

On January 28, 2015 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Willard D. Cromley and Bernard F. Pettit
Region II: Dawn R. Heine, Clinton L. Jackson and Todd R. Wolf
Region III: Joseph P. Ciresi
Presiding Officer: Mark P. Dehnert
Superintendent: Dr. David R. Goodin
Business Manager: Timothy Anspach
Solicitor: Kyle Berman, Esq.
Student Reps.: Taylor M. Auman and Dana K. Ludgate

The following Board Members were absent: Thomas J. DiBello and Kelly J. Spletzer

Board President, Mr. Dehnert, opened the meeting with the call to order and the Pledge of Allegiance.

ANNOUNCEMENTS

Mr. Dehnert announced that the Student Representatives to the School Board would be providing the announcements at the Board Meetings going forward.

Dana Ludgate announced that report cards will be available on the district website Tuesday, February 3, 2015 at 4 p.m. This date was adjusted due to the recent snow day. Dana encouraged parents to login to Skyward to view their student's report card. Dana next announced that this week many of our schools will be participating in the Great Kindness Challenge. She added that the Great Kindness Challenge is one school week devoted to performing as many acts of kindness as possible, choosing from a check list of 50 suggestions. Dana also encouraged the Spring-Ford community to participate in the challenge as well by performing random acts of kindness throughout the day.

Mr. Dehnert noted that the Board would be meeting in an Executive Session to discuss Personnel

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATIONS

Mr. Dehnert announced that with the rescheduling of the board meeting due to the weather conditions on Monday evening, several of the presentations must be postponed until February. The only presentation taking place this evening will be the one for the Spring-Ford Proposed Preliminary Budget by Dr. Goodin and Mr. Anspach.

Mr. Jackson asked why Mr. Ciresi picked 2010 as the year to compare the budget to and Mr. Ciresi stated that he could have picked any year but just chose that one.

- ### III. BOARD AND COMMITTEE REPORTS

Mr. Wolf reported that he introduced himself to PSBA as the new district liaison and spoke to Zachary Pierce, Member Relations Coordinator for the East, regarding a presentation to our district at our February 17th Work Session.

No report as Mr. DiBello was at the MCIU for their meeting this evening. The report will follow at next month's meeting.

Personnel

Bernard Pettit

Mr. Pettit reported the Personnel Committee met with the instructional assistants, the maintenance and the nurses support staff groups and the Board has been given the information regarding the new plans which appear on the agenda for approval and will run from June 2015 through June 2017. Mr. Pettit commented that there had been several meetings with the groups where input was given.

Superintendent's Report Dr. David R. Goodin

Dr. Goodin thanked the staff and Custer's Garage for the safe and timely response to the recent early dismissal and late opening. Dr. Goodin stated that the early dismissal was the first one in many years and while there were some procedural questions the majority of parents felt the information was shared quickly and clearly. Dr. Goodin reported that all students were transported to and from school without any incidents. Dr. Goodin announced that over the past several years Spring City Hybrid School has received recognition for their hybrid learning approach. He added that hybrid learning provides students with more face to face time with their respective teachers as well as exposure to additional educational tools and technologies. Dr. Goodin reported that in December Spring City was featured in a report published by Delliker Strategies and the Hybrid Learning Institute on the latest hybrid learning program results. Spring-Ford was among the 19 school districts in the study and Spring City was featured for scoring proficient or advanced on the PSSA tests at a rate of 22% higher than the previous year with gains in all subjects attributable to their building-wide hybrid learning program. Dr. Goodin added that earlier this month the district learned that Spring City was only 1 of 96 Title I schools selected to be a Title I Distinguished School by PDE. Dr. Goodin stated that in addition they are eligible to be selected as Pennsylvania's National Title I Distinguished School. Dr. Goodin commented that National Title I Distinguished Schools will be honored at Title I Conference in Salt Lake City, Utah in February 2015. Dr. Goodin next stated that earlier this month it was reported that the Collegeville Wegmans was selected as the recipient of the 2015 Council for Exceptional Children Business Award. Dr. Goodin commented that since its opening the Collegeville Wegmans has worked closely with Spring-Ford's students offering employment opportunities with a competitive hourly rate and advancement opportunities for the district's special education students. Dr. Goodin reported that Special Education Supervisor, Dr. Jeanmarie Mason had nominated the store for this prestigious award. Dr. Goodin congratulated the Wegmans' Management Team and he thanked them for their continual support of Spring-Ford students. Dr. Goodin stated that in honor of National School Director Recognition Month he would like to personally thank the Board for their ongoing dedication to the students and staff of Spring-Ford. He thanked them for volunteering countless hours to assisting and molding the vision of public education in our community. Dr. Goodin advised everyone that next month the district will be recognizing the School Board.

Solicitor's Report

Kyle Berman

No report.

IV. APPROVAL OF MINUTES

Mr. Ciresi made a motion to approve Items A-D and Mr. Cromley seconded it. The motion passed 7-0.

- A. The Board approved the November 17, 2014 Work Session minutes. (**Attachment A1**)
- B. The Board approved the November 24, 2014 Board Meeting minutes. (**Attachment A2**)

- C. The Board approved the December 1, 2014 Board Reorganization Meeting minutes. **(Attachment A3)**
- D. The Board approved the December 22, 2014 Board Special Meeting minutes. **(Attachment A4)**

V. PERSONNEL

Mr. Ciresi made a motion to approve Items A-J and Mrs. Heine seconded it.

Mr. Ciresi commented on the teachers retiring and stated that he knows many of them and would like to wish them well. Mr. Ciresi stated that losing these teachers who have been with the district for a long time will leave us with some tough shoes to fill. Mr. Ciresi thanked all of the retirees for their service to the district. Mr. Ciresi also acknowledged David Francella who was resigning in order to further his career. Mr. Ciresi stated that Mr. Francella was a great asset to the Business Office; he thanked him for his service and said that he will be greatly missed.

The motion passed 7-0.

A. Resignations

1. **Jean F. Bertucci**, Special Education Teacher, Spring City Elementary Hybrid Learning School; for the purpose of retirement. Effective: January 16, 2015.
2. **Linda J. Crane**, Art Teacher, Senior High School; for the purpose of retirement. Effective June 17, 2015.
3. **Kenneth DeAngelo**, Track Coach-Boys & Girls-Spring, Senior High School. Effective: January 6, 2015.
4. **Ellen T. Grecco**, Instructional Assistant, Oaks Elementary School; for the purpose of retirement. Effective: February 4, 2015.
5. **Katherine L. Helm**, Part-time (.5) Special Education Teacher, 5/6th Grade Center. Effective: March 6, 2015.
6. **Maria B. Kardick**, Writing Club – Grade 8. Effective: January 15, 2015.
7. **Douglas M. Kent, Ed. D.**, 12-month Assistant Intermediate/Middle School Principal. Effective: February 13, 2015.
8. **Vincent M. Lanzilotti**, Instructional Assistant, Upper Providence Elementary School. Effective: January 8, 2015.
9. **Jeanmarie Mason, Ed.D.**, Supervisor of Special Education, Senior High School 9-12; for the purpose of retirement. Effective: April 7, 2015.
10. **Daniel E. Miscavage**, Assistant Softball Coach, Senior High School. Effective: January 14, 2015.

11. **Marlo A. Oslon**, Food Service (part-time) 3 hour/day, Senior High School - 9th Grade. Effective: December 3, 2014.
12. **Mary C. Palladino**, Instructional Math Coach 7-12; for the purpose of retirement. Effective: June 17, 2015.
13. **Joyce E. Parson**, Elementary Teacher, Royersford Elementary School; for the purpose of retirement. Effective: June 17, 2015.
14. **Susan M. Pronchik**, Guidance Counselor, Brooke Elementary School; for the purpose of retirement. Effective: June 17, 2015.
15. **Christi L. Redeyoff**, Special Education Teacher, Brooke Elementary School; for the purpose of retirement. Effective: March 31, 2015.
16. **Robin A. Rohrbach**, Elementary Teacher, Upper Providence Elementary School; for the purpose of retirement. Effective: June 17, 2015.
17. **Betty J. Ryan**, Secretary, Senior High School; for the purpose of retirement. Effective: February 2, 2015.
18. **Maureen A. Serago**, Clerical Assistant, Senior High School; for the purpose of retirement. Effective: February 2, 2015.
19. **Denise J. Spagnoli**, Instructional Assistant, Senior High School – 9th Grade; for the purpose of retirement. Effective: June 17, 2015.
20. **Jennifer D. Wurster**, Instructional Assistant, 7th Grade Center. Effective: January 6, 2015.
21. **Jaclyn Yura-Brown**, Talent Show – Grades 7/8, 7th Grade Center. Effective: December 19, 2014.

New Resignation

22. **David J. Francella**, Assistant Business Manager, District Office. Effective: February 3, 2015.

B. Leaves of Absence

1. **Scott A. Burr**, Elementary Teacher, Upper Providence Elementary School; for an extension of military leave per Board Policy. Effective: December 23, 2014 through the end of the 2014-2015 school year.
2. **Brandy J. Finnegan**, Elementary Teacher, 5/6th Grade Center; for extension of a child-rearing leave of absence per the Professional Agreement. Effective: January 30, 2015 through the end of the third quarter of the 2014-2015 school year.

3. **Kaitlyn A. Skrocki**, Instructional Assistant, Brooke Elementary School; for an unpaid leave of absence per Board Policy. Effective: January 30, 2015 for up to 12 weeks.

C. Change of Status

1. **Robin C. Moyer, Jr.** from 10-month Assistant Intermediate/Middle School Principal to 12-month Assistant Intermediate/Middle School Principal; replacing Douglas M. Kent, Ed.D. who resigned. Compensation will be set at \$106,000.00; prorated with benefits per the Administrator's Plan. Effective: January 27, 2015.

D. Temporary Professional Employee

1. **Kathryn L. Ellor**, Special Education Teacher, Limerick Elementary School. Compensation will be set at MS, Step 2, \$45,700.00; prorated with benefits per the Professional Agreement. Effective: January 20, 2015.

E. Support Staff Employees

1. **Allison R. Eddinger**, Registered Nurse, Royersford Elementary School; replacing Stacy Huntington who had a change of status. Compensation has been set at \$27.25/hr. with benefits per the Registered Nurses' Plan. Effective: December 15, 2014.
2. **Kaitlyn Magan**, Homebound Instructor. Compensation will be set at \$30.00/hour. Effective: December 5, 2014.

F. Support Staff Substitutes

1. **Rose Marie Frymoyer** Food Service
2. **Michele Lathrop** Food Service

- G. The Board approved the attached extra-curricular contracts for the 2014-2015 school year. **(Attachment A5)**
- H. The Board approved the Spring-Ford Area School District Maintenance Plan, effective July 1, 2015 to June 30, 2017.
- I. The Board approved the Spring-Ford Area School District Instructional Assistants' Plan, effective July 1, 2015 to June 30, 2017.
- J. The Board approved the Spring-Ford Area School District Registered Nurses' Plan, effective July 1, 2015 to June 30, 2017.

VI. FINANCE

Mr. Dehnert asked that Item J be separated and Mr. Ciresi asked that Item T be separated.

Mr. Cromley made a motion to approve Items A-I and K-S and Mr. Jackson seconded it. The motion passed 7-0.

Mr. Ciresi made a motion to approve Item J and Mr. Pettit seconded it.

Mr. Dehnert commented that the Board did this same resolution a year ago and he does not feel that these resolutions are very effective. Mr. Dehnert suggested that a better use of their time would be to hold a town hall meeting and invite the state representatives to this meeting so that they could inform the public about their plans to have property tax reform and changes in the funding for schools and also address unfunded mandates and PSERS. This town hall meeting will also give the board and the community the opportunity to express their concerns and comment on what they would like to see done.

Mr. Pettit felt it was an excellent suggestion to hold a town hall meeting but also felt that the Board should follow through with the resolution.

Mr. Ciresi agreed as well with regards to the town hall meeting but stated that in talks he had with Senator Dinniman it was mentioned that Spring-Ford is his top district with regards to resolutions. Mr. Dinniman relayed to Mr. Ciresi that he has every resolution that Spring-Ford ever sent him.

Mrs. Heine also felt the resolution should be done as she stated that it sets the tone for what the district's expectations are regarding the town hall meeting.

Mr. Dehnert was opposed to doing the same resolution as had been done before and he felt that there should be a different resolution with different wording.

Mr. Jackson suggested that the Board rewrite the resolution and Mr. Dehnert agreed with this suggestion.

Mr. Ciresi suggested that the resolution be sent to the Community Relations Committee to revise the wording. Mr. Dehnert agreed with Mr. Ciresi's suggestion.

Mr. Jackson asked about the timeline for the town hall meeting and Mr. Dehnert replied within the next two months and no later than March 31st.

Mr. Ciresi withdrew his original motion and Mr. Pettit withdrew his second. Mr. Ciresi made a motion to table Item J and Mr. Pettit seconded it. The motion passed 7-0. Item J was tabled.

***NEW ADDITIONS SINCE THE WORK SESSION**

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. Checks:

1. Weekly Checks prior to Work Session

November

Check No. 155692 – 155758 \$ 239,518.96

ACH 141500234 – 141500240 \$ 1,386.86

December

Check No. 155759 – 156026	\$2,014,211.69
ACH 141500241 – 141500311	\$ 14,006.10

January

Check No. 156027 – 156188	\$1,891,210.07
ACH 141500312 – 141500321	\$ 977.97

2. **Athletic Fund**

November

Check No. 307558 – 307583	\$ 25,666.64
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December

Check No. 307584 – 307687	\$ 27,396.76
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3. ***Weekly Checks prior to Board Meeting**

***January**

*Check No. 156189 – 156232	\$ 239,681.07
*ACH 141500322 – 141500324	\$ 333.24

4. ***Board Checks held for approval**

***January**

*Check No. 156233 – 156263	\$ 241,972.21
*ACH 141500325 – 141500365	\$ 28,322.05

C. The Board approved the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations and the Parent Teacher Organizations:

1. **Peggy Generd – Oley, PA.** Provide an assembly for students at Spring City Elementary entitled “Stay Healthy with Miss Maggie”. Funding will be paid by the Spring City Home and School League and shall not exceed \$300.00.
2. **Benmore Enterprises – Bushkill, PA.** Provide an assembly for students at Limerick Elementary on the formation of fossils as well as discussion with paleontologists on the discovery of the 8-foot skull of a triceratops. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$525.00.

D. The Board approved the following independent contracts:

1. **Thom Stecher & Associates – Malvern, PA.** Provide an overview with the entire staff and meet individually with grade level staff in conjunction with Upper Providence Elementary’s Unity Day. Funding will be paid from the Pottstown Area Heath and Wellness Foundation Grant and shall not exceed \$2,000.00.

2. **Matt Novak – Carlisle, PA.** Provide two assemblies for students at Spring City Elementary as well as a 4th grade writing workshop in conjunction with Author Day. Funding will be paid from the Spring City Assembly Budget and shall not exceed \$850.00.
 3. **Skyward – Stevens Point, WI.** Provide On-Site “Employee Management” Training for the Human Resource staff and Business Office Bookkeeping staff on February 11, 2015. Funding will be split between the Human Resource Budget and the Business Office Budget and shall not exceed \$1,690.00.
 4. **Theraplay, Inc. – West Chester, PA.** Provide Speech and Language Therapy for special needs students at Royersford Elementary as per their IEPs. Services will be provided for 7.5 hours per day for 105 days total at a rate of \$90.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$70,875.00.
 5. **The Martin Luther School – Plymouth Meeting, PA.** Provide educational and related services for a special needs student as per the IEP. Services will be provided for 140 days at a rate of \$235.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$32,900.00.
 6. **Personal Health Care, Inc. – Valley Forge, PA.** Provide nursing services for a special needs student for health reasons as per the IEP. Services will be provided for 7 hours per day for 5 days per week for 2 months at a rate of \$44.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$12,320.00.
 7. **Catherine Forcey – Collegeville, PA.** Provide specialized reading instruction to a special needs student as per the IEP. Services will be provided for 125 sessions at a rate of \$30.00 per session. Funding will be paid from the Special Education Budget and shall not exceed \$3,750.00.
 8. **Maureen O’Brien – West Chester, PA.** Provide specialized reading instruction to a special needs student as per the IEP, observation of content area classes and consultation with content area teachers. Services will be provided for 144 hours at a rate of \$75.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$10,800.00.
 9. **Education Alternatives – Limerick, PA.** Provide direct supervision of Applied Behavioral Analysis for a special needs student as per the IEP. Direct services will be provided for up to 8 hours per week for 39 weeks at a rate of \$30.00 per hour for a total of \$9,360.00. Supervision services will be provided for 2 hours per week for 39 weeks at a rate of \$95.00 per hour for a total of \$7,410.00. Funding will be paid from the Special Education Budget and shall not exceed a total of \$16,770.00.
- E. The Board approved **Resolution #2015-01** regarding the Montgomery County Intermediate Unit Administrative Services Budget for the fiscal year July 1, 2015 – June 30, 2016. **(Attachment A6)**
- F. The Board approved **Resolution #2015-02** regarding the Montgomery County Intermediate Unit Curriculum Instruction and Professional Development Services Budget for the fiscal year July 1, 2015 – June 30, 2016. **(Attachment A7)**

- G. The Board approved **Resolution #2015-03** regarding the Montgomery County Intermediate Unit Legislative Services and Grant Development Budget for the fiscal year July 1, 2015 – June 30, 2016. **(Attachment A8)**
- H. The Board approved **Resolution #2015-04** regarding the Montgomery County Intermediate Unit Technology and Information Services Budget for the fiscal year July 1, 2015 – June 30, 2016. **(Attachment A9)**
- I. The Board approved the 2013-2014 Independent Audit Report completed by Maillie LLP for the fiscal year ending June 30, 2014. The audit was without findings or material weaknesses. A display copy of the audit is available at the district office and can also be found on the district website under the Business Office.
- J. The Board tabled the vote on **Resolution #2015-05** urging the General Assembly to establish a new funding formula for basic education. **(Attachment A10)**
- K. The Board approved the **Cafeteria Listing** of Bills:
- | | |
|-------------------------|---------------|
| <u>NOVEMBER</u> | |
| Check No. 12000 – 12017 | \$ 194,850.78 |
| <u>DECEMBER</u> | |
| Check No. 12018 – 12036 | \$ 220,943.62 |

New Finance

- L. The Board approved payment for the following invoices for the month of **JANUARY** in connection with the **SERIES A of G.O.B. 2007:**
1. **OTHER CAPITAL PROJECTS**
- *Capital Projects Checks held for approval
- *December**
- | | |
|--------------------------|-------------|
| *Check No. 32860 – 32861 | \$ 4,014.16 |
| <u>*January</u> | |
| *Check No. 32862 – 32862 | \$ 2,225.27 |
- M. The Board approved payment for the following invoices for the month of **JANUARY** in connection with the **CAPITAL RESERVE ACCOUNT – Fund 32:**

