

On June 15, 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

Region III: Joseph P. Ciresi and Thomas J. DiBello

Presiding Officer: Mark P. Dehnert

Superintendent: Dr. David R. Goodin

Business Manager: Timothy Anspach

Solicitor: Mark Fitzgerald, Esq.

Student Reps.: Dana K. Ludgate and Daniel J. Ciresi

The following Board Members were absent: **Clinton L. Jackson, Kelly J. Spletzer and Todd R. Wolf**

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

ANNOUNCEMENTS

Danny welcomed the summer months.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEMS

Mr. Cromley made a motion to approve Items A-B and Mr. Ciresi seconded it. The motion passed 6-0.

- A. The Board approved removing **Timothy C. Anspach**, Business Manager, as the Board Treasurer, effective at the end of business on June 30, 2015 and the appointment of **Mary E. Davidheiser** to the office of the Board Treasurer of the Spring-Ford Area School District Board of Directors for a term of one (1) year, effective July 1, 2015. Approval of Ms. Davidheiser, is contingent upon the school district receiving proper bond.
- B. The Board approved removing **Timothy C. Anspach** from the School District bank accounts, signature lines on the accounts payable checks and payroll checks, and replacing with **Mary E. Davidheiser**, effective July 1, 2015. Additionally, effective July 1, 2015, **Timothy C. Anspach** shall be removed as an authorized signer for purchase orders and replaced with **Mary E. Davidheiser**.

III. PRESENTATIONS

Presentation "A" was postponed until August.

- A. **Daniel Currie and Christine Raber**, Special Education Supervisors, to make a presentation to **Beverly McNutt** on behalf of **Rita's Water Ice** sponsorship of the **"Ice for Autism"** Fundraiser which benefits the Spring-Ford Area School District's Autism Program

Dr. Nugent stated that this evening they want to take an opportunity to recap the year and talk about some of the post-secondary plans for the graduating class. Dr. Nugent commented that this past Thursday the high school held a successful graduation ceremony and at the conclusion approximately 550 seniors headed off onto future endeavors. Dr. Nugent introduced Ms. Katie McNeill and Mrs. Maren Bhalla from the Future Planning Center to come forward and give their presentation.

Ms. Kathleen McNeill presented a chart that showed the Class of 2015 post-secondary statistics which broke down the number of students heading off to a 4 year college, those heading onto a community/trade/technical school, those entering the military, those going into the workforce and those who are planning on taking a year off prior to enrolling in a 4 year school. Ms. McNeill next showed this same information in a chart which compared the graduating senior from 2007 through 2015. Ms. McNeill also included information on the Western Center graduates from the Class of 2015. Ms. McNeill showed a comparison from graduating classes from 2004 through 2015 which depicted the total number of transcripts processed, the number of known college acceptances and the number of colleges the students applied to. Ms. McNeill next presented information on the number of Ivy League Applications submitted which did increase, the number of students submitting those applications which also increased, the number of students admitted and the number of students who enrolled. Ms. McNeill reported that Spring-Ford's acceptance rate for Ivy League schools is comparable to the overall acceptance rate for these schools as we have about 5% of our students being accepted. Ms. McNeill presented the list of the colleges most attended for the Class of 2015. Ms. McNeill directed the Board's attention to a handout that was placed at their seat. She indicated that this is the compiled list of schools that the graduating seniors had been accepted at and noted that the * indicated the student had in fact enrolled at this school.

Mrs. Bhalla presented information on the majors that the Class of 2015 had indicated they would be studying while at college. Mrs. Bhalla stated that the most popular majors for this class were Biology, Pre-Med, Engineering, Business and Education. Mrs. Bhalla provided information on scholarships which were awarded to 117 seniors at the Commencement Awards Ceremony totaling \$100,445. She stated that these scholarships are a result of generous donations by outside organizations and families. Mrs. Bhalla next reported that the Class of 2015 also received Academic Scholarships which are awarded by the colleges the students will be attending. She announced that the number they are reporting at this time is \$1,928,900 in scholarships received. Mrs. Bhalla advised that this amount is for scholarships for students actually enrolling in that college. She added that her department is not fully aware of all of the scholarships offered to the seniors as some students could receive more than one scholarship from the various colleges they have shown an interest in attending. Mrs. Bhalla provided other interesting facts on the Class of 2015 including a student who scored a perfect 1600 on the SAT, National Merit Scholarship students, a student who will be studying internationally in Japan, a student who has been accepted into the BS/MD program with West Chester University and Drexel Medical School and the number of counselor and teacher letters of recommendation that were written. Mrs. Bhalla

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provided information on the graduating seniors who will be playing Division I and Division II athletics in college. She reported that with the addition of Ms. McNeill to the Future Planning Center there are many new initiatives that have taken place such as Career Month which was held in February, Evening College Planning Programs for parents of sophomores, in-house MCCC placement testing and academic advising for seniors, small group college planning meetings with juniors, Decision Day, group college visits for juniors and the development of the Future Planning Center Twitter account. Mrs. Bhalla also relayed that other initiatives they are planning include professional development opportunities for the guidance counselors on in-service days, Ms. McNeill will be the AP Coordinator, the Future Planning Center will host more parent meetings not only during the day but in the evening and she and Ms. McNeill will be dividing the alphabet in order to provide more individual student and parent meetings.

Mrs. Bhalla expressed appreciation for the Board inviting them to come out tonight and share this information.

Mr. Ciresi thanked Mrs. Bhalla, Ms. McNeill and Dr. Nugent for their presentation. He questioned what 5 colleges came out to participate in the roundtable discussion and Mrs. Bhalla replied Kutztown University, St. Joseph's University, Temple University, Leigh University and the University of Delaware. Mrs. Bhalla added that when they went to the college campuses in the fall they visited West Chester, Albright, Villanova, and Ursinus. Mrs. Bhalla reported that this summer both she and Ms. McNeill will be visiting some additional schools as well. Mr. Ciresi asked were any roundtable talks with Princeton University or the University of Pennsylvania and Mrs. Bhalla replied that they were invited to attend with the other schools but at that time of year they were involved with reviewing the applications they had so they were not able to attend. Mrs. Bhalla said that she and Ms. McNeill offered to visit those campuses but the universities were not able to accommodate them at that time of year. Mr. Ciresi referred to the list which showed the information on students applying for acceptance at the Ivy League schools and he questioned the challenges our students are faced with outside of money for not being accepted or not attending these schools. Mrs. Bhalla stated that she believes our students are fitting the bill but it comes down to the percentage of students these schools are able to accept. She gave an example of Harvard University who accepts less than 6% of their applicants.

Mr. Cromley asked what the transcript processing timeline was per student and Mrs. Bhalla provided the details on the process from start to finish. She stated that as far as her department it does move fairly quickly but the process takes a bit longer for counselors to process as they must prepare written evaluations.

Mr. DiBello asked if the list of majors is compared from year to year and if we are seeing any trends in any specific areas. Mrs. Bhalla replied that for the most part the majors remain the same.

Mr. Cromley commented that he attended the Academic Awards night and he was impressed to see the number of math and science majors at the various universities and colleges. He stated that this was very impressive.

B. The High School Guidance Department and the Future Planning Center Staff to present on The Class of 2015 Post Secondary Plans.

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Dr. Goodin reported that last week the Finance Committee met and were able to make some adjustments to the expenditures which resulted in a change to the budget. Dr. Goodin advised that in working with the committee they were able to get the tax increase down to 1.22% which results in a tax dollar increase from last year of \$31.50 for each \$100,000 of assessed value. Dr. Goodin pointed out that the district is still at the lower end in the county when you compare Spring-Ford's millage rates to many other districts. Dr. Goodin showed the reduction from the previously presented budget which had a tax increase of 2.72% to this budget which now has a 1.22% tax increase. He pointed out that the reductions came about as a result of a reduction in new personnel, new personnel benefits and funds received from bonds being refinanced. Dr. Goodin pointed out that this budget reflects by far the lowest tax increase in 15 years. Dr. Goodin commended the Board for their help in working through the budget process and he also thanked all of the administrators for helping to put together the needs of the district.

Mr. Ciresi asked Dr. Goodin to talk about the personnel that was added as part of this budget. Dr. Goodin explained that with the 1.22% tax increase 12 ½ teachers were added, 3 guidance counselors, a curriculum supervisor, a special education supervisor and the communications position would move from part-time to full-time. Mr. Ciresi pointed out that the tax increase went down to 1.22% and no positions were lost but in fact positions were added all while having the lowest tax increase in the last 15 years. Mr. Ciresi added that no educational value was lost by the students and in fact it was gained. Dr. Goodin confirmed this was correct.

C. **Dr. David R. Goodin**, Superintendent of Schools, and **Mr. Timothy Anspach**, Business Manager, to present the 2015-2016 Spring-Ford Area School District Final Budget.

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report Dana Ludgate/Daniel Ciresi

Dana reported that the school year came to a close with three half days of underclassman finals, ending on the 11th. She added that finalized report cards are in for the seniors and will be shortly for the underclassman. Dana announced that the commencement for the class of 2015 took place last Thursday at 7:00 PM on the football field. She added that the entire procession was composed of females in white and males in navy blue marching around the track to their seats and then again up to the stage to shake hands and receive their diplomas. Dana reported that encouraging speeches were given by the Salutatorian, the Valedictorian, the Class President, Dr. Nugent, Dr. Goodin, and Mr. Dehnert as the class of 2015 said its last goodbyes to Spring-Ford and all of its generous staff. She advised that all summer work for next year's classes has been distributed to the students and is expected to be completed by the beginning of 2015-2016 school year. Dana wished everyone a relaxing and enjoyable summer.

WMCTC Ciresi, Cromley, Heine 1st Mon. 7:00 p.m.

Mr. Cromley reported that WMCTC JOC met on 6/1/15. He stated that an executive session was held prior to the meeting to discuss personnel matters. Mr. Moritzen reported to the JOC that enrollment totals for the 2015-2016 school year had surpassed 625 for the three sending districts. Mr. Cromley noted that Spring-Ford Level 1 enrollment is at 130 students with 41 being 9th graders. Level 2 and 3 enrollment totals are at 111 for a grand total of 241 students. Mr. Cromley reported

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that an I-Car field trip is being planned for September 17-19 to Joliet, Illinois to attend the cars, careers and celebrity expo for the students enrolled in the Collision Repair Program. Mr. Cromley reported that there is a great opportunity for the Western Center with the Workforce Investment Board as a grant is available which focuses on supporting technical school students with IEPs. He provided information on the details surrounding the grant and the services available as part of the grant. Mr. Cromley reported that agreements were reached with the following groups; Administrative and Supervisory, Business Manager and IT Director. Mr. Cromley advised that Mrs. Shellie Feola was reappointed for a one-year position as the Superintendent of Record, effective July 1, 2015 for a yearly stipend of \$8,400. He noted that per Western Center by-laws the Superintendent of Record is to serve a two-year term. Mr. Moritzen, Mr. Weneck and Mr. Renna presented the Continuous Improvement Plan for 2015-2018 which focused on a mission statement, identified team members and 4 key systemic challenges facing the Western Center. Mr. Cromley stated that if these challenges are strengthened they will have the greatest impact not only on the academic growth but on the school growth as well. Mr. Cromley added that there was also a professional development component to this for career and technology educators, a curriculum enhancement part and technology enhancement which will be utilized by all stakeholders. Mr. Cromley stated that the purpose of this is to ensure that all Western Center Stakeholders are empowered to make data driven decisions that are aligned to mutually agreed upon goals that facilitate student success and fulfill our goal of preparing our students to be both career and college ready for the future profession of their choice while looking to close the skills gap in America and drive down the burden of college debt to our students.

Curriculum/Technology Dawn Heine

1st Tues. 6:30 p.m.

Mrs. Heine reported that the Curriculum and Technology Committee met on 6/10/15. The committee received an update and presentation on Modernized Learning which included a roll-out plan beginning with the 2015-2016 school year and continuing through 5 years. Mrs. Heine reported that there will be a presentation on this for the entire Board and the public potentially at next week's School Board meeting. Mrs. Heine commented that there were 3 items reviewed with regards to the technology portion of the meeting. The first being the Smart Classroom installation as part of the 2015-2015 budget. Mrs. Heine reported that there were 40 classrooms that have been identified for this phase of the installation. She provided a listing of those rooms. Mrs. Heine commented that the bid for the installation of these systems has been selected and will be on the June Board meeting for approval with a cost of \$70,600. The installations will take place in July and August. The next item discussed was the Next Generation Firewall and Mrs. Heine reported that the Technology Team had selected Fortinet as the replacement for the current firewall and malware systems. She provided the background on the reasons a new system is needed and also the benefits the new system will provide. Mrs. Heine reported that the total cost of the Fortinet Firewall System is \$132,468.24 and will be financed over three years with annual payments of \$46,437.25. She added that a motion for the approval of this will be placed on this month's agenda and will be covered by the proposed Technology Budget Plan. Mrs. Heine reported on the technology refresh and update schedule saying that final purchases have been made for the 2015-2016 refresh and the total equipment cost is \$781,659 which is below the budgeted amount of \$800,000. Mrs. Heine advised that the total amount will be divided into four annual lease payments of \$210,650. Included in this purchase will be student laptops, student iPads, laptop charging carts, desktop computers and monitors. The installation of these items will begin June 22nd. Mrs. Heine reported that there were several updates with regards

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to curriculum. These updates included Aims Web which emphasized the need for the new English Language Arts series, Every Day Math materials and resources, the June in-service dates and topics to be shared on those days. Mrs. Heine reported that other topics discussed were STEM/PLTW, AP US History, Elementary Report Cards, and Keystone Exams. Mrs. Heine advised that the AP and Keystone Exams were delivered to Spring-Ford students over the 13 days totaling over 1,700 exams.

Extracurricular
Report next week.

Tom DiBello

2nd Mon. 6:00 p.m.

Policy

Will Cromley

2nd Mon. 7:00 p.m.

Mr. Cromley reported that the Policy Committee met on 6/8/15 and reviewed the Community Volunteer Policy #916 and the final draft has been approved for a first reading. Policy #121.1 regarding changes in the medication section of the Overnight Foreign Travel Policy was reviewed and updated. Work on this policy continues. The Committee also reviewed Policy #006 Meetings was reviewed and has been approved for a first reading. Mr. Cromley stated that this policy pertains to the allowance for Board Members to remotely attend School Board meetings. He stressed that 5 Board Members must be present physically for a quorum and 4 may attend via electronic means. Mr. Cromley reported that Policies 317, 417 and 517 regarding Disciplinary Procedures for administrative, professional and classified staff were reviewed and reference to Act 24 was included in the policies. Mr. Cromley stated that these policies have been approved for a first reading and he suggested that the Board Members take a careful look at them. Mr. Cromley reported that the Committee also did a follow up on Policy #810 Transportation and they were presented with criteria and potential increased costs. Mr. Cromley advised that two handouts were included in the Board Memo for their review. Mr. Cromley reported that door side accommodations are in the works for the 2015-2016 school year and beyond for all school bus stop locations in the district. Mr. Cromley added that site distances are adequate and remain the focus of the Transportation Department throughout the process of transporting students at all locations. Mr. Cromley reported that the Spring-Ford Area School District maintains the focus to stay on the main dedicated roads throughout the school district. The recommendation of the Policy Committee is that the Transportation Guidelines and Criteria Policy shall stand as-is. The Committee also looked at Policy #216 Student Records and no update was made. Policy #137 and Policy #121 are still being worked on. The Committee will be looking at updating Policy #246 Student Wellness at their September meeting as well as looking at Policy #819 Suicide Awareness, Prevention and Response which is a new policy and Policy #606 Tax Collection will be updated as the last update occurred in February of 1993.

Mr. DiBello asked about the policy recommendation regarding transportation and if that was going to include all developments in the Spring-Ford School District and Mr. Cromley stated that currently we are staying with those developments that are currently being entered. Dr. Roche confirmed this was correct. Mr. DiBello said this is against what the policy states and that we are putting together criteria but we are still going to go into certain developments. Dr. Roche replied that they have criteria they use to help them make decisions on what developments to go in and which ones not to go in but they are primarily trying to stay on the roads. He added that as plans are developed for next year they will continue with the developments they are already going into as they are not making any significant changes heading into next year. Mr. DiBello commented that he thought Mr. Cromley in his report had said that they are going to stay on all major roads. Dr. Roche responded that it is part of the goals for what we are trying to accomplish.

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Mr. Pettit questioned whether this was the Policy Committee's recommendation and Mr. Cromley replied yes. Mr. Pettit asked if any exceptions were going to be carved out for any individual developments as his concern is that exceptions were carved out previously for some developments in the past and he wondered if this was off the table or would it be continued as far as making exceptions where warranted. Mr. Cromley said that all he can say is that the policy stands as-is. Dr. Goodin added that in the past when this issue has come up the Board has made decisions that were considered to be exceptions to the policy.

Mr. Dehnert asked about Policy #317, Policy #417 and Policy #517 and if the wording "school administrator" meant superintendent. Mr. Fitzgerald responded that it would be the same and the language appears to be wording that was taken directly from a model policy or from the PDE website. Mr. Fitzgerald suggested that there be consistency in the name. Mr. Dehnert requested that the wording "school administrator" be changed to read superintendent everywhere it appears so that it is not confusing.

Mr. Cromley stated that it is important to note that there is some critical obligations for all employees should certain things take place and it is very important to follow through on that.

Finance

Mark Dehnert

2nd Tues. 7:00 p.m.

Mr. Dehnert reported that the presentation shown tonight was basically the Finance Committee report.

MCIU

Tom DiBello

4th Weds. 7:00 p.m.

Report next week.

PSBA Liaison

Todd Wolf

No Report.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche reported that they are continuing to monitor enrollment numbers and class sizes as the summer moves along. He stated that the goal is to have each classroom in the class size guidelines that are established and balance out the sections in each building as best as possible. Dr. Roche added that as students continue to enroll, a weekly review of the enrollment numbers will take place until school opens in August. Dr. Roche offered his congratulations to the Class of 2015 and acknowledged everyone who played a role in making the graduation ceremony a huge success. He reported that as the weather radar changed repeatedly the concern for the students and their families ran high but the evening in the end was memorable for all. Dr. Roche gave a special thank you to Dr. Nugent, Mrs. Ruppert, Mrs. Blackledge, the High School Administration Team, the teachers and support staff members that made the ceremony a night to remember. Dr. Roche reported that the revised Volunteer Policy is on the agenda this month and includes language stating that all volunteers are required to obtain the three clearances, Governor Tom Wolf spoke about. Dr. Roche stated that with regards to fee waivers for volunteers, Governor Tom Wolf announced on June 10th that fees for child abuse clearances and criminal background checks required by the Child Protective Services Law will be waived for volunteers working with children. Additionally, the Department of Human Services (DHS) and the Pennsylvania State Police (PSP) will be reducing the cost of both the child abuse and criminal history record checks from \$10 to \$8 for all other applicants. These changes will take effect July 25, 2015. Once more

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more information is available, we will share it with our families and community. Dr. Roche reported that earlier this evening, an Open House was held for the Spring-Ford Virtual Academy for the 2105-2016 school year. Dr. Roche reminded everyone that the Spring-Ford Virtual Academy is available to any student who lives in the district, will be in grades 7-12 for the 2015-2016 school year and is currently enrolled in a Cyber Charter or Traditional Charter School. He added that new for the 2015-2016 school year, Spring-Ford Virtual Academy will enroll students in grades 4-6 as well as the previous grade span of grades 7-12. Students in grades 4-12 can enroll in SFVA and take advantage of the full cyber school experience or the hybrid approach to Cyber School by taking some classes in their home school and the majority of the classes on-line. Dr. Roche stated that with the expansion of the WMCTC Program to our Spring-Ford 9th grade students, SFVA has also extended the Cyber School to those 9th grade students taking advantage of the WMCTC option as well for the 2015-2016 school year. Dr. Roche added that they are excited about the impact SFVA is having for our students as well as the opportunity it provides to bring students back home to a Spring-Ford Area School District School. Dr. Roche advised everyone that all final report cards with comments will be available and posted for all students and parents in Skyward by Thursday, June 18th at 4:00 p.m. and all final schedules and classroom teacher assignments for the 2015-2016 school year will be available in Skyward on Friday, August 21st. Dr. Roche announced that the Spring-Ford Educational Foundation 5K is tentatively set for Friday, April 22, 2016. He wished everyone a great summer.

Mr. Dehnert asked how well attended the SFVA Open House was this evening and Dr. Roche replied that 2 families were present.

Mr. Pettit asked about going back to the Finance Committee report. He stated that no report was given but he was in attendance at the meeting. Mr. Pettit commented that he would be remiss in not acknowledging and commending Mr. DiBello's activities during that meeting. Mr. Pettit stated that Mr. DiBello was the driving force for getting the tax increase down from the 1.9% that was originally discussed down to the 1.2%. Mr. Pettit said he is still concerned over the projections on the revenues and also very concerned about the adverse effect it has on the retired citizens and those who can no longer retire because they have to continue working as they cannot live on a fixed income. Mr. Pettit commented that any increase on the taxes will affect them for sure. Mr. Pettit added that the district is still looking at a \$6.8 million increase over last year's budget and this is a deep concern to him.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald commented that with regards to the discussion on the Volunteer Policy, while it is advisable to continue to move forward with the policy changes as presented, there were some rumblings out of Harrisburg last week on two issues. He stated that first there was discussion about relaxing the definition on what is direct contact with a child for purposes of eligibility under the policy as well as discussion on tabling the requirements under the law for an additional year. Mr. Fitzgerald stated that whether that passes or not this is the information we are hearing and he suspects that this is just bluster at this point. Mr. Fitzgerald advised that moving forward with the policy would still be advisable under the circumstances. Mr. Fitzgerald directed the Board's attention to the motion on the agenda that recommends approval of a post bond issuance procedure. Mr. Fitzgerald stated that this is new oversight by the IRS that essentially wants entities like Spring-Ford who issue tax-exempt bonds to oversee the funds that come of those bonds. He added that typically it is the responsibility of the business manager to oversee that. Mr. Fitzgerald stated that with Business Manager replacement still being in doubt at this point, the responsibility will go to the Superintendent in the interim and then he will

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provide direction to whomever the new CFO on those responsibilities. Mr. Fitzgerald advised the Board that they wanted to get this approved now in light of the recent refinancing and for procedures moving forward.

