing replacement and/or alternative instruction Demonstrated knowledge of co-teaching, modifications/adaptations, and service delivery in the general education environment Demonstrated knowledge of applied behavior analysis, positive behavior support plans, and lesson design for students with significant needs Knowledge of assistive technology for students with significant needs Ability to establish and maintain effective relationships with administrators, teachers, and parents Strong oral and written communication skills
Education and/or Experience:	Bachelors/Master's Degree Minimum 3-year special education teaching experience in special education
License/Clearance(s):	Valid and active PA Instructional Certificate in Special Education K-12 or PK-8 and 7-12 Act 34 - Criminal History Clearance Act 151 - Child Abuse History Clearance Act 114 - FBI clearance

Board Approved:

(Attachment A15)

	Contract Title	Season	Last	First	Stipend
1	Asst. Volleyball Coach-Girls'- HS	Fall	Allander	Christopher J.	\$4,391.00
2	Volunteer Assistant Football Coach - HS	Fall	Algeo Jr.	James M.	Volunteer
3	Asst. Cross Country-Girls'-Grade 7/8	Fall	Amersbach	Courtney M.	\$3,866.00
4	Field Hockey Coach-HS	Fall	Anderson	Jennie	\$7,068.95
5	Volleyball Coach - Girls' (8th Grade)	Fall	Avans	Julia A.	\$3,345.30
6	Co-Ed Fitness Intramural # 1 - Royersford	Fall	Baumgardner	Celeste D.	\$402.00
7	Co-Ed Fitness Intramural # 3 - Royersford	Spring	Baumgardner	Celeste D.	\$402.00
8	Reading Olympics – Royersford Elementary	Year	Baumgardner	Celeste D.	\$402.00
9	Safety Patrol Sponsor – Royersford Elementary	Year	Baumgardner	Celeste D.	\$585.00
10	Guidance-Sec/Elem Department Head (1/2 Contract)	Year	Beideman	Kristin A.	\$2,097.00
11	Basketball Coach-Boys' -7th Grade	Winter	Bergman	Dale P.	\$3,186.00
12	Asst. Football Coach 7/8th Grade	Fall	Bergman	Dale P.	\$3,783.15
13	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Bogus	Stacey	\$50/game
14	Powderpuff Football-Girls'-HS	Fall	Bogus	Stacey	\$678.00
15	Student Council-HS (9-12)	Year	Bogus	Stacey	\$1,471.00
16	Asst. Field Hockey Coach-HS	Fall	Bogus	Stacey	\$4,609.61
17	Asst. Swimming Coach-HS	Winter	Borgnis	Melinda J.	\$5,448.45
18	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Borgnis	Melinda J.	\$50/game
19	Family & Consumer Science Department Head	Year	Borgnis	Melinda J.	\$3,868.00
20	Stage & Make-Up-Grades 7/8	Year	Bowers	Todd G.	\$2,612.20
21	8th Gr. Club #10 - Car Club	Year	Bowers	Todd G.	\$402.00
22	8 th Gr. Club #10 - Car Club (2021-2022 School Year)	Spring	Bowers	Todd G.	\$402.00
23	8 th Gr. Club #3 - Drama Club	Fall	Bowers	Todd G.	\$402.00
24	8 th Gr. Club #4 - Drama Club	Winter	Bowers	Todd G.	\$402.00
25	TV Studio Coordinator, Grade 8	Year	Bowers	Todd G.	\$1,471.00
26	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Brennan	John A.	\$50/game
27	Golf Coach-HS - Girls'	Fall	Brennan	John A.	\$5,029.50
28	Tennis Coach-Boys'-HS	Spring	Brennan	John A.	\$6,680.43
29	Class Advisor-Grade 9 - Reside in 9th Grade Center	Year	Briggs	Janine	\$1,471.00
30	HS Club #23 - Animal Rescue Club - HS	Year	Briggs	Janine	\$402.00
31	Fitness Room Supervisor-Spring-HS	Spring	Brubaker	Chadwin R.	\$679.00
32	Football Coach-HS	Fall	Brubaker	Chadwin R.	\$12,016.68
33	Media Department Head (1/2 Contract)	Year	Brubaker	Chadwin R.	\$1,934.00
34	Asst. Golf Coach-Boys' HS	Fall	Butterweck	Daniel R.	\$4,771.07
35	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Camilleri	Kimberly A.	\$50/game
36	Asst. Football Coach - (9th Grade)	Fall	Cappelletti	Matthew J.	\$4,785.68
37	Soccer Coach-Boys'-HS	Fall	Chambers	Mark	\$5,322.00
38	Blue & Gold Director - Grade 8 (1/2 Contract)	Year	Cifelli	Alexander	\$1,081.66
39	Chorus - 7th & 8th Grade (1/2 Contract)	Year	Cifelli	Alexander	\$1,081.66
40	Director of the Spring Production - Musicale -HS	Spring	Cifelli	Alexander	\$6,652.80
41	Spring Musical Piano - HS (1/2 Contract)	Spring	Cifelli	Alexander	\$1,050.00
42	Shades of Blue Choir Director - HS (Men's)	Year	Cifelli	Alexander	\$2,072.07
43	Foreign Language Department Head	Year	Cope	Bruce A.	\$3,868.00
44	Asst. Softball Coach-HS	Spring	Corroplese	Shawn R.	\$5,566.10
45	Athletic Event Supervisor-Winter-MS	Winter	Corroplese	Shawn R.	\$1,181.00
46	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Corroplese	Shawn R.	\$50/game
47	Art Enrichment - HS	Year	Culp	Amy B.	\$402.00
48	Art Enrichment - HS	Year	Culp	Amy B.	\$402.00
49	Asst. Lacrosse Coach-Boys'-HS	Spring	Czapor	Kevin M.	\$5,301.05
50	Fitness Room Supervisor-Fall-HS	Fall	Czapor	Kevin M.	\$679.00
51	HS Club #14 - Health Club Advisor HS	Year	Czapor	Kevin M.	\$402.00
52	Phys. Ed./Health Department Head	Year	Czapor	Kevin M.	\$4,194.00
53	Soccer Coach-Girls'- 8th Grade	Fall	Davis	Hope K.	\$2,772.00
54	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Davis	Hope K.	\$50/game
55	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	DeFrancesco	Danielle A.	\$50/game
56	Ram Buddies-HS	Year	DeLange	Karen M.	\$1,471.00
57	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Donnelly	Kevin J.	\$50/game
58	Fitness Room Supervisor-Fall-HS	Fall	Donnelly	Kevin J.	\$679.00
59	Fitness Room Supervisor-Winter-HS	Winter	Donnelly	Kevin J.	\$679.00
60	Baseball Coach (7th Grade)	Spring	D'Orazio	Joseph T.	\$3,866.00
61	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	D'Orazio	Joseph T.	\$50/game
62	Volleyball Coach-Girls' (7th Grade)	Fall	Drummer	Gabrielle R.	\$3,186.00
63	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Dubbs	Valarie A.	\$50/game
64	SAP Building Coordinator – HS/9th	Year	Dubbs	Valarie A.	\$402.00
65	Reading Olympics - Spring City Elementary	Spring	Eaton	Deborah M.	\$402.00
66	Safety Patrol Sponsor – Spring City Elementary	Year	Eaton	Deborah M.	\$585.00
67	Co-Ed Fitness Intramural # 1 - Grade 8 - Volleyball	Fall	Ehnot	Jane D.	\$402.00
68	Co-Ed Fitness Intramural # 2 - Grade 8 - Basketball	Winter	Ehnot	Jane D.	\$402.00
69	Co-Ed Fitness Intramural # 3 - Grade 8 - Fitness Club	Fall	Ehnot	Jane D.	\$402.00
70	Director of Intramurals-Grade 8	Year	Ehnot	Jane D.	\$3,139.39
71	Asst. Football Coach 7/8th Grade	Fall	Entenman	Steven E.	\$3,783.15
72	Asst. Track Coach-Girls' & Boys'-Winter-HS	Winter	Entenman	Steven E.	\$5,448.45
73	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Exeter	Laurie J.	\$50/game
74	English Department Head	Year	Farischon	Jennifer M.	\$4,845.00
75	HS Club #2 - Arboretum Club - HS	Year	Farischon	Jennifer M.	\$402.00
76	HS Club #9 - FCS Advisor - HS	Year	Flad	Deborah A.	\$402.00
77	Ireland Trip Coordinator	Spring	Flynn	Chelsea K.	\$1,104.00