***December**

*Apple Inc.	Technology–District Wide	\$ 30,360.00
*Camcor	Technology–District Wide	\$ 897.54
*CDW Government Inc.	Technology–District Wide	\$ 78,931.00
*ePlus Technology Inc.	Technology–District Wide (3 Inv)	\$ 24,895.00
*Neuber Environmental (2 Inv.)	Asbestos Removal-Bechtel Rd.	\$ 16,086.00
*Spring-Ford ASD Mount Bracket	Amazon-Senior High Café-Wall	\$ 3.00
*Whitlock	Technology–District Wide	\$ 120,197.00
	TOTAL	\$ 271,369.54

***January**

*BRB Contractors	Applic. #1-Bechtel Rd Demolition	\$ 79,500.00
*Colonial Electric Supply	Technology-District Wide	\$ 1,167.95
*Resilite Sports Prod.	Senior High-Wrestling Mats	\$ 13,572.20
*Spring-Ford ASD	Apple Inc.-Technology District	\$ 11,370.00
Wide		
*Spring-Ford ASD	Amazon-Senior High Café -	\$ 188.05
Equipment		
*Whitlock	Technology-District Wide	\$ 1,523.50
	TOTAL	\$ 107,321.70

N. The following Treasurers' Reports were approved:

General Fund

- Money Market – November 2014/December 2014
- PSDLAF – November 2014/December 2014
- PSDMAX – November 2014/December 2014
- Checking Account – November 2014/December 2014
- PLGIT Account – November 2014/December 2014
- Investment Accounts & Investment Schedule – November 2014/December 2014
- Payroll Account – November 2014/December 2014
- Tax Account – November 2014/December 2014

Activity Accounts

- Elementary Activity – November 2014/December 2014
- 7th Grade Activity – November 2014/December 2014
- 8th Grade Activity – November 2014/December 2014
- High School Activity – November 2014/December 2014
- Athletic Account – November 2014/December 2014

Bond Funds

- Note of 2007A – November 2014/December 2014

Other Funds

- Capital Reserve Fund & Investment Schedule – November 2014/December 2014
- Debt Service Fund – November 2014/December 2014
- Reservation of Funds (Natatorium, Insurance, Retirement) – November 2014/December 2014

Cafeteria Fund

- Cafeteria Money Market – November 2014/December 2014
- Cafeteria Checking Account – November 2014/December 2014
- Cafeteria PSDLAF Account – November 2014/December 2014
- Investment Account – November 2014/December 2014

O. The Board approved **Resolution 2015-06** authorizing Fox Rothschild and Boenning & Scattergood to move forward with the necessary paperwork in preparation of the Current Refunding of the Series of 2005 (estimated savings \$1,648,000) and Advanced Refunding of the Series A of 2007 (estimated savings \$1,741,726). The structure of the new bond will generate savings in the next 3 years of approximately \$1 million per year. **(Attachment A11)**

P. The Board approved making public the 2015-2016 Proposed Preliminary Budget for the required 20 days and advertise the Board's intent to adopt the Preliminary Budget on February 17, 2015 and to submit referendum exceptions to the PA Department of Education before February 26, 2015.

Q. The Board approved the following **Use of Facilities Permits**:

Permits No. 5136 – 5182

R. The Board approved the following **exonerations** from the per capita tax for the 2014-2015 school year:

Limerick Township	No. 001 – 189
Royersford Borough	No. 094 – 114
Spring City Borough	No. 030 – 031
Upper Providence Township	No. 001 – 270

S. The Board approved the following **additions/deletions** to the per capita tax for the 2014-2015 school year:

Limerick Township Additions	No. 001 – 052
Limerick Township Deletions	No. 001 – 1393
Royersford Borough Deletions	No. 360 – 380
Upper Providence Deletions	No. 001 – 084

Addendum

Mr. Wolf made a motion to approve Item T and Mr. Jackson seconded it.

Mr. Ciresi commented that normally when motions like this come up the Board is given more information in advance of the vote taking place and he questioned why the Board was not more informed about this. Mr. Berman replied that he could not provide any information about this motion as he did not have it but possibly the Business Office could provide more details. Mr. Dehnert stated that he believes that what happened with this was that it was a missed email and the intent was to get it on the work session agenda which would have given the Board more time to discuss and ask questions.

Mr. Anspach provided details regarding the impact of the settlement to the district from a tax perspective. Mr. Anspach stated that normally with a motion like this he has additional information that goes out to the board as part of the weekly memo. Mr. Anspach provided details on the property tax assessment and the process that leading up to the settlement agreement. He stated that the settlement is a win for the district.

Mr. Ciresi asked that in the future the Board be given the opportunity to discuss this before it comes to the table and not have it given to them three or four hours before the meeting.

The motion passed 7-0.

T. The Board authorized Fox Rothschild LLP to enter into an agreement for the property located at 649 N. Lewis Road in Limerick Township and further identified as tax parcel No. 37-00-01762-00-1 setting the assessments of the property at \$2,354,800 for tax year

2012 (school tax year 2012-13), \$2,517,200 for tax year 2013 (school tax year 2013-14) and at \$2,574,040 for tax year 2014 (school tax year 2014-15) and for each subsequent tax year until a change in the property's assessment, pursuant to applicable law.

VII. PROPERTY

Mr. Cromley made a motion to approve Items A-B and Mr. Ciresi seconded it. The motion passed 7-0.

- A. The Board approved the continuation of the contract for district-wide mowing for year two of a three year option with Black Forest Landscaping & Snowplowing, Inc., the lowest RFP, rejecting all other RFP's. The total cost for year 2 is \$1,287.00 per mowing based on twenty-three mowings per year on average. Funding will come from the General Maintenance Budget.
- B. The Board approved contracting to have specifications drawn up and to seek bids for the replacement of the High School main gymnasium floor due to safety concerns caused by normal usage. The work will be completed over the summer months. This work was planned as per the Capital Improvement Plan with a total cost not to exceed \$200,000.00.

VIII. PROGRAMMING AND CURRICULUM

Mr. Pettit made a motion to approve Item A and Mrs. Heine seconded it. The motion passed 7-0.

- A. The Board approved the following new textbooks for 2015-2016. Funding will be paid from the 2014-2015 Curriculum Budget and shall not exceed \$4,000.00.

<u>COURSE</u>	<u>TEXTBOOK</u>	<u>PUBLISHER</u>
International Business	International Business Dlabay/Scott 4th Edition [K-12, 2011]	Cengage Learning Independence, KY

IX. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mr. Cromley made a motion to approve Items A-O and Mr. Pettit seconded it. The motion passed 7-0.

The following individuals were approved for attendance at the following conferences and workshops:

CODE: 580 Account: Conference/Training, registration, food, and accommodations

DISTRICT OFFICE

- A. **Bruce Cooper**, Director of Planning, Operations & Facilities, to attend the "PASBO Annual Conference" in Harrisburg, PA from March 11th – 13th, 2015. The total cost of this conference is \$825.00 (registration, mileage, lodging and meals) from the 580 account. No substitute is needed.

- B. **Dr. Allyn J. Roche**, Assistant Superintendent, **Elizabeth Leiss**, Director of Human Resources, and **Daniel Currie**, Special Education Supervisor, to attend “*Greater Philadelphia Teacher Job Fair*” at the Greater Philadelphia Expo Center in Oaks, PA on March 18, 2015. The total cost to attend this job fair is \$425.00 (registration) from the 580 account. No substitutes are needed.
- C. **Carol Ganister**, Data and Reporting Specialist, and **Sarah K. Sacks**, Information Systems Analyst, to attend “*2015 PDE Data Summit*” at the Hershey Lodge in Hershey, PA from March 22 through March 25, 2015. The total cost to attend this conference is \$851.75 (registration, mileage, and meals) from the 580 account. No substitutes are needed.
- D. **Deborah Smith**, Administrative Assistant – Child Accounting, to attend “*Attendance/Child Accounting Professional Association Spring Conference (A/CAPA)*” in Hershey, PA from February 24 through February 27, 2015. All costs are paid for by A/CAPA as Mrs. Smith serves as the President of the Association. No substitute is needed.

HIGH SCHOOL

- E. **Maren Bhalla**, College Career Coordinator, to attend “*Florida Atlantic University Counselor Fly-in Program*” at Florida Atlantic University in Boca Raton, Florida from February 8th through February 10th, 2015. There is no cost for this and no substitute is needed.
- F. **Kelly German**, Business Teacher/FBLA Advisor and **Douglas Reigner**, 11th Grade House Principal, to attend “*Future Business Leaders of America State Leadership Competition and Conference*” at the Hershey Lodge & Convention Center from April 13th through April 15th, 2015. Ms. German will attend April 13th - April 14th, Mr. Reigner will attend April 14th – April 15th and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$890.00 (registration, lodging and a substitute for the two days for Ms. German) from the 580 and substitute accounts.
- G. **Mary Ann Group**, Teacher, to attend “*Supporting Students in the Development of Scientific Literacy in Life Sciences and Biology*” at PaTTAN in King of Prussia, PA on February 25 and March 20, 2015. The total cost to attend this training is \$300.00 (substitute for two the days) from the substitute account.
- H. **Seth Jones**, Band Director, **Emily McGranahan**, Orchestra Director, and **Yvonne O’Dea**, Choral Director, to attend “*PMEA All-State Conference and In-Service*” in Hershey, PA from March 25th through March 28th, 2015. Mr. Jones, Ms. McGranahan and Mrs. O’Dea will accompany students who have qualified for All-State Ensembles. The total cost for this conference is \$3,359.75 (registration, mileage, lodging, meals and substitutes) from the 580 and substitute accounts.
- I. **Seth Jones**, Director of Bands, to attend the “*National Association for Music Education (NAfME) Eastern Division Conference*” in Providence, Rhode Island from April 9 through April 12, 2015. Mr. Jones will be accompanying a student who was accepted into the NAfME All-East Band. Mr. Jones and the student will travel using a district van. The total cost to attend this conference is \$1,159.00 (registration, lodging, meals and a substitute for the two days) from the 580 and substitute accounts.

LIMERICK

- J. **John Hughes**, School Counselor, to attend "*Oppositional Defiant & Disruptive Children and Adolescents*" in King of Prussia, PA on March 4, 2015. The total cost of this conference is \$236.00 (registration and mileage) from the 580 account. No substitute is needed.

5TH/6TH GRADE CENTER

- K. **Angela Santello**, Registered Nurse, to attend "*Student Assistance Program (SAP) Training*" at Caron's Philadelphia Regional Office in Plymouth Meeting, PA from March 3 through March 5, 2015 (rescheduled dates). The total cost for this training is \$770.00 (registration, mileage and a substitute for 3 days) from the Pottstown Area Health and Wellness Foundation Grant.

7th/8th GRADE CENTER

- L. **Crystal Stubbs**, School Psychologist, to attend "*Student Assistance Program (SAP) Training*" at Caron's Philadelphia Regional Office in Plymouth Meeting, PA from February 10 through February 12, 2015. The total cost for this training is \$357.45 (registration and mileage) from the Pottstown Area Health and Wellness Foundation Grant. No substitute is needed.

New Conference and Workshop Recommendations

- M. **Diana Ward**, Family and Consumer Science Department Chair/Teacher, to attend "*The Pennsylvania Family & Consumer Sciences Annual Conference: Vital, Innovative, Challenging*" at The Inn at Pocono Manor on April 30 and May 1, 2015. The total cost is \$300.00 (a substitute for 2 days) from the substitute account. Ms. Ward is covering all other conference expenses.
- N. **Jennie Anderson**, Teacher, to attend "*TI Math Workshop*" at the Montgomery County Intermediate Unit in Norristown, PA on March 5, 2015 in the afternoon only. The total cost for this workshop is \$75.00 (1/2 day substitute) from the substitute account.
- O. **Chad Brubaker**, Head Football Coach, **Chad Strickler**, Assistant Football Coach, and **Jim Mich, Jr.**, Defensive Coach, to attend "*The Pennsylvania Scholastic Football Coaches Association Clinic*" at the Penn Stater Hotel in State College, PA on February 13, 2015. There is no cost to the district and no substitutes are required.

X. OTHER BUSINESS

Mr. Ciresi made a motion to approve Items A-C and Mr. Cromley seconded it.

Mr. Jackson asked about Item B wondering if the donations for the purchase of technology were outside of the technology plan or are they additional purchases. Mrs. Heine replied that the donations do not change the budgeted \$250,000 or any items earmarked for that school. The donation is in addition to this and is the individual school group's own doing.

Mr. Ciresi asked about Item C questioning if this could be made for the entire year. Dr. Goodin commented that he would prefer for it to be seasonally so that these items can be kept before the Board and not lost track of. Dr. Goodin added that this motion would give him the ability to approve post-season overnight travel when teams advance. Mr. Ciresi asked if the Board could not just do a policy that would give Dr. Goodin permission to approve this type of travel

rather than have to list it on the agenda constantly. Dr. Roche commented that the question has to do more with overnight travel, board approval and where that falls under our insurance. Dr. Roche stated that this motion is just a stop gap for in between meetings when a team qualifies and no meeting is scheduled before the team would have to travel, stay overnight and compete in the post season play. Mr. Ciresi asked if the solicitor could come up with a policy that would cover the district in the event of this occurring. Mr. Dehnert asked if other districts have a policy that allows the superintendent to grant this type of approval. Mr. Berman replied no, that most districts have approval granted by the Board in order to keep it before the Board as well as for insurance purposes, legal concerns and so that the Board can have control over the extent of which the district will be funding the post season play.

Discussion took place on the interpretation of this motion and whether in addition the policy needed to be revised. The consensus was to approve the motion and then take it back to the Policy Committee for further discussion and revision of the current policy.

The motion passed 7-0.

A. The following policies were approved:

1. Policy #210 – PUPILS: Use of Medications (**Attachment A12**)
2. Policy #210.1 – PUPILS: Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors (**Attachment A13**)
3. Policy #249 – PUPILS: Bullying and Cyber Bullying (**Attachment A14**)
4. Policy #436 – PROFESSIONAL EMPLOYEES: Personal Leave (**Attachment A15**)
5. Policy #439 – PROFESSIONAL EMPLOYEES: Uncompensated Leave (**Attachment A16**)
6. Policy #536 – CLASSIFIED EMPLOYEES: Personal Leave (**Attachment A17**)

B. The Board acknowledged the donation of \$15,306.46 from the Brooke Elementary Home and School Association to be used towards the purchase of 3 Interactive Projectors and 4 Document Cameras for Brooke Elementary School.

New Other Business

C. The Board granted approval for all Winter Athletic Teams/Individuals that qualify for post season 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.

XI. INFORMATIONAL ITEM

There were no questions.

A. Effective January 1, 2015, the IRS mileage rate increased from .56 cents per mile to 57.5 cents per mile.

XII. PUBLIC TO BE HEARD

There were no comments from the public.

Mr. Ciresi commented that a couple of weeks ago he had a conversation with the SNAP Committee which is going into its 9th year. He stated that SNAP is an extremely important program and last year they were not able to raise the same amount of money that they had raised in years past. He stated that this is causing a budgetary issue for SNAP. Mr. Ciresi asked the Board to give \$10,000 towards SNAP to help support the issue this year so that it does not fall flat and the tradition that we have had can continue.

Mr. Jackson asked how the \$10,000 amount was determined and Mr. Ciresi replied that he and Mr. DiBello asked them and they indicated that this was the approximate shortfall from the year before.

Mr. Dehnert stated that if they were \$10,000 short last year it implies that someone had given money out of their pocket and this would indicate we were giving someone that money back. He added that he feels this creates some issues as we would need receipts in order to issue funds.

Mr. Ciresi explained this saying that last year SNAP did not host Dancing with the Stars which normally raises a lot of funds. He stated that the Committee put on the same program as in previous years which has them running at a shortfall for this year so they may not be able to put on the same type of event this year.

Mr. Dehnert asked if the Community Relations Committee could look at this in conjunction with the Business Office.

Mr. Cromley asked if this should fall under extra-curricular. Dr. Roche replied that it is not an extra-curricular as it is a parent run organization and the funds and books are kept through the Educational Foundation. Mr. Dehnert asked if it would fall under community relations and Dr. Roche stated he did not believe it fell under any committee as it is a parent run non-profit organization which supports the SNAP event.

Mr. Dehnert stated that rather than throw a motion out there he would like to see one of the Board Committees take a look at this along with the Business Office and then come back with a recommendation based on a little more in-depth investigation as to what is needed.

Mr. Anspach suggested possibly asking the Educational Foundation to make a donation as a donation was made in the past.

Mr. Dehnert asked what committee this should be taken to. Dr. Roche suggested possibly this was a Finance Committee conversation and they could look at the receipts and information that is there.

Mr. Ciresi stated that possibly the SNAP leaders could meet with administration and explain where they feel the shortfalls are and how much money it is. He stressed the urgency to act on this quickly as the event is in May.

Mr. Dehnert asked if Mr. Wolf would look into this at the next Community Relations Committee meeting. Mr. Wolf replied that he is willing to discuss this.

XII. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 7-0. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Diane Fern
School Board Secretary

On November 17, 2014 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Willard D. Cromley and Kelly J. Spletzer

Region II: Clinton L. Jackson

Region III: Mark P. Dehnert and Thomas J. DiBello

Presiding Officer: Joseph P. Ciresi

Superintendent: Dr. David R. Goodin

Business Manager: Timothy Anspach

Solicitor: Mark Fitzgerald, Esq.

Student Reps.: Dana K. Ludgate

The following Board Members were absent: **Bernard F. Pettit, Dawn R. Heine, Todd R. Wolf** and **Student Representative Taylor M. Auman**

Board President, Mr. Ciresi, opened the meeting with the call to order and the Pledge of Allegiance.

ANNOUNCEMENTS

Mrs. Fern announced that Spring-Ford schools are celebrating American Education Week! American Education Week provides the Spring-Ford community a wonderful opportunity to celebrate public education and recognize individuals who are making a difference in ensuring that every child receives a quality education. She reminded parents to check their schools website for a schedule of events during the weeklong celebration and also to check the Spring-Ford Facebook page for the Meet Our Staff series, which will highlight a SFASD staff member each day of the week. The Meet Our Staff series is updated weekly throughout the year, with a special emphasis during American Education Week. Mrs. Fern advised everyone that they can find this series by visiting the page at www.Facebook.com/SpringFordASD.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEMS

Mr. DiBello made a motion to approve Items A-P which includes the addendum items F-P and Mr. Dehnert seconded it. The motion passed 6-0.

- A. The Board approved **Resolution 2014-23** honoring **Timothy Goman** on being selected to the 2015 U.S. Army All-American Marching Band.
- B. The Board approved **Resolution 2014-24** honoring **Joshua Mack** on being selected to the 2015 U.S. Army All-American Marching Band.