Mr. Dehnert asked if there would be any compliance with this since it is just repaying existing bonds. Mr. Fitzgerald replied that it would be not only for these bonds but for previous issuances as well. Mr. Fitzgerald recalled that about a year ago there were issues related to compliance under the SEC for financing. He stated that it was not an issue here but it would appear that the federal government is now looking at these types of issuers and municipalities and then keeping a closer eye on us. Mr. Fitzgerald advised the Board that they need to make sure to have procedures in place should the IRS want to open an investigation or review a past issue. Mr. Dehnert asked if they could go back and look at how funds were used in the past or just look forward and Mr. Fitzgerald replied that it was unclear but having a policy now put into place is advisable in order to make sure everything is in compliance even with past issues.

V. PERSONNEL

Mr. Cromley commented on the resignations 1 through 4, in particular, stating that these individuals are outstanding individuals who have served this district over a long period of time. He stated that he wanted to acknowledge their work habits, their commitment to their jobs and their commitment to our children. Mr. Cromley stated that Mr. Anspach has worked with one of the individuals who have been with the district a long time. Mr. Cromley added that we often see this on the agenda, they are a name that is there, he understands that they are retiring but he wanted to acknowledge the services that they have completed and continue to complete on daily, weekly, monthly basis.

Mr. Ciresi asked about Item J saying in looking at the extra-curricular contracts, he was comparing salaries and he remembers that many years ago but apologized if he has not followed up on this, the Board made a decision to have the football coach and the band director make the same amount of money in extra-curricular stipends. Mr. Ciresi stated that according to the attached contract listing one is making \$9,047 and the other is making \$8,388. Mr. Ciresi commented that he remembers that this was a heated debate for a long time and he wanted to know why these two positions are not equal because they both put in about the same amount of time. Dr. Goodin stated that he is not sure that he recalls that conversation but if that discussion did occur then it would have gone through negotiations. Mr. Ciresi stated that he did not believe extra-curriculars were negotiated. He added that we can but we do not have to. He asked if in fact the extra-curriculars had been negotiated and Dr. Roche responded that from what he understands, the last time the negotiations took place the extra-curriculars were not discussed although they can be. Mr. Ciresi suggested that the salary could be changed and that he remembers this being an issue over the years and they tried to even those two positions out a long time ago to show that both athletics and music were valued at the same level for the amount of time they put in. Mr. Ciresi stated that in looking at the list the positions are not even but they had been for a while. Dr. Roche stated that this is the first time he is hearing about this. Mr. Fitzgerald reported that Mrs. Leiss just advised him that the multiplier for devising what the rates are for the extra-curricular contracts are in the collective bargaining agreement. He added that because they are included in the physical contract likely, provisions under Act 88 would compel how those numbers have presented over the years. Mr. Ciresi stated that he would like to publicly say that those two positions as we move forward and as they were in the past should be equal in salary. Mr. Ciresi expressed that he is sorry he did not catch that before. Mr. Ciresi also commented on the musical director for the high school musical extra-curricular contract saying we are paying \$2,200 to have them direct the high school musical when we pay an assistant coach \$3,600. Mr. Ciresi stated that he does not think it

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is fair that we have devaluized anyone who has anything to do with music compared to athletics. He added that they are both equal amounts of time; both have an equal amount of impact on our children and in order to get the good people to do it we really should pay them well. Mr. Ciresi commented that he believes that if we are not going to pay them the equal amount of money that the district should fund part of the high school musical every year so that they do not have to struggle to put a show on. Mr. Ciresi asked the Board to consider possibly when looking at the next budget they provide some seed money for this so that they can put it towards the rental fees they incur as part of putting on a show.

Mr. Dehnert suggested that Mr. Ciresi bring this to the Extra-curricular Committee meeting. Mr. Ciresi asked that this be put on the next agenda for the committee to discuss.

A. Resignations

1. **Laura C. Clark**, Elementary Teacher, Royersford Elementary; for the purpose of retirement. Effective: June 17, 2015.
2. **Constance C. Dolente**, Registered Nurse, Parochial Schools (Pope John Paul II and Blessed Teresa of Calcutta). Effective: June 17, 2015.
3. **Susan G. Gallagher**, Manager of Technology Operations. Effective: June 26, 2015
4. **Maryann C. Lorenzo**, Executive Secretary, District Office; for the purpose of retirement. Effective: August 7, 2015.
5. **Megan G. Reischel**, Instructional Assistant, Oaks Elementary. Effective: August 1, 2015
6. **Maureen A. Shaffer**, Instructional Assistant, Upper Providence Elementary. Effective: May 29, 2015.

B. Professional Employee:

1. **Gabrielle G. Procaro**, Math Coach – Grades 7-12, Upper Providence Elementary; replacing Mary C. Palladino who retired. Compensation will be set at BS, Step 11, \$59,800.00, with benefits per the Professional Agreement. Effective: August 25, 2015.

C. Temporary Professional Employee

1. **Debra C. Dietrich**, Special Education – Learning Support Teacher, Brooke Elementary; replacing Christie L. Redeyoff who retired. Compensation will be set at MS, Step 1, \$45,700.00, with benefits per the Professional Agreement. Effective: August 25, 2015.

D. Support Staff Employee

1. **Robert S. Nagy**, Custodian part-time (.5), 5/6th Grade Center; replacing Lisa Zink who had a change of assignment. Compensation has been set at \$17.22/hour per the Custodial Plan. Effective: July 1, 2015.

- E. Administration recommends approval of the following Special Education Teachers to be hired for the 2015 Extended School Year – Professional Staff including: Speech & Language Service, and Tutor Programs. Compensation will be set at \$30.00 per hour plus benefits (FICA & Retirement). Funding will be from 2014-2015 IDEA funds.

1. **Emily C. Dagney**
2. **Catherine M. Forcey**

- F. Administration recommends approval of the following Support Staff to be hired for the 2015 Extended School Year Program(s). Compensation for new employees will be set at \$16.36 - \$18.15 per hour depending on experience and educational degree plus benefits (FICA & Retirement). Regular hourly employee will be paid at their current Instructional Assistant hourly rate. Funding will be from 2014-2015 IDEA funds.

1. **Danielle R. Bennett**
2. **Li-Ping Chao-Nuissl**
3. **Lisa M. Collins**
4. **Amanda Helriegel**
5. **Andrew T. Howe**
6. **Stephanie Kopcik**
7. **Jeanette M. Lasher**

- G. Administration recommends approval of the following Music Teachers for the Summer Instrumental Program. Compensation will be set at \$30.00 per hour and will be funded through student tuitions collected for the lessons. There will be no cost to the district.

1. **Sarah L. Becker-Fralich**
2. **Seth Jones**
3. **Barbara Newberry**
4. **James S. Westlake**

- H. The individual(s) listed below have completed three (3) years of satisfactory service as temporary professional employee(s) and are, therefore, entitled to tenure status:

- | | | |
|--------------------------------|---------------------------|------------------------------------|
| 1. Alexandra I. Collins | Math Teacher | Senior High School-9 th |
| 2. April Collins | Special Education Teacher | 7 th Grade Center |
| 3. Seth Jones | Music Teacher | Senior High School |
| 4. AnnMarie Novia | Elementary Teacher | Royersford Elementary |
| 5. Edith A. Quinby | Math Teacher | Senior High School |
| 6. Robin L. Riegel | Elementary Teacher | 5/6 th Grade Center |
| 7. Lucinda King | Special Education Teacher | Senior High School |

- I. Administration recommends approval of the following extra-curricular contracts for the 2014-2015 school year:

1. **Denise Emel**, Computer Club - 4th MP – IMS, Spring, \$402.00
2. **Daniel J. Hoff**, Volunteer Softball Coach – Girls – MS, Spring
3. **Mason Pinciotti**, Lacrosse Coach – Boys – 8th Grade, Spring, \$1,386.00

- J. Administration recommends approval of the attached extra-curricular contracts for the 2015-2016 school year. **(Attachment A1)**

- K. Administration recommends approval of **David Krakower** for the position of Supervisor of Special Education (Grades 9-12), replacing Dr. Jeanmarie Mason who retired. Compensation will be set at \$118,000.00 prorated with benefits per the Administrator's Plan. Effective: TBD
- L. Administration is requesting authorization from the Board to employ personnel during the interval between the June Board meeting and the August Board meeting for the 2015-2016 school year. It has been customary for the Board to authorize its officers to execute contracts for personnel recommended for employment by the administration during the months of July and August. Such authorization is, of course, subject to limitations imposed by the 2015-2016 General Fund Budget.

VI. FINANCE

Mr. Cromley asked about Item G4 stating that this is a good service provider who has served us well over the years and he wondered if there was an RFP that was sent out for this. Dr. Roche responded that he is not aware of an RFP that went out for this provider for next year's services.

- 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

May

Check No. 157443 – 157489	\$ 205,520.80
ACH 141500585 – 141500588	\$ 199.66

June

Check No. 157490 – 157647	\$ 987,191.26
ACH 141500589 – 141500603	\$ 2,784.68

2. Athletic Fund

May

Check No. 308222 – 308274	\$ 23,193.94
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- C. Administration recommends acceptance of the following bid awards for the 2015-2016 school year: Bids were due on April 15, 2015.

1. **Art Supplies – District-Wide**

Blick Art Materials	\$ 2,755.51
Commercial Art Supply	\$ 3,731.53
T.B. Hagstoz & Son, Inc.	\$ 1,111.82
Kurtz Brothers	\$11,388.38
Metalliferous	\$ 2,402.79
National Art	\$ 9,571.97
Quill	\$ 2,360.06
School Specialty Inc.	\$12,794.74
Standard Stationery	\$ 1,902.83
Triarco	\$ 9,119.08

W.B. Mason	\$ 6,214.00
TOTAL	\$63,352.71

2. Paper Supplies – District-Wide

Becker's School Supplies	\$ 4,228.13
Kurtz Brothers	\$ 5,007.19
Quill Corporation	\$ 279.44
W.B. Mason	\$ 1,318.47
TOTAL	\$10,833.23

- D. Administration recommends approval to pay outstanding obligations of the 2014/2015 fiscal year for which invoices have not yet been received or processed prior to the June Board meeting.
- E. Administration recommends approval to issue purchase orders in July and August in favor of those firms that qualify under the provisions of the Public School Code for formal awards by the Board of Directors. The law requires that awards be made to the lowest responsible bidder on items specified or items equal thereto. Board authorization will help to assure that materials and supplies required for the beginning of the new school year will be received on time.
- F. 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 Leagues, the Parent Teacher Associations and the Parent Teacher Organizations:
1. **Young Audiences, Arts for Learning – Princeton, NJ.** Provide two assemblies during the 2015-2016 school year entitled *"Jump With Jill Rock & Roll Show: On a Mission to Teach Good Nutrition"*. One assembly for all K-4 students at Evans Elementary School and one for all K-4 students at Upper Providence Elementary School. There is no cost to the district as all expenses are paid directly by the Pottstown Health and Wellness Foundation.
 2. **Robyn Burckhardt, Art's Alive – Spring City, PA.** Provide an Artist in Residence Program for students at Brooke Elementary during the 2015-2016 school year to design and create a series of mosaic tiles to hang in the school in recognition of the 25th Anniversary of Brooke Elementary School. Funding shall not exceed \$7,500.00 and will be split between the Spring-Ford Educational Foundation (\$1,500.00 Grant) and funds raised by the Brooke Elementary Home and School Association (\$6,000.00).
 3. **Justin Pillmore, Jump Rope Camp – Sellersville, PA.** Provide a school-wide assembly during the 2015-2016 school year for students at Brooke Elementary School in preparation of Brooke's Jump Rope for Heart activity. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$900.00.
- G. Administration recommends approval of the following independent contracts:
1. **The Devereux Foundation – King of Prussia, PA.** Provide an Extended School Year Program and related services for a special needs student as per the IEP. Services

will be provided at a rate of \$210.00 per day for 35 days. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$7,350.00.

2. **Melissa Yonchuk – Royersford, PA.** Provide Behavior Specialist services for special needs students as per their IEPs. Services will be provided for 7 hours per day for 195 days at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$95,550.00.
3. **Amy McGinnis – Collegeville, PA.** Provide Applied Behavior Analysis Therapy services for a special needs student as per the IEP. Services will be provided for a total of 210 hours at a rate of \$95.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$19,950.00.
4. **Lapreziosa Occupational Therapy – Pottstown, PA.** Provide Occupational Therapy for the 2015-2016 school year for special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$533,280.00.
5. **The Timothy School – Berwyn, PA.** Provide an Extended School Year Program and related services for a special needs student as per the IEP. Services will be provided for 30 days at a rate of \$186.66 per day. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$5,600.00.
6. **Hannah Aune – Phoenixville, PA.** Provide 1-1 Direct Applied Behavior Analysis services for a special needs student as per the IEP. Services will be provided for 7.5 hours per day for 181 days at a rate of \$25.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$33,937.50.
7. **Spring Valley YMCA – Limerick, PA.** Provide 10 sessions of supervised swimming during the 2015-2016 school year for special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$350.00.
8. **Overbrook School for the Blind – Philadelphia, PA.** Provide an Extended School Year Program for a special needs student as per the IEP. Services will be provided for 18 days at a rate of \$215.00 per day. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$3,870.00.
9. **Lakeside Educational Network – Fort Washington, PA.** Provide 10 educational slots (1 at the Lakeside School, 5 at the Souderton Vantage Academy and 4 at the Upper Merion Vantage Academy) including transportation for 180 days for special needs students requiring an alternative placement for the 2015-2016 school year. Funding will be paid from the Alternative Education Budget and shall not exceed \$314,600.00.
10. **Lakeside Educational Network – Fort Washington, PA.** Provide 4 full-time Mainstay Program Counselors to deliver on-campus problem/resolution services for the 2015 - 2016 school year. Funding will be paid from the Alternative Education Budget and shall not exceed \$272,697.00.
11. **Devereux Schools – King of Prussia, PA.** Provide an Extended School Year Program and related services for a special needs student as per the IEP. Services

will be provided at a rate of \$435.00 per day for 34 days. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$14,790.00.

12. **Devereux Schools – King of Prussia, PA.** Provide an Extended School Year Program and related services for a special needs student as per the IEP. Services will be provided at a rate of \$209.00 per day for 33 days for a total of \$6,897.00. In addition a 1-1 assistant will be provided at a rate of \$40.00 per hour for 198 hours for a total of \$7,920.00. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$14,817.00.
13. **Melmark School – Berwyn, PA.** Provide an extended School Year Program (30 days) as well as educational and related services for the 2015-2016 school year (185 days) for a special needs student as per the IEP. Intensive education and related services will be provided for a total of 215 days at a rate of \$519.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$111,585.00.
14. **Melmark School – Berwyn, PA.** Provide an extended School Year Program (30 days) as well as educational and related services for the 2015-2016 school year (185 days) for a special needs student as per the IEP. Intensive education and related services will be provided for a total of 215 days at a rate of \$519.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$111,585.00.
15. **Melmark School – Berwyn, PA.** Provide residential services (289 days) for a special needs student as per the IEP at a rate of \$235.00 per day for a total of \$67,915.00. In addition Melmark will provide intensive educational and related services for the 2015-2016 school year (185 days) at a rate of \$138.00 per day for a total of \$25,530.00. Funding will be paid from the Special Education Budget and shall not exceed \$93,445.00
16. **Melmark School – Berwyn, PA.** Provide residential services for the Extended School Year Program (77 days) for a special needs student as per the IEP at a rate of \$687.00 per day for a total of \$52,899.00. In addition Melmark will provide intensive educational and related services for the Extended School Year Program (30 days) at a rate of \$519.00 per day for a total of \$15,570.00. Funding will be paid from the Special Education Budget and shall not exceed \$68,469.00.
17. **Melmark School – Berwyn, PA.** Provide an extended School Year Program (30 days) as well as educational and related services for the 2015-2016 school year (185 days) for a special needs student as per the IEP. Intensive education and related services will be provided for a total of 215 days at a rate of \$519.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$111,585.00.
18. **Melmark School – Berwyn, PA.** Provide an extended School Year Program (30 days) as well as educational and related services for the 2015-2016 school year (185 days) for a special needs student as per the IEP. Intensive education and related services will be provided for a total of 215 days at a rate of \$416.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$89,440.00.
19. **Melmark School – Berwyn, PA.** Provide an extended School Year Program (30 days) at a rate of \$519.00 per day for a total of \$15,570.00 as per the student's IEP. Melmark will also provide intensive educational and related services for the 2015-2016 school

year (185 days) at a rate of \$138.00 per day for a total of \$25,530.00. Funding will be paid from the Special Education Budget and shall not exceed \$41,100.00.

20. **Vanguard School – Paoli, PA.** Provide educational services during the 2015-2016 school year for 3 special needs students as per their IEPs. Service will be provided at a rate of \$51,575.00 per student. Funding will be paid from the Special Education Budget and shall not exceed a total of \$154,725.00.
21. **Vanguard School – Paoli, PA.** Provide an Extended School Year Program for a special needs student as per the IEP. The Vanguard School will provide a 2 week Summer L.I.F.E. Program. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$1,630.00.
22. **Theraplay, Inc. – West Chester, PA.** Provide Speech Therapy services for the Extended School Year Program for students as per their IEPs. Services will be provided for 5 hours per day for a total of 15 days at a rate of \$90.00 per hour. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$6,750.00.
23. **Personal Health Care, Inc. – Valley Forge, PA.** Provide Nursing services for a special needs student as per the IEP. Services will be provided for 3 hours per day, 5 days per week during the Extended School Year Program and the 2015-2016 school year. Funding will be paid from the Special Education Budget and shall not exceed \$27,720.00.
24. **Cynthia Mosier – Jeffersonville, PA.** Provide Physical Therapy services for the 2015-2016 school year as per student IEPs. Services will be provided for 38 hours per week for 36 weeks at a rate of \$65.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$88,920.00.
25. **Amy Feldmann – Royersford, PA.** Provide Physical Therapy services for the 2015-2016 school year as per student IEPs. Services will be provided for 37 hours per week for 36 weeks at a rate of \$65.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$86,580.00.
26. **K12 Insight – Herndon, VA.** Provide a comprehensive data collection service including “Let’s Talk” for the 2015-2016 school year that through the use of surveys will help the school district improve the engagement of its key stakeholders (parents, teachers, students, and community members). Funding will be paid from the Superintendent’s Budget and shall not exceed \$25,095.00.
27. **HMS School for Children with Cerebral Palsy – Philadelphia, PA.** Provide an Extended School Year Program for a special needs student as per the IEP. Services will be provided for 27 days at a rate of \$490.00 per day. Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed \$13,230.00.
28. **Variety Club Camp and Developmental Center – Worcester, PA.** Provide an Extended School Year Program for a special needs student as per the IEP. Services will be provided for 6 weeks for a cost of \$3,625.00. Variety Club will also provide Speech, Occupational, Physical Therapies and a 1:1 Assistant for a cost of \$5,670.00.

Funding will be paid from the Special Education Budget IDEA Funds and shall not exceed a total of \$9,295.00.

29. **PSA Healthcare – Norcross, GA.** Provide Nursing services for 4 special needs students during the 2015-2016 school year and the Extended School Year Program as per their IEPs. Services will be provided for 8 hours per day per student at a rate of \$45.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed a total of \$264,600.00.
30. **Camp Hill Special School – Glenmoore, PA.** Provide educational services for a Special needs student as per the IEP. Services will be provided for 180 days at a rate of \$219.44 per day. Funding will be paid from the Special Education Budget and shall not exceed \$39,499.20.
31. **The Milagre Kids School – Hatboro, PA.** Provide educational services during the 2015-2016 school year for a special needs student as per the IEP. Services will be provided for 12 months at a rate of \$6,450.00 per month. Funding will be paid from the Special Education Budget and shall not exceed \$77,400.00.
- H. Administration recommends approval of a confidential settlement and release agreement **#2015-04** with the parents of a student in special education and authorization of payment of tuition in the amount of \$39,605.00. Funding will be paid from the Special Education Budget.
- I. Administration recommends approval of the Montgomery County Intermediate Unit Special Education Cost Plan for the 2015-2016 school year for the Spring-Ford Area School District in the amount of \$717,217.60.
- J. Administration recommends approval to submit to the Pennsylvania Department of Education, PlanCon Part J, Accounting Based on Final Costs, for the Spring-Ford Area High School Project #3438. These reports have been audited by Maillie LLP, the district's independent auditors. (**Attachment A2**)
- K. Administration recommends approval of **Resolution 2015-24** for the adoption of the 2015-2016 General Fund Budget in the amount of \$143,811,954.00 which represents a tax increase of 1.22% (millage is 26.061). A PowerPoint of the 2015-2016 June Budget and PDE Form 2028 will be made available on the district website under Departments/Business Office/2015-2016 Budget Documents. (**Attachment A3**)
- L. Administration recommends approval of **Resolution 2015-25** for the 2015-2016 Homestead and Farmstead Exclusion. (**Attachment A4**)
- M. Administration recommends approval of the **Cafeteria Listing** of Bills:
MAY
Check No. 12112 – 12132 \$ 351,385.08
- N. Administration recommends approval of the following **Use of Facilities Permits:**
Permits No. 5306 – 5344

- O. Administration recommends approval of the following **additions/deletions** to the per capita tax for the 2014-2015 school year:
- | | |
|-------------------------------------|---------------|
| Spring City Borough Additions | No. 001 - 035 |
| Spring City Borough Deletions | No. 174 – 351 |
| Upper Providence Township Additions | No. 100 – 150 |
| Upper Providence Township Deletions | No. 782 – 854 |
- P. Administration recommends approval to transfer \$2,000,000.00 from the General Fund to the Internal Service Fund, with the closure of the 2014-2015 Budget and preparation of the Audit Reports. These funds were realized in the current year due the district Insurance Medical Claims being lower than budgeted based on trends as provided by our administrator Reschini Agency, Inc. (The district is self-funded in the Chester County IU Consortium). The funds in the Internal Service Fund (Insurance Stabilization Account) help mitigate any bad years where claims may be higher than budgeted in a self-funded structure.
- Q. Administration recommends approval to transfer \$1,500,000.00 from the General Fund to the Capital Reserve Fund, with the closure of the 2014-2015 Budget and preparation of the Audit Reports. The \$1,500,000.00 transfer includes the following: Western Center Fund Balance \$236,916.00; Curriculum Budget Hybrid Learning E-Grant allocation \$118,000.00; Technology Plan – 5 year plan allocation \$248,453.00; Technology – Computerized Learning allocation \$260,000.00; and replacement of maintenance expenditures \$636,631.00.
- R. Administration recommends approval to renew Sports/Student Accident Insurance for the 2015/16 School year. CBIZ Benefits & Insurance Services has provided a proposal, the coverage is offered by American Management Advisors, Inc. and will be underwritten by Axis Capital Insurance Company. Axis Capital is an A+ rated company by A.M. Best. The insurance quotes were coordinated by the Montgomery County Intermediate Unit. The Student Accident Policies are as follows:
- | | |
|------------------------------------|--|
| Sports Accident Policy: | \$ 14,250.00 |
| Catastrophic Accident Policy: | \$ 2,161.00 |
| Voluntary Student Accident Policy: | \$ 88.00 per student/24 hour coverage |
| | \$ 22.00 per student/school day coverage |
- S. Administration recommends the approval of Post-Issuance Tax Compliance Procedures as enclosed herein to establish policies and procedures in connection with recent Bonds issued by the Spring-Ford Area School District. The ongoing nature of post-issuance obligations related to tax-exempt bonds requires issuers to actively monitor compliance with federal tax laws throughout the entire life of the bonds. To ensure that these obligations are met, the Internal Revenue Service (IRS) expects issuers to have written policies and procedures in place that serve as a guide for post-issuance compliance. In approving this motion, the Board authorizes the Superintendent in conjunction with the interim Assistant Business Manager to oversee these obligations until a permanent Business Manager can take on this responsibility. **(Attachment A5)**

VII. PROGRAMMING AND CURRICULUM

There were no questions or comments.