78	Powderpuff Football-Girls'-HS	Fall	Frain	Adrian L.	\$678.00
79	Student Council-HS (9-12)	Year	Frain	Adrian L.	\$1,471.00
80	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	German	Kelly L.	\$50/game
81	Ireland Trip Coordinator	Year	German	Kelly L.	\$1,104.00
82	Theater Business Manager-HS	Year	German	Kelly L.	\$1,966.65
83	National Junior Honor Society - 8th Grade (1/2 Contract)	Year	Grant	Kelly A.	\$552.00
84	HS Club #19 (1/2 Contract) - Diversity Club - HS	Year	Grant	Tara L.	\$201.00
85	Co-Ed Fitness Intramural # 5 - Grade 8 - Football	Fall	Greco	Jay N.	\$402.00
86	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Greene	Mallory R.	\$50/game
87	Volleyball Intramural-HS	Fall	Greene	Mallory R.	\$678.00
88	Asst. Bowling Coach-Girls & Boys-HS	Winter	Greene	Mallory R.	\$3,771.60
89	Asst. Field Hockey Coach-HS	Fall	Greene	Mallory R.	\$5,301.05
90	Asst. Softball Coach-HS	Spring	Greene	Mallory R.	\$4,609.61
91	Yearbook-Business Advisor-HS	Year	Group	MaryAnn C.	\$1,873.00
92	HS Club #12 - Gender Sexuality Alliance Club Advisor	Year	Hafer	Rachelle	\$402.00
93	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Hammond	Susan S.	\$50/game
94	Athletic Coordinator-MS (1/2 Contract)	Year	Harrison Jr.	Richard L.	\$2,847.08
95	Athletic Event Supervisor-Fall-MS	Fall	Harrison Jr.	Richard L.	\$1,181.00
96	Co-Ed Fitness Intramural # 10 - Grade 8 - Basketball	Winter	Harrison Jr.	Richard L.	\$402.00
97	Co-Ed Fitness Intramural # 11 - Grade 8 - Fitness Club	Winter	Harrison Jr.	Richard L.	\$402.00
98	Co-Ed Fitness Intramural # 12 - Grade 8 - Walking Club	Winter	Harrison Jr.	Richard L.	\$402.00
99	Co-Ed Fitness Intramural # 13 - Grade 8 - Dodgeball	Spring	Harrison Jr.	Richard L.	\$402.00
100	Co-Ed Fitness Intramural # 14 - Grade 8 - Co-Ed Fitness Training (2021-2022 School Year)	Spring	Harrison Jr.	Richard L.	\$402.00
101	Co-Ed Fitness Intramural # 14 - Grade 8 - Fitness Club	Spring	Harrison Jr.	Richard L.	\$402.00
102	Co-Ed Fitness Intramural # 15 - Grade 8 - Walking Club	Spring	Harrison Jr.	Richard L.	\$402.00
103	Co-Ed Fitness Intramural # 7 - Grade 8 - Dodgeball	Fall	Harrison Jr.	Richard L.	\$402.00
104	Co-Ed Fitness Intramural # 8 - Grade 8 - Walking Club	Fall	Harrison Jr.	Richard L.	\$402.00
105	Co-Ed Fitness Intramural # 9 - Grade 8 - Fitness Club	Fall	Harrison Jr.	Richard L.	\$402.00
106	SAP Coordinator - Upper Providence Elementary	Year	Hauseman	Jessica A.	\$402.00
107	Co-Ed Fitness Intramural # 1 - Oaks	Fall	Henzie	Lauren M.	\$402.00
108	Co-Ed Fitness Intramural # 3 - Oaks	Spring	Henzie	Lauren M.	\$402.00
109	SAP Building Coordinator – HS 10-12	Year	Herb	Khrystin Jo	\$402.00
110	SAP District Coordinator	Year	Herb	Khrystin Jo	\$1,471.00
111	Asst. Football Coach - 9th Grade	Fall	Hill	Eric	\$3,603.00
112	SAP Building Coordinator – Grade 8	Year	Hillegas	Susan L.	\$402.00
113	Asst. Track Coach - 7/8th Grade	Spring	Hollingsworth Jr.	Gerald A.	\$3,866.00
114	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Hollingsworth Jr.	Gerald A.	\$50/game
115	Golf Coach-HS - Boys'	Fall	Hollingsworth Jr.	Gerald A.	\$6,362.32
116	HS Club #27 - Ultimate Frisbee Club Advisor	Year	Horne	Rodger J.	\$402.00
117	Head Cheerleading- Fall-HS	Fall	Householder	Dawn M.	\$4,256.18
118	Safety Patrol Sponsor – Upper Providence Elementary	Year	Hughes	Erin E.	\$585.00
119	Asst. Golf Coach-Girls'-HS	Fall	Hughes	John T.	\$3,771.60
120	Fitness Room Supervisor-Winter-HS	Winter	Hughes	John T.	\$679.00
121	Guidance-Sec/Elem Department Head (1/2 Contract)	Year	Hughes	John T.	\$2,097.00
122	Softball Coach-HS	Spring	Hughes	John T.	\$7,422.39
123	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Iezzi	Lucinda J.	\$50/game
124	JV "B" Field Hockey Coach	Fall	Iezzi	Lucinda J.	\$4,443.39
125	Lacrosse Coach - Boys -8th Grade	Spring	Iezzi	Lucinda J.	\$3,681.91
126	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Jacobs	Zoe D.	\$50/game
127	8 th Gr. Club #9 - History Club	Year	Jacobs	Zoe D.	\$402.00
128	Field Hockey Coach - 8th Grade	Fall	Jacobs	Zoe D.	\$2,772.00
129	Yearbook-Grade 8 (1/2 Contract)	Year	Jacobs	Zoe D.	\$735.50
130	Ram Buddies-MS (1/2 Contract)	Year	Jeffers	Victoria L.	\$552.00
131	Music Department Head	Year	Jennings	Krisnoel	\$4,194.00
132	Marching Band Program Planner-HS (1/2 Contract)	Fall	Johnson	Kathryn E.	\$1,903.65
133	Head Cheerleading Fall-7th Grade	Fall	Jones	Mary E.	\$1,875.00
134	Head Cheerleading Winter-7th Grade	Winter	Jones	Mary E.	\$1,875.00
135	HS Instrumental Director (Marching & Concert Bands)	Year	Jones	Seth	\$12,317.10
136	Jazz Ensemble Director-HS	Spring	Jones	Seth	\$6,289.26
137	Asst. Cheerleading-Fall-HS	Fall	Kajak	Brittany E.	\$2,555.00
138	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Karalius	Victoria L.	\$50/game
139	Reading Olympics - Royersford Elementary	Year	Kehl	Carrie A.	\$402.00
140	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Kenney	Joan E.	\$50/game
141	Art Consultant - Gr. 8	Year	Kerkusz	Jason A.	\$936.50
142	8 th Gr. Club #1 - Art Club	Fall	Kerkusz	Jason A.	\$402.00
143	8 th Gr. Club #2 - Art Club	Winter	Kerkusz	Jason A.	\$402.00
144	Math Counts Sponsor –Gr. 8 (1/2 Contract)	Winter	Kronstain	Heather M.	\$1,104.00
145	Asst. Soccer Coach-Girls' -HS	Fall	Kushner	Jeffrey	\$3,991.00
146	Asst. Basketball Coach-Girls'-HS (1/2 Contract)	Winter	Labick	Matthew W.	\$2,514.75
147	Baseball Coach -7th Grade	Spring	Laky	James R.	\$2,772.00
148	Basketball Coach-Boys' - 8th Grade	Winter	Laky	James R.	\$3,345.30
149	Asst. Wrestling Coach-HS	Winter	Landis	Doug W.	\$5,993.30
150	Class Advisor-Grade 12 -HS	Year	Landis	Doug W.	\$1,873.00
151	HS Club #3 - Book Club - HS	Year	Lawrence	Rachel	\$402.00
152	HS Club #20 - PEP Club Advisor - HS	Year	Lippincott	Jacquelyn M.	\$402.00
153	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Marcellus	Erin B.	\$50/game
154	Asst. Golf Coach- Developmental Boys/Girls -HS	Fall	Marcellus	Jason	\$3,592.00
155	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Mayer	Jessica A.	\$50/game