- C. The Board approved **Resolution #2014-25** in recognition of **Seth R. Jones** and the **Spring-Ford Area High School Golden Ram Marching Band** for successfully placing first at both the 2014 Tournament of Bands Atlantic Coast Group IV Open Championships and the 2014 Cavalcade of Bands Association "Patriot" Open Class Championships.
- D. The Board approved **Resolution #2014-26** commending **Paul Power** a member of the Spring-Ford Area High School Cross Country Team for winning the 2014 Pioneer Athletic Conference (PAC-10) Boys' Cross Country Championship.
- E. The Board approved **Resolution #2014-27** commending the **Spring-Ford Area High School Girls' Soccer Team** and their coaches **Tim Leyland**, **Kelly Gove** and **Scott Ziegler** for winning the 2014 Pioneer Athletic Conference (PAC -10) Championship and advancing to the PIAA State Quarterfinal Game.
- F. The Board approved **Resolution 2014-28** honoring **Christopher Barth** on his participation in the 2015 Tournament of Roses Honor Band.
- G. The Board approved **Resolution 2014-29** honoring **Laura Faraci** on her participation in the 2015 Tournament of Roses Honor Band.
- H. The Board approved **Resolution 2014-30** honoring **Emily Keller** on her participation in the 2015 Tournament of Roses Honor Band.
- I. The Board approved **Resolution 2014-31** honoring **John Kobak** on his participation in the 2015 Tournament of Roses Honor Band.
- J. The Board approved **Resolution 2014-32** honoring **Morgan Post** on her participation in the 2015 Tournament of Roses Honor Band.
- K. The Board approved **Resolution 2014-33** honoring **Joseph Quinty** on his participation in the 2015 Tournament of Roses Honor Band.
- L. The Board approved **Resolution 2014-34** honoring **Andrew Ryan** on his participation in the 2015 Tournament of Roses Honor Band.
- M. The Board approved **Resolution 2014-35** honoring **Marissa Strickland** on her participation in the 2015 Tournament of Roses Honor Band.
- N. The Board approved **Resolution 2014-36** honoring **Emmi Thurston** on her participation in the 2015 Tournament of Roses Honor Band.
- O. The Board approved **Resolution 2014-37** honoring **Luke Thurston** on his participation in the 2015 Tournament of Roses Honor Band.
- P. The Board approved **Resolution 2014-38** honoring **Kerri Townsend** on her participation in the 2015 Tournament of Roses Honor Band.

III. PRESENTATIONS

Mr. Seth Jones spoke about the honors being awarded to Timothy Goman and Joshua Mack. He called them forward, introduced them and they were presented with resolutions in recognition of their selection to the 2015 U.S. Army All-American Marching Band.

- A. Presentation of **Resolution 2014-23** honoring **Timothy Goman** on being selected to the 2015 U.S. Army All-American Marching Band.
- B. Presentation of **Resolution 2014-24** honoring **Joshua Mack** on being selected to the 2015 U.S. Army All-American Marching Band.

Mr. Jones proudly spoke of the success of the High School Golden Ram Marching Band. He reported on the band's success placing first at the 2014 Tournament of Bands and 2014 Cavalcade of Bands. Mr. Jones was presented with a resolution in recognition of his, his staff and the Golden Ram Marching Band's accomplishments this year. Mr. Jones thanked the Board and Administration for all of their support of the Band Program.

- C. Presentation of **Resolution #2014-25** in recognition of **Seth R. Jones** and the **Spring-Ford Area High School Golden Ram Marching Band** for successfully placing first at both the 2014 Tournament of Bands Atlantic Coast Group IV Open Championships and the 2014 Cavalcade of Bands Association "Patriot" Open Class Championships.

Mr. Jones next introduced the students who were chosen to participate in the 2015 Tournament of Roses Honor Band. Mr. Jones spoke about the process for the students being selected. He invited the students to come forward and they were presented with resolutions in honor of their accomplishments.

The Board presented resolutions to **Christopher Barth, Laura Faraci, Emily Keller, John Kobak, Morgan Post, Joseph Quinty, Andrew Ryan, Marissa Strickland, Emmi Thurston, Luke Thurston** and **Kerri Townsend**.

The band played one of the pieces that they had performed this year during the beginning of their shows.

Mr. Ciresi thanked all of the students for their dedication and their parents for all of the support they give throughout the year.

The last presentation was postponed for a little bit in order to give all of the speakers a chance to arrive. The Board moved onto the committee reports.

Student Rep. Report Dana Ludgate

Dana reported that the Senior High School Student Council is currently collecting new and gently used books for the Children's Hospital of Philadelphia until the 19th of this month. She added that they are also hosting a community service project in December in which they are collecting items such as shampoo, lotion, toothpaste and baby products. The items collected will be donated to the Open Door Ministry. Dana reported that year-book orders are currently being taken online at yearbookforever.com. Dana stated that the deadline to order is January 23rd and she reminded students interested in ordering

to make sure they do so prior to the deadline. Dana provided additional information on the personalization of yearbooks and submitting baby pictures for inclusion. Dana advised everyone that all information on yearbook orders can be found on the high school's website. Dana reported that any student interested in participating in winter sports must submit physicals and re-certification packets to the Athletic Office. She added that any student who did not participate in fall sports will also have to submit an activity fee. Dana reported that students are looking forward to the fall break and she wished everyone a Happy Thanksgiving.

Property

Joseph Ciresi

2nd Tues. 6:00 p.m.

Mr. Ciresi reported that the Property Committee meet on November 11th and discussed the new scoreboard at Ram's Stadium, the demolition of the old district office which is currently scheduled to get under way, district-wide signage and new signage with regards to what it should look like, the reconfiguration of McNelly Stadium as far as adding an additional handicap ramp so that there is one on both sides, preventive maintenance on roofs, and landscaping issues at the front of some of the buildings. The committee also looked at the ongoing maintenance plan and it appears that the district will be in need of a new vehicle this year. The committee talked about the Demand Response Program and the savings realized from this. Mr. Ciresi reported that the committee was presented with two boy scout/eagle scout projects presented to them. One project was for a snack stand and the other was for a band conductor's viewing stand. The committee asked the group to come back when they have a more detailed plan for these projects. A question was raised regarding an HVAC personnel position which had been discussed at the October Property Committee meeting.

WMCTC

Ciresi, Cromley, Heine

1st Mon. 7:00 p.m.

Mr. Cromley reported that the WMCTC Joint Operating Committee met on November 3rd where Mr. Moritzen, the Executive Director, reported on enrollment. The enrollment numbers show a total of 505 students which is down 1 from the previous month, Spring-Ford has 83 students in the morning program and 97 in the afternoon program for a grand total of 180 students. Mr. Cromley reported that there were two formal presentations given; the first was by the Protective Services which currently has 48 students enrolled in the program. 4 students gave testimony of their experiences in the program. The second presentation was by the Cosmetology Program. One student spoke about her desire to own and manage her own salon one day. The JOC also discussed the Skills USA fundraiser dinner which was held on October 23rd at the Western Center which netted a profit of \$1,000. Mr. Cromley reported that the Skills USA Leadership Conference will be held later this week and 22 students from the Western Center will attend. He added that Mr. Ciresi and Mrs. Heine plan on attending one day of the Skills USA Conference. Mr. Cromley advised everyone that on November 3rd there was a community dinner which was well attended. The next dinner will be held on January 12th and will be a Chinese New Year experience. Mr. Cromley reported the there was a PowerPoint presentation given which provided the specifics of a 4-year program at the Western Center. The purpose of this 4-year program is to increase overall enrollment, create more opportunities for at-risk students to be successful and stay in school versus dropping out, provide more opportunities for special education students, allow students to start their career training earlier and provide an advantage of earning a job when they graduate. Mr. Cromley reported that the Spring-Ford Area High School would have 40 seats and students would have the choice of 3 cluster areas; Automotive, Construction and Human Services. Mr. Cromley stated that there would be no cost increase to the district. He stated that the only possible cost increase would be for staff

moving to full time, transportation costs, and supplies/consumables for students such as books and materials. Mr. Cromley reported that a presentation for the 9th grade program was approved. Mr. Cromley also reported that there will be contacts made in the future by Mr. Moritzen to the Royersford Chic-fil-a as well as the New Standards Company, a manufacturing company with regards to developing partnership opportunities between themselves and the WMCTC.

Mr. Ciresi announced that the meeting would now proceed with the presentations.

Mr. Nugent spoke of the Partnership Programs between the High School, Rockland Immunochemicals and GlaxoSmithKline (GSK). He spoke about the benefits the students have received from participating in the Partnership Program. Mr. Nugent introduced the representatives from Rockland and GSK.

The students came forward, introduced themselves and briefly spoke about the specific program they participated in as well as their plans for the future.

Dr. Karin Abarca Heidemann provided background on Rockland Immunochemicals. Dr. Abarca Heidemann spoke about and spoke about the program they have partnered with Spring-Ford on. She reported on the Rockland community involvement and in particular how they are able to reach out to young people to help them determine what they want to do in the future. Dr. Abarca Heidemann spoke about Hands-On High School Program that the Spring-Ford students were able to be a part of. Dr. Abarca Heidemann spoke about a poster contest that was run which helped to show how well the students understood the material they learned. She stated that the posters the students made were amazing and the prize for the best poster was the offer of a summer internship at Rockland. Dr. Abarca Heidemann revealed that Ali Rich was the winner of the poster contest.

Ali Rich spoke of her experience at Rockland Immunochemicals which she said was amazing. Ali thanked the staff at Spring-Ford and Rockland for providing this opportunity for her and other students.

Mr. Nugent thanked Rockland for the opportunity and also for allowing him to tour the facility which is located in Limerick. Mr. Nugent stated that they look forward to continuing the partnership in the future.

Dr. Neil Johnson of GlaxoSmithKline (GSK) spoke about the student shadowing program that he and a group of volunteers from GSK participate in. Dr. Johnson said they call them-selves the Science in the Schools Group. Dr. Johnson stated that GSK has a mission to provide their employees with the opportunities and resources to share science in their local community and to inspire the future generations of scientists. Dr. Johnson provided information on the Upper Providence GSK site. Dr. Johnson stated that the GSK partner-ship with Spring-Ford started approximately 4 years ago and he spoke about how the program evolved into the job shadow program that it is today. He next gave an overview of the program that the students participate in at GSK.

Christopher Israel spoke about his experience at GSK which he stated was a unique opportunity for him to see science not just as a class offered in school but as a driving force for global progress. Christopher spoke of his schedule and spoke of all of the experiences he had during his day at GSK. Christopher thanked Mrs. Ruppert, Mr.

Nugent and all of the staff at Spring-Ford for enabling this program to happen. Chris stated that he would mostly like to thank the scientists at GSK for donating their time so that this program could work.

Mr. Nugent thanked GSK for their hospitality in inviting him and Mrs. Ruppert out to their facility for a tour and including them in one of their scientist's conferences.

Mr. Nugent stated that they hope to see these programs grow and there has been talk of having the scientists from Rockland and GSK come into the Spring-Ford classrooms so that more students can experience this program. Mr. Nugent noted that there are so many wonderful things taking place on a daily basis inside the walls of the high school and now there are also wonderful things taking place outside of the high school as well. Mr. Nugent said they continue to forge ahead with the STEM initiative and they are also looking at additional partnerships and have been in contact with Lockheed Martin regarding this.

Mr. DiBello asked if there were opportunities for internships at GSK and Dr. Johnson stated that there are security and liability concerns with having minors on site so there is not currently an internship opportunity and shadowing is the best option for now. He added that they are working on the possibility of an internship and hope to be able to develop this for the future.

Mr. Jackson asked if the internship at Rockland was a paid one and the reply was yes.

Mr. Ciresi thanked both companies for the great opportunity to partner with Rockland and GSK. He stated that the district is truly blessed to have this industry in our back yard and he would like to see this type of program grow. Mr. DiBello commented that any time they are turning their equipment over they are more than welcome to donate it to Spring-Ford.

Mr. Nugent reported that the first encounter with Rockland was with them donating equipment to Spring-Ford. He thanked Mrs. Ruppert who was the Science Department Chair at the time this program was started.

Dr. Goodin on behalf of the Administration and the School Board thanked Mr. Nugent and Mrs. Ruppert as well as the representatives who came out tonight from Rockland and GSK.

- A. **Patrick J. Nugent**, Principal, **Aamir Amanullah**, **Siani Bolton**, **Chris Isreal**, **Mahima Rajan**, **Ali Rich**, **Alex Tomarelli**, and **Nahee Yi**, Students, **Dr. Karin Abarca Heidemann**, Representative from Rockland Immunochemicals, **Dr. Neil Johnson**, **Dr. Charles Blackledge**, **Dr. Lynne Stroukoff** and **Dr. Stephanie Van Horn**, Representatives from GlaxoSmithKline, to present on the Spring-Ford Area High School's "Job Shadowing Partnership Program with Rockland Immunochemicals and GlaxoSmithKline".

IV. BOARD AND COMMITTEE REPORTS

Extracurricular

Will Cromley

2nd Mon. 6:00 p.m.

Mr. Cromley reported that the Extracurricular Committee met on 11-12-14. Mr. Cromley stated that he would like to express with pride how exciting it is to listen to our students share their expectations, experiences, attention to detail, commitment, passion, lessons learned with an understanding of the true dedication needed in order to perform at the highest levels to receive their outstanding achievements locally and at the state level. Mr. Cromley reported that the committee viewed two presentations with the first one being from the High School Theater Group. Mr. Cromley stated that the students spoke about the current productions the students are working on for this year, the costs associated with putting on a production and the commitment involved by the students involved with these productions. The second presentation was from Mr. Seth Jones, Mr. George Growcott and band students who spoke about the High School Marching Band and their accomplishments. Mr. Jones also spoke of the synergy within the band students and staff as they focus on what they can do as a complete unit in their quest for perfection. There was follow-up discussion on a new high school club; the Ski Board Club. Dr. Kollar, Ms. Lawrence, Mrs. Culp and student representatives were present and gave a superb presentation. Mr. Cromley pointed out that there is an action item on the agenda tonight for the approval of the club. Mr. Cromley asked his fellow board members to give their support by approving the action item. Mr. Cromley reported that the committee also had a follow-up on the light and sound for outside groups. He stated that everyone who will be involved with the light and sound for outside groups will be part of a pool that will be trained on all three boards; the 8th Grade Center, the 9th Grade Center and the 10-12 Grade Center. An hourly and event rate is still to be determined as an option on the facility contracts.

Mr. Ciresi asked that the Board move forward with voting on the additional Action Item listed on the agenda.

V. ADDITIONAL ACTION ITEM

Mr. Cromley made a motion on Item A and Mr. DiBello seconded it.

Mr. Jackson asked the timeframe for the position. Dr. Roche stated that the advisor would be for the full season and the plan is to have meetings on a monthly basis as well as attending the trips with the students.

The motion passed 6-0.

Dr. Roche stated that the names for the advisors will be on the agenda for next week's meeting for approval as tonight's motion was for the approval of the club itself.

A. The Board approved adding the following extra-curricular clubs/contracts at the High School level as reported in the November minutes from the Extra-curricular Committee.

1. Ski Board Club – High School
 - a. Advisor \$678.00
 - b. Advisor \$678.00

Finance Tom DiBello 2nd Tues. 7:00 p.m.

Mr. DiBello reported that the Finance Committee met November 11, 2014 and reviewed the meeting minutes from October and discussed the monthly executive reports. The reports showed that net assessments are up approximately \$50 million for 2014-15 which represents roughly \$1.3 million in new tax dollars for 2015-2016 if the assessments remain constant. The real estate transfer collections are running slightly higher than last years' time period and if this holds constant then the district will collect over the projected budget amount. The EIT reports show an increase over last year. The self-funded insurance claims reflect that they are approximately \$44,000 under budget. Payroll status is approximately \$559,000 under budget. The cafeteria report showed a loss of \$77,000 which is in line with last year's reports that showed the dollar amounts lower at the beginning of the school year and then picking up as the year progressed. The committee asked administration to look into a possible marketing campaign to help increase sales. The committee reviewed an update on the annual audit report and the continued tax issues for Upper Providence Township. The committee did discuss and review historical data of actual expenses. The capital reserve spending plan for the district through the 2021-2022 school year which showed the amount of this fund at June 30th is at \$13 million which includes a \$1 million transfer from the General Fund. The budget worksheet was set up with the goal being to keep the tax increase as minimal as possible.

Mrs. Spletzer asked about the finalized audit and if the Board could be notified when this is done and it has been published. Mr. Anspach replied that he would do this.

Mr. Ciresi thanked the Board, the Business Office, the Administration and especially Mr. DiBello who chairs the Finance Committee for all of the work they have done to guide the district through one of the darkest times in history to put Spring-Ford in a great place. This has allowed Spring-Ford to retain programming, faculty, and staff through these hard times.

MCIU Tom DiBello 4th Weds. 7:45 p.m.
Report next week.

Curriculum/Technology Dawn Heine 1st Tues. 6:30 p.m.
Report next week.

Policy Dawn Heine 2nd Mon. 7:00 p.m.
Report next week.

Personnel Bernard Pettit (As Needed)
Report next week.

Superintendent Eval. Bernard Pettit (As Needed)
Report next week.

PSBA Liaison Kelly J. Spletzer
No report.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche reported that beginning this Thursday evening, November 20th from 6:30 p.m. to 8:30 p.m., Parent Teacher Conferences are scheduled to take place. He added that conferences will continue next week on both Monday November 24th during the day and the evening from 5:00 p.m. to 7:00 p.m. and all day on Tuesday November 25th as well.

Dr. Roche announced that today marks Day 28 of the Public Review and Comment period for the Spring-Ford Area School District Comprehensive Plan beginning on July 1, 2015 and ending June 30, 2018. Dr. Roche advised everyone that it is not too late to read the draft and provide any comments or feedback on the plan. The on-line feedback form will be taken down tomorrow morning and the District Team will begin to finalize the plan for next week's School Board Action Meeting. Dr. Roche thanked all 54 Planning Committee Members that met both during the work day and after hours to identify the goals and plans described in the Comprehensive Plan. He reported that the committee was comprised of School Board Members, Administrators, Parents, Students, Regular and Special Education Teachers, Coaches, Specialists, and Community Members. Dr. Roche provided an update and special spotlight video on the Instructional Coaching program. He stated that during last years' planning for 2014-15, the administration discussed with the School Board the need for additional support and coaching for our teachers. He added that we were fortunate to begin this school year with two (2) elementary instructional coaches (one in ELA and one in Math) and two (2) secondary coaches (one in English and one in Math). A spotlight video highlighting the Instructional Coaches was shown. Dr. Roche shared with everyone that based upon the recent hazing cases that have been reported around the country and state, including in Montgomery County, PA, Mr. McDaniel and he met with all the winter and spring head and assistant athletic coaches in a proactive measure to address the expectations in supervision and maintaining a hazing-free environment for all student athletes. He reported that they reviewed the definition of hazing, ways to recognize hazing, examples from across the country and the connection between hazing and bullying. Mr. McDaniel will meet with each student athlete and/or team to share a similar message and explain the issues surrounding hazing. Dr. Roche reported that by the end of the month he will be in contact with all extra-curricular contract holders to provide the same documents that were shared with the athletic coaches. He stated that the goal is to be proactive to eliminate any hazing behavior and support all of our students.