- A. Administration recommends approval of the following new textbooks for the 2015-2016 school year. Funding will be paid from the Curriculum Budget and shall not exceed \$7,000.00.

<u>COURSE</u>	<u>TEXTBOOK</u>	<u>PUBLISHER</u>
1. AP US History	<i>American History, Connecting with the Past</i> Brinkley, 15 th edition c. 2015	Glencoe McGraw Hill

- B. Administration recommends approval of the following new math materials for the 2015-2016 school year. Funding will be paid from the Curriculum Budget and shall not exceed \$50,000.00.

<u>COURSE</u>	<u>TEXTBOOK</u>	<u>PUBLISHER</u>
1. Elementary Math	<i>Everyday Math</i> 4 th edition c. 2016	McGraw Hill

- C. Administration recommends the acceptance of the Pottstown Area Health and Wellness Foundation Grant in the amount of \$87,805.78. The grant will continue to support our district-wide Healthy Choices Program.
- D. Administration recommends approval to award a contract for the installation of classroom projection systems to the lowest responsible bidder, Delco Solutions, in the amount of \$70,600.00, rejecting all other bids. Funding will be paid from the Technology Budget.
- E. Administration recommends approval of the purchase of a new next-generation firewall system to replace the district's existing firewall, antivirus and web filter systems. The total cost of the new firewall is \$132,478.24. The purchase will be financed through a three-year lease agreement with ePlus Group. The lease will consist of three annual payments of \$46,351.95 and will be paid from the Technology Budget.

VIII. PROPERTY

Mr. Dehnert commented on Items A-B asking that a presentation be given regarding these two items.

Mr. Ciresi asked where the district is with the idea of redistricting since we are looking at building onto one of the elementary schools. Dr. Goodin replied that we are still in the process of waiting for the Feasibility Study to come through along with its recommendations. Mr. Ciresi stated that what was in the Board packet was information with a recommendation to build and Dr. Goodin corrected him by saying the recommendation was to get in line for the PlanCon process in the event the Board decides to move forward with a project at Oaks Elementary to increase the classrooms there. Dr. Goodin stated that there is some concern as you look at demographics that we are seeing or the projected demographics that we are going to see many of our buildings experience growth so this is not isolated to just the Oaks area. He added that it is going to be a broader impact to the district that may or may not be helped by a redistricting scenario. Mr. Ciresi asked what had changed legally since the last time we did a building project and why do we have to get in line. Mr. Fitzgerald replied that there has been a significant moratorium on funding for projects. He commented that to the extent that monies are made available by the Department of Education getting in line is

advisable. Mr. Fitzgerald stated that this would simply be a placeholder and a procedural mechanism at this point.

Mr. Dehnert asked if there was any cost to submitting the plans and Dr. Goodin replied no that the architect will submit them as part of the Feasibility Study.

Mr. Cromley asked about Item G10 asking Mr. Cooper to elaborate on why we are still using them as a vendor. Mr. Cooper replied that we still must keep Johnson Controls as they own all of the mainframes that run all of the HVAC units and the engines.

- A. Administration recommends approval of the Update to the District-wide Feasibility Study related to Oaks Elementary School. **(Attachment A6)**
- B. Administration recommends approval of the materials for PlanCon Parts A&B, Schematic Design for the Additions to Oaks Elementary School Project. These materials will be forwarded to Division of School Facilities, Bureau of Budget and Fiscal Management, Pennsylvania Department of Education. **(Attachment A7)**
- C. Administration recommends approval to have a telephone installed in the elevator at the 8th Grade Center as per the safety inspection report. The work will be completed by Otis Elevator. Funding will be paid from the Maintenance Budget and shall not exceed \$2,500.00.
- D. Administration recommends approval to enter into a proposal with EnerNoc – PJM Demand Response for an RFP for the next 3 years ending May 2018. Funding will be reimbursed back to the School District as per the contract.
- E. Administration recommends approval to award the extended contracts for Trash and Recycling for the school year July 1, 2015 – June 30, 2016 to **Waste Management of PA** in Bristol, PA in the amount of \$50,076.00. **A.J. Blosenski** for the Compactor Closed Top Roll-Off for the Flex Building in the amount of \$200 per haul, \$65 per ton and \$100 rental per month. **Advance Disposal** for the Open Top Roll-Off in the amount of \$165 per haul, \$62 per ton, pending paperwork. The District has the option to continue the contracts for another year if service is satisfactory. Funding will come from the 2015-2016 Maintenance Budget.
- F. Administration recommends approval to extend the contract with GDF Suez for 3 additional years ending May 2018 for electrical usage at a cost of \$.649 per KWH.
- G. Administration recommends Board approval of the following Maintenance Service Agreements as per RFP's, Quotes, State contracts, and Bids for the 2015-2016 school year:

1. Anchor Fire Protection Company	
Sprinkler System Inspections	\$ 5,585.00
Fire Pump Inspections	\$ 1,030.00
Backflow Preventer Inspections	\$ 4,200.00
Fire Hydrant Flow tests	\$ 2,500.00
2. Barber's Septic Service	
Kitchen Grease Traps	\$ 1,655.00

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Outside holding tanks for sports restrooms	\$ 2,800.00
3. Currie, Grove Playground Inspections & Maintenance	\$ 4,250.00
4. Dan Molloy Paving, Inc. District-wide paving repair	\$ 45.00 per sq. yd.
5. Drumheller Construction, Inc. Sidewalk removal and repair Concrete curbing removal & repair	\$ 5.25 per sq. ft. \$ 25.00 per linear ft.
6. Turf, Track & Court, LLC Annual Cleaning, Testing and Inspection of Turf Fields at the High School	\$ 3,500.00
7. Fisher & Sons Preventative maintenance program for lawns due to insects & disease	\$15,000.00
8. High Environmental Health & Safety Consulting, Inc. Indoor Air Quality ACBM (Asbestos)	\$ 6,200.00 \$ 3,100.00
9. I Do Windows Exterior window cleaning	\$ 2,500.00
10. Johnson Controls (District-Wide) HVAC & ATC Controls	\$121,000.00
11. Kensol Airways Kitchen/Dishwasher Hood Exhaust Cleaning	\$ 3,886.00
12. Lewis Environmental Emergency Response/Renewal Commitment	As needed, per their fee
13. MARCO Inc. Portable Fire Extinguisher Inspection Kitchen Hood Fire Suppression Systems	\$ 8,000.00 \$ 1,600.00
14. Oaks Industrial Supply Filters	\$14,500.00
15. Oehlert Brothers Diesel Gasoline	\$ 5,000.00 \$ 4,500.00
16. Otis Elevator Service Agreement, 4 of 5 yrs. District-wide	\$13,024.00

17. PROASYS, Inc.	
HVAC Water Treatment & Services	\$16,300.00
18. Proac Corporation	
District-wide Duct Cleaning Services	\$ 4,000.00
19. R J McCarville Associates – Annual Inspections	
HS, 9 th G C, 8 th G C, I/MS – Interior Bleacher Inspect.	\$ 2,810.00
Ram, McNelly & Girls Softball Bleacher Inspections	\$ 2,200.00
Folding Door/Partition Inspection	\$ 5,790.00
20. Secure-A-Home (District-Wide)	
Security Monitoring	\$ 4,425.00
21. Sodium Chloride Road Salt –State Contract	\$15,000.00
22. Terminix	\$ 3,009.24
23. Tyco Simplex/Grinnell, Allentown, PA	
Fire Alarm Systems	\$13,267.00
24. Weather Technology Inc.	
District-wide Roofing Repairs)	\$ 9,000.00

- H. Administration recommends approval to hook up to Public Sewer at the Greenstein Property due to the failure of the on-site system. The installation will be completed by our maintenance staff. The cost for fees charged by Limerick Township will be approximately \$5,000.00 and will be paid from the Maintenance Budget. The monthly sewer fee will be paid by the tenant.

IX. CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

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

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

HIGH SCHOOL

- A. **Daniel Badway**, Teacher, to attend “*Core Training: Principles of Engineering*” at Bucknell University in Lewisburg, PA from July 19 through July 31, 2015. The total cost of this training is \$3,727.00 (registration, mileage, and lodging). Registration including meals is being paid from the Project Lead the Way Grant (\$2,200.00). Mileage and lodging will be paid from the 580 account (\$1,527.00).
- B. **Katie McNeill**, College Career Coordinator, to attend “*PA Association for College Admission Counseling (PACAC) Annual Summer Institute*” at Bucknell University from July 13 through July 15, 2015. There is no cost to the district for this as all fees are being paid from a grant through the Counselor Assistance Program.

BROOKE

- C. **Kara Cooper**, Learning Support Teacher, to attend “*Wilson Reading System Introductory Workshop*” at the MCIU from August 4 through August 6, 2015. The total cost for this 3-day workshop is \$862.08 (registration and mileage) from the Special Education Budget. No substitute is needed.
- D. **Kara Cooper**, Learning Support Teacher, to attend “*Wilson Certification Level 1 Year Long Program*” at the MCIU. The first meeting for this program will be held on September 17, 2015 at the Montgomery County Intermediate Unit with future meeting dates TBD. The total cost for this program is \$2,265.06 (registration, mileage and a one-day substitute) from the Special Education Budget. There will be additional costs incurred for a substitute for Ms. Cooper as the future meeting dates are determined.

DISTRICT-WIDE

- E. **Daniel Currie**, Special Education Supervisor, **Jen Bowyer, Kara Cooper, Katie Davis, Ashley Fogarty, Brenda Haydt, and Nicole Wake**, Teachers, to attend “Inclusion Conference” at North Penn High School on August 24, 2015. The total cost for this conference is \$628.00 (registration and mileage) from the 580 account. No substitutes are needed.

X. OTHER BUSINESS

Mr. Dehnert asked Dr. Goodin for a presentation on Item C the District/Superintendent Goals as he feels this is important.

Mr. Cromley spoke about Item A and acknowledged the donation from the Home and School Association for the purchase of 6 SMART Boards. Mr. Pettit agreed saying that once again it is the Home and School Associations that come to the forefront in helping to provide the necessary tools for our kids. Mr. Cromley asked about Item B and how this donation happened as this is pretty significant. Mrs. Havrilla replied that this was part of their fundraising for the walking path. She added that Mrs. Jones is very health conscious and was interested in making sure that health was being promoted educationally as well. Mrs. Havrilla said that thanks in part to Mrs. Murphy, the school nurse, Mrs. Jones donated this money to them. Mrs. Havrilla commented that this donation really got the Evans Walking Path Fundraiser off to a really good start. Mrs. Havrilla reported that they have raised all of the funds for this and construction will begin in the summer. Mr. Cooper confirmed that if all goes well with securing the permits then the construction will begin this summer.

- A. Administration acknowledges the acceptance of the donation of \$24,480.36 from the **Evans Elementary Home and School Association** to be used towards the purchase of 6 SMART Boards to outfit each first grade classroom with SMART Board Technology.
- B. Administration acknowledges the acceptance of the donation of \$20,000.00 from **Kathryn Jones, President of KLJ Associates**, to be used towards the construction of the Evans Elementary Walking Path.
- C. Administration recommends approval of the attached District/Superintendent Goals for the 2015-2016 school year. **(Attachment A8)**

- D. The following policies are submitted for a first reading:
1. Policy #006 – LOCAL BOARD PROCEDURES: Meetings (**Attachment A9**)
 2. Policy #222 – PUPILS: Tobacco Use (**Attachment A10**)
 3. Policy #227 – PUPILS: Drug Abuse (**Attachment A11**)
 4. Policy #317 – ADMINISTRATIVE EMPLOYEES: Disciplinary Procedure (**Attachment A12**)
 5. Policy #417 – PROFESSIONAL EMPLOYEES: Disciplinary Procedure (**Attachment A13**)
 6. Policy #517 – CLASSIFIED EMPLOYEES: Disciplinary Procedure (**Attachment A14**)
 7. Policy #916 – COMMUNITY: Community Volunteers (**Attachment A15**)

XI. PUBLIC TO BE HEARD

Maria Kardick asked the Board for permission to speak and Mr. Dehnert replied yes. Mrs. Kardick addressed Mr. Ciresi's question about the inequities in the extra-curricular contracts saying that they are well aware of them. She added that some officers from SFEA along with herself have been trying to meet with Dr. Roche to discuss this but schedules have not worked out. She stated that budget concerns came in but they do intend on looking at all of the extra-curriculars as this occurs at other levels as well.

Mr. DiBello commented that last month they got together as a Board and were presented with a budget that definitely lacked the luster of getting support. Mr. DiBello said there were a lot of questions and a lot of issues to be addressed but they ended up agreeing as a Board to publish a budget of 2.72%. Mr. DiBello said what followed after that was a two week barrage within the Mercury of attacks on him with inaccurate information. He stated that the Board was trying to be driven by one individual to come in at 1.9% and no one was comfortable with where they were at and what they were doing and this is why they took the steps back and agreed to publish a budget at 2.72%. Mr. DiBello reported that they got together last week, sat down and went through position by position which is something he requested for several months. Mr. DiBello stated that this was needed in order to get the details on what they really needed to do this year and work off of the four-year plan that administration provided to them. Mr. DiBello stated that he believes they got to a really good spot coming in at 1.2% and adding 12 ½ teaching positions. He stated that the district will continue to grow, has come a long way over the past few years and is being recognized for all of the hard work the administration, the teaching staff, and everyone is putting into making Spring-Ford what it is. Mr. DiBello stated that he found it interesting that the attacks were personal and directed towards him and thought that possibly it could be due to the fact that he has worked endless hours over the past few years with Mr. Anspach to get the district financially stable. Mr. DiBello reported that two weeks ago he went in and worked with Mr. Anspach and his staff on getting a together a spreadsheet and information for last week's Finance Committee meeting. Mr. DiBello acknowledged Mr. Anspach and his staff for all of their efforts in getting a budget together and helping to continue to move Spring-Ford forward.

XII. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mr. Ciresi seconded it. The motion passed 6-0. The meeting adjourned at 8:46 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

EXTRA-CURRICULAR CONTRACTS
2015-2016 SCHOOL YEAR

	Contract Title	Season	Last Name	First Name	Contract Rate
1	Asst. Cross Country-Girls' (7/8th Grade)	Fall	Amersbach	Courtney M.	\$2,772.00
2	Field Hockey Head Coach - HS	Fall	Anderson	Jennie	\$5,322.00
3	Softball Coach - 7th Grade	Spring	Badway	Daniel P.	\$2,772.00
4	Class Advisor-Grade 12 - HS	Year	Bilotti	Ashley C.	\$1,873.00
5	Commencement - HS	Year	Blackledge	Danielle C.	\$1,104.00
6	S.A.D.D. Club Advisor - HS	Year	Blackledge	Danielle C.	\$402.00
7	Student Council - HS (9-12)	Year	Bogus	Stacey	\$1,471.00
8	Softball Coach - 8th Grade	Spring	Bogus	Stacey	\$2,772.00
9	WSFR-TV Club Advisor - HS (1/2 contract)	Year	Bonetz	Steven E.	\$735.50
10	Interact Club-HS	Year	Bowen	Melanie F.	\$402.00
11	Volleyball Coach - Girls - 8th Grade	Fall	Bower	Melinda A.	\$3,186.00
12	Tennis Coach-Boys - HS	Spring	Brennan	John A.	\$4,790.00
13	Baseball Head Coach - HS	Spring	Brobst	Bruce D.	\$5,322.00
14	Scoreboard Operator	as needed	Brobst	Bruce D.	\$50/game
15	Fellowship of Christian Athletes Club Advisor - HS	Year	Brobst	Bruce D.	\$402.00
16	Volleyball Intramural - HS	Fall	Brobst	Bruce D.	\$678.00
17	Football Coach - HS	Fall	Brubaker	Chadwin R.	\$9,047.00
18	Class Advisor-Grade 12 - HS	Year	Burghardt	Hollie C.	\$1,873.00
19	Asst. Golf Coach Developmental Boys' & Girls' HS	Fall	Butterweck	Daniel R.	\$3,592.00
20	Cross Country-Girls (7/8th Grade)	Fall	Caldwell	David A.	\$2,996.00
21	Asst. Football Coach (7/8th Grade)	Fall	Cappelletti	Matthew J.	\$3,603.00
22	Musicale Director - HS (Spring)	Spring	Cifelli	Alexander	\$2,215.00
23	Men's and Woman's Choir - HS (1/2 contract)	Year	Cifelli	Alexander	\$1,107.50
24	Stage/Scenery-All Productions - HS	Year	Cifelli	Alexander	\$1,104.00
25	Class Advisor-Grade 9 - Reside in 9th Grade Ctr.	Year	Cifelli	Alexander	\$1,471.00
26	Asst. Football Coach (9th Grade)	Fall	Corropolese	Shawn R.	\$3,603.00
27	Scoreboard Operator	as needed	Corropolese	Shawn R.	\$50/game
28	Asst. Softball Coach- HS	Spring	Corropolese	Shawn R.	\$3,991.00
29	Art Enrichment - HS	Year	Culp	Amy B.	\$585.00
30	Ski Board Club - HS	Winter	Culp	Amy B.	\$678.00
31	Head Cheerleading Fall-7th Grade	Fall	Custer	Rachel M.	\$1,875.00
32	Health Club Advisor - HS	Year	Czapor	Kevin M.	\$402.00
33	Volunteer Boys Lacrosse Coach - HS	Spring	Czapor	Kevin M.	\$0.00

EXTRA-CURRICULAR CONTRACTS
2015-2016 SCHOOL YEAR

34	Library Club Advisor - HS (1/2 contract)	Year	Davenport	Nicole A.	\$201.00
35	Lacrosse Coach-Boys - HS (Head Coach)	Spring	Donnelly	Kevin J.	\$5,322.00
36	Baseball Coach - 7th Grade	Spring	D'Orazio	Joseph T.	\$2,772.00
37	Director of Intramurals-Grade 8	Year	Ehnot	Jane D.	\$2,251.00
38	Asst. Volleyball Coach-Girls - HS	Fall	Fogarty	Ashley E.	\$4,391.00
39	Student Council - HS (9-12)	Year	Frain	Adrian L.	\$1,471.00
40	S.A.D.D. Club Advisor - HS	Year	German	Kelly L.	\$402.00
41	FBLA Club Advisor - HS	Year	German	Kelly L.	\$402.00
42	Class Advisor-Grade 11- HS	Year	German	Kelly L.	\$1,873.00
43	Spanish Club - HS	Year	Giangiulio	Jennifer L.	\$402.00
44	Fitness Room Supervisor-Winter - HS	Winter	Greene	Mallory R.	\$679.00
45	Asst. Field Hockey Coach - HS	Fall	Greene	Mallory R.	\$3,991.00
46	Asst. Softball Coach - HS	Spring	Greene	Mallory R.	\$3,991.00
47	Volleyball Intramural - HS	Fall	Greene	Mallory R.	\$678.00
48	Chess Club - HS	Year	Hafer	Rachelle	\$402.00
49	Gay-Straight Alliance Club Advisor - HS	Year	Hafer	Rachelle	\$402.00
50	Basketball Coach-Boys' - 8th Grade	Winter	Harrison	Richard L.	\$3,186.00
51	Asst. Golf Coach-Boys - HS	Fall	Hollingsworth	Gerald A.	\$3,592.00
52	Scoreboard Operator	as needed	Hollingsworth	Gerald A.	\$50/game
53	Asst. Track Coach (7/8th Grade)	Spring	Hollingsworth, Jr.	Gerald A.	\$2,772.00
54	Asst. Lacrosse Coach-Girls - HS	Spring	Holstein	Kristi M.	\$3,991.00
55	Ultimate Frisbee Club Advisor - HS	Year	Horne	Rodger J.	\$402.00
56	Softball Head Coach - HS	Spring	Hughes	John Timothy	\$5,322.00
57	German Club Advisor- HS	Year	Huss	Ingrid	\$402.00
58	Field Hockey Coach - 9th Grade	Fall	Iezzi	Lucinda J.	\$3,186.00
59	Lacrosse Coach-Girls - 9th Grade	Spring	Iezzi	Lucinda J.	\$3,186.00
60	Asst. Cross Country-Boys' (7/8th Grade)	Fall	Jarema	Matthew J.	\$2,772.00
61	Band Director - HS	Year	Jones	Seth	\$8,388.00
62	Jazz Ensemble Director - HS	Year	Jones	Seth	\$4,735.00
63	Asst. Basketball Coach-Girls - HS	Winter	Kahler	Geoffrey I.	\$4,790.00
64	Asst. Track Coach-Girls & Boys - HS	Spring	Kahler	Geoffrey I.	\$3,991.00
65	Asst. Volleyball Coach-Girls - HS	Fall	Kalish	Sarah M.	\$4,391.00
66	Head Cheerleading Fall-8th Grade	Fall	Kardick	Maria B.	\$1,875.00
67	Head Cheerleading Winter-8th Grade	Fall	Kardick	Maria B.	\$1,875.00