156	Academic Decathlon Coach-HS	Winter	McAnallen	Erin L.	\$1,028.00
157	HS Club #6 - Future Medical Leaders Of America - HS	Year	McAnallen	Erin L.	\$402.00
158	Asst. Track Coach (7/8th Grade)	Spring	McDermott	Jaclyn A.	\$2,772.00
159	HS Club #18 - Math Club Advisor - HS	Year	McElwee	Brittany N.	\$402.00
160	Honors Orchestra Director - HS	Year	McGranahan	Emily C.	\$2,942.07
161	Montgomery County Honors Strings Director	Fall	McGranahan	Emily C.	\$1,554.05
162	String Ensemble Director - HS	Year	McGranahan	Emily C.	\$2,942.07
163	Health Services Department Head (1/2 Contract)	Year	McNeil Murphy	Laura	\$1,934.00
164	SAP Coordinator - Oaks Elementary	Year	McVey	Jennifer L.	\$402.00
165	HS Club #11 - French Club Advisor - HS	Year	Metvas	Mirna H.	\$402.00
166	Asst. Football Coach-HS	Fall	Mich Jr.	James E.	\$9,462.79
167	Fitness Room Supervisor-Spring-HS	Spring	Mich Jr.	James E.	\$679.00
168	SAP Coordinator - Royersford Elementary	Year	Michael	Robyn J.	\$402.00
169	Reading Olympics – Spring City Elementary	Spring	Miller	Megan L.	\$402.00
170	Asst. Director Spring Musicale - HS	Spring	Mindte	Reagan E.	\$2,000.00
171	Assistant Athletic Director-7-12	Year	Miscavage	Daniel A.	\$11,511.94
172	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Miscavage	Daniel A.	\$50/game
173	Athletic/Activity Business Liaison-7-12	Year	Miscavage	Joseph A.	\$6,263.57
174	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Miscavage	Joseph A.	\$50/game
175	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Miscavage	Susan C.	\$50/game
176	Academic Decathlon Coach-HS	Winter	Miscavage	Susan C.	\$1,028.00
177	HS Club #5 - Commencement Speaker Coordinator - HS	Spring	Miscavage	Susan C.	\$402.00
178	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Moley	Marisa	\$50/game
179	Field Hockey Coach - 7th Grade	Fall	Moley	Marisa	\$2,772.00
180	HS Club #10 - Fellowship of Christian Athletes Club Advisor - HS	Year	Moley	Marisa	\$402.00
181	JV "B" Basketball Coach-Girls'	Winter	Moley	Marisa	\$4,526.00
182	SAP Coordinator - Spring City Elementary	Year	Moran	Jennifer	\$402.00
183	Asst. Football Coach 7/8th Grade	Fall	Morgan	Mark M.	\$5,024.97
184	Newspaper Advisor-HS (RAMPAGE-HS)	Year	Moser	Paul E.	\$3,626.00
185	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Mullins	Bridget A.	\$50/game
186	WSFR-TV Club Advisor-HS (1/2 Contract)	Year	Murgia	Cheryl B.	\$735.50
187	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Murphy	Autumn R.	\$50/game
188	Asst. Cheerleading-Fall-HS	Fall	Needles	Joy S.	\$2,682.75
189	Asst. Cheerleading-Winter-HS	Winter	Needles	Joy S.	\$ 2,682.75
190	Asst. Football Coach-HS	Fall	Nesley	Charles	\$7,836.68
191	Volunteer Assistant Soccer Coach - Girls-HS	Fall	Newhart	Taylor	Volunteer
192	Volunteer Assistant Golf Coach - Boys'-HS	Fall	O'Connor	Gregory	Volunteer
193	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	O'Toole	Tara L.	\$50/game
194	Detention Duty-HS	Year	O'Toole	Tara L.	\$3,626.00
195	Detention Duty-Grade 8 (1/2 Contract)	Year	Ott	Jennifer	\$1,813.00
196	School Psychologist Department Head	Year	Paladino	Lydni R.	\$4,194.00
197	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Paladino	Lyndi R.	\$50/game
198	Volunteer Assistant Football Coach - HS	Fall	Palmer	Michael E.	Volunteer
199	Science Department Head	Year	Parker	Karen F.	\$4,845.00
200	8 th Gr. Club #7 - Board Game Club	Winter	Parsia	Kourosh	\$402.00
201	Blue & Gold Director - Grade 8 (1/2 Contract)	Year	Perry	Joseph	\$1,081.66
202	Chorus - 7th & 8th Grade (1/2 Contract)	Year	Perry	Joseph	\$1,081.66
203	Competition Vocal Ensemble Asst. Dir. - HS (Tri County Honors Choir)	Fall	Perry	Joseph	\$1,801.80
204	Music Director (Spring)- HS	Spring	Perry	Joseph	\$3,465.00
205	Spring Musical Orchestra Director - HS	Spring	Perry	Joseph	\$2,541.00
206	Spring Musical Piano - HS (1/2 Contract)	Spring	Perry	Joseph	\$1,155.00
207	HS Assistant Marching Band Director	Year	Perry	Joseph	\$6,350.19
208	Co-Ed Fitness Intramural # 1 - Spring City	Spring	Pizzico	Jacqueline E.	\$402.00
209	HS Club #16 - Interact Club - HS	Year	Quinby	Julie C.	\$402.00
210	Mathematics Department Head	Year	Ramil	Allison	\$4,845.00
211	Soccer Coach-Girls'-HS	Fall	Raub	Timothy J.	\$5,322.00
212	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Reagan	Jennifer E.	\$50/game
213	Ramoirs Advisor-HS	Year	Reagan	Jennifer E.	\$585.00
214	Asst. Tennis Coach-Boys'-HS	Spring	Reagan	Todd M.	\$5,009.63
215	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Reagan	Todd M.	\$50/game
216	Tech Ed. Department Head	Year	Reichwein	Alison L.	\$3,868.00
217	Media Department Head (1/2 Contract)	Year	Reitnauer	April L.	\$1,934.00
218	Asst. Tennis Coach-Boys'-HS	Spring	Rendick	Ryan G.	\$4,771.07
219	Special Education Department Head	Year	Rhodenbaugh, Jr.	Gary W.	\$4,845.00
220	Asst. Football Coach-HS	Fall	Rhodenbaugh, Jr.	Gary W.	\$9,462.79
221	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Ritter	Jaclyn M.	\$50/game
222	Student Council-Grade 8	Year	Robison	Ryan M.	\$1,471.00
223	WSFR-TV Club Advisor-HS (1/2 Contract)	Year	Rothermel	Andrew T.	\$735.50
224	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Rowe	Angela E.	\$50/game
225	Festival of Arts Coordinator - HS (1/2 Contract)	Spring	Rudloff	Corrine P.	\$552.00
226	Yearbook-Literary Advisor-HS	Year	Rudloff	Corrine P.	\$3,626.00
227	HS Club #26 - Spanish Club - HS	Year	Rump	Jennifer R.	\$402.00
228	Reading Olympics - Royersford Elementary	Year	Rusinski	Jessica A.	\$402.00
229	Asst. Football Coach 7/8th Grade	Fall	Scaramuzzino Jr.	Salvatore	\$3,603.00
230	HS Club #8 - FBLA Club Advisor - HS	Year	Scheck	Carol L.	\$402.00
231	Business Ed. Department Head	Year	Scheck	Jamie J.	\$3,868.00
232	Asst. Football Coach-HS	Fall	Schein	Steve	\$9,462.79
233	Athletic Coordinator-MS (1/2 contract)	Year	Seislove	Timothy J.	\$2,847.08

234	Football Coach - 7th Grade	Fall	Seislove	Timothy J.	\$6,881.26
235	Wrestling Coach-HS	Winter	Seislove	Timothy J.	\$9,648.28
236	HS Club #4 - Chess Club - HS	Year	Seltzer	Bradley J.	\$402.00
237	HS Club #28 - Ping Pong Club - HS	Year	Seltzer	Bradley J.	\$402.00
238	National Honor Society Advisor-HS	Year	Seltzer	Bradley J.	\$1,104.00
239	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Shields	Elizabeth	\$50/game
240	Yearbook-Grade 8 (1/2 Contract)	Year	Shields	Elizabeth	\$735.50
241	Asst. Track Coach (7/8th Grade)	Spring	Short	Amy S.	\$2,772.00
242	JV "B" Basketball Coach-Boys'	Winter	Siuchta	Michael	\$5,227.53
243	Reading Olympics-Grade 8	Year	Skrzat	Maria Elena	\$1,104.00
244	Senior High Percussion Technician	Fall	Slifer	Brett M.	\$1,698.00
245	Health Services Department Head (1/2 Contract)	Year	Smith	Trisha	\$1,934.00
246	Co-Ed Fitness Intramural # 2 - Oaks	Fall	Smith	Carly MK	\$402.00
247	Co-Ed Fitness Intramural # 4 - Oaks	Spring	Smith	Carly MK	\$402.00
248	HS Club #7 - Cultural Awareness Club - HS	Year	Smith-Wood	Mollie M.	\$402.00
249	Bowling Coach Boys' and Girls'- HS	Winter	Souder	Ryan N.	\$5,029.50
250	Football Coach- 8th Grade	Fall	Souder	Ryan N.	\$5,180.70
251	Asst. Tennis Coach-Girls'-HS	Fall	Staino	Devon L.	\$4,771.07
252	Art Consultant - Digital Graphic Artist HS	Year	Strickler	Chadwick A.	\$1,873.00
253	Art Department Head	Year	Strickler	Chadwick A.	\$4,194.00
254	Asst. Football Coach-HS	Fall	Strickler	Chadwick A.	\$9,462.79
255	Festival of Arts Coordinator - HS (1/2 Contract)	Spring	Strickler	Chadwick A.	\$552.00
256	JV "B" Baseball Coach	Spring	Swavely	Adam	\$4,443.39
257	Asst. Football Coach - 7/8th Grade	Fall	Swier III	Robert A.	\$4,161.47
258	Asst. Wrestling Coach - 7/8/9th Grade	Winter	Swier III	Robert A.	\$4,890.27
259	HS Club #21 - Entrepreneurship Club	Year	Swier III	Robert A.	\$402.00
260	HS Club #22 - DECA Club Advisor - HS	Year	Swier III	Robert A.	\$402.00
261	Asst. Baseball Coach-HS	Spring	Terry	Vincent E.	\$4,190.55
262	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Tier	Nicholas A.	\$50/game
263	Social Studies Department Head	Year	Tier	Nicholas A.	\$4,845.00
264	Detention Duty-Grade 8 (1/2 Contract)	Year	Timmes	Meghan	\$1,813.00
265	Asst. Cross Country Coach-HS	Fall	Varady	Matthew J.	\$4,190.55
266	Co-Ed Fitness Intramural # 2 - Spring City	Spring	Vieira	Corinna M.	\$402.00
267	Basketball Coach-Girls' (7th Grade)	Winter	Wallis	Kaylee J.	\$3,345.30
268	Co-Ed Fitness Intramural # 2 - Royersford	Fall	Walsh	Katelyn M.	\$402.00
269	Co-Ed Fitness Intramural # 4 - Royersford	Spring	Walsh	Katelyn M.	\$402.00
270	Reading Olympics - Royersford Elementary	Year	Walsh	Katelyn M.	\$402.00
271	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Ward	Rose M.	\$50/game
272	Softball Coach (Head) - 7th Grade	Spring	West	Cheryl A.	\$2,772.00
273	Spring Play Director-Grade 8	Spring	West	Cheryl A.	\$1,544.55
274	Winter Play Director -Grade 8	Winter	West	Cheryl A.	\$1,544.55
275	Head Cheerleading Fall-8th Grade	Fall	Yurko	Tara M.	\$1,875.00