Mr. Cromley spoke about attendance issues with teachers at the in-service sessions and suggested that possibly administration could look into presenting sessions on other topics that may be of more interest to the professional staff. Dr. Roche replied that the topics presented at the November 4th In-service were focused on smaller groups and items specific to those smaller groups, departments and content area.

Mr. DiBello asked how many teachers were absent on the in-service day and Dr. Goodin replied that approximately 94 teachers were absent. Mr. DiBello asked what the average number is on a daily basis and Dr. Goodin responded that he is not sure what the exact number is but it is roughly in the 25-30 range.

Solicitor's Report **Mark Fitzgerald**
There was no report given.

VI. APPROVAL OF MINUTES

There were no questions.

- A. Administration recommends approval of the October 20, 2014 Work Session minutes.
- B. Administration recommends approval of the October 27, 2014 Board Meeting minutes.

VII. PERSONNEL

There were no questions.

A. Resignation

1. **Debora Zelle**, Certified School Nurse, Upper Providence Elementary School; for the purpose of retirement. Effective: August 22, 2015.

B. Temporary Professional Employee

1. **Gwen E. Chand**, Special Education Teacher, 5/6th Grade Center; replacing Megan Wiley who resigned. Compensation will be set at MS+18, Step 2, \$50,500.00 prorated with benefits per the Professional Agreement. Effective: November 17, 2014.

C. Homebound Instructor

1. **Glenn R. McLaughlin**, Homebound Instructor. Compensation will be set at \$30.00/hour on an as-needed basis. Effective: October 29, 2014.

D. Personnel Information Item

The individuals listed below have completed three (3) years of satisfactory service as temporary professional employees and are, therefore, entitled to tenure status:

1. **Jessica Saloky** Mathematics Teacher Senior High School – 9th Grade
2. **Ashley Basiaga** English Teacher Senior High School – 10th-12th Grade

- E. Administration recommends approval of the attached extra-curricular contracts for the 2014-2015 school year.

VIII. FINANCE

There were no questions.

- 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. Checks:

1. Weekly Checks prior to Work Session

October

Check No. 155409 – 155448	\$ 145,393.86
ACH 141500172 – 141500175	\$ 274.05

November

Check No. 155449 – 155595	\$1,097,353.39
ACH 141500176 – 141500188	\$ 1,701.70

2. Athletic Fund

October

Check No. 307408 – 307557

\$ 28,234.72

- C. Administration recommends approval of the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School League, the Parent Teacher Associations and the Parent Teacher Organizations:
1. **Montgomery County SPCA – Conshohocken, PA.** Provide an assembly for second grade students at Royersford Elementary entitled “Pet Care”. There is no charge for this assembly.
 2. **Mike & Roberta Straka/Benmore Enterprises – Bushkill, PA.** Provide an assembly for students at Evans Elementary entitled “Rocks, Minerals & Fossil Show”. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$575.00.
- D. Administration recommends approval of the following independent contracts:
1. **Kelly Delaney – Conshohocken, PA.** Provide in-school Applied Behavior Analysis Therapy for a special needs student as per the IEP. Services will be provided for up to 37.5 hours per week at a rate of \$25 per hour for a total of 1,087 hours. Funding will be paid from the Special Education Budget and shall not exceed \$27,175.00.
 2. **Margaret Generd – Oley, PA.** Provide two assemblies for students in grades kindergarten through second grade at Evans Elementary entitled “Stay Healthy with Miss Maggie”. Funding will be paid from the Evans Elementary Dental Grant and shall not exceed \$300.00.
- E. Administration recommends approval of a confidential settlement agreement and release agreement **#2014-06** with the parents of a student in special education in the amount of twenty-seven thousand dollars (\$27,000.00). Funding will be paid from the Special Education Budget.
- F. Administration is requesting authorization to seek bids for the printing of “Publications” (Newsletters – 4 issues, Student Handbooks, Crisis Prevention/Intervention/Postvention Plan Flip Chart, Post-Secondary Planning Guide and Student Planners) for the 2015-2016 school year.
- G. Administration is requesting authorization to seek bids for supplies for the 2015-2016 school year. Supplies would include but not be limited to custodial, art, paper, physical education, science, technology education, and furniture.
- H. Administration requests authorization to participate in the Montgomery County Intermediate Unit bid for copier paper and other bids deemed to be advantageous for the 2015-2016 school year.
- I. Administration requests approval for a High School Activities account (listed on monthly bank statements) for the 2014-2015 school year. Each activity group has completed signature records and a listing of officers.

- J. Administration requests approval for a 8th Grade Center Activities account (listed on monthly bank statements) for the 2014-2015 school year. Each activity group has completed signature records and a listing of officers.
- K. Administration requests approval for a 7th Grade Center Activities account (listed on monthly bank statements) for the 2014-2015 school year. Each activity group has completed signature records and a listing of officers.
- L. Administration requests approval for the establishment of the Class of 2018 High School Activity account.
- M. Board approval is needed to authorize Fox Rothschild LLP to enter into an agreement for the property located at 28 Donny Brook Way in Upper Providence Township, identified as Tax Parcel No. 61-00-00898-94-9, setting the assessment of the property at \$373,750 for tax year 2015 (school tax year 2015-2016) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- N. Board approval is needed to authorize Fox Rothschild LLP to enter into an agreement for the property located at 415 W. Ridge Pike in Limerick Township, identified as Tax Parcel No. 37-00-04125-00-5, setting the assessment of the property at \$1,116,000 for tax year 2013 (school tax year 2013-14) and at \$1,141,200 for tax year 2014 (school tax year 2014-15) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- O. Administration recommends approval of the **Cafeteria Listing** of Bills:

<u>NOVEMBER</u>	
Check No. 11982 - 11999	\$ 302,732.86

IX. PROPERTY

Mr. DiBello stated that with regards to Item B, as it was discussed at the Property meeting, it is important to note that the paving and fencing being talked about at Coach McNelly Stadium is around the entrance area and Mr. Cooper confirmed this was correct.

Mr. Jackson asked about Item A and whether the engineer's evaluation would become part of the contractual specifications. Mr. Cooper stated that Item A was just to have someone come out and evaluate the roof before we draw up a contract and send this out to bid. Mr. Jackson asked if the document would be part of the specifications and Mr. Cooper stated that it will be part of its own specifications as we will write our own specifications to have this work done.

- A. Administration is recommending approval to contract with an engineer to evaluate the roof structure at Royersford Elementary School. This step must be completed prior to specifications being written for the reroofing project. Total cost not to exceed \$4,000.00. Funding will come from the 2014/2015 Maintenance Budget.
- B. Administration is recommending approval to develop specifications for repaving district-wide including the walking area outside the fence of Coach McNelly Stadium. Funding will come from the Maintenance Capital Plan.

X. PROGRAMMING AND CURRICULUM

There were no questions.

- A. Administration recommends approval of the following new textbooks for 2015-2016. Funding will be paid from the 2014-2015 Curriculum Budget and shall not exceed \$66,000.

<u>COURSE</u>	<u>TEXTBOOK</u>	<u>PUBLISHER</u>
1. Spanish II	<i>Avancemos Level II c.2013</i> Class set (35) with 6 yr. eBook license for all students	Houghton Mifflin Harcourt 9205 South Park Center Loop Orlando, FL 32819
2. French II	<i>Bien Dit! Level II c.2013</i> Class set (35) with 6 yr. eBook license for all students	Houghton Mifflin Harcourt 9205 South Park Center Loop Orlando, FL 32819

XI. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mr. Cromley asked about Items D – G and asked if there was sufficient coverage back in the district on the days of this conference and Mr. Reynolds replied that the staff attending were doing so on staggered dates as not all were attending for the entire conference.

The following individuals are recommended for attendance at the following conferences/workshops:

CODE: 580 Account: Conference/Training, registration, food, and accommodations

DISTRICT OFFICE

- A. **Bruce Cooper**, Director of Planning, Operations & Facilities, to attend the “*PASBO Annual Conference*” in Harrisburg, PA from March 11th – 13th, 2015. The total cost of this conference is \$825.00 (registration, mileage, lodging and meals) from the 580 account. No substitute is needed.

HIGH SCHOOL

- B. **Susan Hammond**, Teacher, to attend “*Project Based Assessment Part Two – Revising the PBA for the 2015-2016 School Year*” in Harrisburg, PA on November 5th and 6th, 2014. The total cost to the district is \$300.00 for a substitute for 2 days.
- C. **Khrystin Herb**, SAP Coordinator and Teacher, to attend “*PASAP PAMLE Conference*” in State College, PA from February 21st – 24th, 2015. The total cost to the district for is \$300.00 for a substitute for 2 days to be funded from the Pottstown Area Health and Wellness Foundation Grant.

DISTRICT-WIDE

- D. **Stephen Reynolds**, Director of Technology, **Susan Gallagher**, Manager of Technical Operations, and **Kathleen Cox**, Software Specialist, to attend “*Pennsylvania Educational*

Technology Expo and Conference (PETE&C) in Hershey, PA from February 8th–11th, 2015. The total cost of this conference is \$2,386.00 (registration, mileage, lodging and meals) to be paid from the Technology Budget. No substitutes are needed.

- E. **Robert Cywinski**, Infrastructure Administrator, to attend “*Pennsylvania Educational Technology Expo and Conference (PETE&C)* in Hershey, PA on February 9, 2015. The total cost of this conference is \$165.00 (registration, mileage, and meals) to be paid from the Technology Budget. No substitute is needed.
- F. **Richard Grove**, Systems Technician, to attend “*Pennsylvania Educational Technology Expo and Conference (PETE&C)* in Hershey, PA from February 8th-10th, 2015. The total cost of this conference is \$749.00 (registration, mileage, lodging and meals) to be paid from the Technology Budget. No substitute is needed.
- G. **Charles Applegate**, Network Systems Administrator, to attend “*Pennsylvania Educational Technology Expo and Conference (PETE&C)* in Hershey, PA from February 9th-10th, 2015. The total cost of this conference is \$473.00 (registration, mileage, lodging and meals) to be paid from the Technology Budget. No substitute is needed.
- H. **Jennifer Rinehimer**, 6th Grade House Principal, **Holly Smith**, Title I Math, **Diane Campbell** and **Crystal Zakszeski**, Learning Support Teachers, to attend “*CRA – Concrete - Representational - Abstract Math Days*” at PaTTAN in King of Prussia, PA on January 23, 2015, March 27, 2015 and June 26, 2015. The total cost of this conference is \$1030.00 (mileage and substitutes for two days for Holly Smith, Diane Campbell and Crystal Zakszeski).

XII. OTHER BUSINESS

There were no questions.

- A. The following policies are submitted as a second reading for approval at next week’s meeting:
 - 1. Policy #217 – PUPILS: Graduation Requirements
 - 2. Policy #223 – PUPILS: Use of Bicycles/Motor Vehicles/Skateboards
 - 3. Policy #405 – PROFESSIONAL EMPLOYEES: Employment of Substitute Professional Employees (To Be Rescinded)
- B. Administration recommends approval to submit to PDE the Spring-Ford Area School District’s Special Education Comprehensive Plan effective July 1, 2015 through June 30, 2018 as reported in the Assistant Superintendent’s report.
- C. The following policies are submitted for a first reading:
 - 1. Policy #210 – PUPILS: Use of Medications
 - 2. Policy #210.1 – PUPILS: Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
 - 3. Policy #249 – PUPILS: Bullying and Cyber Bullying
 - 4. Policy #436 – PROFESSIONAL EMPLOYEES: Personal Leave
 - 5. Policy #439 – PROFESSIONAL EMPLOYEES: Uncompensated Leave
 - 6. Policy #536 – CLASSIFIED EMPLOYEES: Personal Leave

XIII. PUBLIC TO BE HEARD

There were no comments from the public.

Dr. Goodin stated that he wanted to comment on Dr. Roche's presentation with regards to the significance of the Instructional Coaches. He thanked the Board for putting those four individuals in place because the level of embedded professional development that these folks are able to bring to the classroom teachers is significant. He again thanked the Board on behalf of the administration for allowing them to move forward with this.

Mr. DiBello commented that when Dr. Roche talked about the meeting with the athletic coaches regarding hazing that it was made clear and the coaches understood that there will be zero tolerance and there would be some type of termination if this did occur. Dr. Roche replied that this was made very clear as well as the message that this was to go home with the student athletes to their parents that there was someone on the coaching staff who was safe to go to and have a discussion if they felt the need. Dr. Roche stated that it was stressed that coaches needed to have this conversation with the athletes and not assume that it is not going to happen because as we are hearing in the news, it is happening everywhere around us so we need to be proactive.

XIV. ADJOURNMENT

Mr. DiBello made a motion to adjourn and Mr. Cromley seconded it. The motion passed 6-0. The meeting adjourned at 9:03 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On November 24, 2014 the Board Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Willard D. Cromley, Bernard F. Pettit and Kelly J. Spletzer

Region II: Dawn R. Heine, Clinton L. Jackson and Todd R. Wolf

Region III: Mark P. Dehnert and Thomas J. DiBello

Presiding Officer: Joseph P. Ciresi

Superintendent: Dr. David R. Goodin

Business Manager: Timothy Anspach

Solicitor: Mark Fitzgerald, Esq.

Student Reps.: Taylor M. Auman and Dana K. Ludgate

Board President, Mr. Ciresi, opened the meeting with the call to order and the Pledge of Allegiance.

ANNOUNCEMENTS

Mrs. Fern announced and congratulated Jacqueline Clarke Havrilla, principal of Evans Elementary School, on recently being named as the President of the Pennsylvania Association of Elementary and Secondary School Principals (PAESSP). Mrs. Havrilla has been a member of this association for 20 years. She most recently served as President-Elect, and from 2011-2013, she served as the East-III Elementary Regional Representative on the Board of Directors. Mrs. Havrilla assumed her new position on the Association's Board of Directors following the annual business meeting held October 21, 2014 during its 22nd annual state conference held in Pittsburgh. Congratulations Jacquie!

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATIONS

Mr. McDaniel thanked the School Board for allowing the Athletic Department the opportunity to recognize some athletes and teams. Mr. McDaniel stated that the theme for tonight is "Back to Back". He added that the teams and the individual being recognized have won back to back championships.

Mr. McDaniel introduced Paul Power and his coach Brian Sullivan. Dr. Goodin and Mr. Ciresi presented Paul Power with a resolution in recognition of his accomplishment.

- A. Presentation of **Resolution #2014-26** commending **Paul Power** a member of the Spring-Ford Area High School Cross Country Team for winning the 2014 Pioneer Athletic Conference (PAC-10) Boys' Cross Country Championship.

Mr. McDaniel introduced the High School Girls' Soccer Team and their coaches. He stated that the Girls' Soccer Team not only won back to back PAC 10 Championships but also went back to the State Tournament for the second year in a row. Dr. Goodin and Mr. Ciresi presented the soccer team and the coaches with resolutions recognizing their accomplishments. Mr. McDaniel noted that the coaches took over coaching the team after the second week of the season as the then current head coach took a job at West Chester University. Mr. McDaniel recognized the coaches for stepping up and leading the team to success this year.

- B. Presentation of **Resolution #2014-27** commending the **Spring-Ford Area High School Girls' Soccer Team** and their coaches **Tim Leyland, Kelly Gove** and **Scott Ziegler** for winning the 2014 Pioneer Athletic Conference (PAC -10) Championship and advancing to the PIAA State Quarterfinal Game.

Dr. Goodin and Dr. Roche gave a presentation on the PA School Performance Profile. Dr. Goodin provided background on what the PA School Performance Profile is and what is included in the SPP score. Dr. Goodin reported that all 12 Spring-Ford schools exceeded a score of 80 which is above the state average and 6 schools scored above a 90. Dr. Roche reported that 10 out of 12 Spring-Ford schools met or exceeded 95% attendance rate and the other 2 were in the 93-94 range. Dr. Roche reported on the state-wide SPP facts which showed that all Spring-Ford schools are well above the state average which was 76.9 for traditional public schools, 65.1 for brick and mortar charter schools and 48.9 for cyber charter schools. SPP has indicated that a score of 70 or higher is a mark of moving toward success. Dr. Roche shared the SPP results for the individual Spring-Ford buildings. Dr. Roche offered congratulations to all Spring-Ford students, staff, administrators and families. Dr. Roche reported on the goals for the district looking ahead, possible challenges and action planning for the district.

Mr. Ciresi asked if the scores presented tonight were the same as the ones they saw previously and Dr. Goodin stated that the SPP scores presented tonight are the scores from last year as there is a lag time in getting them from the state. Dr. Roche added that the scores that were talked about in September were the PSSA scores which only represent 40% of the total SPP scores.

Mr. Cromley stated that everyone needs to keep in mind that students who had a perfect score one year and then missed a question the following year will have that show up as a penalty against the district. Dr. Goodin confirmed this is correct as the trajectory according to SPP should always be moving forward. Mr. Cromley added that the student may still be advanced but will be penalized for missing the question this year. Dr. Goodin stated that we will see some variation in the growth piece due to this. Mr. Cromley asked about the ESL students and a new student coming into the district and if in fact that student would be expected to test and perform at the same level as our English speaking students and Dr. Goodin confirmed this was true. Dr. Roche stated that there are time barriers from when students enter the school and whether their score will be attributed to that building's score. He added that the scores are cohort scores and although based upon individual scores they are part of a cohort score.

Mr. DiBello commented that the goal is for us to keep moving forward and in some instances it may be one or two percentage points. Mr. DiBello stated that one thing we need to note is that the charter schools and cyber schools are performing well under the state average but yet the district is paying well over \$2 million of taxpayer money to those under-performing schools. He commented that this money would go a long way for Spring-Ford.

Mr. Cromley congratulated the students, the teaching staff, the support staff and the administrative team at all levels and stated that everyone is a player in this process every year and it is extremely important that our students continue to impress. Mr. Ciresi concurred with Mr. Cromley's comments.

- C. **Dr. David R. Goodin**, Superintendent, and **Dr. Allyn J. Roche**, Assistant Superintendent, to present the 2013-2014 School Performance Profile for the Spring-Ford Area School District.

Mr. Ciresi announced that the Board did meet in an Executive Session prior to the meeting tonight to discuss personnel issues.

III. BOARD AND COMMITTEE REPORTS

MCIU

Tom DiBello

4th Weds. 7:45 p.m.