EXTRA-CURRICULAR CONTRACTS
2015-2016 SCHOOL YEAR

68	Lacrosse Coach-Girls - 8th Grade	Spring	Kenney	Joan E.	\$2,772.00
69	Asst. Soccer Coach-Boys - HS	Fall	Kissel	Brent E.	\$3,991.00
70	Asst. Football Coach (7/8th Grade)	Fall	Knorr	Dennis E.	\$3,603.00
71	Head Cheerleading- Fall - HS	Fall	Kunsman	Alyson	\$3,685.00
72	Head Cheerleading-Winter - HS	Winter	Kunsman	Alyson	\$3,685.00
73	Soccer Head Coach-Boys - HS	Fall	Landis	Doug W.	\$5,322.00
74	Ski Board Club - HS	Winter	Lawrence	Rachel	\$678.00
75	Book Club - HS	Year	Lawrence	Rachel	\$402.00
76	Volleyball Coach-Girls - 7th Grade	Fall	Lemuell	Nicholas C.	\$3,186.00
77	Asst. Track Coach (7/8th Grade)	Spring	Lemuell	Nicholas C.	\$2,772.00
78	Football Coach - 8th Grade	Fall	Loomis	Parker J.	\$4,934.00
79	Production/Lighting-HS (1/2 contract)	Year	Love	Paula M.	\$735.50
80	Lacrosse Coach - Boys - 7th Grade	Spring	Marcellus	Jason	\$2,772.00
81	Basketball Coach-Girls - 8th Grade	Winter	Mast	Jeffrey J.	\$3,186.00
82	Math Club Advisor - HS	Year	Mayer	Vanessa L.	\$402.00
83	Basketball Coach-Girls-HS	Winter	McDaniel	Michael P.	\$6,386.00
84	Concert Orchestra (High School)	Year	McGranahan	Emily C.	\$1,170.00
85	Orchestra Director (High School)	Year	McGranahan	Emily C.	\$2,925.00
86	Asst. Football Coach - HS	Fall	Mich, Jr.	James E.	\$6,785.00
87	Fitness Room Supervisor-Spring - HS	Spring	Mich, Jr.	James E.	\$679.00
88	Yearbook-Literary Advisor - HS	Year	Miller	Jason E.	\$3,626.00
89	Interact Club-HS	Year	Miller	Jason E.	\$402.00
90	Assistant Athletic Director - 7-12	Year	Miscavage	Daniel A.	\$8,667.00
91	Game Announcer - Home Football Games	Fall	Miscavage	Daniel A.	\$50/game
92	Scoreboard Operator	as needed	Miscavage	Joseph A.	\$50/game
93	Athletic/Activity Business Liaison - 7-12	Year	Miscavage	Joseph A.	\$5,423.00
94	National Honor Society Advisor - HS	Year	Miscavage	Susan C.	\$1,104.00
95	Safety Patrol Sponsor, Spring City-Elem.	Year	Moran	Jennifer	\$585.00
96	Asst. Football Coach (9th Grade)	Fall	Morgan	Mark M.	\$3,603.00
97	Asst. Track Coach (7/8th Grade)	Spring	Morgan	Mark M.	\$2,772.00
98	Field Hockey Coach (7th Grade Head Coach)	Fall	Munoz	Rachael	\$2,772.00
99	Head Cheerleading Winter-7th Grade	Winter	Munoz	Rachael	\$1,875.00
100	Lacrosse Coach - Girls	Spring	Munoz	Rachael	\$2,772.00
101	WSFR-TV Club Advisor-HS (1/2 contract)	Year	Murgia	Cheryl B.	\$735.50

EXTRA-CURRICULAR CONTRACTS
2015-2016 SCHOOL YEAR

102	Play Director - HS	Fall	Oblak	Aimee M.	\$2,215.00
103	Theater Business Manager - HS	Year	Oblak	Aimee M.	\$1,873.00
104	Class Advisor-Grade 11 - HS	Year	Oblak	Aimee M.	\$1,873.00
105	Library Club Advisor - HS (1/2 contract)	Year	O'Brien	Barbara C.	\$201.00
106	Chorus Director - HS	Year	O'Dea	Yvonne L.	\$2,925.00
107	Madrigal Choir HS	Year	O'Dea	Yvonne L.	\$1,170.00
108	Men's and Woman's Choir - HS (1/2 contract)	Year	O'Dea	Yvonne L.	\$1,107.50
109	Vocal Ensemble HS	Year	O'Dea	Yvonne L.	\$1,170.00
110	Tri County Honors Choir HS	Fall	O'Dea	Yvonne L.	\$1,170.00
111	Science Club Advisor - HS	Year	Orelli	Scott	\$402.00
112	Detention Duty - HS	Year	O'Toole	Tara L.	\$3,626.00
113	Asst. Golf Coach-Girls - HS	Fall	Perecko	Darryl M.	\$3,592.00
114	Athletic Event Supervisor-Winter-MS	Winter	Perecko	Darryl M.	\$1,181.00
115	Athletic Event Supervisor-Spring-MS	Spring	Perecko	Darryl M.	\$1,181.00
116	Marching Band Program Planner - HS(1/2 contract)	Fall	Perry	Joseph	\$1,813.00
117	Spring Musical Piano - HS	Spring	Perry	Joseph	\$402.00
118	Cross Country-Boys (7/8th Grade)	Fall	Racich	William B.	\$2,996.00
119	Athletic Coordinator-MS	Year	Racich	William B.	\$5,423.00
120	Track Coach (7/8th Grade)	Spring	Racich	William B.	\$2,966.00
121	Tennis Coach-Girls-HS	Fall	Reagan	Todd M.	\$4,790.00
122	Director of Intramurals-Grade 7 (1/2 contract)	Year	Reagan	Todd M.	\$1,125.50
123	Scoreboard Operator	as needed	Reagan	Todd M.	\$50/game
124	Yearbook-Business Advisor - HS	Year	Reilly	Ellen	\$1,873.00
125	Asst. Tennis Coach-Girls-HS	Fall	Rendick	Ryan G.	\$3,592.00
126	S.A.D.D. Club Advisor - HS	Year	Ritter	Jaclyn M.	\$402.00
127	Ireland Trip Coordinator	Year	Rivera	Yvonne	\$1,104.00
128	Commencement Speaker Coordinator - HS	Year	Rivera	Yvonne	\$402.00
129	French Club Advisor - HS	Year	Rouyer	Kristin	\$402.00
130	Festival of Arts Coordinator - HS (1/2 contract)	Year	Rudloff	Corrine P.	\$552.00
131	Newspaper Advisor (RAMPAGE) - HS	Year	Rutter	Neil A.	\$3,626.00
132	Basketball Scorekeeper	as needed	Saylor	Thomas M.	\$50/game
133	Wrestling Coach-HS	Winter	Seislove	Timothy J.	\$6,918.00
134	Football Coach - 7th Grade	Fall	Seislove	Timothy J.	\$4,934.00
135	Fitness Room Supervisor-Fall - HS	Fall	Shelly	Janell M.	\$679.00

EXTRA-CURRICULAR CONTRACTS
2015-2016 SCHOOL YEAR

136	Lacrosse Coach-Girls - HS	Spring	Short	Amy S.	\$5,322.00
137	Basketball Coach-Boys - 9th Grade	Winter	Siuchta	Michael	\$4,526.00
138	Fitness Room Supervisor-Winter - HS	Winter	Souder	Ryan N.	\$679.00
139	Fitness Room Supervisor-Fall - HS	Fall	Souder	Ryan N.	\$679.00
140	Track Coach Boys & Girls-Winter - HS	Winter	Stauffer	Danielle L.	\$6,918.00
141	Track Coach-Boys & Girls - HS	Spring	Stauffer	Danielle L.	\$6,918.00
142	Festival of Arts Coordinator - HS (1/2 contract)	Year	Strickler	Chadwick A.	\$552.00
143	Art Consultant - Digital Graphic Artists - HS	Year	Strickler	Chadwick A.	\$1,873.00
144	Fitness Room Supervisor-Spring-HS	Spring	Strickler	Chadwick A.	\$679.00
145	Asst. Football Coach-HS	Fall	Strickler	Chadwick A.	\$6,785.00
146	Asst. Football Coach (7/8th Grade)	Fall	Swavely	Adam H.	\$3,603.00
147	Baseball Coach - 9th Grade	Spring	Swavely	Adam H.	\$3,186.00
148	Basketball Coach-Boys - HS	Winter	Talley	Christopher R.	\$6,386.00
149	Basketball Coach-Girls - 7th Grade	Winter	Templeton	Mark E.	\$3,186.00
150	Asst. Soccer Coach-Boys - HS	Fall	Tier	Nicholas A.	\$3,991.00
151	Ramoirs Advisor - HS	Year	Tollefson	Laura L.	\$585.00
152	Academic Decathlon Coach-HS	Year	Voorstad	Patricia J.	\$1,028.00
153	Asst. Swimming Coach - HS	Winter	Wagner	Travis S.	\$5,189.00
154	Asst. Lacrosse Coach-Girls - HS	Spring	Ward	Rose M.	\$3,991.00
155	Safety Patrol Sponsor, Limerick-Elem.	Year	Williams	Kristin K.	\$585.00
156	FCS Advisor - HS	Year	Wright	Margaret A.	\$402.00
	Department Heads				
157	Guidance-Sec (1/2 contract)	Beideman	Kristin	High School	\$2,097.00
158	Foreign Language	Cope	Bruce	9th Grade Center	\$3,868.00
159	Special Education	Davis	Katie A.	High School	\$4,845.00
160	Music	Jennings	Krisnoel	7th Grade Center	\$4,194.00
161	Media	O'Brien	Barbara	7th Grade Center	\$3,868.00
162	Science	Parker	Karen F.	High School	\$4,845.00
163	Guidance-Sec (1/2 contract)	Prevost	Virginia	Royersford	\$2,097.00
164	Phy.Ed/Health	Racich	William	8th Grade Center	\$4,194.00
165	Health Services	Raco	Jacqueline	Upper Providence	\$3,868.00
166	Mathematics	Ramil	Allison	High School	\$4,845.00
167	Tech Ed.	Reichwein	Alison	High School	\$3,868.00

EXTRA-CURRICULAR CONTRACTS
2015-2016 SCHOOL YEAR

[illegible]

DISTRICT/CTC:	<u>Spring-Ford Area School District</u>	COUNTY:	<u>Montgomery</u>
PRJT BLDG NAME:	<u>Alts & Adds to Spring-Ford Area Senior High School</u>	PROJECT #:	<u>3438</u>

<u> x </u>	J02-J03	Project Accounting Based on Final Costs
<u> x </u>	Add't Costs	Additional Project Costs
<u> x </u>	J04	Financial Report
<u> x </u>	J05	Certificate of Architect
<u> x </u>	J06	Financial Information Certification
<u> x </u>		Independent Auditor's Report
<u> </u>		Final Just Compensation Award or Settlement Sheet
<u> </u>		(for properties acquired through condemnation)
<u> </u>		U.S. Green Building Council's Leadership in Energy
<u> </u>		and Environmental Design Green Building Rating System
<u> </u>		(LEED-NC™) Silver, Gold or Platinum certification (if applicable)
<u> </u>		Green Building Initiative's two, three or four Green Globes™
<u> </u>		certification (if applicable)

*** TO BE COMPLETED ONLY IF DIRECTED BY PDE ***

J07-J12 Final Project Costs - Detail

The individual or firm independently contracted by the district/CTC to prepare this information to be contacted if there are any questions about Part J:

Independent Preparer's Name and Position _____	Phone Number _____	Fax Number _____
The independent preparer's e-mail address is: _____		

The district/CTC administrator to be contacted about Part J:

Timothy C. Anspach	610-705-6204	610-725-6245
District/CTC Administrator's Name and Position	Phone Number	Fax Number

The district/CTC administrator's e-mail address is: tansp@spring-ford.net

This certifies that the attached materials were approved for submission to the Pennsylvania Department of Education by board action.

BOARD ACTION DATE: _____

VOTING: AYE _____ NAY _____ ABSTENTIONS _____ ABSENT _____

Signature, Board Secretary _____

Board Secretary's Name, Printed or Typed _____

857 S Lewis Rd, Royersford, PA 19468-2732

District/CTC Address

Date _____

PROJECT ACCOUNTING BASED ON FINAL COSTS (1 of 2)

FOR THE PERIOD 11/07 TO 11/11

District/CTC: Spring-Ford Area School District		Project Name: Alts & Adds to Spring-Ford Area Senior High Sch		Project #: 3438
PROJECT COSTS		NEW	EXISTING	TOTAL
A. STRUCTURE COSTS (include site development)				
1. General (Report costs for sanitary sewage disposal on Line E-1.)		\$11,952,408	\$1,945,741	\$13,898,149
2. Heating and Ventilating		\$3,244,380	\$862,430	\$4,106,810
3. Plumbing (Report costs for sanitary sewage disposal on Line E-1.)		\$519,067	\$391,576	\$910,643
4. Electrical		\$1,083,726	\$1,695,059	\$2,778,785
5. Asbestos Abatement (Jl10, line B-3)		X X X X X X		
6. Building Purchase Amount		X X X X X X		
7. Other * (Exclude Test Borings and Site Survey) (Use PlanCon-J-Add't Costs page if necessary.)				
a. Fire Protection		\$290,000	\$102,400	\$392,400
b. _____				
c. _____				
d. _____				
e. PlanCon-J-Add't Costs, Total				
A-1 to A-7 - Subtotal		\$17,089,581	\$4,997,206	\$22,086,787
8. Construction Insurance				
a. Owner Controlled Insurance Program on Structure Costs (Exclude asbestos abatement, building purchase and other structure costs not covered by the program)				
b. Builder's Risk Insurance (if not included in primes)				
c. Construction Insurance - Total				
9. TOTAL-Structure Costs (A-1 to A-7-Subtotal plus A-8-c)		17,089,581	4,997,206	22,086,787
B. ARCHITECT'S FEE				
1. Architect's/Engineer's Fee on Structure		\$1,049,811	\$313,580	\$1,363,391
2. EPA-Certified Project Designer's Fee on Asbestos Abatement		X X X X X X X X X X X X		
3. TOTAL - Architect's Fee		\$1,049,811	\$313,580	\$1,363,391
C. MOVABLE FIXTURES AND EQUIPMENT				
1. Movable Fixtures and Equipment		\$443,577	\$110,894	\$554,471
2. Architect's Fee				
3. TOTAL - Movable Fixtures & Equipment		\$443,577	\$110,894	\$554,471
D. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES AND EQUIPMENT - TOTAL (A-9 plus B-3 and C-3)		\$18,582,969	\$5,421,680	\$24,004,649
E. SITE COSTS				
1. Sanitary Sewage Disposal		\$3,000		\$3,000
2. Sanitary Sewage Disposal Tap-In Fee and/or Capacity Charges		\$48,260		\$48,260
3. Owner Controlled Insurance Program/Builder's Risk Insurance on Sanitary Sewage Disposal				
4. Architect/Engineer's Fee for Sanitary Sewage Disposal		\$5,993		\$5,993
5. Site Acquisition Costs			X X X X X X	
a. Gross Amount Due from Settlement Statement or Just Compensation			X X X X X X X X X X X X	
b. Real Estate Appraisal Fees			X X X X X X	
c. Other Related Site Acquisition Costs			X X X X X X	
d. Site Acquisition Costs - Total			X X X X X X	
6. TOTAL - Site Costs		\$57,253		\$57,253
F. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT, AND SITE COSTS - TOTAL (D plus E-6)		\$18,640,222	\$5,421,680	\$24,061,902

* - Type "No Fee" beside each item for which no design fee is charged.

PROJECT ACCOUNTING BASED ON FINAL COSTS (2 of 2)

FOR THE PERIOD 11/07 TO 11/11

District/CTC: Spring-Ford Area School District		Project Name: Alts & Adds to Spring-Ford Area Senior High School		Project #: 3438	
ROUND FIGURES TO NEAREST DOLLAR					
PROJECT COSTS (CONT.)					TOTAL
G. ADDITIONAL CONSTRUCTION-RELATED COSTS					
1. Project Supervision (inc. Asbestos Abatement Project Supervision)					\$113,295
2. Construction Manager Fee and Related Costs					
3. Total Demolition of Entire Existing Structures & Related Asbestos Removal to Prepare Project Site for Construction of New Building and Related AHERA Clearance Air Monitoring and EPA-Certified Project Designer's Fee on Asbestos Abatement (Exclude costs for partial demolition.)					
4. Architectural Printing					\$42,846
5. Test Borings					\$12,381
6. Site Surveys					\$17,445
7. Other (Attach PlanCon-J-Add't Costs page if needed.)					
a. See attached G7 Costs					\$369,453
b. See attached G8 Costs					\$1,257,347
c. Plan-J-Add't Costs, Total					
8. TOTAL - Additional Construction-Related Costs					\$1,812,767
H. FINANCING COSTS FOR THIS PROJECT ONLY (EXCLUDE ACCRUED INTEREST)		BOND ISSUE/NOTE SERIES OF 2007A	BOND ISSUE/NOTE SERIES OF _____	BOND ISSUE/NOTE SERIES OF _____	X X X X X X X X X X X X
1. Underwriter Fees		\$155,248			\$155,248
2. Legal Fees		\$33,623			\$33,623
3. Financial Advisor					
4. Bond Insurance		\$38,128			\$38,128
5. Paying Agent/Trustee Fees and Expenses		\$359			\$359
6. Capitalized Interest					
7. Printing		\$2,959			\$2,959
8. CUSIP & Rating Fees		\$7,088			\$7,088
9. Other					
a. _____					
b. _____					
10. TOTAL-Financing Costs		237,405			\$237,405
I. TOTAL PROJECT COSTS (F plus G-8 plus H-10)					\$26,112,074
REVENUE SOURCES (EXCLUDE ACCRUED INTEREST)		BOND ISSUE/NOTE SERIES OF 2007A	BOND ISSUE/NOTE SERIES OF _____	BOND ISSUE/NOTE SERIES OF _____	TOTAL
J. AMOUNT FINANCED FOR THIS PROJECT ONLY		\$24,706,999			24,706,999
K. ORIGINAL ISSUE DISCOUNT/ PREMIUM FOR THIS PROJECT ONLY		(\$114,148)			(114,148)
L. INTEREST EARNINGS FOR THIS PROJECT ONLY		\$1,519,223			1,519,223
M. BUILDING INSURANCE RECEIVED					
N. PROCEEDS FROM SALE OF BUILDING OR LAND					
O. LOCAL FUNDS - CASH (SEE INSTRUCTIONS)					
P. OTHER FUNDS (PROVIDE DESCRIPTION ON SEPARATE SHEET)					
Q. TOTAL REVENUE SOURCES					26,112,074

FINANCIAL REPORT FOR THE PERIOD 11/07 TO 11/11

District/CTC: Spring-Ford Area School District		Project Name: Alts & Adds to Spring-Ford Area Senior High School		Project #: 3438
	BOND ISSUE/NOTE SERIES OF 2007A	BOND ISSUE/NOTE SERIES OF	BOND ISSUE/NOTE SERIES OF	TOTAL
A. TOTAL BOND ISSUE OR NOTE	\$36,000,000			\$36,000,000
B. ORIGINAL ISSUE DISCOUNT/ ORIGINAL ISSUE PREMIUM	(\$158,817)			(\$158,817)
C. TOTAL INTEREST EARNINGS ON ALL INVESTMENTS FOR ALL FUNDS (Exclude accrued interest and) capitalized interest)				
1. Construction Fund				
2. Authority Fund				
3. Debt Service Fund				
4. Debt Service Reserve Fund				
5. Bond Redemption Fund				
6. Other: _____				
7. Other: _____				
8. TOTAL				
D. BUILDING INSURANCE RECEIVED				
E. PROCEEDS FROM SALE OF BUILDING OR LAND				
F. LOCAL FUNDS - CASH				\$574,797
G. OTHER: _____				
H. OTHER: _____				
I. TOTAL REVENUE SOURCES				\$36,415,980
J. TOTAL PROJECT COSTS FOR THIS PLANCON PROJECT (J03, line I)				\$26,112,074
K. FUNDS NOT EXPENDED FOR THIS PLANCON PROJECT (I minus J)				\$10,303,906
DISPOSITION OF FUNDS NOT EXPENDED FOR THIS PLANCON PROJECT (Indicate the applicable bond issue.)				
Reimbursable Projects:				
<u>Project Building Name</u>	<u>PDE Project #</u>	<u>Amount Financed</u>	<u>Applicable Issue</u>	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
_____	_____	_____	_____	
Nonreimbursable Projects:				
<u>Capital Projects</u>		<u>\$3,746,594</u>	<u>2007A</u>	
<u>Miscellaneous Projects</u>		<u>\$303,906</u>	<u>2007A</u>	
Other:				
_____		_____	_____	
_____		_____	_____	

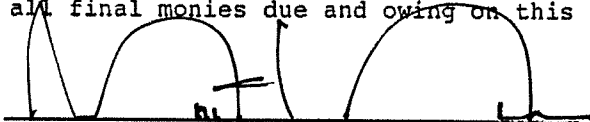
ADDITIONAL PROJECT COSTS			
District/CTC:	Project Name:		Project #:
Spring-Ford Area School District	Alts & Adds to Spring-Ford Area Senior High S		3438
J02 - A. STRUCTURE COSTS (incl. site dev.) -ONLY LIST PRIME CONTRACTS; REPORT OTHER COSTS UNDER J03, LINE G	NEW	EXISTING	TOTAL
TOTAL - STRUCTURE COSTS			
* - Type "No Fee" beside each item listed above for which no design fee is charged.			
J03 - G. ADDITIONAL CONSTRUCTION-RELATED COSTS			TOTAL
G7			
Act 34 Hearing Costs			\$467
Agency Fees			\$48,740
Special Studies			\$7,201
Building Permits			\$120,329
Misc Permits			\$68,118
Testing Agency			\$91,024
Miscellaneous and Legal			\$33,574
G8			
Miscellaneous			\$127,713
Prints			\$3,035
Parking Lot and Driveway			\$277,278
Sidewalk			\$38,716
By-Pass			\$52,888
Technology			\$326,618
Chillers			\$182,802
Other Projects			\$248,297
TOTAL - OTHER CONSTRUCTION-RELATED COSTS			\$1,626,800

CERTIFICATE OF ARCHITECT

District/CTC: Spring-Ford Area School District County: Montgomery
School Name: Alts & Adds to Spring-Ford Area Senior High School Project #: 3438

The bid opening date for the original General Contract was: 3/5/2009

As the architect of record for the above named school district/area vocational-technical school for said project, I certify to the best of my knowledge and belief that all construction work, including change orders and supplemental contracts, has been completed as of 4/28/15 in an acceptable manner in accordance with the plans and specifications approved by the Pennsylvania Department of Education (and any approved changes thereto) and that all contractors, by virtue of said completion, may be paid all final monies due and owing on this project.