Book	Policy Manual
Section	000 Local Board Procedures
Title	Board Committee Agenda and Minutes
Code	005.1
Status	Active
Adopted	February 25, 2002
Last Revised	August 23, 2010

Board committees shall comply with all applicable requirements of state law. The Board Chairperson is responsible for the orderly progress of the meeting and may take steps necessary to advance the agenda, in accordance with Board policy and procedure and applicable law.

Agenda

All Board committees shall use the following format for preparation of the committee agenda.

1. Call to Order by Chairperson.
2. Public to be Heard on Agenda Items Only.
3. Acceptance of Minutes of the Previous Meeting(s).
4. Items to be Discussed:
 - a. Old Business.
 - b. New Business.
5. Items Recommended for Discussion at the Next Board Meeting.
6. Preparation for Next Meeting's Agenda. Proposals for the Next Committee Agenda.
7. Public to be Heard.
8. Adjournment.

Next meeting is (date).

Minutes

The minutes of each committee meeting shall follow the agenda for the meeting. Minutes shall be prepared by the Committee Chairperson immediately following the meeting and given to the Superintendent. Each agenda item shall note the action taken. The minutes shall comply with applicable law.

Book	Policy Manual
Section	100 Programs
Title	Equity, Diversity, and Inclusion
Code	128
Status	Draft
Adopted	June 22, 2020
Reviewed	April 11, 2022

Purpose

The Board adopts this policy to create an environment that fosters awareness and self-awareness of diverse perspectives and backgrounds; to build a community where everyone feels accepted and valued, and to be purposeful in looking for value in others. The Board strives to overcome conscious and unconscious bias, participate in courageous conversations and create an inclusive culture that embraces the diversity of our entire school community.

Definitions

Cultural proficiency - the level of knowledge-based skills and understanding that are required to successfully teach and interact with students and to work effectively with colleagues from a variety of cultures by holding all forms of cultural difference in high esteem; a continuing self-assessment of one's values, beliefs and biases grounded in cultural humility; an ongoing vigilance toward the dynamics of diversity, and the expansion of knowledge of cultural practices.

Culturally responsive teaching - an educator's ability to recognize the differences between students' cultures, languages, and experiences and utilize them to connect all students to new concepts and content in order to promote highly effective learning while understanding the importance of having a social-emotional connection to the student in order to create a safe space for learning.

Diversity - refers to psychological, physical, and social differences that occur among any and all individuals; including but not limited to race, ethnicity, nationality, religion, socioeconomic status, education, marital status, language, age, gender, sexual orientation, mental or physical ability, and learning styles. A diverse group, community, or organization is one in which a variety of social and cultural characteristics exist.

Educational equity - raising the achievement of all students while narrowing the gaps between the lowest and highest performing students and eliminating the disproportionality of which student groups occupy the highest and lowest achievement categories.

Equitable access – refers to the ways in which educational institutions and policies strive to ensure fair treatment, access, and opportunities for students. Achieving

equitable access generally requires schools to make accommodations and/or eliminate barriers that may impede some groups or individuals from fully participating in academic programs and other school offerings. Increasing access generally requires schools to provide additional services or remove any actual or potential barriers that might prevent some students from equitable participation in academic programs or other school offerings.

Inclusion - refers to a cultural and environmental feeling of belonging. It can be assessed as the extent to which individuals are welcomed, valued, respected, accepted and encouraged to fully participate in the school community. Individuals in inclusive environments feel appreciated for their unique characteristics and are therefore comfortable sharing their ideas and other aspects of their true and authentic selves.

School Community - includes school employees, students and their families, Board members, and any individual who interacts with Spring-Ford Area School District for any reason.

Authority

The Board authorizes the superintendent or designee to ensure that the district is focused on closing the opportunity gap by providing historically under-served students with equitable access to programming and support resources and working to eliminate policies, practices, attitudes, and cultural messages that reinforce individual and institutional bias and create disparate outcomes.

Guidelines

The district shall work to:

1. Raise the achievement of all students while narrowing the gaps between the lowest and highest performing students;
2. Ensure all students graduate from the district ready to succeed in a racially and culturally diverse local, national, and global community.

In order to achieve educational equity for our students, the district shall:

1. Provide every student equitable access to curriculum, support, facilities and other educational resources, even when this means differentiating resource allocation;
2. Review existing policies, programs, professional development and procedures to ensure the promotion inclusivity and equity.;
3. Expand the range of personnel advertisements to attract a more diverse pool of applicants so the diversity of the district is represented in our staff.;
4. Implement culturally responsive professional development to strengthen employees' knowledge and skills to improve opportunities and outcomes for students;

5. Ensure that each school creates a welcoming culture and inclusive environment that reflects and supports the diversity of the district's student population, their families, and communities;
6. Provide multiple pathways to success in order to meet the needs of the diverse student body, and shall actively encourage, support and expect high academic achievement for all students;
7. Provide curricular materials, consistent with state regulations and district policy and within budgetary considerations, which reflect diverse backgrounds and experiences.
8. Facilitate equitable access to co-curricular and extra-curricular activities, and enrichment opportunities; and
9. Ensure resource distribution to district schools that is responsive to individual school needs, while maintaining compliance with laws, regulations and Board policy.

Programming and Service Delivery

Special attention will be given to ensure that diversity is a primary consideration in the district. Diversity as well as cultural responsiveness shall be considered when staffing individual schools within the district.

Teachers shall practice equity and inclusion in their classrooms by providing reasonable supports and accommodations necessary to ensure all students have access to the same opportunities.

The district shall strive to ensure cultural proficiency among district staff so every employee exhibits the ability to understand cultural differences and effectively interact and support a diverse population as well as individual student needs.

Curriculum and Instructional Materials

The curricular materials used by the district should be age appropriate and include realistic and respectful portrayals of the members of various racial, ethnic, and cultural groups. Within curricular materials, students and staff should be afforded a wide range of culturally responsive experiences and opportunities to broaden their bases of understanding.

Disciplinary Response

The district shall ensure student disciplinary procedures are implemented in a consistent manner regardless of race, color, ethnicity, class, religious creed, ancestry, language, disability, sex, and gender identity.

Delegation of Responsibility

The Superintendent or designee shall develop procedures to implement this policy, including an action plan and timeline with clear accountability and metrics. The district

shall assign administrative support whose duties shall include coordinating all of the educational equity initiatives in order to provide an equal educational opportunity.

At least annually, the Superintendent or designee shall report to the Board on the progress towards achieving the goals outlined in this policy.

The Superintendent or designee(s) shall use due diligence and cultural responsiveness when hiring educational consultants; creating and revising school curriculum; creating discipline policies or practices; creating or revising selections processes for special education, gifted and talented programs, and advanced placement classes; selecting, developing, and evaluating teachers, principals, instructional assistants and other school personnel; designating criteria for setting performance increments; involving parents/guardians; and creating plans for facilities use.