Mr. DiBello reported that the MCIU Board met on November 19th and approved the 2015-16 MCIU General Operating Budget in the amount of \$8.4 million. The budget will be sent out to each of the local districts for action. The completed budget will be available by March 2016. The board approved renovation related contracts for work stations and office furniture in the amount of \$267,000. Mr. DiBello reported that the reason for this is due to the fact that the building the IU will be moving into had about \$1 million in furniture left behind from the previous tenant so it was more cost effective to spend the \$267,000 for renovations rather than go out and purchase all new furniture. Mr. DiBello stated that the board also viewed a presentation of the 2015-2016 Special Education Budget which is approximately \$69 million which represents an overall decrease of 4.58%. There was an update from the new Executive Director, Dr. George, which revealed that the MCIU had completed the federal grant application to operate the Head Start Program for Montgomery County. The MCIU Board also reviewed current legislative items.

Curriculum/Technology

Dawn Heine

1st Tues. 6:30 p.m.

Mrs. Heine reported that the Curriculum & Technology Committee met on November 4, 2014 and discussed materials and resources with regards to the on-line textbook component for the 7th grade science and approval for Spanish II and French II courses. The committee also reviewed the Social Studies scope and sequence in order to clarify the courses students are expected to take from 6th through 12th grade. The required courses for 6th-8th grade were clarified while there was an allowance for choices for grades 9th-12th in order to encourage AP options for students. The committee, in response to a question, discussed the need for courses beyond the required ones and investing additional dollars into the subject area. The concern raised was if there was value added to a student's ability to obtain a job when most jobs now focus on STEM education. The state requirements as well as the diverse interests of students were brought up by administration and discussed. A presentation on STEM education at Spring-Ford was shared. Mrs. Heine stated that the committee discussed the current STEM course offerings and the goals for the future of the STEM program in the district. Mrs. Heine reported that on the Technology side the Committee viewed a technology overview presentation by Mr. Reynolds which provided a summary of key initiatives in the areas of technology infrastructure, technical support, process improvement, and instructional technology. The rollout of Smart Classrooms was discussed as was the pilot for Modernized Learning. Future considerations discussed were the reduction in printing and copy costs, expansion of wireless coverage, the provision of additional support technicians to meet increased demand, explore athletic registration solutions, solutions for the online collection of student fees, create a new 4-year technology refresh plan and complete Smart Classroom installations for eligible classrooms.

Mr. Ciresi asked if all of the students who are part of the Modernized Learning pilot received their computers and if not when will they get them. Mr. Reynolds replied that the schedule is that the students will receive the devices at the start of the 3rd marking period which would be in January.

Mr. DiBello asked where we are at with getting the devices and Mr. Reynolds responded that not all of the devices have been received but the devices received thus far have been put into the teacher's hands and we are in the process of training the teachers on those devices.

Policy

Dawn Heine

2nd Mon. 7:00 p.m.

Mrs. Heine reported that the Policy Committee met on November 12, 2014 and reviewed six policies; Policy 210, 210.1, 436, 536, 439, and 249. Mrs. Heine reported that Policy 216 continues to be reviewed by administration, school psychologists, the special education team and the district solicitor in order to create a comprehensive plan for the keeping, transferring and destruction of student records. Policy 137 and 121 will be added to the January agenda for review. Mrs. Heine added that the Volunteer Policy will also be reviewed due to the new legislation recently approved.

Personnel

Bernard Pettit

(As Needed)

Mr. Pettit reported that the Personnel Committee met with three of the support groups to discuss their needs and concerns. Mr. Pettit stated that this process will continue going forward.

Superintendent Eval.

Bernard Pettit

(As Needed)

Mr. Pettit reported that the Superintendent Evaluation Committee is in the process of developing goals and objectives for the Superintendent and this process is going forward also.

Superintendent Report

Dr. David R. Goodin

Dr. Goodin reported that once again the Spring-Ford Area High School has once again been recognized as one of 547 high schools across the United States and Canada in the 5th Annual AP District Honor Roll. The honor roll honors districts who have increased access to advanced placement course work while simultaneously maintaining or increasing the percentage of students earning scores of 3 or higher on AP exams. Dr. Goodin stated that reaching these goals indicates that have successfully identified motivated, academically prepared students who are likely to benefit from rigorous AP course work. Dr. Goodin reported that Spring-Ford Area High School is 1 of only 41 districts in Pennsylvania which made the list and 1 of only 21 in the state who has achieved this honor for multiple years. Dr. Goodin stated that we have consistently increased the number of AP courses offered each year and have seen great results from our students. Dr. Goodin added that Spring-Ford students recognize the benefits of taking AP courses in high school and find that they are ahead of the game when they reach college and are more comfortable with collegiate level work. Dr. Goodin commended Mr. Nugent on the efforts of the high school

Solicitor's Report

Mark Fitzgerald

No report

Mr. Ciresi announced that there will be a School Board Re-Organizational meeting next Monday night with a start time of 7:30 p.m.

Mr. Ciresi stated that there are two additional reports. He reported that this past week some of the Board members participated in the Board Back to School Day. He thanked the teachers and staff who participated in the day. Mr. Ciresi recapped his day which began at Royersford Elementary and concluded at the High School. Mr. Ciresi invited all Board Members to take advantage of these days when offered as it is a great way for them to remember what it is like to be a student.

Mr. DiBello also thanked the teachers who participated in the day. Mr. DiBello stated that this is the 4th year they have done this and it is an extremely enjoyable experience being there with the kids and seeing their enthusiasm in class. He provided a recap of his day which began at the High School and concluded at Royersford Elementary.

Mr. Ciresi reported that this week he and Mrs. Heine had the opportunity to attend the Skills USA Leadership Seminar, which took place in the Poconos. Mr. Ciresi stated that they had the opportunity to see students from our Western Center along with those from other technical schools engage in leadership opportunities, write curriculum, calculate expenses and how they would spend their money and see how they built camaraderie and interacted with other schools in the area. Mr. Ciresi commented that it was a very engaging day.

Mrs. Heine reported that it was a very full day and it was great to see the kids and how they were broken up into six different teams along with the other technical school students and then tasked with a project where they created a school. Mrs. Heine stated that watching how the kids carry forth what they learn and see the energy the teachers put into this was incredible. Mrs. Heine reported that the students and teachers were all very welcoming to her and Mr. Ciresi.

Mr. Ciresi urged board members to attend functions that they are invited to as there are times when they are asked to approve funding for programs and this helps them all understand what they are being asked to support.

IV. APPROVAL OF MINUTES

Mr. Dehnert made a motion to approve Items A-B and Mr. Pettit seconded it. The motion passed 9-0.

A. The Board approved the October 20, 2014 Work Session minutes.

B. The Board approved the October 27, 2014 Board Meeting minutes.

V. PERSONNEL

Mr. DiBello made a motion to approve Items A-F and Mr. Pettit seconded it. The motion passed 9-0.

A. Resignations

1. **Debora Zelle**, Certified School Nurse, Upper Providence Elementary School; for the purpose of retirement. Effective: August 22, 2015.

New Resignation

2. **Kristin L. Collis**, Food Service – Part-time, 3 hour/day, 9th Grade Center.
Effective: November 21, 2014.

B. Temporary Professional Employee

1. **Gwen E. Chand**, Special Education Teacher, 5/6th Grade Center; replacing Megan Wiley who resigned. Compensation will be set at MS+18, Step 2, \$50,500.00 prorated with benefits per the Professional Agreement. Effective: November 17, 2014.

C. Homebound Instructor

1. **Glenn R. McLaughlin**, Homebound Instructor. Compensation will be set at \$30.00/hour on an as-needed basis. Effective: October 29, 2014.

D. Personnel Information Item

The individuals listed below have completed three (3) years of satisfactory service as temporary professional employees and are, therefore, approved for tenure status:

1. **Jessica Saloky** Mathematics Teacher Senior High School – 9th Grade
2. **Ashley Basiaga** English Teacher Senior High School – 10th-12th Grade

- E. The Board approved the attached extra-curricular contracts for the 2014-2015 school year.

New Personnel Motion

F. Support Staff Employee

1. **Matthew J. Marchini**, Instructional Assistant, 8th Grade Center. Compensation will be set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: November 17, 2014.

VI. FINANCE

Mr. Dehnert made a motion to approve Items A-W and Mr. Cromley seconded it. The motion passed 9-0.

***NEW ADDITIONS SINCE THE WORK SESSION**

- 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. Checks:
1. Weekly Checks prior to Work Session
October
Check No. 155409 – 155448 \$ 145,393.86

NOVEMBER 24, 2014

ACH 141500172 – 141500175	\$ 274.05
<u>November</u>	
Check No. 155449 – 155595	\$1,097,353.39
ACH 141500176 – 141500188	\$ 1,701.70

2. Athletic Fund

<u>October</u>	
Check No. 307408 – 307557	\$ 28,234.72

3. *Weekly Checks prior to Board Meeting

<u>*November</u>	
*Check No. 155596 – 155652	\$ 613,299.67
*ACH 141500189 – 141500190	\$ 631.85

4. *Board Checks held for approval

<u>*November</u>	
*Check No. 155653 – 155691	\$ 99,084.88
*ACH 141500191 – 141500233	\$ 18,255.13

C. The Board approved payment for the following invoices for the month of **NOVEMBER** in connection with the **SERIES A of G.O.B. 2007:**

1. Other Capital Projects

<u>*Capital Projects Checks held for approval</u>	
<u>*November</u>	
*Check No. 32859 – 32859	\$ 12,763.20

D. The Board approved payment for the following invoices for the month of **NOVEMBER** in connection with the **CAPITAL RESERVE ACCOUNT – Fund 32:**

***November**

*Apple Inc.	Technology–District Wide (3 Inv).	\$ 2,320.50
*Central Restaurant	Senior High Media Ctr.-	
	Café-Products Equipment	\$ 3,198.00
*ePlus Technology Inc.	Technology–District Wide (2 Inv)	\$ 11,765.00
*Karl & Associates	Professional Services	\$ 7,334.00

*Spring-Ford ASD	Amazon-Senior High Café-Wall	
	Mount Bracket	\$ 36.69
*Spring-Ford ASD	SimplexGrinnell-Applic. #2	
	Royersford Elem-Fire Alarm	
	Upgrade	\$ 10,012.80
	TOTAL	\$ 34,666.99

E. The Board approved the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School League, the Parent Teacher Associations and the Parent Teacher Organizations:

1. **Montgomery County SPCA – Conshohocken, PA.** Provide an assembly for second grade students at Royersford Elementary entitled “Pet Care”. There is no charge for this assembly.
 2. **Mike & Roberta Straka/Benmore Enterprises – Bushkill, PA.** Provide an assembly for students at Evans Elementary entitled “Rocks, Minerals & Fossil Show”. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$575.00.
- F. The Board approved the following independent contracts:
1. **Kelly Delaney – Conshohocken, PA.** Provide in-school Applied Behavior Analysis Therapy for a special needs student as per the IEP. Services will be provided for up to 37.5 hours per week at a rate of \$25 per hour for a total of 1087 hours. Funding will be paid from the Special Education Budget and shall not exceed \$27,175.00.
 2. **Margaret Generd – Oley, PA.** Provide two assemblies for students in grades kindergarten through second grade at Evans Elementary entitled “Stay Healthy with Miss Maggie”. Funding will be paid from the Evans Elementary Dental Grant and shall not exceed \$300.00.
 3. **Slim Goodbody Live – Tobyhanna, PA.** Provide an assembly for all students at Spring City Elementary entitled “The Musical Health Show”. Funding will be paid from the Phoenixville Community Health Foundation Education Mini Grant and shall not exceed \$500.00.
 4. **Devereaux – King of Prussia, PA.** Provide educational and related services for a special needs student as per the IEP. Services will be provided for 140 days at a rate of \$206.00 per day for a total of \$28,840.00. In addition, Devereaux will provide a 1-1 assistant at a rate of \$40.00 per hour for 420 hours for a total of \$16,800.00. Funding will be paid from the Special Education Budget and shall not exceed a total for all services of \$45,640.00.
- G. The Board approved a confidential settlement agreement and release agreement **#2014-06** with the parents of a student in special education in the amount of twenty-seven thousand dollars (\$27,000.00). Funding will be paid from the Special Education Budget.
- H. The Board approved seeking bids for the printing of “Publications” (Newsletters – 4 issues, Student Handbooks, Crisis Prevention/Intervention/Postvention Plan Flip Chart, Post-Secondary Planning Guide and Student Planners) for the 2015-2016 school year.
- I. The Board approved seeking bids for supplies for the 2015-2016 school year. Supplies would include but not be limited to custodial, art, paper, physical education, science, technology education, and furniture.
- J. The Board approved participating in the Montgomery County Intermediate Unit bid for copier paper and other bids deemed to be advantageous for the 2015-2016 school year.

- K. The Board approved a High School Activities account (listed on monthly bank statements) for the 2014-2015 school year. Each activity group has completed signature records and a listing of officers.
- L. The Board approved an 8th Grade Center Activities account (listed on monthly bank statements) for the 2014-2015 school year. Each activity group has completed signature records and a listing of officers.
- M. The Board approved a 7th Grade Center Activities account (listed on monthly bank statements) for the 2014-2015 school year. Each activity group has completed signature records and a listing of officers.
- N. The Board approved the establishment of the Class of 2018 High School Activity account.
- O. The Board authorized Fox Rothschild LLP to enter into an agreement for the property located at 28 Donny Brook Way in Upper Providence Township, identified as Tax Parcel No. 61-00-00898-94-9, setting the assessment of the property at \$373,750 for tax year 2015 (school tax year 2015-2016) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- P. The Board authorized Fox Rothschild LLP to enter into an agreement for the property located at 415 W. Ridge Pike in Limerick Township, identified as Tax Parcel No. 37-00-04125-00-5, setting the assessment of the property at \$1,116,000 for tax year 2013 (school tax year 2013-14) and at \$1,141,200 for tax year 2014 (school tax year 2014-15) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- Q. The Board approved the **Cafeteria Listing** of Bills:
NOVEMBER
Check No. 11982 - 11999 \$ 302,732.86

NEW FINANCE

- R. The following Treasurers' Reports were approved:
- General Fund
- Money Market – October 2014
 - PSDLAF – October 2014
 - PSDMAX – October 2014
 - Checking Account – October 2014
 - PLGIT Account – October 2014
 - Investment Accounts & Investment Schedule - October 2014
 - Payroll Account – October 2014
 - Tax Account – October 2014
- Activity Accounts
- Elementary Activity – October 2014
 - 7th Grade Activity – October 2014
 - 8th Grade Activity – October 2014
 - High School Activity – October 2014

- Athletic Account – October 2014
- Bond Funds
- Note of 2007A – October 2014
- Other Funds
- Capital Reserve Fund & Investment Schedule – October 2014
 - Debt Service Fund – October 2014
 - Reservation of Funds (Natatorium, Insurance, Retirement) – October 2014
- Cafeteria Fund
- Cafeteria Money Market – October 2014
 - Cafeteria Checking Account – October 2014
 - Cafeteria PSDLAF Account – October 2014
 - Investment Account – October 2014

S. The Board approved the following **Use of Facilities Permits**:

Permits No. 5055 – 5135

T. The Board approved the following **exonerations** from the per capita tax for the 2014-2015 school year:

Spring City Borough Exonerations No. 026 – 029

U. The Board approved the following **additions/deletions** to the per capita tax for the 2014-2015 school year:

Spring City Borough Deletions No. 150 - 173

V. The Board approved the audit of the 2013 Upper Providence tax records performed by the independent auditors, Maillie LLP and accept the same as the District's understanding of the real estate tax delinquencies for taxes levied for the July 2013 to June 2014 fiscal year. The completed audit and its resulting proposed lien list have been supplied to the former tax collector. Those items are sufficient to enable the former tax collector or any individual authorized to act on the former tax collector's behalf to proceed with filing the delinquent liens with the Montgomery County Tax Claim Office and its contracted collector (Northeast Revenue Service). Because neither the former tax collector nor anyone acting on her behalf has executed a lien list and submitted it to the county for collections, the Board of School Directors deems the entire audited amount, together with any other expenses paid to pursue that amount, a loss and directs the Administration to make a claim for the final amount to the insurance company that issued the bond for the former tax collector.

W. The Board approved **Resolution 2014-39**, granting authority to make a claim against the bond and otherwise act as required to accomplish the filing of the lien list with the Montgomery Tax Claims office as expeditious as possible.

VII. PROPERTY

Mr. Dehnert made a motion to approve Items A-B and Mr. Pettit seconded it. The motion passed 9-0.

- A. The Board approved contracting with an engineer to evaluate the roof structure at Royersford Elementary School. This step must be completed prior to specifications being written for the reroofing project. Total cost not to exceed \$4,000.00. Funding will come from the Maintenance Budget.
- B. The Board approved developing specifications for repaving district-wide, including the walking area outside the fence of Coach McNelly Stadium. Funding will come from the Maintenance Capital Plan.

VIII. PROGRAMMING AND CURRICULUM

Mr. DiBello made a motion to approve Items A-B and Mr. Pettit seconded it. The motion passed 9-0.

- A. The Board approved the following new textbooks for 2015-2016. Funding will be paid from the 2014-2015 Curriculum Budget and shall not exceed \$66,000.00.

<u>COURSE</u>	<u>TEXTBOOK</u>	<u>PUBLISHER</u>
1. Spanish II	<i>Avancemos Level II c.2013</i> Class set (35) with 6 yr. eBook license for all students	Houghton Mifflin Harcourt 9205 South Park Center Loop Orlando, FL 32819
2. French II	<i>Bien Dit! Level II c.2013</i> Class set (35) with 6 yr. eBook license for all students	Houghton Mifflin Harcourt 9205 South Park Center Loop Orlando, FL 32819

- B. The Board approved awarding a contract for the installation of classroom projection systems to the lowest responsible bidder, Delco Solutions, in the amount of \$94,510.00, rejecting all other bids. Funding for this contract will come from the Technology budget.

IX. CONFERENCE/ WORKSHOP RECOMMENDATIONS

The following individuals were approved for attendance at the following conferences and workshops:

CODE: 580 Account: Conference/Training, registration, food, and accommodations

HIGH SCHOOL

- A. **Susan Hammond**, Teacher, to attend "*Project Based Assessment Part Two – Revising the PBA for the 2015-2016 School Year*" in Harrisburg, PA on November 5th-6th, 2014. The total cost to the district is \$300.00 (substitute for 2 days) to be paid from the substitute account.
- B. **Khrystin Herb**, SAP Coordinator and Teacher, to attend "*PASAP PAMLE Conference*" in State College, PA from February 21st-24th, 2015. The total cost to the district is \$300.00 (substitute for 2 days) to be paid from the Pottstown Area Health and Wellness Foundation Grant.