Signature, Architect

MARK S. BARNHARDT
Architect's Name, Printed or Typed

EI Associates
Architectural Firm Name

2001 N Front St., Bldg. #3, Harrisburg PA 17102
Architect's Address

28 APRIL '15
Date

For a project constructed and based on an approved school facility design published on the Department's School Design Clearinghouse, I further certify that the project was constructed based on an approved school facility design published on this clearinghouse.

Signature, Architect

Date

FINANCIAL INFORMATION CERTIFICATION

District/CTC: Spring-Ford Area School District County: Montgomery
 School Name: Alts & Adds to Spring-Ford Area Senior High School Project #: 3438

I certify that the financial information on the schedules titled Project Accounting Based on Final Costs (pages J02 and J03), Financial Report (J04), and Final Project Costs - Detail (pages J07 to J12) for the above referenced school construction project is presented based on the following:

Financial information is reported based on the cash basis of accounting.

If costs were allocated to certain areas or contracts, describe the allocation method below (attach additional pages if needed):

 Signature, Board Secretary

 Board Secretary's Name, Printed or Typed

 Date

FOR 100% CASH PROJECT ONLY

Please provide information, by fiscal year, on the expenditure of project funds for a project fully funded by local funds. Cash projects are those projects for which the District/CTC has not incurred debt.

FY	PROJECT FUNDS ACTUALLY EXPENDED
----	------------------------------------

_____	_____
_____	_____
_____	_____
TOTAL -	_____

I certify that the project funds were actually expended in the fiscal years as reported above and I also certify that the District/CTC has not incurred debt to fund this project.

 Signature, Board Secretary

 Board Secretary's Name, Printed or Typed

 Date

FOR PROJECT USING LOCAL FUNDS AS FINANCING SOURCE

Please provide information, by fiscal year, on the expenditure of project funds for a project using local funds as a financing source in addition to debt incurred.

FY	PROJECT FUNDS ACTUALLY EXPENDED
----	------------------------------------

_____	_____
_____	_____
_____	_____
TOTAL -	_____

I certify that the project funds were actually expended in the fiscal years as reported above.

 Signature, Board Secretary

 Board Secretary's Name, Printed or Typed

 Date



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2015-24

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

2015-2016 BUDGET ADOPTION

WHEREAS, under the terms of 24 P.S. §6-687 and 53 P.S. §6926.312 the Spring-Ford Area School District (the "District") is required to adopt an annual budget for the 2015-2016 school year ("2015-2016 budget") no later than June 30, 2015; and

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 District previously adopted a preliminary budget for the 2015-2016 school year on February 17, 2015 as required by 53 P.S. §6925.311 and a proposed final 2015-2016 budget on May 26, 2015 (no less than 30 days prior to adopting final budget) as required by 24 P.S. §6-687; and

WHEREAS, the District has made the proposed 2015-2016 budget available for inspection at the District's business office and on the District's web site since at least May 27, 2015 for at least twenty days; and

WHEREAS, the District advertised its intent to adopt the 2015-2016 budget on or before June 01, 2015, which is at least ten days prior to the date of adoption; and

WHEREAS, said 2015-2016 budget is attached hereto and made a part hereof; and

WHEREAS, pursuant to 24 P.S. §6-672.1, as the District lies in more than one county, the 2015-2016 budget reflects a tax rate that is equalized between the District's two counties through a means adopted by the District in May 1999 to permit a uniform millage rate for the entire district; and

WHEREAS, the District has set the millage rate necessary to fund this budget at an equalized 26.061 mills (a copy of the calculations to reach this millage rate appears in section B of the 2015-2016 budget); and

WHEREAS, the above millage increase does not exceed the District's index (with allowable exceptions) as certified by the Secretary of the Department of Education (the "Secretary") pursuant to 24 P.S. §6926.302 as increased by the District requested exceptions approved by the Secretary; and

WHEREAS, the District also wishes to reenact and reaffirm those other taxes previously levied pursuant to the Local Tax Enabling Act, 53 P.S. §6901, et. seq. ("LTEA") at the same rate as levied in the prior school year. Such taxes include, but are not limited to, earned income tax, per capita tax, and real estate transfer tax; and

WHEREAS, the District approved Resolution 2012/13 in June 2012, allowing the ability to pay Real Estate Taxes in 3 equal installments by established dates to particular qualified taxpayers (excluding any interims or delinquent school property taxes), and

NOW THEREFORE, intending to be legally bound, the Board of School Directors of the Spring-Ford Area School District (the "Board") hereby resolved this 25th Day of June 2015 as follows:

1. The above referenced recitals are herein incorporated by reference and made a part hereof as if fully set forth, herein.
2. The 2015-2016 Budget, as attached, is hereby adopted by the Board along with the millage as set forth, therein.
3. The Board's action of May 1999 in determining a means to equalize property tax rates for properties in Chester County and Montgomery County is reaffirmed.
4. The Board's action of June 2012 allowing school Real Estate Taxes to be paid in installments to particular qualified taxpayers is reaffirmed.
5. The Board also re-affirms for the 2015-2016 school year the prior levy of taxes imposed pursuant to the LTEA, as well as any other prior lawfully imposed taxes, without limitation, at the same rate as previously levied.

BY: _____
Mark P. Dehnert
Board President
June 25, 2015

BY: _____
Diane M. Fern
Board Secretary
June 25, 2015



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

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Region II

RESOLUTION 2015-25 SPRING-FORD AREA SCHOOL DISTRICT

2015-2016 Homestead and Farmstead Exclusion

WHEREAS, the Pennsylvania Department of Education (the "Department") has certified that, pursuant to Special Session Act 1 of 2006 (the "Taxpayer Relief Act" or Act 1), section 505(a)(4), that it will distribute funds during the 2015-2016 school year to the Spring-Ford Area School District (the "District") for property tax relief; and

WHEREAS, the Department's certification indicates it will give the District \$2,385,494.94 ("Certified Funds") comprised of \$2,000,770.02 as a property tax reduction (Gambling Funds) allocation under Act 1 § 505(b) and \$384,714.92 as earned income tax reimbursement (Philadelphia Sterling Tax Credit) under Act 1 § 324(3) with payment in August 2015 and in October 2015; and

WHEREAS, funds will be available during the 2015-2016 school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2014-2015 in the amount of \$1,745.00.

WHEREAS, total funds to be distributed during the 2015-2016 school year for real estate reduction will be \$2,387,229.94.

WHEREAS, the Montgomery County and Chester County assessor's office has certified, as required by Act 1 § 341(g)(3), the specific properties within the District that have been approved as Homesteads and Farmsteads within the District. Within that certification there are 12,472 approved Homesteads and 21 approved Farmsteads; and

WHEREAS, pursuant to Act 1 § 341, the District is required to designate the Homestead exclusion and to designate the Farmstead exclusion no later than the last day prior to the beginning of the year for which the exclusions will apply, and for budget year 2015-2016 that date will be June 30, 2015; and

WHEREAS, the Homestead exclusion and the Farmstead exclusion set by the District are each fixed dollar amounts that may not exceed one-half the median assessment on approved Homestead properties within the District as of the date of the county's certification and shall only apply to calculation of District property taxes; and

WHEREAS, pursuant to 53 Pa.C.S.A. § 8585, the Farmstead exclusion may be equal to or less than the Homestead exclusion, but may not be greater than the Homestead exclusion; and

NOW, THEREFORE, the Board of School Directors of the Spring-Ford Area School District (the "Board") hereby **RESOLVES** as follows:

1. On its own behalf and on behalf of the District's approved homestead and farmstead owners, the Board accepts all property tax allocations and earned income tax reimbursements offered to the District pursuant to Act 1 and declares it will not seek to reject any such funds as permitted under Act 1, Chapter 9.
2. In order to utilize, as directed in Act 1, the Certified Funds for property tax relief, the District resolves to set the maximum property tax reductions for its approved Homestead properties at \$191.20 and the maximum property tax reductions for its approved Farmstead properties shall be the same amount as the Homestead properties.
3. In the 2015-2016 school year, the real estate tax rate for the District is 26.061 mills.
4. Using the District's millage rate, converting the maximum tax reduction for Homesteads and Farmsteads yields a \$7,337 calculated Homestead exclusion and Farmstead exclusion.
5. Therefore, the Board hereby sets the exclusion from assessed value for school property tax purposes of each approved Homestead and Farmstead at \$7,337 which is less than half the median assessed value of approved Homestead properties within the District.
6. Where the assessor has approved a property as both a Homestead and Farmstead, the property will receive multiple exclusions, however, whether eligible for multiple exclusions or not, no property may exclude an amount from its assessment greater than the assessed value of the property.
7. The exclusions will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.
8. Pursuant to 53 Pa.C.S.A. § 8584, any property, which loses its approval as a Homestead or Farmstead after the beginning of the District's budget year, shall be taxed from that point at the full assessed value without exclusion, and shall receive an interim tax bill reflecting the balance due.
9. Any funds received from the Department by the District to fund exclusions where the funds are unused due to exclusions lost on or after July 1, 2015 shall be held by the District and added to the funds used for exclusions in the following budget year.

Resolution approved by the Board of School
Directors of the Spring-Ford Area School
District
on June 25, 2015

Mark P. Dehnert
President

_____ Yes / _____ No

**Spring-Ford Area School District
Post-Issuance Tax Compliance Procedures
For Tax-Exempt Bonds**

The purpose of these Post-Issuance Tax Compliance Procedures is to establish policies and procedures in connection with tax-exempt bonds or notes (the “Bonds”) issued by Spring-Ford Area School District (the “Issuer”) so as to maximize the likelihood that all applicable post-issuance requirements of federal income tax law needed to preserve the tax-exempt status of the Bonds are met. The Issuer reserves the right to use its discretion as necessary and appropriate to make exceptions or request additional provisions as circumstances warrant. The Issuer also reserves the right to change these policies and procedures from time to time.

General

The Issuer now identifies post-issuance tax compliance procedures for all Bonds issued on its behalf.

Post-Issuance Compliance Requirements

I. External Advisors / Documentation

The Issuer shall consult with bond counsel and other legal counsel and advisors, as needed, throughout the Bond issuance process to identify requirements and to establish procedures necessary or appropriate so that the Bonds will continue to qualify for tax-exempt status. The Issuer also shall consult with bond counsel and other legal counsel and advisors, as needed, following issuance of the Bonds to ensure that all applicable post-issuance requirements in fact are met. This shall include, without limitation, consultation in connection with any potential changes in use of Bond-financed or refinanced assets.

The Issuer shall be responsible to determine (or obtain expert advice to determine) whether arbitrage rebate calculations have to be made for the Bond issue. If it is determined that such calculations are or are likely to be required, the Issuer shall engage expert advisors (each a “Rebate Service Provider”) to assist in the calculation of arbitrage rebate payable in respect of the investment of Bond proceeds, or else shall ensure that it has adequate financial, accounting and legal resources of its own to make such calculations. The Issuer shall make any rebate payments required on a timely basis.

The investment of Bond proceeds shall be managed by the Issuer. The Issuer shall prepare (or cause the trustee or other financial institution to prepare) regular, periodic statements regarding the investments and transactions involving Bond proceeds and such statements shall be delivered to the bond issuer if it so requests.

II. Arbitrage Rebate and Yield



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The Business Manager shall be responsible for overseeing compliance with arbitrage rebate requirements under federal tax regulations:

(1) If at the time of Bond issuance, based on reasonable expectations set forth in the Tax Compliance Agreement (the “Tax Agreement”), it appears likely that the Bond issue will qualify for an exemption from the rebate requirement, the Issuer may defer taking any of the actions set forth in subsection (2) below. Not later than the time of completion of construction or acquisition of the Project, and depletion of all funds from the Project Fund, the Issuer shall make a determination if expenditure of the bond proceeds qualified for exemption from the rebate requirements based on spending within 6 month or 18 month period, or other applicable period, after issuance. If rebate exemption is determined to be applicable, the Issuer shall prepare and keep in the permanent records of the Bond issue a memorandum evidencing this conclusion, together with records of expenditure to support such conclusion. If the transaction does not qualify for rebate exemption, the Issuer shall initiate the steps set forth in (2) below.

(2) If at the time of Bond issuance it appears likely that arbitrage rebate calculations will be required, or upon determination that calculations are required pursuant to (1) above, the Issuer shall:

- engage the services of a Rebate Service Provider and, prior to each rebate calculation date, deliver, or cause the financial institution that is investing the bond proceeds to deliver, periodic statements concerning the investment of Bond proceeds to the Rebate Service Provider;
- provide to the Rebate Service Provider additional documents and information reasonably requested by the Rebate Service Provider;
- monitor efforts of the Rebate Service Provider;
- assure payment of required rebate amounts, if any, no later than 60 days after each 5-year anniversary of the issue date of the Bonds, and no later than 60 days after the last Bond of each issue is redeemed;
- during the construction period of each capital project financed in whole or in part by Bonds, monitor the investment and expenditure of Bond proceeds and consult with the Rebate Service Provider to determine compliance with any applicable exceptions from the arbitrage rebate requirements during each 6-month spending period up to 6 months or 18 months, as applicable, following the issue date of the Bonds; and
- retain copies of all arbitrage reports and trustee statements as described below under “Record Keeping Requirements” and, upon request, providing such copies to the bond issuer.



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- in lieu of engaging an outside Rebate Service Provider, the Issuer may make a determination that it has sufficient capabilities using its own personnel, supported by its regular accounting and legal advisers, to be able to make the required rebate calculations. Such determination shall be evidenced in writing with specific reference to the personnel and advisers to carry out the calculations, and such written determination shall be maintained in the records of the bond transaction.

III. Use of Bond Proceeds and Bond-Financed or Refinanced Assets:

The Business Manager shall be responsible for:

- monitoring the use of Bond proceeds (including investment earnings and including reimbursement of expenditures made before bond issuance) and the use of Bond-financed or refinanced assets (e.g., facilities, furnishings or equipment) throughout the term of the Bonds to ensure compliance with covenants and restrictions set forth in the Tax Agreement relating to the Bonds;
- maintaining records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of Bonds (including investment earnings and including reimbursement of expenditures made before bond issuance), including a final allocation of Bond proceeds as described below under “Record Keeping Requirements”;
- consulting with bond counsel and other legal counsel and advisers in the review of any change in use of Bond-financed or refinanced assets to ensure compliance with all covenants and restrictions set forth in the Tax Agreement relating to the Bonds;
- conferring at least annually with personnel responsible for Bond-financed or refinanced assets to identify and discuss any existing or planned use of Bond-financed or refinanced assets, to ensure that those uses are consistent with all covenants and restrictions set forth in the Tax Agreement relating to the Bonds; and
- to the extent that the Issuer discovers that any applicable tax restrictions regarding use of Bond proceeds and Bond-financed or refinanced assets will or may be violated, consulting promptly with bond counsel and other legal counsel and advisers to determine a course of action to remediate all nonqualified bonds, if such counsel advises that a remedial action is necessary.

All relevant records and contracts shall be maintained as described below.



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IV. Record Keeping Requirement

The Business Manager shall be responsible for maintaining the following documents for the term of each issue of Bonds (including refunding Bonds, if any) plus at least three years:

- a copy of the Bond closing transcript(s) and other relevant documentation delivered to the Issuer at or in connection with closing of the issue of Bonds;
- a copy of all material documents relating to capital expenditures financed or refinanced by Bond proceeds, including (without limitation) construction contracts, purchase orders, invoices, trustee requisitions and payment records, as well as documents relating to costs reimbursed with Bond proceeds and records identifying the assets or portion of assets that are financed or refinanced with Bond proceeds, including a final allocation of Bond proceed; and
- a copy of all records of investments, investment agreements, arbitrage reports and underlying documents, including trustee statements, in connection with any investment agreements, and copies of all bidding documents, if any.

DATED: _____

Spring-Ford Area School District

By: _____
David Goodin, Superintendent

Spring-Ford Area SD

Student Capacity

Capacity based on 22 students per classroom

Capacity based on Use of Full-size Classrooms*

School Year 2014 - 2015

School	Actual Enrollment	Student Capacity	% of Max. Capacity	HALF DAY Kindergtn Classrooms	Regular Classrooms	Special Ed, OT/PT, ESL, Reading, Speech, Action Lab, Gifted, LS	Art, Music, Computer Classrooms	Large Group Instruction	Classrooms w/ Other Uses**	Total Classrooms
Brooke ES	383	418	92%	2	15	10	3	1	0	31
Evans ES	615	638	96%	3	23	9	3	1	3	42
Limerick ES	328	352	93%	2	12	8	3	1	3	29
Oaks ES	587	572	103%	3	20	5	3	0	0	31
Royersford ES	431	440	98%	2	16	7	3	1	0	29
Spring City ES	114	220	52%	1	8	2	2	0	0	13
Upper Providence ES	483	506	95%	2	19	11	3	1	6	42
* does not include rooms less than 660 SF	2941	3146	93%							
** Empty, Conference, Printer Room	Actual Enrollment	Student Capacity								
2014 - 2015										
22										
6 Deep Option	Capacity at 22 Max. per classroom	% of Max. Capacity	Half-Day Kindergtn	7 deep Grades 1-4 Classrooms						
Oaks ES	660	107%	3	24						
2025 Projected Enrollment		706								
22										
7 Deep Option	Capacity at 22 Max. per classroom	% of Max. Capacity	Half-Day Kindergtn	7 deep Grades 1-4 Classrooms						
Oaks ES	792	89%	4	28						
2025 Projected Enrollment		706								

Crabtree, Rohrbaugh & Associates

9-Jun-15

Spring Ford Area SD

		Enrollment							2014-15 Capacity*	
		Actual				Projected			Based on current Use of Space	% of Max. Capacity
		1990	2000	2010	2014	2015	2020	2025		
Municipality	Schools									
Limerick Township	Total Population		Actual	Actual	Interpolated	Projected	Projected	Projected		
	Percent Increase									
	Brooke ES	n/a	639	415	383	389	404	430	475	91%
	Evans ES	n/a	n/a	597	615	624	649	691	725	95%
	Limerick ES	623	633	380	328	333	346	368	400	92%
	Total Students in municipality	623	1272	1392	1326	1,346	1,399	1,489	1600	
	Students as % of Population		9.4%	7.7%	7.3%	7.3%	7.3%	7.3%		
Royersford Borough	Population					Projected	Projected	Projected		
	Percent Increase									
	Royersford ES	343	444	426	431					
	Total Students in municipality	343	444	426	431	435	442	458	500	92%
	Students as % of Population		10.5%	9.0%	9.0%	9.0%	9.0%	9.0%		
Spring City Borough	Population					Projected	Projected	Projected		
	Percent Increase									
	Spring City ES	296	188	162	114					
	Total Students in municipality	296	188	162	114	173	180	187	250	75%
	Students as % of Population		5.7%	4.9%	5.0%	5.0%	5.0%	5.0%		
Upper Providence Twp	Population					Projected	Projected	Projected		
	Percent Increase									
	Oaks ES	476	500	510	587	622	664	706	650	109%
	Upper Providence ES		n/a	529	483	512	547	581	575	101%
	Total Students in municipality	476	500	1039	1070	1134	1211	1288	1225	
	Students as % of Population		3.2%	4.9%	4.9%	5%	5%	5%		
Elementary Totals	Year	1990	2000	2010	2014	2015	2020	2025	2014-14 Capacity	
	Total Population		36,483	47,368	48,386	49,404	51,897	54,978		
	Total Elementary Students	1738	2404	3019	2941	3087	3232	3421	3575	
	Students as % of Population		6.6%	6.4%	6.1%	6.2%	6.2%	6.2%		

* based on 25 max per classroom



SPRING-FORD AREA SCHOOL DISTRICT

DISTRICT ADMINISTRATION OFFICE

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

RESOLUTION #2015-26

PlanCon Parts A and B

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

RESOLVED: For the project known as Schematic Design for the Additions to Oaks Elementary School the Spring-Ford Area School District Board of Directors hereby certifies that PlanCon Part A and B are approved for submission to the Pennsylvania Department of Education.

Voting: Aye _____ Nay _____ Abstentions _____ Absent _____

Mark P. Dehnert, Board President
Spring-Ford Area School District

Date

Diane M. Fern, Board Secretary
Spring-Ford Area School District

Date

A-6

PART A: PROJECT JUSTIFICATION

BOARD TRANSMITTAL

Project #:

(PDE Use Only)

DISTRICT/CTC: SPRING-FORD AREA SCHOOL DISTRICT

COUNTY: MONTGOMERY

PRJT BLDG NAME: OAKS ELEMENTARY SCHOOL

GRADES: K - 4

NON-VOC	VOC	PAGE #	
<u>X</u>		A02-A03	Project Description
<u>X</u>		A04	Project Accounting Based on Estimates
		A05	Page Not Used
		A06	Page Not Used
<u>X</u>		A07	Elementary Building Capacity
<u>X</u>		A08	Middle/Secondary Building Capacity
<u>X</u>		A09	Summary of Owned Buildings and Land
<u>X</u>		A10	Enrollment Projections by Grade Level/Act 34 of 1973: Substantial Addition Determination (For vocational projects - complete lines G-I only)
<u>X</u>			Current Elementary/Secondary Public Enrollment For October (ESPE web-based data collection system)
<u>X</u>		A11-A12	Elementary Room Schedule for Project Building
		A13-A15	Middle/Secondary Room Schedule for Project Building
		A16	Central District Administration Office
		A17	Vocational Room Schedule for Project Building
<u>X</u>		A18	Room Schedule Adjustments
<u>X</u>		A19	Project Full Time Equivalents
<u>X</u>		A20	Comparative Design Analysis (For Vocational projects - complete lines E-G only)
<u>X</u>		A21	20% Rule for Alteration Costs for Non-Vocational Projects
<u>X</u>		A22	Full Time Equivalents Converted to Rated Pupil Capacity
<u>X</u>		A23	District-Wide Facility Study Certification
<u>X</u>			Project Site Plan Drawing for Part B
<u>X</u>			Project Building Floor Plan Drawing for Part B
<u>X</u>			Separate Floor Plan Identifying Spaces Listed on Room Schedule with Calculated Area Noted Therein and Perimeter of Each Scheduled Area Clearly Marked in a Contrasting Color
<u>X</u>			Educational Specifications for Part B
			Craft Committee Recommendations
			Bureau of Career and Technical Education PDE-320 form

The architectural firm for this project is: Crabtree, Rohbaugh & Associates

The architect to be contacted if there are any questions about Part A is:

Paul Taylor, AIA, Director of Education

717-458-0272

717-458-0047

Architect's Name and Position

Phone Number

Fax Number

The architect's e-mail address is: ptaylor@cra-architects.com

The architectural firm's address is: 401 E. Winding Hill Road, Mechanicsburg, Pa 17055

The district/CTC administrator to be contacted about Part A is:

Dr. David Goodin, Superintendent

610-705-6000

610-705-6245

District/CTC Administrator's Name and Position

Phone Number

Fax Number

The district/CTC's representative(s) at the Part B, Schematic Review, conference(s) will be:

Dr. David Goodin, Superintendent

Bruce Cooper, Director of Planning, Operations & Facilities

Name and Position

Name and Position

The SD/CTC administrator's e-mail address is: dgood@spring-ford.net

This certifies that the attached materials were approved for submission to the Pennsylvania Department of Education by board action. This also certifies that this proposed project is in conformance with the district/CTC's Strategic Plan and its amended Comprehensive Special Education Plan.