References

Zaretta Hammond, Culturally Responsive Teaching and the Brain, p.15 (2015)
Glenn Singleton and Curtis Linton, Courageous Conversations About Race, p. 46 (2006)
[PDE's Pennsylvania Equity and Inclusion Toolkit](#)

Book	Policy Manual
Section	200 Pupils
Title	Child Custody/Parental Rights
Code	238
Status	Active
Last Revised	DRAFT

Purpose

Definitions

Where legal custody (as opposed to physical custody) of a child is explicitly granted to a single individual through a court order, court-approved custody stipulation, or other court directive, the individual to whom legal custody has been granted shall be designated as the legal custodian despite any physical custodial arrangements for the child that might indicate otherwise.

Authority

The Board reserves the right to request written documentation of any custody award or any adjudication determining parental rights. All custody orders provided by the persons in parental relations inshall be notated in the pupil's files.

Guidelines

No Court Order – Living Exclusively With One (1) Parent

Legal Custody Awarded To One (1) Parent Only

When the courts have awarded legal custody, as opposed to physical custody, the right to make educational decisions for the child lies with the individual granted legal custody. In this case, involvement of the individual without legal custody, despite any physical custody arrangement that might suggest otherwise, should be subject to the approval of the individual with legal custody and any applicable court order. Where a custody order does not make reference to legal custody, then legal custody shall be deemed to be equally shared.

Except as otherwise provided by law, all correspondence, notices and records shall be sent solely to the legal custodian absent direction from the legal custodian to release the same to any other person.

Absent a court order indicating that a person in parental relations does not have physical custody of a child, the district will release a child to either person in parental relation. The district will follow the dictates of custody orders submitted by persons in parental relations.

General Provisions

Official school records must use the child's legal name as recorded on the birth certificate or court document. School teachers and administrators are permitted to use the surname preferred by the student and guardian in day-to-day school activities.

If a child seizure is anticipated, appropriate school personnel, law enforcement and the person(s) in parental relation(s) with physical custody pursuant to a court order should be alerted to this possibility.

In cases of any doubt as to the appropriate level of access to afford a parent to a child or a child's educational record, the Superintendent should be contacted and, if not resolved, the advice of the school solicitor or district magistrate should be sought.

Persons in parental relations shall alert the district of all changes in custodial status.

Legal

1. 22 PA Code 11.19
2. 22 PA Code 11.11

Book	Policy Manual
Section	300 Employees
Title	Uncompensated Leave
Code	339
Status	DRAFT

Authority

The Board recognizes that in certain situations an administrative, professional or support employee may request extended leave for personal reasons, and the district could benefit from the return of the employee. This policy establishes parameters for granting uncompensated leaves of absence.

The Board reserves the right to specify the conditions under which uncompensated leave may be taken, in accordance with applicable law.[24 P.S. 1182][24 P.S. 1154]

All applications for uncompensated leave are subject to final approval by the Board, upon recommendation of the Superintendent.[1]

Uncompensated leave shall be granted in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement, applicable employment compensation plan, or Board resolution.

Guidelines

Application

Requests for uncompensated leave shall be made on the district form to the Director of Human Resources.

Special consideration will be given to emergencies.

Commitment of Employee

The employee granted an uncompensated leave of absence shall inform the Board of their intentions prior to the scheduled return date.

Commitment of Employer

At the expiration of uncompensated leave, the employee shall be offered a like position to that previously held.

Legal
1. 24 P.S. 1154
24 P.S. 1182

Book	Policy Manual
Section	300 Employees
Title	Responsibility for Student Welfare
Code	340
Status	DRAFT

Authority

The Board adopts this policy to ensure appropriate oversight of and responsibility for student welfare by administrative, professional and support employees.[1]

District employees are responsible for the safety of students in their charge within school buildings and on district property.

Each employee is responsible for supervision, control and protection of students, commensurate with assigned duties and directives.

Each employee is responsible to ensure that students are supervised by a teacher or other staff member at all times while engaged in district activities.

An employee should not voluntarily assume responsibility for duties the employee cannot reasonably perform. Voluntary assumption carries the same responsibilities as assigned duties.

Teachers and designated staff shall provide proper instruction in and enforcement of safety rules and procedures included in the Board-approved health and safety plan and assigned curriculum.[2][3]

Each employee has the responsibility to report immediately to the building principal or designated staff an accident, safety hazard, unsafe or dangerous condition, or to immediately address observed violations of district safety rules.[2]

Employees may not send students on any personal errands.

Employees may not transport students in a personal vehicle, except when specifically authorized by the building principal or designee.

Employees shall not require a student to perform work or services that may be detrimental to the student's health.

Delegation of Responsibility

Building principals shall monitor employees' adherence to this policy to ensure the maintenance of standards that protect student welfare.

Building principals shall annually develop and implement a plan of supervision for the following:

1. Student arrivals and departures, including buses.
2. Halls, restrooms and playgrounds.
3. Cafeteria.
4. Before and after school while on school property.
5. Field trips.
6. School activities.

Legal

[1. 24 P.S. 510](#)

2. Pol. 705

3. Pol. 805

Book	Policy Manual
Section	300 Employees
Title	Benefits for Part-Time Employees
Code	341
Status	DRAFT

Authority

Benefits for regularly employed part-time administrative, professional and support employees shall be determined in accordance with the terms of an administrative compensation plan, individual contract, collective bargaining agreement, applicable employment compensation plan, or Board resolution.

Whenever regularly employed, part-time employees are entitled to fringe benefits normally provided for full-time employees of the same classification, such benefits will be established at the time of employment, and the manner of proration determined at that time.

Part-time employees shall be included in the School Employees' Retirement System upon reaching either 500 hours or eighty (80) days of employment, in accordance with law.[\[1\]](#)

Legal

1. 24 Pa. C.S.A. 8301

24 Pa. C.S.A. 8301 et seq

Book	Policy Manual
Section	300 Employees
Title	Jury Duty
Code	342
Status	DRAFT

Authority

Regularly employed administrative, professional and support employees shall be protected against loss of employment for time served on jury duty.[\[1\]](#)

Guidelines

When an employee is notified of jury duty, they shall inform their immediate supervisor.

No deduction shall be made from an employee's annual salary for those days during which the employee is absent from work for jury duty or while serving as a witness under subpoena in a criminal trial in a county, state or federal court. Any wages the employee receives as compensation for jury duty shall be paid to the district by the employee. Reimbursement for mileage shall not be considered part of the wage.

Legal

1. 42 Pa. C.S.A. 4563

Book	Policy Manual
Section	300 Employees
Title	Paid Holidays
Code	343
Status	DRAFT

Authority

Paid holidays for regularly employed administrative and support employees shall be determined in accordance with Board policy.

Holidays are established for eligible employees in accordance with the calendar adopted annually by the Board or an applicable administrative compensation plan, individual contract, collective bargaining agreement, applicable employment compensation plan, or Board resolution.[\[1\]](#)[\[2\]](#)[\[3\]](#)

Legal

1. 24 P.S. 1502
2. 24 P.S. 1503
3. Pol. 803

Book	Policy Manual
Section	300 Employees
Title	Workers' Compensation Transitional Return-to-Work Program
Code	347
Status	DRAFT (New Policy)

Purpose

The purpose of a workers' compensation transitional return-to-work program is the safe, timely return of injured district employees to transitional or regular employment.

Authority

In an effort to control workers' compensation costs, the Board adopts this policy to ensure that employees who have been injured at work and are covered by workers' compensation return to work as soon as possible, in accordance with Board policy and administrative regulations.

This policy shall apply only to an employee who meets all of the following conditions:

1. Has been injured at work.
2. Is disabled as defined under the state Workers' Compensation Act.
3. Is capable of productive work.
4. Cannot return to their pre-injury job for the district with or without reasonable accommodations as a result of their work injury.
5. Is expected to be able to return to their pre-injury job within a definite period of time.
6. Is being paid workers' compensation disability benefits.

An employee shall not be eligible for continuation in the transitional return-to-work program if one (1) of the following determinations is made:

1. Employee cannot perform the assigned lighter duty work.
2. Employee will be unable to return to their pre-injury occupation with or without reasonable accommodations within a reasonable period of time.

The work that shall be offered to an eligible employee shall be productive work that will advance the interests of the district.

Delegation of Responsibility

The Superintendent or designee shall establish a transitional return-to-work program and develop administrative regulations to implement the Board policy.

The Superintendent or designee shall ensure that all district staff responsible for the

transitional return-to-work program shall receive periodic training from legal counsel with expertise in the Family And Medical Leave Act, Americans With Disabilities Act, workers' compensation and labor relations. The training shall include information on the interaction of the transitional return-to-work program and applicable laws, contracts and collective bargaining agreements.

The Superintendent or designee shall determine if a lighter duty job will be offered to an eligible employee.

When the interactive process is going to be engaged in, the Superintendent or designee shall engage the solicitor or special labor counsel.

Guidelines

The transitional return-to-work program and Board policy shall be implemented in a manner that does not conflict with applicable laws, contracts or collective bargaining agreements.