DISTRICT-WIDE

- C. **Stephen Reynolds**, Director of Technology, **Susan Gallagher**, Manager of Technical Operations, and **Kathleen Cox**, Software Specialist, to attend *"Pennsylvania Educational Technology Expo and Conference (PETE&C)"* in Hershey, PA from February 8th-11th, 2015. The total cost of this conference is \$2,386.00 (registration, mileage, lodging and meals) to be paid from the Technology Budget. No substitutes are needed.
- D. **Robert Cywinski**, Infrastructure Administrator, to attend *"Pennsylvania Educational Technology Expo and Conference (PETE&C)"* in Hershey, PA on February 9, 2015. The total cost of this conference is \$165.00 (registration, mileage, and meals) to be paid from the Technology Budget. No substitute is needed.
- E. **Richard Grove**, Systems Technician, to attend *"Pennsylvania Educational Technology Expo and Conference (PETE&C)"* in Hershey, PA from February 8th-10th, 2015. The total cost of this conference is \$749.00 (registration, mileage, lodging and meals) to be paid from the Technology Budget. No substitute is needed.
- F. **Charles Applegate**, Network Systems Administrator, to attend *"Pennsylvania Educational Technology Expo and Conference (PETE&C)"* in Hershey, PA from February 9th-10th, 2015. The total cost of this conference is \$473.00 (registration, mileage, lodging and meals) to be paid from the Technology Budget. No substitute is needed.
- G. **Jennifer Rinehimer**, 6th Grade House Principal, **Holly Smith**, Title I Math, **Diane Campbell** and **Crystal Zakszeski**, Learning Support Teachers, to attend *"CRA – Concrete - Representational - Abstract Math Days"* at PaTTAN in King of Prussia, PA on January 23, 2015, March 27, 2015 and June 26, 2015. The total cost of this conference is \$1,030.00 (mileage and substitutes for two days for Holly Smith, Diane Campbell and Crystal Zakszeski) to be paid from the 580 account and the substitute account.

New Conferences and Workshops

- H. **Cynthia Cooper**, **John Hughes** and **Dee McCarter**, School Counselors, **Sandra Frost-Horvath**, Registered Nurse, **Cathy Bradfield** and **Sherri Shaner**, Certified School Nurses, to attend *"BrainSTEPS: Behaviors and Self-Regulation in Students After a Traumatic Brain Injury"* at PaTTAN in King of Prussia, PA on December 2, 2014. The total cost for this conference is \$450.00 (3 substitutes for one day for Sandra Frost-Horvath, Cathy Bradfield, and Sherri Shaner) to be paid from the substitute account.
- I. **Stacy Eddinger** and **Gillian Arganetto**, Autistic Support Teachers, to attend *"All Kids Can Succeed! Teaching Social, Behavioral & Executive Functioning"* in Mount Laurel, NJ from February 19th-20th, 2015. The total cost for this conference is \$1,226.00 (registration, lodging and 2 days of substitutes for both teachers) to be paid from the Ice for Autism Funds.
- J. **Laura Murphy**, Certified School Nurse and **Jacquelyn Raco**, Registered Nurse/Certified School Nurse and Coordinator of Health Services, to attend *"PASNAP – School Nurses: Helping Students Balance Wellness"* at the Penn Stater Conference Center in State College, PA from March 27th-March 29th, 2015. The total cost for this conference is \$1,550.00 (registration, mileage, lodging and one day of substitutes for both nurses) to be paid from the Pottstown Area Health and Wellness Foundation Grant.

X. OTHER BUSINESS

Mr. Dehnert made a motion to approve Items A-B, D-F and Mr. Pettit seconded it.

Mr. Pettit commented on D, E and F saying that the home and school associations should all be commended for their assistance and interest in helping the district to supply their students with this additional technology.

Mr. Cromley asked Mr. Reynolds if we are still following up with our Smart Classroom initiative plans at the buildings this year. Mr. Reynolds replied yes, we are still on track with this. He added that his department just evaluated bids for the labor component and that was what was recommended on the agenda this evening. Mr. Reynolds reported that they are at the point where once they contact the vendor they will be able to schedule the installations and the plan is to complete this by the end of January.

Mrs. Spletzer asked how the new purchases from the home and school associations play into the new initiative plan and Mr. Reynolds explained that the funds required for the work to be done and the installation at the 5th/6th Grade Center and the 7th Grade Center were more than the district had to allocate. He added that the home and school had a conversation with Mrs. Nuneviller and indicated that they wanted to donate funds so that more classrooms could outfitted. Mrs. Spletzer asked if this was also the case with Oaks Elementary and Mr. Reynolds replied no, Oaks wanted to install presentation equipment in their multi-purpose room so this was an entirely different project. Mrs. Spletzer asked about the timeframe for the work to be done on both projects and Mr. Reynolds replied that they would be scheduled differently but most likely in the same timeframe.

Mr. Cromley asked if we are also working with the 8th Grade Center and Mr. Reynolds replied yes, they are part of the larger project.

Mr. Jackson asked for clarification on Mr. Reynolds comment that the item on the agenda was for labor only and did not include any equipment. Mr. Reynolds replied that the labor item spoken about was under Programming and Curriculum and was for the larger Smart Classroom initiative project but the \$40,000 donation from the 5th/6th Grade Home and School was for equipment and labor both.

Mr. Cromley questioned the Oaks initiative and the current donation from the home and school association and whether there were any other district buildings that will have this type of setup in the multi-purpose room. Mr. Reynolds responded outside of the High School no other building has this type of setup. Dr. Roche added that based upon the building design it may not be feasible for all buildings to have this.

The motion passed 9-0.

A. The following policies were approved:

1. Policy #217 – PUPILS: Graduation Requirements
2. Policy #223 – PUPILS: Use of Bicycles/Motor Vehicles/Skateboards
3. Policy #405 – PROFESSIONAL EMPLOYEES: Employment of Substitute Professional Employees (To Be Rescinded)

- B. The Board approved submitting to PDE the Spring-Ford Area School District's Comprehensive Plan effective July 1, 2015 through June 30, 2018 as reported in the Assistant Superintendent's report.
- C. The following policies are submitted for a first reading:
 - 1. Policy #210 – PUPILS: Use of Medications
 - 2. Policy #210.1 – PUPILS: Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
 - 3. Policy #249 – PUPILS: Bullying and Cyber Bullying
 - 4. Policy #436 – PROFESSIONAL EMPLOYEES: Personal Leave
 - 5. Policy #439 – PROFESSIONAL EMPLOYEES: Uncompensated Leave
 - 6. Policy #536 – CLASSIFIED EMPLOYEES: Personal Leave

New Other Business

- D. The Board accepted the donation of \$40,000.00 from the 5th/6th Grade Home and School Association to be used towards the purchase of SMART Technology equipment for the 5th/6th Grade Center.
- E. The Board accepted the donation of \$3,000.00 from the Middle School Home and School Association to be used towards the purchase of SMART Technology equipment for the 7th Grade Center.
- F. The Board accepted the donation of \$14,993.00 from the Oaks Elementary Parent Teacher Association to be used towards the purchase and installation of a projector for the Cafetorium at Oaks Elementary.

XI. PUBLIC TO BE HEARD

Mr. Ciresi commented that over the weekend he received two calls from Board Members notifying him of the possibility of the fact that they may not be able to attend Monday evening's Board Reorganization Meeting. Mr. Ciresi stated that he had spoken with Mr. Fitzgerald and last year there was an opportunity to Skype into meeting so we will need to pass a motion tonight in order to allow this to happen. Mr. Fitzgerald stated that this was correct and in the big picture we should probably have a board policy with regards to this.

Mr. DiBello made the motion to allow Board Members to Skype in to participate in the School Board Reorganization meeting and Mr. Ciresi seconded it.

Dr. Goodin asked if one individual would be Skyping in or two and Mr. Ciresi stated he did not know who would be available to Skype in so it may be one or it may be two. Mr. Reynolds stated that they successfully tested one individual Skyping in but we have not tested having two people do this at the same time and if this is a requirement then he could certainly test this and may have to come back with a recommendation based on that testing.

Mr. Ciresi stated that the purpose of the motion is to allow them to Skype in and possibly we may need to do this some other way than Skyping.

The floor was opened up for public comment. There were no comments from the public.

Mr. Jackson asked if this sets a precedence for Skyping in during regular board meetings. Mr. Fitzgerald replied yes and no. He stated that yes the board is doing this but the problem with precedence with boards is that boards turn over so what we had last year was a bunch of board members who are no longer here approving this to occur. He added that now there are at least 3 new board members who should have the opportunity to vote on this and this is why he believes that a policy addressing this is needed so that this is not being done on an Ad-Hoc basis.

The motion passed 9-0.

The Board gave approval for Board Members, who are unable to attend, to Skype into the December 1, 2014 Board Reorganization meeting.

Mr. DiBello commented that Mrs. Heine provided and excellent report regarding Curriculum and the STEM Program regarding what is going on and earlier this year he, Mr. Ciresi, Dr. Goodin and Dr. Floyd travelled to the Hazelton School District to look at their STEM Academy. Mr. DiBello stated that as we proceed forward we may not need to implement a STEM Academy, per say, but what Hazelton is doing with this magnet school is truly amazing. Mr. DiBello said he believes that as we move forward to extend our STEM offerings we should take them up on their offer to visit them again and further learn about their STEM Academy. Mr. DiBello commented that Hazelton also realized the importance of STEM being just one aspect of the success of our students and there are many careers that our students are going to want to embark on. Mr. DiBello reported that Hazelton is looking to build a STEM Academy for the Arts and stated that this is interesting and something we could learn a lot from.

There were no comments from the public.

Mr. Ciresi recognized Frank Otto who had covered the district as a reporter for the Pottstown Mercury and he thanked him for his time. Mr. DiBello stated that he believes Mr. Otto has done an excellent job while here and reporting on the district for the past 3 years.

XII. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 9-0. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On December 1, 2014 the Reorganization Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Willard D. Cromley, Bernard F. Pettit and Kelly J. Spletzer
Region II: Dawn R. Heine, Clinton L. Jackson and Todd R. Wolf
Region III: Joseph P. Ciresi and Mark P. Dehnert
Presiding Officer: Diane M. Fern (Board Secretary)
Superintendent: Dr. David R. Goodin
Business Manager: Timothy Anspach
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Taylor M. Auman and Dana K. Ludgate

The following Board Member participated via Skype: **Thomas J. DiBello**

Board Secretary, Mrs. Fern, opened the meeting with the call to order, noting of the attendance and the Pledge of Allegiance.

I. PURPOSE OF THE MEETING (By Mark Fitzgerald, Solicitor)

Mr. Fitzgerald explained that the Pennsylvania School Code requires that annually during the first week of December the Members of the School Board meet and reorganize. The Board will elect a new Board President and Vice President.

II. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

Gail Wellington, Limerick Township, stated that she came out tonight because she wanted to commend the current board for the accomplishments. She commented that she hopes that as they organize they maintain the momentum that has been established. Mrs. Wellington stated that to be part of a district where we have an award winning Music Department, sports teams setting records and going to states, and most importantly that the district is winning awards and recognition for the academics and excellence of its students and faculty pleases her. Mrs. Wellington urged the board to think carefully about the decisions being made tonight and all year long to maintain the tremendous momentum that has been established over the past few years. Mrs. Wellington stated that she has been privileged to serve on some of the planning meetings including the arboretum project. Mrs. Wellington commended the board, the administration and the staff of the district for what has been accomplished.

III. NOMINATION AND ELECTION OF TEMPORARY BOARD PRESIDENT

Mrs. Fern opened the floor for nominations of a Temporary Board President. Mr. Jackson nominated Mr. Pettit. There were no other nominations. Mr. Jackson made a motion to close the nominations and Mrs. Spletzer seconded it. Mr. Pettit was elected as the Temporary Board President.

IV. Nominations and Election for the Office of Board President

Mr. Pettit opened the floor for nominations of a Board President. Mr. Jackson nominated Mr. Dehnert and Mr. Pettit nominated Mr. Ciresi. There were no other nominations. Mr. Pettit made a motion to close the nominations and Mr. Ciresi seconded it. The motion passed 9-0. There was a roll call vote with Mr. Jackson, Mr. Wolf, Mr. Cromley, Mr. Dehnert, and Mrs. Spletzer voting for Mr. Dehnert. Mr. Ciresi, Mr. Pettit, Mrs. Heine and Mr. DiBello voted for Mr. Ciresi. Mr. Dehnert was elected as the Board President by a vote of 5-4.

Nominations and Election for the Office of Board Vice President –

Mr. Dehnert thanked the Board for their confidence in him and opened the floor for nominations of a Board Vice President. Mr. Jackson nominated Mr. Pettit and Mr. Pettit nominated Mr. DiBello. There were no other nominations. Mr. Cromley made a motion to close the nominations and Mrs. Spletzer seconded it. The motion passed 9-0. There was a roll call vote with Mr. Jackson, Mr. Dehnert and Mrs. Spletzer voting for Mr. Pettit. Mr. Wolf, Mr. Cromley, Mr. Pettit, Mr. Ciresi, Mrs. Heine and Mr. DiBello voted for Mr. DiBello. Mr. DiBello was elected as the Board Vice President by a vote of 6-3.

V. Vocational-Technical School Operating Committee Members – Members of the Joint Committee for the Area Vocational-Technical School serve three year terms. One term expires each year to assure continuity in the operation of the joint program. The most recent representatives and the date of expiration for their terms is as follows:

Willard D. Cromley	2016
Joseph P. Ciresi	2015
Dawn R. Heine	2014

Mr. Dehnert opened the floor up for nominations for a Board Member to serve on the Vocational-Technical School Operating Committee for a three year term which this year was held by Dawn Heine. Mr. Cromley nominated Mrs. Heine. There were no other nominations. Mrs. Spletzer made a motion to close the nominations and Mr. Jackson seconded it. The motion passed 9-0. Mrs. Heine was elected to the Joint Committee for the Area Vocational-Technical School by a vote of 9-0.

VI. The Board President should designate a **Member and an **Alternate** to serve on the **Montgomery County School Directors Legislative Committee**.** This committee is sponsored by the Montgomery County Intermediate Unit Board of Directors to provide a forum in which local directors can learn about legislative issues, which can affect education in Montgomery County. Mr. DiBello presently serves in this capacity and Mr. Pettit serves as the alternate.

Mr. Dehnert stated that Mr. DiBello currently holds the position as a member on the **Montgomery County School Directors Legislative Committee** and Mr. Pettit serves as the alternate. Mr. Dehnert asked Mr. DiBello if he would like to continue serving in this capacity and he responded yes. Mr. Dehnert asked Mr. Pettit if he would like to continue serving as the alternate and he replied yes. Mr. Dehnert asked if any other board member was interested in either of these positions and no one indicated their interest in this. The motion passed 9-0.

VII. The Board should also appoint a **PSBA Liaison to represent the Spring-Ford Area School District.** Mrs. Spletzer currently serves in this capacity.

Mr. Dehnert stated that Mrs. Spletzer had held the position of the **PSBA Liaison** representing the Spring-Ford Area School District. Mr. Dehnert asked if anyone was interested in this position. He stated that Mrs. Spletzer has done a nice job this past year and he asked her if she wished to continue in this position. Mrs. Spletzer stated that if anyone else was interested she would pass the baton on due to number of personal days she had to take from work in order to attend PSBA activities this past year. Mr. Wolf volunteered for the position of the PSBA Liaison. No other board member indicated their desire for this position. The motion passed 9-0. Mr. Wolf will serve as the PSBA Liaison representing the Spring-Ford Area School District.

VIII. Approval is recommended for the attached Listing of Work Session/Board Meeting Dates for 2015. (Attachment)

Mrs. Spletzer made a motion to approve the attached Listing of Work Session/Board Meeting Dates for 2015 and Mrs. Heine seconded it. The motion passed 9-0.

The Board approved the attached Listing of Work Session/Board Meeting Dates for 2015.

XII. PUBLIC TO BE HEARD

Gail Wellington, Limerick Township, thanked the Board for her ram, her bench and all of the support for the arboretum. Mrs. Wellington stated that they are not done but as a result of the rededication they now have money to put in a wildflower garden in during the spring, she has an offer for the funding of another sculpture, and she has money to add trash cans which are important. Mrs. Wellington stated that they have the ongoing support of the Girls' Basketball Team who thank goodness keep the weeds down. Mrs. Wellington stated that she knows Mr. Dehnert was concerned about the weeds and she believes he will agree that the girls have done a good job with this. Mr. Dehnert replied that he runs past the arboretum about once a week and the weeds are all gone. Mrs. Wellington said the girls have worked hard and they also have other volunteers who indicated that they would help with the maintenance. Mrs. Wellington added that all is going well and they have a few more opportunities to showcase student artwork which has become adjunct to the horticultural part. Mrs. Wellington stated that she cannot say enough about the cooperation of everyone involved especially the Western Center, the administration, the maintenance staff, the finance office and all who worked on this project. Mrs. Wellington thanked everyone who donated their time, materials and money for the project. Mrs. Wellington stated that this is something we should all be proud of.

Mr. Dehnert thanked Mrs. Wellington for all of her hard work and stated that if it was not for her it would have never happened.

XIII. ADJOURNMENT

Mr. Cromley made a motion to adjourn and Mrs. Heine seconded it. The motion passed 9-0. The meeting adjourned at 7:44 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

2015 SCHEDULE OF MEETING DATES

SPRING-FORD AREA SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS

**ALL WORK SESSIONS AND BOARD MEETINGS WILL BE HELD
IN THE SENIOR HIGH SCHOOL CAFETERIA ON THE THIRD AND FOURTH
MONDAY OF THE MONTH AT 7:30 P.M.
UNLESS DESIGNATED OTHERWISE.**

	<u>WORK SESSION</u>	<u>BOARD MEETING</u>
JANUARY	20 (*Tues)	26
FEBRUARY	17 (*Tues)	23
MARCH	16	23
APRIL	20	27
MAY	18	26 (*Tues)
JUNE	15	22
JULY	Emergency Only as Called by the Board President Or Superintendent of Schools	
AUGUST	17	24
SEPTEMBER	21	28
OCTOBER	19	26
NOVEMBER	16	23
DECEMBER	7 (Organizational meeting and board meeting)	14 (Optional)

* TUESDAY SESSION DUE TO MONDAY BEING A SCHEDULED
HOLIDAY OFF FROM SCHOOL

On December 22, 2014 the Special Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 6:00 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Willard D. Cromley and Kelly J. Spletzer

Region II: Dawn R. Heine and Todd R. Wolf

Region III:

Presiding Officer: Mark P. Dehnert

Superintendent: Dr. David R. Goodin

Business Manager:

Solicitor:

Student Reps.: Taylor M. Auman

The following Board Members were absent: Joseph P. Ciresi, Thomas J. DiBello, Clinton L. Jackson, Bernard F. Pettit and Dana Ludgate (Student Representative)

Board President, Mr. Dehnert, opened the meeting with the call to order and the Pledge of Allegiance.

ANNOUNCEMENTS

There were no announcements.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. OTHER BUSINESS

Mr. Cromley made a motion to approve Item A and Mrs. Spletzer seconded it.