BOARD ACTION DATE: _____

VOTING: AYE _____ NAY _____ ABSTENTIONS _____ ABSENT _____

Signature, Board Secretary

Board Secretary's Name, Printed or Typed

District/CTC Address

Date

PROJECT DESCRIPTION (Page 1 of 2)			
District/CYC: SPRING-FORD AREA SCHOOL DISTRICT	Project Name: OAKS ELEMENTARY SCHOOL	Grades: K - 4	
<p>1. Indicate the type of project:</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">New School Building _____</div> <div style="text-align: center;">Additions to Existing Building <u> X </u></div> <div style="text-align: center;">Alterations to Existing Building _____</div> <div style="text-align: center;">Building Purchase _____</div> </div> <p>2. Indicate the current condition of the project building:</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">Poor _____</div> <div style="text-align: center;">Fair _____</div> <div style="text-align: center;">Good <u> X </u></div> <div style="text-align: center;">Excellent _____</div> </div> <p>3. Indicate the current Portfolio Manager Score (1 - 100), predicted Target Finder Score (1 - 100) and EUI (Energy Utilization Index) in thousands of British Thermal Units per Square Foot (kbtu/sf) for the project building:</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">Portfolio Manager Score _____</div> <div style="text-align: center;">Target Finder _____</div> <div style="text-align: center;">Site EUI _____</div> <div style="text-align: center;">Source EUI _____</div> </div> <p>4. Indicate the L & I construction type for the project building:</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">Fire-Resistive _____</div> <div style="text-align: center;">Non- Combustible <u> X </u></div> <div style="text-align: center;">Protected Heavy Timber _____</div> <div style="text-align: center;">Wood Frame or Ordinary _____</div> </div> <p>5. Indicate the number of stories for the project building:</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">1 story _____</div> <div style="text-align: center;">2 stories <u> X </u></div> <div style="text-align: center;">3 stories _____</div> <div style="text-align: center;">4 or more _____</div> </div> <p>6. If a project involves the renovation of a structure of more than one story which has wood framing (interior or exterior framing that is wholly or partially of wood), provide a description of the construction plans and methods designed to meet health and safety standards related to the use of wood in this building (BEC 24 P.S. § 7-733).</p> <p style="margin-left: 40px;">N/A</p> <p>7. Briefly describe the work, in general, to be completed by this construction project:</p> <p style="margin-left: 40px;">Additions and related renovations/sitework to accomodate increased enrollment.</p> <p>8. Indicate the reasons justifying the planned project (check the following if applicable):</p> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;">Enrollment Growth <u> X </u></div> <div style="text-align: center;">Educational Programming _____</div> <div style="text-align: center;">Health and Safety Issues _____</div> <div style="text-align: center;">Building and/or Site Accessibility _____</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="text-align: center;">Structural and/or Roof _____</div> <div style="text-align: center;">HVAC, Electrical and/or Plumbing _____</div> <div style="text-align: center;">Other: _____</div> </div> <p>9. Briefly describe any educational, operational and administrative changes that will be implemented as a result of this construction project.</p> <p style="margin-left: 40px;">Additional classrooms per grade to accomodate growth. Internal changes will be made to comply with applicable codes and enhancements to building systems. Building received alterations and additions in year 2000.</p> <p>10. Is total demolition of an entire existing structure part of this project? Yes _____ No <u> X </u></p> <p>11. Is there any building/structure/site condition/site feature that is more than 50 years old on this site? If yes, please describe. Yes _____ No <u> X </u></p> <p style="margin-left: 40px;">No part of the building is <u>more</u> than 50 years old. Building is 50 years old in 2015.</p> <p>12. Will this project involve the demolition of historically significant structures, including but not limited to school buildings or private residences? If Yes, please describe. Yes _____ No <u> X </u></p> <p>13. Indicate the site acreage:</p> <div style="display: flex; justify-content: space-between; margin-left: 300px;"> <div style="text-align: center;">Current <u> 24.76 </u></div> <div style="text-align: center;">To be Acquired _____</div> <div style="text-align: center;">Total Planned <u> 24.76 </u></div> <div style="text-align: left; font-size: small;">(If acreage is to be acquired, report costs on Page A04, Line N.)</div> </div> <p>14. Are there any other district buildings located at this site? If yes, list the other buildings: Yes _____ No <u> X </u></p> <p>15. Is the acreage to be acquired currently in agricultural use? Yes _____ No <u> X </u></p>			

PROJECT DESCRIPTION (Page 2 of 2)

District/CTC:

SPRING-FORD AREA SCHOOL DISTRICT

Project Name:

OAKS ELEMENTARY SCHOOL

Grades:

K - 4

16. Describe the existing site topography and any planned changes.

Minimal to moderate existing slope changes on areas of the site. Existing site is near fully developed.
Proposed grading changes will be related to building pad preparation for addition.

17. Describe existing access to public roads and any planned changes.

Site has good existing access from public road with bus and auto separation within site.
No significant access improvements are planned.

18. Describe existing community use of the site and any planned changes.

No significant community use of site except for parking related to public/community events within school.

19. Describe existing conditions on or near the site that could affect health and safety.

Non recognized.

20. Is there an adopted municipal comprehensive land use plan, as per the Pennsylvania Municipalities Planning Code?

Yes X No

21. Is there an adopted county comprehensive land use plan?

Yes X No

22. Is there an adopted multi-municipal or multi-county comprehensive land use plan?

Yes No X

23. Is there an adopted county or municipal zoning ordinance or a joint municipal zoning ordinance?

Yes X No

24. Is the proposed project consistent with these comprehensive plans and/or zoning ordinances?

Yes X No

PROJECT ACCOUNTING BASED ON ESTIMATES			
District/ETC:	Project Name:	Grades:	
SPRING-FORD AREA SCHOOL DISTRICT	OAKS ELEMENTARY SCHOOL	K - 4	
PROJECT COSTS	NEW	EXISTING	TOTAL
A. STRUCTURE COSTS (INCLUDING BUILDING PURCHASE AMOUNT, SITE DEVELOPMENT, ROUGH GRADING TO RECEIVE BUILDING, ROOF REPLACEMENT AND REPAIR, ASBESTOS ABATEMENT, OWNER'S CONTROLLED INSURANCE PROGRAM AND BUILDER'S RISK INSURANCE)	5,639,912	506,264	6,146,176
B. ARCHITECT/ENGINEER'S FEE ON STRUCTURE AND EPA-CERTIFIED PROJECT DESIGNER'S FEE ON ASBESTOS ABATEMENT	454,560	32,907	487,467
C. MOVABLE FIXTURES AND EQUIPMENT AND ARCHITECT'S FEE	35,376		35,376
D. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT - TOTAL (A plus B plus C)	6,129,848	539,171	6,669,019
E. SANITARY SEWAGE DISPOSAL AND SITE ACQUISITION COSTS			
F. STRUCTURE COSTS, ARCHITECT'S FEE, MOVABLE FIXTURES & EQUIPMENT, AND SITE COSTS - TOTAL (D plus E)	6,129,848	539,171	6,669,019
G. ADDITIONAL CONSTRUCTION-RELATED COSTS (INCLUDING PROJECT SUPERVISION, ARCHITECTURAL PRINTING, TOTAL DEMOLITION OF ENTIRE EXISTING STRUCTURES AND RELATED ASBESTOS REMOVAL, CONTINGENCY) Is total demolition of the entire existing building part of this project? If yes, report these costs (including asbestos removal, architect's fees, OCIP and other related costs)			508,423
H. FINANCING COSTS (INCLUDING UNDERWRITER'S FEE, LEGAL FEES, FINANCIAL ADVISOR, CAPITALIZED INTEREST AND PRINTING)			147,969
I. TOTAL PROJECT COSTS (F plus G plus H)			7,325,411

DETAILED STRUCTURE COSTS (Breakout costs for Line A. "Existing".)	EXISTING
J. SITE DEVELOPMENT Are changes to existing playgrounds, athletic fields, driveways, sidewalks or other existing site improvements part of this project? If yes, report these costs including architect fees.	310,000
K. ASBESTOS ABATEMENT Is asbestos abatement part of this project? If yes, report these costs including EPA-certified project designer fees).	
L. ROOF REPLACEMENT Is roof replacement part of this project? If yes, report these costs including architect fees.	
M. BUILDING PURCHASE AMOUNT	

SITE ACQUISITION COSTS	TOTAL
N. SITE ACQUISITION (INCLUDING CONTRACT SALES PRICE OR JUST COMPENSATION, APPRAISAL FEES AND ALLOWABLE SETTLEMENT COSTS)	

BID DATE	
O. PROPOSED BID OPENING DATE (MM/YY):	TBD

ELEMENTARY BUILDING CAPACITY									
District/OTC: SPRING-FORD AREA SCHOOL DISTRICT				Project Name: OAKS ELEMENTARY SCHOOL				Grades: K - 4	
		SCHOOL: Brooke ES				SCHOOL: Evans ES			
		PRESENT		PLANNED		PRESENT		PLANNED	
#1	#2	#3	#4	#5	#6	#3	#4	#5	#6
NAME OF SPACE	UNIT FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP
HALF-TIME KINDRGRTN	50	2	100			3	150		
FULL-TIME KINDRGRTN	25								
REG CLSRM 660+ SQ FT	25	15	375			23	575		
OTHER: _____									
BUILDING TOTAL	XX	XXXXXX	475	XXXXXX		XXXXXX	725	XXXXXX	
		SCHOOL: Limerick ES				SCHOOL: Oaks ES			
		PRESENT		PLANNED		PRESENT		PLANNED	
#1	#2	#3	#4	#5	#6	#3	#4	#5	#6
NAME OF SPACE	UNIT FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP
HALF-TIME KINDRGRTN	50	2	100			3	150	4	200
FULL-TIME KINDRGRTN	25								
REG CLSRM 660+ SQ FT	25	12	300			20	500	28	700
OTHER: _____									
BUILDING TOTAL	XX	XXXXXX	400	XXXXXX		XXXXXX	650	XXXXXX	900
		SCHOOL: Royersford ES				SCHOOL: Spring City ES			
		PRESENT		PLANNED		PRESENT		PLANNED	
#1	#2	#3	#4	#5	#6	#3	#4	#5	#6
NAME OF SPACE	UNIT FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP
HALF-TIME KINDRGRTN	50	2	100			1	50		
FULL-TIME KINDRGRTN	25								
REG CLSRM 660+ SQ FT	25	16	400			8	200		
OTHER: _____									
BUILDING TOTAL	XX	XXXXXX	500	XXXXXX		XXXXXX	250	XXXXXX	
		SCHOOL: Upper Providence ES				SCHOOL: _____			
		PRESENT		PLANNED		PRESENT		PLANNED	
#1	#2	#3	#4	#5	#6	#3	#4	#5	#6
NAME OF SPACE	UNIT FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP
HALF-TIME KINDRGRTN	50	2	100						
FULL-TIME KINDRGRTN	25								
REG CLSRM 660+ SQ FT	25	19	475						
OTHER: _____									
BUILDING TOTAL	XX	XXXXXX	575	XXXXXX		XXXXXX		XXXXXX	

MIDDLE/SECONDARY BUILDING CAPACITY									
District/CTC: SPRING-FORD AREA SCHOOL DISTRICT				Project Name: OAKS ELEMENTARY SCHOOL				Grades: K - 4	
		SCHOOL: Intermediate School				SCHOOL: 8th Grade Center			
		PRESENT		PLANNED		PRESENT		PLANNED	
#1	#2	#3	#4	#5	#6	#3	#4	#5	#6
NAME OF SPACE	UNIT FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP
REG CLSRM 660+ SQ FT	25	78	1,950			27	675		
SCIENCE CLSRM 660+ SQ FT	25								
SCIENCE LAB 660+ SQ FT	20	6	120			4	80		
PLANETARIUM W/CLSRM 660+ SQ FT	20								
ALTERNATIVE ED ROOM 660+ SQ FT	20								
BUSINESS CLSRM 660+ SQ FT	25								
BUSINESS LAB 660+ SQ FT	20								
COMPUTER LAB 660+ SQ FT	20	8	160			3	60		
TV INSTRUCTIONAL STUDIO 660+ SQ FT	20								
ART CLASSROOM 660+ SQ FT	20	4	80			1	20		
MUSIC CLASSROOM 660+ SQ FT	25	2	50			1	25		
BAND ROOM 660+ SQ FT	25	2	50						
ORCHESTRA ROOM 660+ SQ FT	25								
CHORAL ROOM 660+ SQ FT	25								
FAMILY/CONSMR SCIENCE 660+ SQ FT	20	2	40			2	40		
IA/SHOP 1800+ SQ FT	20								
TECH ED 1800+ SQ FT	20								
VO AG SHOP W/CLSRM 660+ SQ FT	20								
DRIVER'S ED 660+ SQ FT	20								
GYM 6500-7500 SQ FT	66	1.0	66			1.0	66		
AUX GYM 2500 SQ FT	33	1	33			1	33		
OTHER:									
OTHER:									
BUILDING TOTAL	XXX	XXXXXX	2,549	XXXXXX		XXXXX	999	XXXXX	
MS/SEC UTILIZATION (BLDG TOTAL X .9)	XXX	XXXXXX	2,294	XXXXXX		XXXXX	899	XXXXX	
		SCHOOL: 9th Grade Center				SCHOOL: 10th-12th Grade Center			
		PRESENT		PLANNED		PRESENT		PLANNED	
#1	#2	#3	#4	#5	#6	#3	#4	#5	#6
NAME OF SPACE	UNIT FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP	NUMBER OF UNITS	TOTAL FTE CAP
REG CLSRM 660+ SQ FT	25	21	525			67	1,675		
SCIENCE CLSRM 660+ SQ FT	25	3	75			6	150		
SCIENCE LAB 660+ SQ FT	20	4	80			15	300		
PLANETARIUM W/CLSRM 660+ SQ FT	20								
ALTERNATIVE ED ROOM 660+ SQ FT	20								
BUSINESS CLSRM 660+ SQ FT	25								
BUSINESS LAB 660+ SQ FT	20								
COMPUTER LAB 660+ SQ FT	20	4	80			10	200		
TV INSTRUCTIONAL STUDIO 660+ SQ FT	20					1	20		
ART CLASSROOM 660+ SQ FT	20	2	40			5	100		
MUSIC CLASSROOM 660+ SQ FT	25								
BAND ROOM 660+ SQ FT	25	1	25			1	25		
ORCHESTRA ROOM 660+ SQ FT	25					1	25		
CHORAL ROOM 660+ SQ FT	25	1	25			1	25		
FAMILY/CONSMR SCIENCE 660+ SQ FT	20	2	40			3	60		
IA/SHOP 1800+ SQ FT	20								
TECH ED 1800+ SQ FT	20	2	40			3	60		
VO AG SHOP W/CLSRM 660+ SQ FT	20								
DRIVER'S ED 660+ SQ FT	20								
GYM 6500-7500 SQ FT	66	1.0	66			3.0	198		
AUX GYM 2500 SQ FT	33	1	33			1	33		
OTHER:									
OTHER:									
BUILDING TOTAL	XXX	XXXXXX	1,029	XXXXXX		XXXXX	2,871	XXXXX	
MS/SEC UTILIZATION (BLDG TOTAL X .9)	XXX	XXXXXX	926	XXXXXX		XXXXX	2,584	XXXXX	

SUMMARY OF OWNED BUILDINGS AND LAND										
District/CTC: SPRING-FORD AREA SCHOOL DISTRICT					Project Name: OAKS ELEMENTARY SCHOOL				Grades: K - 4	
PRESENT					PLANNED					
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11
NAME OF BUILDING OR SITE (INCLUDING DAO AND VACANT LAND) OWNED BY SCHOOL DISTRICT/CTC	CONSTRUCTION AND/OR RENOVATION DATES (BID OPENING DATES)	SITE SIZE (ACRES)	GRADE LEVELS	BUILDING FTE	CONVERSION / DISPOSITION AND PLANNED COMPLETION DATE BASED ON OPTION CHOSEN	SITE SIZE (ACRES)	GRADE LEVELS	PLANNED BUILDING FTE	PDE PROJECTED GRADE LEVEL ENROLLMENT 10 YEARS INTO THE FUTURE	FTE MINUS ENROLLMENT (#9 - #10)
Brooke ES	1989	28.3	K-4	475	Maintain	28.3	K-4	475	XXXXXXXX	XXXXXXXX
Evans ES	2006	33	K-4	725	Maintain	33	K-4	725	XXXXXXXX	XXXXXXXX
Limerick ES	1959, 1960, 2000	16.3	K-4	400	Maintain	16.3	K-4	400	XXXXXXXX	XXXXXXXX
Oaks ES	1985, 1960, 2000	24.7	K-4	650	Add / Reno, AUG 2017	24.7	K-4	900	XXXXXXXX	XXXXXXXX
Royersford ES	1957, 1992	6.5	K-4	500	Maintain	6.5	K-4	500	XXXXXXXX	XXXXXXXX
Spring City ES	1957, 1995	10	K-4	250	Maintain	10	K-4	250	XXXXXXXX	XXXXXXXX
Upper Providence ES	2002	20	K-4	575	Maintain	20	K-4	575	XXXXXXXX	XXXXXXXX
Subtotal	XXXXXXXXXX	XXX	XXXX	3,575	XXXXXXXXXXXXXXXXXXXXXXX	XXX	XXXX	3,825	3,235	590
Intermediate School 5th-6th & 7th Grade Center	2002	79.6	5-7	2,294	Maintain	79.6	5-7	2,294	XXXXXXXX	XXXXXXXX
Subtotal	XXXXXXXXXX	XXX	XXXX	2,294	XXXXXXXXXXXXXXXXXXXXXXX	XXX	XXXX	2,294	2,155	139
8th Grade Center	1930, 1966 1996	13.3	8	899	Maintain	13.3	8	899	XXXXXXXX	XXXXXXXX
9th Grade Center	1966, 2000 2005	43	9	926	Maintain	43	9	926	XXXXXXXX	XXXXXXXX
Subtotal	XXXXXXXXXX	XXX	XXXX	1,825	XXXXXXXXXXXXXXXXXXXXXXX	XXX	XXXX	1,825	1,397	428
10th - 12th Grade Center	1996, 1998 2010	89	10-12	2,584	Maintain	89	10-12	2,584	XXXXXXXX	XXXXXXXX
District Administration Office	1926, 2008	4.8			Maintain	4.8			XXXXXXXX	XXXXXXXX
Subtotal	XXXXXXXXXX	XXX	XXXX	2,584	XXXXXXXXXXXXXXXXXXXXXXX	XXX	XXXX	2,584	1,893	691
TOTAL	XXXXXXXXXX	XXX	XXXX	10,278	XXXXXXXXXXXXXXXXXXXXXXX	XXX	XXXX	10,528	8,680	1,848

**ACTIONS TO BE TAKEN IN THE FUTURE IF PROJECTIONS COME TRUE
AND THE SCHOOL DISTRICT EXPERIENCES EXCESS OR INSUFFICIENT CAPACITY
(FTE MINUS PROJECTED ENROLLMENT (Col. 11) > + or - 300)**

CHECK IF APPLICABLE:

_____ EXPAND PROGRAMS OR COURSE OFFERINGS

_____ PROVIDE SPACE FOR USE BY COMMUNITY GROUPS OR SERVICE AGENCIES

_____ OFFER FULL-TIME KINDERGARTEN OR PRE-SCHOOL

_____ REDUCE CLASS SIZE

_____ CLOSE SCHOOL(S)

_____ OTHER (DESCRIBE): _____

ENROLLMENT PROJECTIONS BY GRADE LEVEL

District/CTC: SPRING-FORD AREA SCHOOL DISTRICT	Project Name: OAKS ELEMENTARY SCHOOL	Grades: K - 4
--	--	-------------------------

ENROLLMENT PROJECTIONS FOR PROJECT BUILDING GRADES

- A. Current Elementary/Secondary Public Enrollment For October 10/2014
(See instructions for further direction.)
- | | | |
|--|--------------|--------------|
| 1. Current District Enrollment For Grades K-12 | | <u>7,891</u> |
| 2. Current Enrollment For Project Building Grades | <u>K - 4</u> | <u>2,941</u> |
| (See instructions for further direction) | | |
| 3. Current Enrollment For Project Building Grades + 10% <u>or</u> 15%
(A2 times 1.10 For Districts With Total Enrollment > 1500 <u>or</u>
A2 times 1.15 For Districts With Total Enrollment =< 1500) | | <u>3,235</u> |
- B. PDE Enrollment Projections, Dated July 2012
Highest Projected Enrollment for Project Grades 2,970
(See instructions for further direction)
- C. District Projected Enrollment*
Source Document(s), Date Prepared and Page Number(s):

- D. Highest Projected Enrollment (highest of A3, B or C) 3,235
- E. Planned Capacity for Project Grades
(A09, Project Grades Subtotal from Col. #9) _____
- F. Enrollment to Capacity Adjustment Factor (D divided by E)

(ROUND TO 4 DEC PL;
MAXIMUM = 1.0000)

*If this project's Highest Projected Enrollment (line D) is based on district-generated enrollment projections (line C), provide the projections and supporting documentation.