Nothing in this policy shall be construed as requiring that a lighter duty job be provided to an eligible employee or that the essential functions of any job be eliminated. Lighter duty jobs are intended as a transitional opportunity to assist an injured employee to return to their pre-injury occupation with or without reasonable accommodations.

Legal

77 P.S. 1 et seq

29 U.S.C. 2601 et seq

42 U.S.C. 12101 et seq

29 CFR Part 825

45 CFR Part 160

45 CFR Part 164

Book	Policy Manual
Section	300 Employees
Title	Drug, Alcohol, and Substance Abuse
Code	351
Status	DRAFT

Purpose

The Board recognizes that the misuse of drugs and alcohol by administrative, professional and support employees is a serious problem with legal, physical and social implications for the whole school community. The Board is concerned about the problems that may be caused by drug use by district employees, especially as the use relates to an employee's safety, efficiency and productivity.

The primary purpose and justification for any district action will be for the protection of the health, safety and welfare of students, staff and school property.

Definitions

Drugs - shall be defined as those outlined in the Controlled Substance, Drug, Device and Cosmetic Act.[\[1\]](#)

Alcohol - any beverage that has an alcoholic content in excess of one-half percent (0.5%)

Conviction - a finding of guilt, including a plea of nolo contendere, an imposition of sentence, or both by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.[\[2\]](#)

Criminal Drug Statute - a federal or state criminal statute involving the manufacture, distribution, use or possession of a controlled substance.[\[2\]](#)

Drug-free Workplace - the site for the performance of work at which employees are prohibited from engaging in the unlawful manufacture, distribution, possession or use of a controlled substance or alcohol.[\[2\]](#)

Authority

The Board requires that each administrative, professional and support employee be given notification that, as a condition of employment, the employee will abide by the terms of this policy and notify the district of any criminal drug statute conviction for a violation occurring in the workplace immediately, but no later than seventy-two (72) hours, after such conviction.[\[3\]](#)[\[4\]](#)

Any employee convicted of delivery of a controlled substance or convicted of possession of a controlled substance with the intent to deliver shall be terminated from their

employment with the district.[\[1\]\[5\]](#)

Delegation of Responsibility

A statement notifying employees that the unlawful manufacture, distribution, possession, or use of a controlled substance or alcohol is prohibited in the employee's workplace shall be provided by the Superintendent or designee. The statement shall specify the actions that will be taken against the employee for violation of this policy, up to and including termination and referral for prosecution.[\[4\]\[6\]](#)

Within ten (10) days after receiving notice from a district employee of such a conviction, the district shall notify any federal agency or department that is the grantor of funds to the district.[\[4\]](#)

The district shall take appropriate personnel action against any convicted employee within thirty (30) days of receiving notice, up to and including termination, or require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency.[\[4\]\[6\]](#)

In establishing a drug-free awareness program, the Superintendent or designee shall inform employees about:[\[4\]](#)

1. Dangers of drug and alcohol abuse in the workplace.
2. Board's policy of maintaining a drug-free workplace.
3. Availability of drug counseling, drug rehabilitation, and employee assistance programs.
4. Penalties that may be imposed for drug or alcohol abuse violations occurring in the workplace.

The district shall make a good faith effort to continue to maintain a drug-free workplace through implementation of this policy.[\[4\]](#)

Guidelines

The Superintendent or designee shall immediately report incidents involving the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act or alcohol by any employee while on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[\[7\]\[8\]\[9\]\[10\]\[11\]\[12\]](#)

Medical marijuana use shall be guided by applicable requirements of State Law as well as Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of possession, use or sale of controlled substances, drug paraphernalia, or

alcohol to the Office for Safe Schools on the required form.[\[10\]](#)[12]

Legal

1. 35 P.S. 780-101 et seq
2. 41 U.S.C. 8101
3. 24 P.S. 111
4. 41 U.S.C. 8103
5. 24 P.S. 527
6. 41 U.S.C. 8104
7. 22 PA Code 10.2
8. 22 PA Code 10.21
9. 24 P.S. 1302.1-A
10. 24 P.S. 1303-A
11. 35 P.S. 780-102
12. Pol. 805.1
- 41 U.S.C. 8101 et seq
- Pol. 317

Book	Policy Manual
Section	800 Operations
Title	Transportation
Code	810
Status	Draft
Last Revised	April 25, 2016

Purpose

The Board has elected to provide transportation for students in the Spring-Ford Area School District in accordance with the law and Board Policy.

Authority

The District shall provide transportation for resident students in grades kindergarten through 12 to the district's public schools and charter, regional charter and nonpublic schools located in the district or within the district's transportation boundary or other placements as required by law or agreements. The district's transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district's border.[2][3][4]

The District shall purchase, equip and maintain vehicles and/or contract for school bus services for the transportation of students to and from school at regularly scheduled hours and for the transportation of students on field trips and athletic trips.[1][2][3][11][12]

The school district shall provide transportation solely to students who live within the designated [attendance boundaries](#) of the Spring-Ford School District, in accordance with applicable law.

All persons in parental relations are always responsible for their child's safety and conduct prior to boarding the bus and from the time that their child is discharged from the bus.

Resident students will be provided free transportation on established routes provided that:

1. They are elementary school students living further than one and one-half (1 1/2) miles by the nearest roads from their assigned school.
2. They are secondary school students living further than two (2) miles by the nearest roads from their assigned school.
3. The walking conditions to the school are found to be hazardous by the Pennsylvania Department of Transportation.[4][12]
4. They are students of special education classes, as provided for in this

policy.[5][6][7]

The district will use its best efforts when establishing bus routes and schedules so that bus stops may be scheduled to which students can walk in as safe a manner as possible.

The school bus driver shall be responsible for seat assignment, monitoring and reporting of the misconduct of student/students while they are being transported. A student may be suspended from bus transportation by the principal for bus misconduct, in which case the person in parental relations are responsible for the student's transportation.[3]

The District shall provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP) or Section 504 Service Agreement.[12][13][14][15][16]

The District shall provide transportation for eligible resident students who are enrolled in nonpublic schools or charter schools as required by law.[2][4][17]

The District shall provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan.[18][19]

The District shall provide transportation for homeless children and youths in accordance with federal and state laws and regulations.[20][21]

The District prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.[22]

The District shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.[23][24]

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[1]

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[1]

Delegation of Responsibility

The Superintendent shall have prepared a map of the district indicating each bus stop and bus route or prepare a schedule of bus stops and an itinerary of bus routes to be used in conjunction with a district map.[\[3\]](#)

The Superintendent shall maintain such records and make such reports regarding school transportation as are required by the State Board of Education.[\[1\]](#)[\[3\]](#)

The Superintendent shall have developed rules governing student conduct during transport to and from school; such rules shall be binding on all students transported by the District.[\[3\]](#)

The Superintendent or designee shall be responsible to provide each school bus/school vehicle driver with:

1. [The Pennsylvania School Bus Driver's Manual;](#)
2. [The written rules for student conduct on buses/vehicles;](#)
3. [The procedures for evacuation drills; and](#)
4. [Any additional laws and applicable Board policies and administrative regulations which apply to school bus/vehicle drivers.](#)

The school bus/vehicle driver shall report all incidents, including, but not limited to, discipline problems, medical problems, bullying/harassment, safety issues, accidents or injuries, and violations of Pennsylvania's School Bus Stopping Law to the Superintendent or designee as soon as practicable.

Guidelines

Bus Schedules

The purpose of bus schedules and routing will be to achieve maximum service with a minimum fleet of buses consistent with rendering a safe, effective and economical service to all students.

Bus Routes

Bus routes will follow the most direct roads practicable for bus travel to serve those students eligible for transportation service. Where an alternative route may be selected without sacrifice of efficiency or economy, preference will be given to that route serving the largest number of students more directly.

Routes will be designed to eliminate as many turn around points as possible, and to employ as nearly as practicable the full carrying capacity for each bus trip. No bus will be overloaded. New routes will be established only when full capacity of the trips on existing routes has been reached or is imminent.

Hazardous Routes Between Home and School/Bus Stop

A hazardous route is defined as an unsafe condition caused by potential incompatibility between vehicles and school students, while the students are walking between their

home and their school or school bus stop.[\[4\]](#)

Road and traffic conditions shall be evaluated before any highway or section of highway is declared hazardous. The presence or absence of sidewalks shall be a factor in the evaluation but may not be the controlling factor, and all relevant safety factors will be considered in making a determination as to whether or not walking constitutes a hazard to pupils.

Chapter 447 may not be construed to require school buses to stop at every dwelling in the event that a student walking route or a portion thereof is declared hazardous, since such a policy would increase the probability of bus-related accidents. A student shall be required to walk up to 500 feet on a roadway designated as a hazardous walking route when the route is designated as hazardous.

Other factors to be considered are the following: road shoulder width, sight distance, speed of vehicles, number of students assigned at a bus stop, hazardous structure, high vehicular traffic pattern during the time the students are walking to bus stops.

If changes occur in the condition of a walking route that was previously inspected, a reevaluation of the route may be requested by a school district official.