Mrs. Heine commented that she is hoping that we are more prepared in years to come and not running behind the 8-ball trying to get approvals at the last minute. Mrs. Heine pointed out that there was barely a board present tonight to approve this. She stated that for the sake of the kids she is glad that they were able to have 5 people here tonight. She added that she would hate to have Mr. McDaniel in a tough position if they were not able to get 5 board members to come out to vote on this.

Mr. Dehnert stated that he thought that it would make sense to change the policy to give the superintendent the authority to approve these overnight trips. Mr. Dehnert added that he is not sure what the history is on why the board must approve these. He stated that the superintendent and any future superintendents are responsible enough to make that decision and make the right call. Mr. Dehnert asked that this be taken to the Policy Committee to look at possibly changing the policy to permit this.

The motion passed 5-0.

A. The following athletic trips for the purpose of participation in tournaments (part of the respective team's PIAA schedule) were approved:

1. **Wrestling: The Manheim Central Holiday Tournament**

Manheim Central High School, Manheim, PA

Sunday, December 28, Monday, December 29 & Tuesday, December 30, 2014

Meals and lodging will be provided by the Wrestling Team Booster Club Account

Team will use district transportation

2. **Wrestling: The Canner Duals**

Biglersville High School, Biglersville, PA

Friday, January 2 & Saturday, January 3, 2015

Meals and lodging will be provided by the Wrestling Team Booster Club Account

Team will use district transportation

3. **Indoor Track: New Balance Games**

(Runners/Throwers/Jumpers must qualify)

The Armory, New York City, NY

Friday, January 21 & Saturday, January 22, 2015

Meals and lodging will be provided by the Indoor Track Team Booster Club Account

Team will use district transportation

Mrs. Spletzer made a motion to approve Item B and Mrs. Heine seconded it. The motion passed 5-0.

B. The Board authorized the signature of Mark P. Dehnert as the Board President so that he can sign all documentation on behalf of the Board.

III. PUBLIC TO BE HEARD

There were not comments from the public.

IV. ADJOURNMENT

Mrs. Heine made a motion to adjourn and Mr. Cromley seconded it. The motion passed 5-0. The meeting adjourned at 6:03 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

EXTRACURRICULAR CONTRACTS**JANUARY 26, 2015**

	Last Name	First Name	Contract Title	Season	Stipend
1	Biehl	Michele J.	Homework Club-IS	Year	\$1,471.00
2	Hapstack	Kelli T.	Indoor Percussion Team Instructor-HS	Winter	\$1,107.50
3	Huff	Gregory	Volunteer Swimming Coach-HS	Winter	volunteer
4	Perry	Joseph	Spring Musical Piano - HS	Spring	\$402.00
5	Reagan	Todd M.	Scoreboard Clock-Operator	As needed	\$50/game
6	Seward	Kate E.	Talent Show - Grades 7/8	Spring	\$201.00
7	Siller	Dennis R.	Indoor Percussion Team Instructor-HS	Winter	\$1,107.50



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

RESOLUTION 2015-01

MONTGOMERY COUNTY INTERMEDIATE UNIT ADMINISTRATIVE SERVICES BUDGET

BOARD OF DIRECTORS

Mark P. Dehnert
Board President

Thomas J. DiBello
Board Vice President

Joseph P. Ciresi
Region III

Willard D. Cromley
Region I

Dawn R. Heine
Region II

Clinton L. Jackson
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Todd R. Wolf
Region II

Section 914-A (6) (i) Act 102 of 1970, requires that the intermediate unit budget shall be approved by “at least a majority of the school districts comprising the intermediate unit”.

At a meeting on January 28, 2015 by a vote of _____ to _____ with _____ abstaining and _____ absent, as recorded in the minutes, the members of the Board of Directors of Spring-Ford Area School District a member of Montgomery County Intermediate Unit, Unit No. 23, approved the **ADMINISTRATIVE SERVICES BUDGET** of the Intermediate Unit for fiscal year July 1, 2015 to June 30, 2016.

By: _____
Diane M. Fern
Board Secretary

By: _____
Mark P. Dehnert
Board President

SEAL



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Mark P. Dehnert
Board President

Thomas J. DiBello
Board Vice President

Joseph P. Ciresi
Region III

Willard D. Cromley
Region I

Dawn R. Heine
Region II

Clinton L. Jackson
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Todd R. Wolf
Region II

RESOLUTION 2015-02

MONTGOMERY COUNTY INTERMEDIATE UNIT CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT SERVICES BUDGET

Section 914-A (6) (i) Act 102 of 1970, requires that the intermediate unit budget shall be approved by "at least a majority of the school districts comprising the intermediate unit".

At a meeting on January 28, 2015, by a vote of _____ to _____ with _____ abstaining and _____ absent, as recorded in the minutes, the members of the Board of Directors of Spring-Ford Area School District a member of Montgomery County Intermediate Unit, Unit No. 23, approved the **CURRICULUM, INSTRUCTION AND PROFESSIONAL DEVELOPMENT SERVICES BUDGET** of the Intermediate Unit for fiscal year July 1, 2015 to June 30, 2016.

By: _____
Diane M. Fern
Board Secretary

By: _____
Mark P. Dehnert
Board President

SEAL



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

RESOLUTION 2015-03

MONTGOMERY COUNTY INTERMEDIATE UNIT LEGISLATIVE SERVICES AND GRANT DEVELOPMENT BUDGET

BOARD OF DIRECTORS

Mark P. Dehnert
Board President

Thomas J. DiBello
Board Vice President

Joseph P. Ciresi
Region III

Willard D. Cromley
Region I

Dawn R. Heine
Region II

Clinton L. Jackson
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Todd R. Wolf
Region II

Section 914-A (6) (i) Act 102 of 1970, requires that the intermediate unit budget shall be approved by "at least a majority of the school districts comprising the intermediate unit".

At a meeting on January 28, 2015, by a vote of _____ to _____ with _____ abstaining

and _____ absent, as recorded in the minutes, the members of the Board of Directors of

Spring-Ford Area School District a member of Montgomery County Intermediate Unit,

Unit No. 23, approved the **LEGISLATIVE SERVICES AND GRANT DEVELOPMENT**

BUDGET of the Intermediate Unit for fiscal year July 1, 2015 to June 30, 2016.

By: _____
Diane M. Fern
Board Secretary

By: _____
Mark P. Dehnert
Board President

SEAL



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

RESOLUTION 2015-04

MONTGOMERY COUNTY INTERMEDIATE UNIT TECHNOLOGY AND INFORMATION SERVICES BUDGET

BOARD OF DIRECTORS

Mark P. Dehnert
Board President

Thomas J. DiBello
Board Vice President

Joseph P. Ciresi
Region III

Willard D. Cromley
Region I

Dawn R. Heine
Region II

Clinton L. Jackson
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Todd R. Wolf
Region II

Section 914-A (6) (i) Act 102 of 1970, requires that the intermediate unit budget shall be approved by “at least a majority of the school districts comprising the intermediate unit”.

At a meeting on January 28, 2015, by a vote of _____ to _____ with _____ abstaining and _____ absent, as recorded in the minutes, the members of the Board of Directors of Spring-Ford Area School District a member of Montgomery County Intermediate Unit, Unit No. 23, approved the **TECHNOLOGY AND INFORMATION SERVICES BUDGET** of the Intermediate Unit for fiscal year July 1, 2015 to June 30, 2016.

By: _____
Diane M. Fern
Board Secretary

By: _____
Mark P. Dehnert
Board President

SEAL



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David Goodin
Superintendent

Dr. Allyn Roche
Assistant Superintendent

BOARD OF DIRECTORS

Mark P. Dehnert
Board President

Thomas J. DiBello
Board Vice President

Joseph P. Ciresi
Region III

Willard D. Cromley
Region I

Dawn R. Heine
Region II

Clinton L. Jackson
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Todd R. Wolf
Region II

RESOLUTION 2015-05

RESOLUTION URGING THE GENERAL ASSEMBLY TO ESTABLISH A NEW FUNDING FORMULA FOR BASIC EDUCATION

WHEREAS, Pennsylvania's more than 1.8 million public school students deserve the highest quality education; and

WHEREAS, the state's contribution in funding public education as a percentage of basic instructional expenses has declined from over 50% during the mid 1970's, to less than 35% today; and, on average, other states contribute 44% of total education funding, with Pennsylvania ranking 42 among the 50 states in the amount of state subsidies allocated to support elementary and secondary education and ranks 8th in reliance on local taxes; and

WHEREAS, as the state's share of K-12 education funding decreases while the number of state and federal mandates for public schools steadily increases each year, additional burden is placed on local taxpayers to make up the difference to ensure that our students' education is not jeopardized; and

WHEREAS, in recent years, basic education funding has been distributed without the benefit of a funding formula, with the lack of a reliable, fair and transparent funding formula resulting in great disparities in how state education funds are distributed to school districts; and

WHEREAS, these inequities effectively harm the ability of school districts to adequately and fairly provide the resources for the different needs of their students, especially those in poverty, those with disabilities, English language learners and other students; and

WHEREAS, the Spring-Ford Area School District supports the development of a system of public school financing that addresses the needs of school districts and students, and establishes a school funding formula that is equitable, adequate, comprehensive and consistent.

NOW, THEREFORE, BE IT RESOLVED that the Spring-Ford Area School District urges the General Assembly to reinvest its interest in the support of public schools by taking legislative action to establish a formula that is predictable and addresses adequacy and equity for all school districts; and

BE IT FURTHER RESOLVED that the Spring-Ford Area School District will encourage others, including parents, students and district taxpayers, to contact the Pennsylvania General Assembly to convey the importance of establishing a fair and equitable public school funding formula; and

BE IT FURTHER RESOLVED that a copy of this resolution submitted to the elected senators and representatives of the Spring-Ford Area School District in the General Assembly, and to the Governor of Pennsylvania.

Adopted this 26th day of January, 2015

Diane M. Fern
School Board Secretary

Mark P. Dehnert
School Board President

(seal)



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2015-06

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Mark P. Dehnert
Board President

Thomas J. DiBello
Board Vice President

Joseph P. Ciresi
Region III

Willard D. Cromley
Region I

Dawn R. Heine
Region II

Clinton L. Jackson
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Todd R. Wolf
Region II

WHEREAS, the Spring-Ford Area School District (the "School District") is considering the issuance of its General Obligation Bonds, Series of 2015 (the "Bonds"), for purposes of currently refunding all or a portion of the School District's General Obligation Bonds, Series of 2005, advance refunding all or a portion of the School District's outstanding General Obligation Bonds, Series A of 2007 and financing the costs of issuance of the Bonds (collectively, the "Project").

NOW, THEREFORE, the Board of School Directors resolves as follows:

1. The firm of Boenning and Scattergood, Inc. is herewith designated as the Investment Banker ("Investment Banker or Underwriter") of the School District in connection with the issuance of the Bonds, upon such terms as are mutually agreed, for the purchase of the Bonds through negotiated sale.
2. Fox Rothschild LLP, Blue Bell, Pennsylvania ("Fox Rothschild"), is appointed to the position of bond counsel in connection with the Bonds, upon such fee arrangements as may be agreed by the parties.
3. Fox Rothschild is herewith authorized and directed to place necessary advertisements and perform all necessary work in connection with the issuance of the Bonds in compliance with the provisions of the Act and in pursuance of the intent of this Resolution.
4. The Business Administrator of the School District is hereby authorized and directed to pursue discussions with the Investment Banker and Fox Rothschild regarding the issuance of the Bonds and to take all necessary actions in connection therewith.

BOARD OF SCHOOL DIRECTORS - SPRING-FORD AREA SCHOOL DISTRICT

Date

BY: _____
Mark P. Dehnert, School Board President

Date

Attest: _____
Diane M. Fern, School Board Secretary

CERTIFICATION

I, the duly elected Secretary of the Board of School Directors of the Spring-Ford Area School District, hereby certify that the foregoing Resolution was adopted on January 26, 2015, by the Board of School Directors at a regularly called meeting, at which time a quorum was present.

Diane M. Fern, School Board Secretary

Dated: January 26, 2015

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: USE OF MEDICATIONS

ADOPTED: March 25, 1991

REVISED: February 25, 2013

REVIEWED: November 12, 2014

	210. USE OF MEDICATIONS
1. Purpose	The Board shall not be responsible for the diagnosis and treatment of student illness.
Pol. 103	Ideally, all medication should be given at home. In some situations, however, the attendance and education of a student is dependent upon receiving medication while at school. If a student is required to take medications during school hours, the parents/guardians and student must comply with the required procedures.
Pol. 121, 122, 123	This policy and procedures affected by this policy are effective for the regular academic year, field trips, and before/after school programs and summer programs.
2. Definition	For purposes of this policy, medication shall include all medicines prescribed by a physician and any over-the-counter (OTC) medicines, including herbal preparations, enzymes, vitamins and minerals.
3. Delegation of Responsibility	<p>The administration of medication to students at school is a closely controlled situation.</p> <p>The Superintendent or designee, in conjunction with the Department of Health Services Chair Person, shall develop procedures for the administration and self-administration of students' medications.</p> <p>Building administrators and the department chair shall review regularly the procedures for administration and self-administration of medications and shall evaluate recordkeeping, safety practices, and effectiveness of this policy.</p> <p>The district shall inform all parents/guardians, students and staff about the policy and procedures governing the administration of medications. Primary notification shall take place via the student handbook.</p> <p>The treatment of illnesses and injuries is permitted in accordance with guidelines approved by the school physician by appropriate Spring-Ford Area School District personnel. Only Certified School Nurses (CSN) or licensed nurses (RN) employed by the Spring-Ford Area School District may administer medications as part of the treatment of these illnesses and injuries as prescribed by the school physician or</p>

<p>4. Authority</p> <p>SC 510 Title 22 Sec. 12.41</p>	<p>student's private health care provider. Contracted and/or agency nurses that are administering medication to their assigned student as a part of the student's individualized care plan must have their agency supervisor provide the building nurse the list of medications and administration schedule for each student at the beginning of the school year or at anytime during the school year when the medications and/or schedule changes.</p> <p>The Spring-Ford Area School District CSN or other licensed nurses (RN's) cannot lawfully delegate the nursing function of medication administration to the principal, teacher, administrative personnel, and paraprofessionals.</p> <p><u>Administration Of Medication</u></p> <p><i>Individual Orders –</i></p> <ol style="list-style-type: none"> 1. Before any medication may be administered to any student during school hours: <ol style="list-style-type: none"> a. The parent/guardian shall request such administration, give written permission for such administration and relieve the Board and its employees of liability for the administration of medications, and b. The parent/guardian shall provide a medication order from the prescribing physician, podiatrist, dentist, optometrist, certified registered nurse practitioner and physician's assistant within their scope of practice. 2. Medication orders must include: <ol style="list-style-type: none"> a. Full name of student and date of birth. b. Name of condition for which the mediation is being prescribed. c. Name and signature of the licensed prescriber and phone number. d. Name of medication. e. Route and dosage of administration. f. Frequency and time of administration. g. Date of order and discontinuation. h. Specific directions for administration, if any. i. Any special circumstances under which the medication is being prescribed.
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	<p>j. Any specific side effects, contraindications and adverse reactions to be observed.</p> <p>k. Any other medications being taken by the student.</p> <p>3. Medication orders must be provided to the CSN/RN in writing, with an original signature or an authorized electronic signature. These orders can be accepted from a licensed prescriber on his/her letterhead, prescription pad or on a form provided by the school for this purpose and signed and dated by a licensed prescriber. Medication orders shall not be accepted from a chiropractor.</p> <p>4. Parent/Guardian permission for administration of individually ordered medications must be renewed at the start of each school year and with any changes. The written permission must include:</p> <p>a. Parent's/Guardian's printed name and signature.</p> <p>b. Parent's/Guardian's emergency phone number.</p> <p>5. The certified school nurse (CSN) or licensed nurse (RN) must be notified in writing of any changes in medication from both the parent/guardian and the physician. Otherwise, medication orders are valid for the current school year and subsequent school summer session.</p> <p><i>Standing Orders –</i></p> <p>1. The School Physician Consultant may authorize the administration of specific over-the-counter medications and/or emergency medications according to a defined protocol. These orders will be reviewed, updated and renewed annually as evidenced by the School Physician Consultant's signature.</p> <p>2. Parent/Guardian consent is needed for the administration of over-the-counter medications covered by the standing orders. Parent/Guardian consent is not needed for the administration of emergency medications covered by the standing orders. This consent will be provided annually on the Spring-Ford Area School District Health Information form.</p> <p>3. Each health office will maintain a copy of the signed standing orders.</p> <p>4. All medication will be administered by the certified school nurse (CSN) or licensed nurse (RN) during the school day with the exception of some emergency medications (see below).</p> <p>5. Prescription medication must be brought to school in the labeled prescription container which includes:</p>
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	<ul style="list-style-type: none">a. Name, address, telephone and federal DEA number of the pharmacy.b. Student name.c. Name of medication and amount dispensed.d. Directions for use (dosage, route, frequency/time of administration, special instructions).e. Name and registration number of the licensed prescriber.f. Date originally filled.g. Controlled substance statement, if applicable. <p>6. Nonprescription medication which is ordered by a licensed prescriber must be brought to school in the original container with an attached label, which includes the child's name, name and purpose of medication, dosage, and time to be given.</p> <p>7. The parent/guardian shall supply all equipment associated with the proper administration of the medication (nebulizers, spacers, tubing, masks, mouthpieces, syringes, glucometers, etc.). This equipment must be in a container labeled with the student's name.</p> <p>8. The parent/guardian or designated adult shall hand deliver the medication and associated equipment, along with medication forms, to the nurse's office. If it is impossible to hand deliver the medication to the nurse's office, special arrangements should be made with the certified school nurse and principal.</p> <p>9. All medication and associated equipment to administer the medication will be counted by the certified school nurse (CSN) or other licensed nurse (RN) and the parent/guardian or designated adult each time the medication container or equipment is brought to school. The date, amount of medication, description of equipment, signatures of parent/guardian or designated adult and CSN or licensed nurse (RN) will be noted on the Spring-Ford Area School District Medication/Equipment Sign-In. No more than thirty (30) days supply of medication can be stored at the school building.</p> <p>10. All medication will be kept in a secured, locked place used exclusively for medications in the nurse's office.</p> <p>11. Medications that require refrigeration should be stored and locked in a refrigerator designated for medications only. Food should not be stored in the same refrigerator as medications.</p>
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	<p>12. Access to all medications will be limited to the CSN and licensed nurse (RN) except that in life threatening emergencies, designated personnel may have access.</p> <p>13. Any medication given during school hours must be documented in an individual student medication record. The following information must be included:</p> <ul style="list-style-type: none">a. Student name.b. Name of medication.c. Date and time of administration.d. Dose of medication.e. Route and site of administration.f. Signature/initials of licensed person administering/observing medications being taken. <p>The medication record, the parent's/guardian's authorization form authorizing school medication administration, the licensed prescriber's orders, and any other related medication documents shall be kept in the student's health record in the office of the school nurse in the student's current building of attendance.</p> <p>14. The CSN/RN may refuse to administer the medication if s/he completes an assessment and makes a professional judgment that administration of the medication to the student would be harmful, dangerous and/or inappropriate. The nurse must notify the parent/guardian and licensed prescriber immediately and explain the reason for refusal to administer the medication.</p> <p>15. Information about these medication procedures will be updated for the student handbooks. Information will be made available to the faculty and to the parent/guardian at the beginning of the school year and as necessary.</p> <p>16. A parent/guardian or designated adult must pick up expired or discontinued medication within five (5) days. A parent/guardian or designated adult must pick up any unused medication at the end of the school year. Documentation of the returned medication should be noted on the Spring-Ford Area School District Medication/Equipment Sign-In log.</p>
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<p>5. Guidelines</p> <p>SC 1409 Pol. 203, 216</p>	<p>17. Any unclaimed medication remaining in the nurse's office at the end of the school year will be destroyed by the CSN/RN and a witness. Documentation of the disposal will be noted in the student's health record per procedure.</p> <p><u>Confidentiality</u></p> <p>All student health records shall be confidential and their contents, including medication administration, divulged to non-school personnel only when necessary for the health of the child, at the request of the parent/guardian to a physician, or in health and safety emergencies to assist in appropriate treatment of the student.</p> <p>The CSN/RN is required to safeguard the students' right to privacy and confidentiality of student health information.</p> <p>Information about medications within the student health records will be shared with Spring-Ford Area School District personnel who need to know to benefit the student and who have the expertise to understand and interpret the health information in relation to school and education needs.</p> <p><u>Medical Plans Of Care/Emergency Response</u></p> <ol style="list-style-type: none"> 1. The CSN/RN will collaborate with school administration, faculty and staff to develop plans that best meet the students' needs and serves as an advocate for the students. These needs are best communicated through written plans of care such as the: <ol style="list-style-type: none"> a. Individualized Health Care Plan (initiated by the CSN/RN). b. Emergency Care Plan (initiated by the CSN/RN). c. Chapter 15 Service Agreement (504). d. Individualized Education Plan (IEP) with medical component. 2. The CSN/RN will: <ol style="list-style-type: none"> a. Communicate health conditions of students with health needs that may lead to a health emergency with staff who are providing academic and related services to students. b. Teach appropriate staff to assist student in using emergency medication.
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210. USE OF MEDICATIONS - Pg. 7