ACT 34 OF 1973: SUBSTANTIAL ADDITION DETERMINATION

Act 34 of 1973 applies to all new school buildings, district administration offices, and substantial building additions. A building addition is considered substantial when its planned architectural area divided by the existing structure's architectural area is greater than 20%. If your project includes an addition, use the following calculations to determine the applicability of Act 34.

G. Architectural Area - Addition 21,136 sq. ft.

H. Architectural Area - Existing Structure 76,421 sq. ft.

(G divided by H times 100) 27.66 % **HEARING
REQUIRED**
(ROUND TO 2 DEC PL)

Act 34 of 1973 requires a public hearing and the distribution of specific project information for school construction projects involving the construction of a new building or a substantial addition to an existing structure. If Act 34 hearing requirements apply to this project, draft copies of the Act 34 hearing advertisement and the project description must be submitted to the Department of Education for review and approval prior to advertising for the hearing as well as prior to their publication and public distribution to ensure that all Act 34 requirements will be met for this project.

ELEMENTARY ROOM SCHEDULE FOR PROJECT BUILDING (1 OF 2)

District/CTC: SPRING-FORD AREA SCHOOL DISTRICT	Project Name: OAKS ELEMENTARY SCHOOL	Grades: K - 4
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		PROJECT PLANNED SPACES - SCHEDULED AREA ONLY									
		EXISTING				NEW				TOTAL	
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12
NAME OF SPACE	UNIT FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	TOTAL AREA SQ FT	TOTAL FTE CAP
LIBRARY	XXX	2,115	4.0	8,460	XXXX				XXXX	8,460	XXXXXX
HALF-TIME KINDRGRTN	50	994	1.0	994	50					994	50
HALF-TIME KINDRGRTN	50	997	1.0	997	50					997	50
HALF-TIME KINDRGRTN	50	1,042	1.0	1,042	50					1,042	50
FULL-TIME KINDRGRTN	25	1,054	1.0	1,054	25					1,054	25
FULL-TIME KINDRGRTN	25										
FULL-TIME KINDRGRTN	25										
REG CLSRM 660+ SQ FT	25	771	2.0	1,542	50	950	7.0	6,650	175	8,192	225
REG CLSRM 660+ SQ FT	25	775	2.0	1,550	50					1,550	50
REG CLSRM 660+ SQ FT	25	777	4.0	3,108	100					3,108	100
REG CLSRM 660+ SQ FT	25	781	6.0	4,686	150					4,686	150
REG CLSRM 660+ SQ FT	25	863	1.0	863	25					863	25
REG CLSRM 660+ SQ FT	25	893	1.0	893	25					893	25
REG CLSRM 660+ SQ FT	25	900	1.0	900	25					900	25
REG CLSRM 660+ SQ FT	25	917	1.0	917	25					917	25
REG CLSRM 660+ SQ FT	25	995	1.0	995	25					995	25
REG CLSRM 660+ SQ FT	25	1,024	1.0	1,024	25					1,024	25
REG CLSRM 660+ SQ FT	25	1,068	1.0	1,068	25					1,068	25
REG CLSRM 660+ SQ FT	25										
REG CLSRM 660+ SQ FT	25										
REG CLSRM 660+ SQ FT	25										
REG CLSRM 660+ SQ FT	25										
REG CLSRM 660+ SQ FT	25										
SPECIAL ED ROOMS	XXX	SEE PAGE A18				SEE PAGE A18				XXXXXX	XXXXXX
SMALL GROUP <850 SQ FT	XXX	356	2.0	712	XXXX	474	1.0	474	XXXX	1,186	XXXXXX
SMALL GROUP <850 SQ FT	XXX	356	1.0	356	XXXX				XXXX	356	XXXXXX
LARGE GROUP INS 850+ SQ FT	XXX				XXXX	1,900	1.0	1,900	XXXX	1,900	XXXXXX
LARGE GROUP INS 850+ SQ FT	XXX				XXXX				XXXX		XXXXXX
ALTERNATIVE ED ROOM 660+ SQ FT	XXX				XXXX				XXXX		XXXXXX
OTHER: _____											
OTHER: _____											
OTHER: _____											
OTHER: _____											
OTHER: _____											
OTHER: _____											
PAGE A11 SUBTOTAL	XXX	XXXXXX	XXXXXX	31,161	700	XXXXXX	XXXXXX	9,024	175	40,185	875

ELEMENTARY ROOM SCHEDULE FOR PROJECT BUILDING (2 OF 2)

District/CTC: SPRING-FORD AREA SCHOOL DISTRICT				Project Name: OAKS ELEMENTARY SCHOOL						Grades: K - 4	
		PROJECT PLANNED SPACES - SCHEDULED AREA ONLY									
		EXISTING				NEW				TOTAL	
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12
NAME OF SPACE	UNIT FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	TOTAL AREA SQ FT	TOTAL FTE CAP
COMPUTER ROOM	XXX	961	1.0	961	XXXX				XXXX	961	XXXXXX
COMPUTER ROOM	XXX				XXXX				XXXX		XXXXXX
COMPUTER ROOM	XXX				XXXX				XXXX		XXXXXX
ART ROOM	XXX	1,179	1.0	1,179	XXXX				XXXX	1,179	XXXXXX
ART ROOM	XXX				XXXX				XXXX		XXXXXX
ART ROOM	XXX				XXXX				XXXX		XXXXXX
MUSIC ROOM	XXX				XXXX	1,201	1.0	1,201	XXXX	1,201	XXXXXX
MUSIC ROOM	XXX				XXXX				XXXX		XXXXXX
MUSIC ROOM	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
MULTI-PURPOSE RM	XXX	3,388	1.0	3,388	XXXX				XXXX	3,388	XXXXXX
STAGE/PLATFORM	XXX				XXXX				XXXX		XXXXXX
LOCKER ROOM, DRYING & SHOWER RM - BOYS	XXX XXX				XXXX XXXX				XXXX XXXX		XXXXXX XXXXXX
LOCKER ROOM, DRYING & SHOWER RM - GIRLS	XXX XXX				XXXX XXXX				XXXX XXXX		XXXXXX XXXXXX
NATATORIUM	XXX	SEE PAGE A19				SEE PAGE A19				XXXXXX	XXXXXX
KITCHEN & STORAGE	XXX				XXXX				XXXX		XXXXXX
# OF SERVINGS: _____	XXX				XXXX				XXXX		XXXXXX
MEALS PREPARED PER SERVING: _____	XXX XXX	1,574	1.0	1,574	XXXX XXXX				XXXX XXXX	1,574	XXXXXX XXXXXX
CAFETERIA	XXX				XXXX				XXXX		XXXXXX
TO SEAT: _____	XXX	2,508	1.0	2,508	XXXX				XXXX	2,508	XXXXXX
FACULTY DINING ROOM	XXX	485	1.0	485	XXXX				XXXX	485	XXXXXX
FACULTY ROOM	XXX	396	1.0	396	XXXX	375	1.0	375	XXXX	771	XXXXXX
HEALTH SUITE (NURSE)	XXX	558	1.0	558	XXXX				XXXX	558	XXXXXX
BLDG ADMIN/GUIDANCE	XXX				XXXX				XXXX		XXXXXX
TOTAL STAFF: _____	XXX	1,635	1.0	1,635	XXXX				XXXX	1,635	XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
OTHER: _____	XXX				XXXX				XXXX		XXXXXX
PAGE A12 SUBTOTAL	XXX	XXXXXX	XXXXXX	12,684	XXXX	XXXXXX	XXXXXX	1,576	XXXX	14,260	XXXXXX
PAGE A11 SUBTOTAL	XXX	XXXXXX	XXXXXX	31,161	700	XXXXXX	XXXXXX	9,024	175	40,185	875
BUILDING TOTAL	XXX	XXXXXX	XXXXXX	43,845	700	XXXXXX	XXXXXX	10,600	175	54,445	875

ROOM SCHEDULE ADJUSTMENTS											
District/CFC: SPRING-FORD AREA SCHOOL DISTRICT				Project Name: OAKS ELEMENTARY SCHOOL				Grades: K - 4			
		PROJECT PLANNED SPACES - SCHEDULED AREA ONLY									
		EXISTING				NEW				TOTAL	
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12
NAME OF SPACE	UNIT FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	TOTAL AREA SQ FT	TOTAL FTE CAP
ELEMENTARY	XXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXXX	XXXXXX
PROJECT ELEM CAP	XXX	XXXXX	XXXXX	43,845	700	XXXXX	XXXXX	10,600	175	54,445	875
KINDERGARTEN DEDUCT FOR HALF-TIME PRGM	-25	XXXXX XXXXX	3.0	XXXXX XXXXX	-75	XXXXX XXXXX		XXXXX XXXXX		XXXXXXXX XXXXXXXX	-75
ADJUSTED ELEM CAP	XXX	XXXXX	XXXXX	XXXXX	625	XXXXX	XXXXX	XXXXX	175	XXXXXXXX	800
ENR/CAP ADJ FACTOR	XXX	XXXXX	XXXXX	XXXXX		XXXXX	XXXXX	XXXXX		XXXXXXXX	
JUSTIFIED ELEM	XXX	XXXXX	XXXXX	XXXXX		XXXXX	XXXXX	XXXXX		XXXXXXXX	
REG PRE-SCHOOL 660+*	25										
SP ED PRE-SCHOOL 660+*	25										
SP ED 660+ SQ FT	25	950	1.0	950	25	950	3.0	2,850	75	3,800	100
SP ED 660+ SQ FT	25	954	1.0	954	25					954	25
SP ED 660+ SQ FT	25	1,056	2.0	2,112	50					2,112	50
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED RESOURCE ROOM > 400 SQ FT	**										(MAX=25)
SP ED RESOURCE ROOM > 400 SQ FT	XXX XXX				XXXX XXXX				XXXX XXXX		XXXXXX XXXXXX
SP ED < 401 SQ FT	XXX				XXXX				XXXX		XXXXXX
SP ED < 401 SQ FT	XXX				XXXX				XXXX		XXXXXX
ADJUSTED ELEMENTARY	XXX	XXXXX	XXXXX	47,861	100	XXXXX	XXXXX	13,450	75	61,311	175
MIDDLE/SECONDARY	XXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXX	XXXXXX	XXXXXX
PROJECT MS/SEC UTIL	XXX	XXXXX	XXXXX			XXXXX	XXXXX				
ENR/CAP ADJ FACTOR	XXX	XXXXX	XXXXX	XXXXX		XXXXX	XXXXX	XXXXX		XXXXXX	
JUSTIFIED MS/SEC	XXX	XXXXX	XXXXX	XXXXX		XXXXX	XXXXX	XXXXX		XXXXXX	
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED 660+ SQ FT	25										
SP ED RESOURCE ROOM > 400 SQ FT	**										(MAX=25)
SP ED RESOURCE ROOM > 400 SQ FT	XXX XXX				XXXX XXXX				XXXX XXXX		XXXXXX XXXXXX
SP ED < 401 SQ FT	XXX				XXXX				XXXX		XXXXXX
SP ED < 401 SQ FT	XXX				XXXX				XXXX		XXXXXX
ADJUSTED MS/SEC	XXX	XXXXX	XXXXX			XXXXX	XXXXX				

* Regular and Special Education Pre-School rooms must meet the requirements addressed in the Part A instructions. Verification that the requirements will be met must be submitted with Part A.

** Justified Elementary or Middle/Secondary Capacity (Col. 12) divided by 25. The maximum capacity that may be reported in column #12 is 25. See Part A instructions for a more detailed explanation.

PROJECT FULL TIME EQUIVALENTS											
District/CTC: SPRING-FORD AREA SCHOOL DISTRICT				Project Name: OAKS ELEMENTARY SCHOOL						Grades: K - 4	
		PROJECT PLANNED SPACES - SCHEDULED AREA ONLY									
		EXISTING				NEW				TOTAL	
#1	#2	#3	#4	#5	#6	#7	#8	#9	#10	#11	#12
NAME OF SPACE	UNIT FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	UNIT AREA SQ FT	NUMBER OF UNITS	TOTAL AREA SQ FT	TOTAL FTE CAP	TOTAL AREA SQ FT	TOTAL FTE CAP
ADJUSTED ELEMENTARY	XXX	XXXXXX	XXXX	47,861	100	XXXX	XXXX	13,450	75	61,311	175
ADJUSTED MS/SEC	XXX	XXXXXX	XXXX			XXXXXX	XXXX				
NATATORIUM *		XXXXXX	XXXX			XXXX	XXXX				
NATATORIUM LOCKER					XXXXXX				XXXXXX		XXXXXX
ROOM, DRYING & SHOWER RM - BOYS	XXX	XXXXXX	XXXX		XXXXXX	XXXX	XXXX		XXXXXX		XXXXXX
	XXX	XXXXXX	XXXX		XXXXXX	XXXX	XXXX		XXXXXX		XXXXXX
NATATORIUM LOCKER					XXXXXX				XXXXXX		XXXXXX
ROOM, DRYING & SHOWER RM - GIRLS	XXX	XXXXXX	XXXX		XXXXXX	XXXX	XXXX		XXXXXX		XXXXXX
	XXX	XXXXXX	XXXX		XXXXXX	XXXX	XXXX		XXXXXX		XXXXXX
DIST ADMIN OFFICE	XXX	XXXXXX	XXXX			XXXX	XXXX				
VOCATIONAL	XXX	XXXXXX	XXXX			XXXX	XXXX				
PRJT BUILDING TOTAL	XXX	XXXXXX	XXXX	47,861	XXXXXX	XXXX	XXXX	13,450	XXXXXX	61,311	XXXXXX

* REFER TO THE PART A INSTRUCTIONS TO DETERMINE IF CAPACITY SHOULD BE ASSIGNED.

COMPARATIVE DESIGN ANALYSIS			
District/CTC:	Project Name:	Grades:	
SPRING-FORD AREA SCHOOL DISTRICT	OAKS ELEMENTARY SCHOOL	K - 4	
SCHEDULED AREA			
A. Planned Scheduled Area - Total	61,311 <small>(A19, ADJ ELEM)</small>	+ +	= 61,311 sq. ft. <small>(A19, ADJ MS/SEC)</small>
B. Recommended Scheduled Area			
1. Adjusted FTE - Total	175 <small>(A19, ADJ ELEM)</small>		<small>(A19, ADJ MS/SEC)</small>
2. Recommended Square Feet per student	58		78
3. Recommended Scheduled Area (B1 times B2)	10,150	+ +	= 10,150 sq. ft.
C. Difference between Planned and Recommended Scheduled Areas (A minus B3)			51,161 sq. ft.
D. Difference as a Percent of Recommended Scheduled Area (C divided by B3 times 100)		PROVIDE JUSTIFICATION	504.05 % <small>(CARRY TO 2 DEC PL)</small>
<p>If Line D is greater than minus 10%, refer to instructions for the Comparative Design Analysis Adjustment calculation on A22 form. If Line D is greater than plus 10%, justification for the excess scheduled area must be provided. Check the following if applicable:</p> <p>_____ LARGER THAN NORMAL SCHEDULED AREAS REQUIRED TO ACCOMMODATE EDUCATIONAL PROGRAMS AND COMMUNITY NEEDS</p> <p><input checked="" type="checkbox"/> LARGER THAN NORMAL SCHEDULED AREAS DUE TO EXISTING BUILDING CONDITIONS</p> <p>_____ RELATIVELY LOW ENROLLMENT TO CAPACITY ADJUSTMENT FACTOR (A10, Line F)</p> <p>_____ OTHER (DESCRIBE): _____</p>			
ARCHITECTURAL TO SCHEDULED AREA			
E. Planned Architectural Area for Total Building			
1. Existing	76,421 <small>(A10, LINE H)</small>		sq. ft.
2. New/Addition	21,136 <small>(A10, LINE G)</small>		sq. ft.
3. Total			97,557 sq. ft.
F. Planned Scheduled Area for Total Building			61,311 sq. ft. <small>(A19, PRJT BLDG TOT)</small>
G. Planned Architectural Area divided by Planned Scheduled Area (E3 divided by F)		PROVIDE JUSTIFICATION	1.591 <small>(CARRY TO 3 DEC PL)</small>
<p>If the above ratio of architectural area to scheduled area for this building is greater than 1.58, justification for excess architectural area must be provided. Check the following if applicable:</p> <p><input checked="" type="checkbox"/> LARGER THAN NORMAL LOBBIES AND ENTRANCE AREAS</p> <p>_____ SINGLE-LOADED CORRIDORS</p> <p>_____ LARGER THAN NORMAL STORAGE AREAS</p> <p>_____ LARGER THAN NORMAL STAIRWAYS</p> <p>_____ OTHER (DESCRIBE): _____</p>			

20% RULE FOR ALTERATION COSTS FOR NON-VOCATIONAL PROJECTS

District/CTC: SPRING-FORD AREA SCHOOL DISTRICT	Project Name: OAKS ELEMENTARY SCHOOL	Grades: K - 4
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A. Estimated Alteration Costs

\$ 539,171
(A04, Line F-EXIST)

B- 1. Movable Fixtures & Equipment and Architect's Fee

\$
(A04, Line C-EXIST)

2. Site Development and Architect's Fee

\$ 310,000
(A04, Line J-EXIST)

3. Asbestos Abatement and EPA-Certified Designer's Fee

\$
(A04, Line K-EXIST)

4. Roof Replacement and Architect's Fee

\$
(A04, Line L-EXIST)

5. Building Purchase

\$
(A04, Line M)

6. Adjustment (B-1 plus B-2 and B-3 and B-4 and B-5)

\$ 310,000

C. Adjusted Estimated Alteration Costs (line A minus line B-6)

\$ 229,171

D- 1. Adjusted FTE

100
(A19, ADJ ELEM-EXIST) (A19, ADJ MS/SEC-EXIST
+ NAT/DAO-EXIST)

2. Recommended Square Feet per student

92 123

3. Recommended Architectural Area (D-1 times D-2)

9,200 + = 9,200 sq. ft.

E. Median Construction Cost Per Square Foot

\$174

F. Replacement Costs (D-3 times E)

\$ 1,600,800 VARIANCE

G. 20% Rule (F times .20)

\$ 320,160 REQUIRED

If the Adjusted Estimated Alteration Costs (line C) are less than line G, provide information justifying a variance from this Departmental requirement. The justification must include an explanation as to why this is the best option for the district. Please note that based on the provisions of Basic Education Circular (BEC) 24 P.S. § 7-733, "School Construction Reimbursement Criteria," if the Adjusted Estimated Alteration Costs for this project fall below 20% of the replacement value at the time this project is bid, the alteration work will be non-reimbursable. If the project is not voided and the District still receives reimbursement for any additions, the project building will not be eligible for reimbursement for alterations for the next 20 years unless a request for a variance is approved by the Department.

FULL TIME EQUIVALENTS CONVERTED TO RATED PUPIL CAPACITY			
District/AVTS: SPRING-FORD AREA SCHOOL DISTRICT	Project Name: OAKS ELEMENTARY SCHOOL	Grades: K - 4	
COMPARATIVE DESIGN ANALYSIS ADJUSTMENT - ONLY COMPLETE THIS SECTION IF A20, LINE D IS GREATER THAN -10%			
I. DIFFERENCE AS PERCENT OF RECOMMENDED SCHEDULED AREA (only enter A20, line D if value is greater than -10%)	_____		
II. MINIMUM VARIANCE (A20)	-10.00%		
III. DIFFERENCE	_____		
ELEMENTARY			
A. ADJUSTED ELEMENTARY FTE (A19, ADJ ELEM)	EXISTING 100	NEW 75	TOTAL
B. MIDDLE/SECONDARY SCHOOL ELEMENTARY FTE (Use this section for schools with both elementary and secondary grades on the Middle/Secondary Room Schedule)			
1. Number of Elementary Grades (K-C) on the Middle/Secondary Room Schedule (Pages A13-A15)	5		
2. Total Number of Grades (K-12) on the Middle/Secondary Room Schedule (Pages A13-A15)	_____		
3. Elementary Grades Divided By Total Number of Grades (B-1 divided by B-2) <small>(ROUND TO 4 DEC PL)</small>	_____		
4. Adjusted MS/SEC FTE (A19, ADJ MS/SEC)	_____	+	_____
5. MS Elementary FTE (B-3 times B-4; round to whole number)	_____	_____	_____
C-1. Total Elementary FTE (A plus B-5)	100	+	75 = 175
2. Elementary FTE Reduction (if III < 0%, III times C-1; else 0)	_____	_____	_____
3. Total Elementary FTE based on Comparative Design Analysis	100	+	75 = 175 <small>(FTE)</small>
4. Rated Pupil Capacity Factor	1,4000		
5. Elementary Rated Pupil Capacity (C-3 times C-4)	245 <small>(RPC)</small>		
SECONDARY			
D. ADJUSTED MIDDLE/SECONDARY FTE (A19, ADJ MS/SEC)	_____	_____	_____
E. LESS: MS Elementary FTE (B-5)	_____	_____	_____
F-1. TOTAL MIDDLE/SECONDARY FTE (D minus E)	_____	+	_____ = _____
2. Middle/Secondary FTE Reduction (if III < 0%, III times F-1; else 0)	_____	_____	_____
3. Total Middle/Secondary FTE based on Comparative Design Analysis	_____	+	_____ = _____ <small>(FTE)</small>
4. Rated Pupil Capacity Factor	_____		
5. Middle/Secondary Rated Pupil Capacity (F-3 times F-4)	_____ <small>(RPC)</small>		
G-1. NATATORIUM FTE (A19, NAT)	_____	+	_____ = _____
2. Natatorium Rated Pupil Capacity (G-1 times 1.11)	_____ <small>(RPC)</small>		
H-1. CENTRAL DISTRICT ADMIN OFFICE FTE (A19, DAO)	_____	+	_____ = _____
2. DAO Rated Pupil Capacity (H-1 times 1.11)	_____ <small>(RPC)</small>		
I. TOTAL SECONDARY (F-5 plus G-2 and H-2)	_____ <small>(FTE)</small>	_____ <small>(FTE)</small>	_____ <small>(RPC)</small>
VOCATIONAL			
J. VOCATIONAL	_____ <small>(A19, VOC FTE)</small>	X _____ <small>(RPC FACTOR)</small>	= _____ <small>(RPC)</small>

DISTRICT-WIDE FACILITY STUDY CERTIFICATION

District/CFC:

SPRING-FORD AREA SCHOOL DISTRICT

Project Name:

OAKS ELEMENTARY SCHOOL

Grades:

K - 4

The Board of Directors certifies that it has accepted a district-wide facility study pursuant to Basic Education Circular (BEC) 24 P.S. § 7-733, "School Construction Reimbursement Criteria,". At least two copies of the study will be available for public inspection throughout the PlanCon process for this project at

(Building or location where facility study will be available for public review)

The district-wide facility study must have been completed within the preceding two years of the Department's receipt of the Part A submittal for this project building.