Bus routes and bus stops will be established on roads that are under federal, state, county, township, or borough jurisdiction. School transportation vehicles will not be routed over undedicated roads, private roads and private gated roads or into cul-de-sac roadways unless approved by the Superintendent for the purpose of efficiency, safety and to overcome logistical challenges. Prior to a transportation route on an undedicated or private road, the Administration must secure a completed Spring-Ford Transportation Hold Harmless Agreement, as developed by the district and which may be modified from time to time as determined by the district. The agreement shall include, but will not be limited to, written permission to enter the undedicated roadways, a liability waiver for property damage from the property owner and/or Homeowners Association, and inclusion of the district and the Transportation Contractor as an additional insured on its liability insurance and provide a copy to the district. Such an agreement must be signed by the applicable property owner(s), or authorized representatives of a Homeowners Association, the district, and the district's Transportation vendor. The Superintendent, or designee, shall be authorized to enter into such an agreement on behalf of the Board.

However, special education students will be given special consideration based on the needs of the child. This may require school transportation vehicles to travel on undedicated roadways.

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical information.[\[16\]](#)[\[26\]](#)[\[27\]](#)[\[28\]](#)[\[29\]](#)

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with district policies and procedures and applicable

law.[30][31]

Evacuation Drills

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[32][33][34]

Authorized Bus Stops

Authorized bus stops will be located where pupils may board and get off, cross highways, and await arrival of buses with the utmost safety permitted by highway conditions.

A child may walk up to a mile and a half to a bus stop. This distance is measured by public roads and does not include the private lanes or driveways where the child must walk.[12]

The number of bus stops on each trip will be limited so as to enable buses to run efficiently and in a reasonable time frame.

Insofar as educational requirements permit, school schedules will be adjusted to allow maximum utilization of each bus in the system by alternating elementary and secondary trips with the same fleet of buses.

Students using district transportation should understand that they are under the jurisdiction of the school from the time they board the bus until they are deposited at school or at the stop nearest their home.

Special Transportation For Exceptional Children

Children who attend special education classes may be provided transportation service without regard for the usual limitations on distance. Not all exceptional children can or should ride school buses on regular routes because of the nature of their handicaps. The Supervisor of Special Education coordinates with the Coordinator of Transportation regarding students identified as requiring special transportation services.[5][6][7]

Likewise, the provision of transportation service for exceptional pupils who regularly attend approved day schools outside the district may also be planned as outlined above.

Student Responsibility

Students are required to:

1. Be careful in approaching bus stops, walk on the left, toward coming traffic; be sure the road is clear both ways before crossing the highway.
2. Respect property and wait at the assigned bus stop without damaging or trespassing on private property.
3. Be at the assigned bus stop eight to ten (8-10) minutes before the scheduled time. Be on time for the assigned dismissal bus in order to permit the bus to follow the time schedule. Students shall not be permitted to ride any but their assigned bus.

4. Sit in their assigned seat (K-6). Bus drivers have the right to assign a student (K-12) to a seat in the bus and to expect reasonable conduct in a manner similar to that of a teacher in a classroom.
5. Reach their assigned seat in the bus without disturbing or crowding other pupils.
6. Obey the driver promptly. The driver is in complete charge while the transportation vehicle is in operation.
7. Keep the bus clean and sanitary, neither smoking nor drug use is permitted. No chewing gum, candy, soda, ice cream or other food is permitted on the bus at any time. No animals/pets are allowed. Portable electronic devices (PED – as defined in School Board Policy #237 – Electronic Communication Devices) are only permitted with the use of a personal headset. In conjunction with the Electronic Communication Policy (#237), all guidelines for the use of PED's are strictly enforced while on school district transportation. The guidelines prohibit the use of PED's with electronic images and photographs, unauthorized audio or video recording and for the purpose to bully, harass or threaten another person. Bus drivers and transportation personnel are authorized to confiscate a student's PED when used in violation of this policy or in an attempt to diffuse a behavioral or unsafe situation. All confiscated PEDs shall be delivered to the building principal's office as soon as practical.[9]
8. Maintain proper conduct. The use of obscene language is not permitted.
9. Keep head, arms, and hands inside the bus at all times.
10. Be respectful to fellow pupils and to the bus driver.
11. Be respectful of bus equipment. Damage to seats and other parts is often unnecessary and always costly. Students will be held responsible for any and all damage to the bus perpetrated by them.
12. Remain seated until the bus stops at designated stop; if crossing you must cross in front of the bus, look both ways as you are crossing to make sure all traffic is stopped.

Video Monitor

Guidelines on video monitors are contained in Policy 810.1.[10]

Child-Care Transportation Services

District administrators shall develop rules for the before and after school child-care transportation service. Students in grades K-6 are eligible for Child Care Transportation provided the day care facility is located in the bus transportation boundary of the attending school. Transportation WILL NOT be provided for any day care facility located in the walking boundary or is located outside of the boundary of the attending school. The Requests for Child-Care Transportation Form must be submitted yearly for review and approval.

It is preferred that child-care requests for the upcoming school year be submitted in the spring and summer but no later than the last Friday in July. Until the request has been reviewed (approval/denial), the persons in parental relations are responsible for providing alternate transportation. The review process, depending on the time of the year, could be for a period not to exceed sixty (60) days.

The following criteria will apply:

1. The student must ride the bus on a regular basis. Regular basis shall mean:
 - a. Everyday a.m. and p.m. to and from child care.
 - b. Every a.m. from child care and every p.m. to their residence.
 - c. Every a.m. from their residence and every p.m. to child care.
 - d. Student will not be assigned to more than one (1) bus in any one (1) direction.
2. Services requested must be within the attendance boundary for the school the student attends.
3. Space must be available based on the rated capacity of the bus.
4. Requests will be honored or subsequently canceled (exceeding bus capacity) in order in which they are received.
5. Approval for services on buses which are operating within fewer than ten (10) pupils of their rated capacity shall include notice that service may subsequently be canceled if the capacity of the bus would be exceeded because of an obligation to provide service to additional students who are eligible under the provisions of law for transportation by the school district.
6. Requested stop must be an established stop listed on the transportation schedule.
7. The bus and stop locations must be consistent each day of the week during the school year. Requests which are occasional rather than regular or which involve only a portion of a week, will not be approved.

Alternate arrangements for any reason are the responsibility of the persons in parental relations.

8. Subject to the foregoing, not more than three (3) requests for change in location to accommodate a modification of child-care arrangements may be sought during a school term.
9. Request procedures:
 - a. Request forms are available on the Spring-Ford website, attending school office and the district office. They must be completed and turned into the attending school office.
 - b. The request form will be reviewed and approved/denied by the Transportation Coordinator.
 - c. Bus contractor and attending school office will be notified of the transportation arrangements. Approval/Denial of childcare logs are kept on file.
 - d. Persons in parental relations will be notified by attending school office of approval/denial of child care request.

Legal

1. 22 PA Code 23.1
2. 22 PA Code 23.2
3. 22 PA Code 23.4
4. 67 PA Code 447.1 et seq
5. 24 P.S. 1374

6. 22 PA Code 23.3
7. Pol. 103
9. Pol. 237
10. Pol. 810.1
11. 24 P.S. 1361
12. 24 P.S. 1362
24 P.S. 111
67 PA Code 212.101
49 CFR Part 37
49 CFR Part 38

Book	Policy Manual
Section	800 Operations
Title	Maintaining Professional Adult/Student Boundaries
Code	824
Status	DRAFT (New Policy)

Authority

This policy applies to district employees, volunteers, parents, visitors, student teachers, and independent contractors and their employees who interact with students or are present on school grounds. For purposes of this policy, such individuals are referred to collectively as **adults**. The term **adults** as used in this policy, does not include district students who perform services on a volunteer or compensated basis.

All adults shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment. This policy addresses a range of behaviors that include not only obviously unlawful or improper interactions with students, but also precursor grooming and other boundary-blurring behaviors that can lead to more egregious misconduct.

The Board directs that all adults shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[\[1\]](#)

This policy is not intended to interfere with appropriate pre-existing personal relationships between adults and students and their families that exist independently of the district or to interfere with participation in civic, religious or other outside organizations that include district students.

Definition

For purposes of this policy, **legitimate educational reasons** include matters or communications related to teaching, counseling, athletics, extracurricular activities, treatment of a student's physical injury or other medical needs, school administration or other purposes within the scope of the adult's **assigned** job duties.

Delegation of Responsibility

The Superintendent or designee shall annually inform students, persons in parental relations, and all adults regarding the contents of this Board policy through employee and student handbooks, posting on the district website, and by other appropriate methods.

The building principal or designee shall be available to answer questions about behaviors or activities that may violate professional boundaries as defined in this policy.

Independent contractors doing business with the district shall ensure that their employees who have interaction with students or are present on school grounds are informed of the provisions of this policy.[2]

Guidelines

Adults shall establish and maintain appropriate personal boundaries with students and not engage in any behavior that is prohibited by this policy or that creates the appearance of prohibited behavior.