<p>42 Pa. C.S.A. Sec. 8331.2, 8337.1</p>	<p>c. Teach appropriate staff to administer emergency care, including use of inhalers and Epi-pens, according to current first aid standards.</p> <p>3. School staff are immune from civil liability when rendering emergency care, first aid or rescue to a student requiring such care, including use of an inhaler or epinephrine injection.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1402, 1409</p> <p>State Board of Education Regulations - 22 PA Code Sec. 12.41</p> <p>Civil Immunity for Use of Automated External Defibrillator and First Aid – 42 Pa. C.S.A. Sec. 8331.2. 8337.1</p> <p>Board Policy – 103, 121, 122, 123, 203, 216</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: POSSESSION/USE OF ASTHMA
INHALERS/EPINEPHRINE
AUTO-INJECTORS

ADOPTED: February 25, 2013

REVISED:

REVIEWED: November 12, 2014

<ol style="list-style-type: none"> 1. Authority SC 1414.1 Pol. 103.1 2. Definitions SC 1401 3. Guidelines SC 1414.1 Title 22 Sec. 12.41 	<p style="text-align: center;">210.1. POSSESSION/USE OF ASTHMA INHALERS/EPINEPHRINE AUTO-INJECTORS</p> <p>The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.</p> <p>Asthma inhaler shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.</p> <p>Epinephrine auto-injector shall mean a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.</p> <p>Self-administration shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.</p> <p>Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:</p> <ol style="list-style-type: none"> 1. A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant. 2. A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication. 3. A written statement from the licensed physician, certified registered nurse practitioner or physician assistant that states: <ol style="list-style-type: none"> a. Name of the drug.
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	<ul style="list-style-type: none"> b. Prescribed dosage. c. Times medication is to be taken. d. Length of time medication is prescribed. e. Diagnosis or reason medication is needed, unless confidential. f. Potential serious reaction or side effects of medication. g. Emergency response. h. If child is qualified and able to self-administer the medication.
SC 1414.1	The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.
SC 1414.1	The district shall require a statement from the licensed physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period.
SC 1414.1	A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription.
SC 1409 Pol. 216	Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.
SC 1414.1 Pol. 113.1. 218. 227	Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy shall result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy.
SC 1414.1	If the district denies a student's request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student's prescribed medication shall be appropriately stored at a location in close proximity to the student or in the Health Suite . The student's classroom teachers shall be informed where the medication is stored and the means to access the medication.

<p>SC 1414.1 Title 22 Sec. 12.3 Pol. 218</p>	<p>The district shall annually distribute to students and parents/guardians this policy along with the Code of Student Conduct.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1401, 1409, 1414.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3, 12.41</p> <p>Board Policy – 113.1, 216, 218, 227</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: BULLYING AND CYBER
BULLYING

ADOPTED: May 27, 2008

REVISED:

REVIEWED: October 13, 2008, June 11, 2012

REVIEWED: November 12, 2014

	249. BULLYING AND CYBER BULLYING
1. Purpose	The Spring-Ford Area School District is committed to providing all students and employees with a safe and civil educational environment, free from harassment or bullying. Spring-Ford Area School District recognizes that bullying interferes with the learning process, and may present an obstacle to the academic, vocational, and social/emotional development of students.
2. Authority Pol. 218, 220, 248	All forms of bullying and cyber bullying by school district students are prohibited. Anyone who engages in bullying or cyber bullying in violation of this policy shall be subject to appropriate discipline.
3. Definitions	<p>Bullying shall mean a pattern of repeated intentional harmful behavior by a person or a group of persons that involves an imbalance of power (physical or social) toward a less powerful person or persons. This may include a wide variety of behaviors, with deliberate intent to hurt, embarrass, exclude or humiliate the other person(s). Researchers have identified three (3) forms of bullying:</p> <ol style="list-style-type: none"> 1. Physical – the most commonly known form; includes hitting, kicking, spitting, pushing and taking personal belongings. 2. Verbal – includes taunting, malicious teasing, name-calling, and making threats. 3. Psychological or Relational – involves spreading rumors, manipulating social relationships, and engaging in social exclusion or intimidation. <p>Cyber bullying shall mean all forms of verbal and psychological bullying that occur using technology or on the Internet through e-mail, instant messaging, text messages, on-line gaming, social media (ex. Twitter, Facebook) or personal profile web sites. Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student, teacher or employee of the district by sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or web site postings (including blogs). Cyberbullying can include the creation of false or misrepresentative webpages, website</p>

<p>4. Delegation of Responsibility</p>	<p>postings and/or social media accounts by students or staff members about other students or staff members. All forms of cyber bullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the district, offenders shall be the subject of appropriate discipline.</p> <p>Each staff member shall be responsible to make their best efforts to maintain an educational environment free of bullying and cyber bullying.</p> <p>Each student shall be responsible to respect the rights of his/her fellow students and all school district employees, school board members and the community at large and to ensure an atmosphere free from all forms of bullying and cyber bullying.</p> <p>Students shall be encouraged to report bullying or cyber bullying complaints to school district employees and their parents/guardians. Parents/Guardians are encouraged to report suspected bullying to the building principal.</p> <p>All employees who receive a complaint alleging bullying or cyber bullying shall investigate to determine if bullying or cyber bullying is indicated. If the employee suspects that bullying or cyber bullying has occurred, a referral must be submitted to the building principal. Employees who witness acts of bullying shall respond appropriately to ensure observed acts of bullying cease and to teach students that bullying is not acceptable behavior.</p> <p>The building principal or his/her designee will inform parents/guardians as appropriate.</p>
<p>5. Guidelines Pol. 218, 233</p>	<p>Students who are found to have bullied others may receive counseling, a parental conference, detention, suspension, expulsion, loss of school privileges, and/or exclusion from school-sponsored activities.</p> <p>Depending upon the severity of a particular situation, the building principal may also take appropriate steps to further ensure student safety. Such steps may include the implementation of a safety plan; separating and supervising the students involved; providing employee support for students as needed; and reporting incidents to law enforcement, if appropriate.</p> <p>References:</p> <p>Board Policy – 218, 220, 233, 248</p>

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: PERSONAL LEAVE

ADOPTED: March 25, 1991

REVISED: February 4, 2004

REVIEWED: November 12, 2014

	436. PERSONAL LEAVE
1. Purpose	This policy shall provide for professional employee's absence for personal necessity when not otherwise covered in other district approved Board policies.
2. Authority SC 510, 1154	The Board has the authority to establish reasonable guidelines that specify the manner of proof of personal necessity, the type of situations in which such leave will be permitted, and the total number of days which may be used in any school year for such leave.
3. Guidelines	The total number of days used for personal leave in any school year may not exceed two (2) to three (3) days, pending employee classification and eligibility.
	<u>Bereavement Leave</u>
	Leave may be taken immediately following the death for the following reasons:
SC 1154	1. Death of a member of the employee's immediate family to a maximum of five (5) days for each death.
SC 1154(c)	2. Death of an employee's near relative to a maximum of one (1) day (day of funeral) for each death.
	For purposes of this policy, the following definitions shall apply:
	1. Immediate family which is defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law or near relative who resides in the same household, or any person with whom the employee has made his/her home.
	2. Near relative which is defined as a first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.

<p>SC 1176</p> <p>SC 1176, 1177</p> <p>SC 1178</p>	<p><u>Military Leave</u></p> <p>Personal leave for military or reserve duty shall be granted to regular employees pursuant to federal and state law. Employees called to active military or reserve service must notify the district as soon as possible and must submit to the district copies of all accompanying military orders. Employees absent from employment due to active military duty (including training) shall be afforded fifteen (15) days of paid leave per fiscal year.</p> <p>All rights and privileges regarding salary, status and seniority shall be reserved to such employee as if s/he continued employment with the district. Such employee shall agree to return to the district for a period of not less than one (1) year upon termination of such military leave. Employees will retain all health benefits for the first thirty (30) days of active duty at no cost above the regular employee contribution. Employees may elect to continue health benefit coverage following the initial thirty (30) day period at the employee's expense. The district shall promptly reinstate the employee upon return from duty to a job with pay, status and seniority equivalent to what the employee would have enjoyed had there been no military leave.</p> <p>The district shall pay into the Public School Employee's Retirement Fund on behalf of each such employee, to the contribution to be made by it, so that such employee's retirement rights shall in no way be affected by such leave. If the employee resigns, or fails to return to his/her employment from military or reserve duty, unless waived by the district, the amount contributed by the district to the Retirement Fund shall be deducted from the refundable payable such employee, i.e. the amount paid by the district during the period of leave, or shall be collected from said employee accordingly.</p> <p><u>Family Member Military Leave</u></p> <p>The district shall allow employees Family Member Military Leave for purposes of being with family members (as defined under Bereavement Leave) who had previously been called to military duty during times of war and/or national emergency, and have been allowed a leave. Employees must make a written request for such leave and must to the district copies of all accompanying military orders identifying dates of said leave. Family Member Military Leave shall be non-paid, consecutive, and shall not exceed ten (10) days in any given school year.</p>
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Guidelines Pertaining to All Types of Personal Leave

In no case shall personal leave be honored on the first **day and last day of each professional contract year and each student year, in-service days**, for compensable activities of any kind, the day preceding, or the day following the **Labor Day**, Thanksgiving, Christmas, Easter, and Memorial Day school recesses. Consecutive days of absence which include any of the previously enumerated days on which personal leave is prohibited, do not qualify as personal leave days. In the event of an emergency, a request for consideration shall be presented to the Superintendent for a decision.

Compensation for personal leave shall be paid in full for approved time off.

The Collective Bargaining Agreement with the Spring-Ford Education Association provides for procedures that may differ from this policy. In the event that such a condition exists, the procedures must be adapted to the Collective Bargaining Agreement for the bargaining unit personnel.

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: UNCOMPENSATED LEAVE

ADOPTED: March 25, 1991

REVISED: January 27, 2003

REVIEWED: November 12, 2014

<p>1. Purpose</p> <p>2. Authority SC 1154</p> <p>3. Guidelines</p>	<p style="text-align: center;">439. UNCOMPENSATED LEAVE</p> <p>The Board recognizes that in certain instances an employee may wish extended leave for personal reasons, and the district could benefit from the return of said employee. This policy establishes guidelines for the award of uncompensated leaves of absence.</p> <p>The Board reserves the right to specify the conditions under which uncompensated leave may be taken.</p> <p><u>Purpose</u></p> <p>Uncompensated leave may be taken for the following purposes:</p> <ol style="list-style-type: none"> 1. Serving as a teacher in an international exchange program. 2. Engaging in full-time graduate or undergraduate studies in the field of education. 3. Recovering from an incapacitating personal illness. 4. Caring for a member of his/her family and household who are physically or mentally incapacitated. <p>or as dictated by the Family Medical Leave Act of 1993.</p> <p><u>Application</u></p> <p>Request for uncompensated leave shall be made to the Director of Human Resources at least two (2) weeks in advance of the desired start date or as soon as practicable.</p> <p>Special consideration will be given to emergencies but in no case will leave be permitted to start at any time except the start of a semester.</p> <p>All applications are subject to final approval by the Board.</p>
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	<p><u>Period Of Leave</u></p> <p>The maximum duration of the leave shall be the lesser of the following intervals required solely for accomplishing the purpose for which the leave is being granted.</p> <ol style="list-style-type: none"> 1. The remainder of the semester in which the leave commenced. 2. One (1) semester. <p>Extensions for one (1) semester shall be considered upon proper application and approval of the Board.</p> <p>Return to service shall occur only at the beginning of the semester except for leaves granted for recovering from incapacitating personal illness or caring for a member of the employee's family and household who is seriously physically and/or mentally incapacitated.</p> <p><u>Commitment Of Employee</u></p> <p>The employee granted an uncompensated leave shall inform the Board two (2) weeks prior to the scheduled return date as to his/her intentions.</p> <p><u>Commitment Of Employer</u></p> <p>At the expiration of the uncompensated leave, the employee shall be offered a like position to that previously held.</p> <p>Time on uncompensated leave shall count as time on the job and fringe benefits shall not be provided unless the employee makes provision for payment for benefits.</p> <p>The Board believes that student achievement is fostered by continuity in the relationship between pupils and personnel who play a part in nurturing their development. It is the intent of this policy to assure that undue interference in the educational program does not occur as a result of employee absence.</p> <p>No professional employee except as provided herein, shall be absent from duty for reasons other than those as provided in existing policy, the Pennsylvania School Code, the current collective bargaining agreement or benefit provisions of various employee groups, or as required by personal or family emergency, employee health, activities directly related to employment by the school district, or civic responsibilities imposed by law. All absences, other than those noted, are in the Board's judgment, detrimental to the welfare of children attending the schools, the educational program, the efficiency of noninstructional and instructional services, and effective administration of the schools.</p>
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<p>School Code 1154</p>	<p>It is recognized, however, that employees may have special needs which require their absence from assigned duties. The administration is authorized to develop regulations for the administration of a leave program which will allow any employee reasonable opportunity to respond to these special needs. In conformity with the express intent of this policy, it is anticipated that employee absence pursuant hereto will occur only after serious consideration of the impact of such absence on the school program.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: PERSONAL LEAVE

ADOPTED: March 25, 1991

REVISED: February 4, 2004

REVIEWED: November 12, 2014

	536. PERSONAL LEAVE
1. Purpose	Pursuant to the provisions of this policy, the following guidelines provide for a classified employee's absence for personal necessity when not otherwise covered in other district approved Board policies.
2. Authority SC 510	The Board has the authority to establish reasonable guidelines that specify the manner of proof of personal necessity, the type of situations in which such leave will be permitted, and the total number of days which may be used in any school year for such leave.
3. Guidelines	The total number of days used for personal leave in any year may not exceed two (2) to three (3) days, pending employee classification and eligibility.
	<u>Bereavement Leave</u>
	Leave may be taken immediately following the death for the following reasons:
SC 1154	1. Death of a member of the employee's immediate family to a maximum of five (5) days for each death.
SC 1154	2. Death of an employee's near relative to a maximum of one (1) day (day of funeral) for each death.
	For the purposes of this policy, the following definitions shall apply:
	1. Immediate family which is defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law or near relative who resides in the same household, or any person with whom the employee has made his/her home.
	2. Near relative which is defined as a first cousin, grandfather, grandmother, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, brother-in-law or sister-in-law.

	<p><u>Military Leave</u></p> <p>SC 1176 Personal leave for military or reserve duty shall be granted to regular employees pursuant to federal and state law. Employees called to active military or reserve service must notify the district as soon as possible and must submit to the district copies of all accompanying military orders. Employees absent from employment due to active military duty (including training) shall be afforded fifteen (15) days of paid leave per fiscal year.</p> <p>SC 1176, 1177 All rights and privileges regarding salary, status and seniority shall be reserved to such employee as if s/he continued employment with the district. Such employee shall agree to return to the district for a period of not less than one (1) year upon termination of such military leave. Employees will retain all health benefits for the first thirty (30) days of active duty at no cost above the regular employee contribution. Employees may elect to continue health benefit coverage following the initial thirty (30) day period at the employee's expense. The district shall promptly reinstate the employee upon return from duty to a job with pay, status and seniority equivalent to what the employee would have enjoyed had there been no military leave.</p> <p>SC 1178 The district shall pay into the Public School Employees' Retirement Fund on behalf of each such employee, the contribution to be made by it, so that such employee's retirement rights shall in no way be affected by such leave. If the employee resigns, or fails to return to his/her employment from military or reserve duty, unless waived by the district, the amount contributed by the district to the Retirement Fund shall be deducted from the refund payable such employee, i.e. the amount paid by the district during the period of leave, or shall be collected from said employee accordingly.</p> <p><u>Family Member Military Leave</u></p> <p>The district shall allow employees Family Member Military Leave for purposes of being with immediate family members (as defined under Bereavement Leave) who had previously been called to military duty during times of war and/or national emergency, and have been allowed a leave. Employees must make a written request for such leave and must submit to the district copies of all accompanying military orders identifying dates of said leave. Family Member Military Leave shall be non-paid, consecutive, and shall not exceed ten (10) days in any given school year.</p> <p><u>Guidelines Pertaining to All Types of Personal Leave</u></p> <p>In no case shall personal leave be used for extension of a school holiday or vacation, extension of an approved vacation, or compensable activities of any kind.</p>
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<p>School Code 510</p>	<p>Compensation for personal leave shall be paid in full for approved time off that does not exceed allowable personal leave.</p>
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