Prohibited Conduct

Romantic or Sexual Relationships -

Adults shall be prohibited from dating, courting, or entering into or attempting to form a romantic or sexual relationship with any student enrolled in the district, regardless of the student's age. Students of any age are not legally capable of consenting to romantic or sexual interactions with adults.[\[3\]](#)[\[4\]](#)

Prohibited romantic or sexual interaction involving students includes, but is not limited to:

1. Sexual physical contact.
2. Romantic flirtation, propositions, or sexual remarks.
3. Sexual slurs, leering, epithets, sexual or derogatory comments.
4. Personal comments about a student's body.
5. Sexual jokes, notes, stories, drawings, gestures or pictures.
6. Spreading sexual or romantic rumors.
7. Touching a student's body or clothes in a sexual or intimate way.
8. Accepting massages, or offering or giving massages other than in the course of injury care administered by an athletic trainer, coach, or health care provider.
9. Restricting a student's freedom of movement in a sexually intimidating or provocative manner.
10. Displaying or transmitting sexual objects, pictures, or depictions.

Social Interactions -

In order to maintain professional boundaries, adults shall ensure that their interactions with students are appropriate.

Examples of prohibited conduct that violates professional boundaries include, but are not limited to:

1. Disclosing personal, sexual, family, employment concerns or other private matters to one or more students.
2. Exchanging notes, emails or other communications of a personal nature with a student.
3. Giving personal gifts, cards or letters to a student without written approval from the building principal.

4. Touching students without a legitimate educational reason. (Reasons could include the need for assistance when injured, a kindergartner having a toileting accident and requiring assistance, appropriate coaching instruction, or appropriate music instruction).
5. Singling out a particular student or students for personal attention or friendship beyond the ordinary professional adult-student relationship.
6. Taking a student out of class without a legitimate educational reason.
7. Being alone with a student behind closed doors without a legitimate educational reason.
8. Initiating or extending contact with a student beyond the school day or outside of class times without a legitimate educational reason.
9. Sending or accompanying a student on personal errands.
10. Inviting a student to the adult's home.
11. Going to a student's home without a legitimate educational reason.
12. Taking a student on outings without prior notification to and approval from both person in parental relations and the building principal.
13. Giving a student a ride alone in a vehicle in a nonemergency situation without prior notification to and approval from both the person in parental relation and the building principal.
14. Addressing students or permitting students to address adults with personalized terms of endearment, pet names, or otherwise in an overly familiar manner.
15. Telling a student personal secrets or sharing personal secrets with a student.
16. For adults who are not guidance/counseling staff, psychologists, social workers or other adults with designated responsibilities to counsel students, encouraging students to confide their personal or family problems and/or relationships. If a student initiates such discussions, the student should be referred to the appropriate school resource.
17. Furnishing alcohol, drugs or tobacco to a student or being present where any student is consuming these substances.
18. Engaging in harassing or discriminatory conduct prohibited by other district policies or by state or federal law and regulations.[5][6]

Electronic Communications -

As with other forms of communication, when communicating electronically, adults shall maintain professional boundaries with students.[Pol. 815]

Electronic communication with students shall be for legitimate educational reasons only.

When available, district-provided email or other district-provided communication devices **or platforms** shall be used when communicating electronically with students. The use of district-provided email or other district-provided communication devices **or platforms** shall be in accordance with district policies and procedures.[7]

All electronic communications from coaches and advisors to team or club members shall be sent in a single communication to all participating team or club members, except for communications concerning an individual student's medical or academic privacy matters, in which case the communications will be copied to the building principal. In the case of sports teams under the direction of the Athletic Director, such medical or academic communications shall also be copied to the Athletic Director.

Adults shall not follow or accept requests for current students to be friends or connections on personal social networking sites and shall not create any networking site for communication with students other than those provided by the district for this purpose, without the prior written approval of the building principal.

Exceptions

An emergency situation or a legitimate educational reason may justify deviation from **the rules regarding communication or methods for maintaining** professional boundaries set out in this policy. The adult shall be prepared to articulate the reason for any deviation from the requirements of this policy and must demonstrate that they have maintained an appropriate relationship with the student.

Under no circumstance will an educational or other reason justify deviation from the "Romantic and Sexual Relationships" section of this policy.

There will be circumstances where personal relationships develop between an adult and a student's family, e.g. when their children become friends. This policy is not intended to interfere with such relationships or to limit activities that are normally consistent with such relationships. Adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity.

It is understood that many adults are involved in various other roles in the community through nondistrict-related civic, religious, athletic, scouting or other organizations and programs whose participants may include district students. Such community involvement is commendable, and this policy is not intended to interfere with or restrict an adult's ability to serve in those roles. However, adults are strongly encouraged to maintain professional boundaries appropriate to the nature of the activity with regard to all youth with whom they interact in the course of their community involvement.

Reporting Inappropriate or Suspicious Conduct

Any person, including a student, who has concerns about or is uncomfortable with a relationship or interaction between an adult and a student, shall **promptly** notify the **building** principal or **Title IX Coordinator. Reports may be made using the Discrimination/Sexual Harassment/Bullying/Hazing/Dating Violence/Retaliation Report Form or by making a general report verbally or in writing. Upon receipt of a report, school staff shall promptly notify the building principal.**[5][8]

All district employees, independent contractors and volunteers who have reasonable cause to suspect that a child is the victim of child abuse, shall immediately report the suspected abuse, in accordance with applicable law, regulations and Board policy.[9][10]

An educator who knows of any action, inaction or conduct which constitutes sexual abuse or exploitation or sexual misconduct under the Educator Discipline Act shall report such misconduct to the Pennsylvania Department of Education on the required form, and shall report such misconduct to the Superintendent, **Title IX Coordinator**

and his/her immediate supervisor, **promptly, but not later than** fifteen (15) days **following** discovery of such misconduct.[5][8][11][12]

If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Child Protective Services Law, the Educator Discipline Act or the Safe Schools Act, the Superintendent or designee shall make a report, in accordance with applicable law, regulations and Board policy.[9][10][11][12][13][14][15][16][17][18]

It is a violation of **Board** policy to retaliate against any person for reporting any action pursuant to this policy or for participating as a witness in any related investigation or hearing.[5][8]

Investigation

The Title IX Coordinator shall promptly assess and address allegations of inappropriate conduct in accordance with the procedures for **reports of discrimination or Title IX sexual** harassment.[5][8]

It is understood that some reports made pursuant to this policy will be based on rumors or misunderstandings; the mere fact that the reported adult is cleared of any wrongdoing shall not result in disciplinary action against the **person making the report** or any witnesses. If as the result of an investigation any individual, including the reported adult, the **person making the report**, or a witness is found to have **knowingly** provided false information in making the report or during the investigation or hearings related to the report, or if any individual intentionally obstructs the investigation or hearings, this may be addressed as a violation of this policy and other applicable laws, regulations and **Board** policies. **Obstruction** includes, but is not limited to, violation of "no contact" orders given to the reported adult, attempting to alter or influence witness testimony, and destruction of or hiding evidence.[5][8][12][19][20][21][22]

Disciplinary Action

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with all applicable district disciplinary policies and procedures.[8][12][19]

A volunteer, student teacher, or independent contractor or an employee of an independent contractor who violates this policy may be prohibited from working or serving in district schools for an appropriate period of time or permanently, as determined by the Superintendent or designee.

Training

The district shall provide training with respect to the provisions of this policy to current and new district employees, volunteers and student teachers subject to this policy.

The district, at its sole discretion, may require independent contractors and their employees who interact with students or are present on school grounds to receive

training on this policy and related procedures.

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Legal

1. 24 P.S. 510
2. Pol. 818
3. 18 Pa. C.S.A. 3124.2
4. 24 P.S. 2070.9f
5. Pol. 103
6. Pol. 103.1
7. Pol. 815
8. Pol. 104
9. 23 Pa. C.S.A. 6311
10. Pol. 806
11. 24 P.S. 2070.9a
12. Pol. 317.1
13. 22 PA Code 10.2
14. 22 PA Code 10.21
15. 22 PA Code 10.22
16. 24 P.S. 1302.1-A
17. 24 P.S. 1303-A
18. Pol. 805.1
19. Pol. 317
20. Pol. 113.1
21. Pol. 218
22. Pol. 233
- 24 P.S. 2070.1a et seq
- 22 PA Code 235.1 et seq
- 23 Pa. C.S.A. 6301 et seq

Book	Policy Manual
Section	100 Programs
Title	Human Development Program
Code	120
Status	Active
Adopted	March 25, 1991

Purpose

The Board believes that human development instruction should be shared by the public schools, home and church.

The primary purpose of human development instruction is to develop healthy habits and moral values.

Authority

The Board believes that human development is a continuing process throughout life and therefore must be planned for the entire school experience of the child.