The completion date of the district-wide facility study is:

(mm/dd/yyyy)

The authors are:

(INCLUDE NAME, POSITION, SCHOOL DISTRICT OR FIRM NAME & ADDRESS)

(INCLUDE NAME, POSITION, SCHOOL DISTRICT OR FIRM NAME & ADDRESS)

The following information summarizes the nature and contents of the study.

STUDY PAGE(S)

1. An overview of the school district that considers such factors as geography, population, wealth. The overview must include:
 - population and wealth statistics
 - a map showing the general location of the school district in the state or geographic region
 - a map of the school district showing the general location of all existing buildings and owned sites in the school district
 - information on any distinguishing characteristics, such as geographically separate population centers, that will have an impact on facilities
2. An overview of the school district's educational program. The overview must address for all grades (K-12):
 - instructional practices or planned curriculums by grade structure (elementary, middle, secondary, etc.)
 - special facility needs, if applicable, needed to support planned curriculums
3. An analysis of projected enrollment. The analysis must include:
 - the likely enrollment for each grade structure ten years into the future
 - a discussion of the reliability of the enrollment projections
4. An analysis of each building's capacity as it relates to the educational program. The analysis must address:
 - how many students a building can house
 - the types of educational spaces required by the educational program described above
 - length of the school day and number of classes per day, if applicable
 - size of particular rooms and adequacy of those rooms, if applicable
 - grade alignments
5. An analysis of each building's condition. The analysis must address:
 - the building's physical condition
 - the projected useful life of each building's major components (electrical, HVAC, plumbing, etc.)
 - code violations
 - universal accessibility
 - Energy Portfolio Surveys (See Attachment C in Part A Instructions.)
 - the cost to upgrade each building to current standards
6. An analysis of construction options. The analysis must address:
 - the alternatives available to the district based on the above analysis
 - cost estimates for each alternative
 - the pros and cons for each alternative
 - a summary page depicting options and costs
 - Energy Portfolio Surveys (See Attachment C in Part A Instructions.)
7. Documentation regarding the author's credentials including education, registration or licensure and experience for each author

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEETINGS

ADOPTED: March 25, 1991

REVISED: June 19, 2006

REVIEWED: June 8, 2015

	006. MEETINGS
65 P.S. 701 et seq	<p>Section 1. <u>Parliamentary Authority</u></p> <p>All Board meetings will be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including small group rules shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, regulations of the State Board, or Board procedures.</p>
SC 422	<p>Section 2. <u>Quorum</u></p> <p>A quorum shall be five (5) Board members present at a meeting (monthly Work Session and or Action Meeting). No business shall be transacted at a meeting without a quorum, but the Board members at such a meeting may adjourn to another time.</p> <p>In the case of an emergency or other personal conflict, each school board member can attend up to three (3) school board meetings per calendar year remotely utilizing audio/video technology (phone, video conferencing, Skype). The school board member must notify the School Board President and the Superintendent at least 24 hours in advance of the school board meeting to request attendance at the meeting remotely and specify the technology that will be used. To clarify further, a quorum of five (5) Board members must still be physically present at the meeting and any school board member attending a meeting remotely using audio/video technology maintains normal school board member rights and privileges (speaking, voting, etc..) even though they are not physically present at the meeting location.</p>
SC 405, 426, 427, 428	<p>Section 3. <u>Presiding Officer</u></p> <p>The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. The act of any person so designated shall be legal and binding.</p>

65 P.S. 703, 709	<p>Section 4. <u>Notice</u></p> <p>Notice of all open public Board meetings, including committee meetings and discussion sessions, shall be given by the publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and the posting of such notice at the administrative offices of the Board.</p>
65 P.S. 703, 709	a. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting.
65 P.S. 703, 709	b. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.
65 P.S. 703, 709	c. Notice of all rescheduled meetings shall be given by notification on the school district website, television station and the district social media network and posting of notice at the District Office at least twenty-four (24) hours prior to the time of the meeting.
65 P.S. 703	d. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of meeting and sending copies of such notice to interested parties.
65 P.S. 709	e. Notice of all public meetings shall be advertised once in one (1) daily newspaper circulating in Montgomery and Chester Counties. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.
SC 423	<p>Notice of all regular and special Board meetings shall be given by the Board Secretary to Board members not later than two (2) days prior to the time of the meeting.</p> <p>Notice of executive sessions, if not previously announced, shall be provided, in writing, to Board members at least twenty-four (24) hours prior to the executive session.</p>
65 P.S. 701 et seq SC 421	<p>Section 5. <u>Regular Meetings</u></p> <p>Regular Board meetings shall be public and shall be held at specified places at least once every two (2) months.</p>

<p>65 P.S. 701 et seq</p> <p>SC 426</p>	<p>a. Agenda</p> <p>It shall be the responsibility of the Superintendent, in cooperation with the Board President, to prepare an agenda of the items of business to come before the Board, which shall include all recommendations from standing committees at each regular meeting. The agenda shall be provided to each school director at least two (2) days before the meeting.</p> <p>Any additions or changes to the prepared agenda may be requested by a Board member or the Superintendent and must be approved by a majority vote of the Board members present.</p> <p>b. Order of Business</p> <p>The order of business for regular meetings shall be as follows, unless altered by the President at the Board meeting:</p> <ul style="list-style-type: none"> • Call to Order and Roll Call • Pledge of Allegiance • Presentation • Public to be Heard • Approval of the Minutes • Board Committee Reports * • Personnel • Finance • Property • Programming and Curriculum • PSBA Report • Conference/Workshop Recommendations • Other Business • Information Items • Solicitor's Report • Public to be Heard • Action Review • Adjournment <p>* Board Work Session</p> <p>Section 6. <u>Special Meetings</u></p> <p>Special meetings shall be public and may be called for special or general purposes.</p> <p>The President may call a special meeting at any time and shall call a special meeting upon presentation of written requests of three (3) school directors. Upon the</p>
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	<p>President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the Board members.</p> <p>The order of business for special meetings shall be as follows unless altered by the President or a majority of those present and voting:</p> <ul style="list-style-type: none"> • Call to Order • Roll Call • Public to be Heard • Announcement • Reading of Notice of Meeting • Transaction of Business for Which Meeting was Called and/or Other Business Properly Brought Before the Meeting • Public to be Heard • Adjournment <p>Section 7. <u>Hearing Of Citizens</u></p>
Pol. 903 65 P.S. 701 et seq	<p>A member of the public present at a meeting of the Board may address the Board in accordance with the Board's rules.</p> <p>Section 8. <u>Voting</u></p> <p>All motions shall require for adoption a majority vote of those Board members present or attending the meeting remotely (using audio/video technology) and voting, except as provided by statute or Board procedures. All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another Board member.</p> <p>a. The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:</p>
SC 609	1. Transfer of budgeted funds.
SC 687	2. Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.
SC 634	3. Incur a temporary debt or borrow money upon an obligation.
SC 687	4. Incur a temporary debt to meet an emergency or catastrophe.
SC 324	5. Elect to a teaching position a person who has served as a Board member and who has resigned.

SC 707	6. Convey land or buildings to the municipality co-terminus with the school district.
SC 803	7. Adopt or change textbooks without the recommendation of the Superintendent.
SC 1129	8. Dismiss, after a hearing, a tenured professional employee.
SC 508	b. The following actions require the recorded affirmative votes of a majority of the full number of Board members:
	1. Fixing the length of school term.
Pol. 108	2. Adopting textbooks recommended by the Superintendent.
SC 1071, 1076	3. Appointing the district Superintendent and the Assistant Superintendent(s).
	4. Appointing teachers and principals.
Pol. 604	5. Adopting the annual budget.
Pol. 005, 606	6. Appointing tax collectors and other appointees.
Pol. 605	7. Levying and assessing taxes.
	8. Purchasing, selling, or condemning land.
	9. Locating new buildings or changing the location of old ones.
Pol. 107	10. Adopting planned instruction.
	11. Establishing additional schools or departments.
SC 621	12. Designating depositories for school funds.
	13. Expending district funds.
Pol. 610	14. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to \$10,000 bid requirements).
	15. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.
SC 224	16. Combining or reorganizing into a larger school district.

	17. Entering into contracts with and making appropriations to the Intermediate Unit for the district's proportionate share of the cost of services provided or to be provided by the Intermediate Unit.
SC 514, 1080	18. Dismissing, after a hearing, a nontenured employee.
SC 212	19. Adoption of a corporate seal for the district.
SC 702	20. Determining the location and amount of any real estate required by the school district for school purposes.
SC 708	21. Vacating and abandoning property to which the Board has title.
SC 1503	22. Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day.
Pol. 004	23. Removing a school director.
Pol. 004	24. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.
Pol. 005	25. Removing an officer of the Board.
Pol. 005	26. Removing an appointee of the Board.
Pol. 003	27. Adopting, amending or repealing Board policy.
	Section 9. <u>Minutes</u>
65 P.S. 706 SC 518	<p>The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:</p> <ul style="list-style-type: none"> a. The date, place, and time of the meeting. b. The names of Board members present. c. The presiding officer. d. The substance of all official actions. e. Actions taken.

65 P.S. 705	<p>f. Recorded votes and a record by individual members of all roll call votes taken.</p> <p>g. The names of all citizens who appeared officially and the subject of their testimony.</p> <p>The Board Secretary shall provide each Board member with a copy of the minutes of the last meeting prior to the next regular meeting.</p>
SC 433	<p>The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.</p> <p>Notations and any tape or audiovisual recordings shall not be the official record of an open public Board meeting.</p> <p>The Board reserves the right to have verbatim minutes when the Board deems necessary.</p>
Pol. 006 65 P.S. 703, 709	<p>Section 10. <u>Adjournment</u></p> <p>The Board may at any time recess or adjourn to an adjourned meeting at a specified date and place upon the majority vote of those present. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon. Notice of the rescheduled meeting shall be given as provided in Board policy.</p>
65 P.S. 707, 708	<p>Section 11. <u>Executive Session</u></p> <p>The Board may hold an executive session, which is not an open meeting, before, during, at the conclusion of an open meeting, or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.</p> <p>The Board may discuss the following matters in executive session:</p> <ul style="list-style-type: none"> a. Employment issues. b. Labor relations. c. Purchase or lease of real estate. d. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation. e. Matters that must be conducted in private to protect a lawful privilege or confidentiality.

	<p>Official actions based on discussions held in executive session shall be taken at a public meeting.</p> <p>Section 12. <u>Work Sessions</u></p>
65 P.S. 701 et seq	<p>The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made.</p> <p>Section 13. <u>Committee Meetings</u></p>
65 P.S. 703, 709	<p>Committee meetings may be called at any time by the Committee Chairperson, with proper public notice, or when requested to do so by two (2) members of the committee.</p>
65 P.S. 701 et seq	<p>A majority of the total membership of a committee shall constitute a quorum. If a quorum is not reached, the chairperson may designate a member of the Board in attendance to serve on the committee for that particular meeting.</p> <p>Unless held as an executive session, committee meetings shall be open to the public, other Board members, and the Superintendent.</p> <p>A majority of the committee or the Chairperson may invite school district employees, consultants or other persons who may have special knowledge of the area under investigation.</p> <p>Board members who are not committee members but who attend committee meetings may not make committee recommendations to the Board, but may participate in the discussion.</p>
<p>School Code</p> <p>212, 224, 324, 405, 408, 421, 422, 423, 426, 427, 428, 433, 508, 514, 518, 609, 621, 634, 665, 671, 687, 702, 707, 708, 803, 1071, 1075, 1076, 1077, 1080, 1111, 1129, 1503</p>	

PA Statute
65 P.S. 701 et seq

Board Policy
003, 004, 005, 006,
107, 108, 604, 605,
606, 610, 903

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: TOBACCO USE

ADOPTED: March 25, 1991

REVISED: February 4, 2004

REVIEWED: April 13, 2015

	222. TOBACCO USE
1. Purpose	The Board recognizes that tobacco use by students presents a health and safety hazard which can have serious consequences for both users and nonusers.
2. Definition 18 Pa. C.S.A. Sec. 6306.1	For purposes of this policy, tobacco use shall be defined as a lighted or unlighted cigarette, electronic cigarette (e-cigarette) , cigar and pipe; other lighted smoking product; and smokeless tobacco in any form.
3. Authority 20 U.S.C. Sec. 7181 et seq Title 22 Sec. 12.3 35 P.S. 1223.5 18 Pa. C.S.A. Sec. 6306.1	It is the intent of the Board to create a healthful environment within its schools. Well-documented research evidences multiple health hazards from the inhalation of tobacco smoke by both smokers and nonsmokers. The Board prohibits students from possessing and using tobacco at any time in a school building, on a school bus, while participating in any activities sponsored by the school, and on school property owned by, leased by, or under control of the school district. The school district shall initiate prosecution of a student who violates the tobacco use policy.
4. Delegation of Responsibility	The Superintendent or designee shall annually notify students and parents about the district's tobacco use policy by publishing such policy in the student handbook, posted notices and other efficient methods. The Superintendent or designee shall develop procedures to implement this policy.
5. Guidelines SC 1303-A	Incidents of possession, use and sale of tobacco in violation of this policy by any person on school property shall be reported to the Office of Safe Schools on the required form at least once each year.

<p>18 Pa. C.S.A. Sec. 6306.1</p>	<p>A student convicted of possessing or using tobacco in a school building or on a school bus or school property shall be subject to the penalties in the discipline code which is set forth in detail in the student handbook and shall be fined up to \$50 plus court costs or admitted to alternative adjudication for violating the provisions of Resolution #97-4, The Fire and Panic Act, and the Tobacco Act.</p> <p><u>RELATED POLICIES</u></p> <p>218 Student Discipline 226 Locker Search 227 Drug Abuse 233 Suspension and Expulsion</p>
<p>PA Code Title 22 Sec. 12.3, Sec. 403.1</p> <p>18 Pa. C.S.A. Sec. 6306.1</p> <p>School Code 510, 1303-A</p> <p>35 P.S. 1223.5</p> <p>20 U.S.C. Sec. 7181 et seq</p> <p>20 U.S.C. Sec. 7114</p>	

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: DRUG ABUSE

ADOPTED: March 25, 1991

REVISED: February 27, 2006

REVIEWED: April 13, 2015

	227. DRUG ABUSE
<p>1. Purpose</p> <p>42 P.S. 8337 35 P.S. 780-101 et seq</p>	<p>The Board recognizes that the misuse of drugs is a serious problem with legal, physical and social implications for the whole school community. As the educational institution of this district, the schools should strive to prevent the abuse of drugs.</p> <p>The possession, use of and/or condition of being under the influence of narcotic drugs or dangerous drugs are defined in the Controlled Substances Act and below. Drugs and the possession of paraphernalia related to the use thereof on school property, buses, or at any school-sponsored function is prohibited. This also includes all substances which constitute so-called bogus or counterfeit drugs.</p>
<p>2. Definition</p> <p>35 P.S. 780-101 et seq 42 P. S. 8337 21 U.S.C. Sec. 812 Pol. 210</p>	<p>For purposes of this policy, the term drug, drugs, and/or controlled substances shall mean: all controlled substances prohibited by law; all look-alike drugs; all alcoholic beverages and all malt beverages; any drug paraphernalia including electronic cigarettes; any anabolic steroids; any prescription drug; any mood altering substance; any mind altering substance; and/or, any inhalant except those for which permission for use in school has been granted pursuant to Board policy.</p>
<p>3. Authority</p> <p>SC 510, 511 Title 22 Sec. 12.3</p>	<p>The Board prohibits huffing, vaporizing, unlawful manufacture, possession, use, distribution and/or sale of any drug or controlled substance at any time, on district property at any time, on district-sponsored or sanctioned transportation, and at any district-sponsored or sanctioned event even if conducted off district property.</p> <p>The Board may require participation in drug counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs, at the sole expense of the student's parent(s) and/or legal guardian(s).</p>

<p>4. Delegation of Responsibility 42 P.S. 8337 Pol. 218, 233</p>	<p>The Superintendent shall prepare rules for the identification and control of abuse of controlled substances in the schools which shall: establish procedures dealing with students suspected of huffing, vaporizing, unlawful manufacture, possession, use, distribution, and/or sale of controlled substances in the district, on district property, or at district-sponsored or sanctioned events, up to and including expulsion and referral for prosecution; discourage abuse of controlled substances; and establish procedures for the instruction and readmission to school of students convicted of offenses involving controlled substances. In addition, the Superintendent shall ensure that students are made aware of this policy, and that students violating this policy are subjected to the Discipline Code and Discipline Policy.</p>
<p>SC 1303-A</p>	<p>Incidents of alleged violations by any person on school property shall be reported to the Office of Safe Schools on the required form at least once each year. In all cases involving students and drugs, the need to protect the school community from undue harm and exposure to drugs shall be recognized.</p>
<p>5. Guidelines Pol. 210</p>	<p><u>Implementation Of Policy</u></p> <ol style="list-style-type: none"> 1. Students bringing prescription medication to school for reasons of health must present to the school nurse a note signed by the parent. 2. Students judged to be in need of immediate medical attention will be taken by a staff member to the school nurse. 3. It is the responsibility of each school employee to notify the building administrator of any students who appear to be in apparent need of immediate medical attention, or of students allegedly huffing, vaporizing, unlawfully manufacturing, possessing, using, distributing, and/or selling controlled substances. 4. School personnel and coaches shall not recommend, supply and/or dispense any drug, medication or food supplement. <p>In order to minimize health and safety risks to student-athletes, maintain ethical standards and reduce liability risks, school personnel and coaches shall never condone, permit, encourage, supply, recommend and/or dispense any drug, medication or food supplement recommended by the manufacturer for performance-enhancing purposes.</p> <ol style="list-style-type: none"> 5. Parents are to be informed of the apprehension of a child for the huffing, vaporizing, unlawful manufacture, possession, use, distribution and/or sale of controlled substances. Evidence will be turned over to the police.

<p>Pol. 233</p> <p>Pol. 233</p> <p>20 U.S.C. Sec. 1400 et seq</p> <p>Pol. 226</p>	<ol style="list-style-type: none"> 6. The principal and/or the assistant principal is required to notify police of all incidents in which students are apprehended for the huffing, vaporizing, unlawful manufacture, possession, use, distribution, and/or sale of controlled substances on district premises. Any physical evidence of violation of laws relating to drug abuse shall be turned over to police officials by the principal and/or assistant principal. The district will ask the police to cooperate and produce the physical evidence at the hearing. 7. The principal and/or the assistant principal shall give the Superintendent immediate verbal notice of all drug violations. Such notice shall be followed before the end of the subsequent day with a written report setting forth the pertinent details of the incident. 8. Students who violated this policy will be required to receive a Student Assistance Program (SAP) assessment. 9. A student apprehended by school officials for the alleged violation of this policy shall be subject to the following disciplinary procedures: <ol style="list-style-type: none"> a. The building administrator will immediately implement a ten-day out-of-school suspension. b. The principal and/or the assistant principal shall recommend expulsion to the Superintendent of Schools, on a case-by-case basis. c. The principal and/or the assistant principal shall take all steps necessary to comply with the Individuals with Disabilities Education Act for students with disabilities. 10. All desks, clothing, backpacks, gym bags, and other personal possessions, and lockers used by students shall be subject to inspection by the school authorities when reasonable suspicion exists. <p>References:</p> <p>Controlled Substances Act – 21 U.S.C. Sec. 801 et seq</p> <p>PA Controlled Substance, Drug, Device and Cosmetic Act – 35 P.S. 780-101 et seq</p>
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	<p>PA Civil Immunity of School Officers/Employees Relating to Drug or Alcohol Abuse – 42 Pa. C.S.A. 8337</p> <p>Steroids – 35 P.S. Sec. 807.2</p> <p>School Code – 24 P.S. Sec. 510, 511, 1303-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3; 22 PA Code Sec. 403.1</p> <p>No Child Left Behind Act of 2001 – 20 U.S.C. Sec. 7114, 7161</p> <p>Board Policy – 122, 123, 207, 210, 218, 222, 226, 233</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: DISCIPLINARY PROCEDURE

ADOPTED: March 25, 1991

REVISED:

REVIEWED: June 8, 2015

	317. DISCIPLINARY PROCEDURES
<p>1. Purpose</p> <p>2. Authority</p> <p>3. Delegation of Responsibility SC 1151</p> <p>2 PA C.S. Sec. 551 et seq</p>	<p>Effective operation of the district's programs requires the cooperation of all district employees in working together under a system of policies and rules applied fairly and uniformly to all employees. The orderly conduct of the district's business requires uniform compliance with these policies and rules, and uniform penalties and disciplinary procedures for violations.</p> <p>There shall be established procedures whereby administrative employees shall be informed as to the disciplinary actions that are considered appropriate, and that are to be applied, for violation of district policies and regulations.</p> <p>The Superintendent shall prepare and promulgate disciplinary rules for violations of district policies and rules which provide progressive penalties including where appropriate, verbal warning, written warning, suspension, or dismissal. Based upon Act 24 of 2011 (Act 24), all school employees are required to report to the School Administrator within seventy-two (72) hours any arrest or conviction of an offense listed on PDE-6004 form. Failure to report any arrest or conviction in the time frame may result in disciplinary action against the employee, up to and including termination. In addition, the chief school administrator or his or her designee must report to the Department of Education: any educator who has been provided notice of intent to dismiss or remove for cause, notice of nonrenewal for cause, notice of removal from eligibility lists for cause or notice of a determination not to reemploy for cause. The report shall be filed within 15 days after notice is provided by a school entity.</p> <p>In addition, all employees are required to update Act 34, Act 151 and Act 114 clearances every three (3) years. If an employee's clearances lapse, the employee will no longer be eligible to work for the school district and will face suspension or possible termination of employment.</p> <p>In the event it is necessary to demote or dismiss, a hearing shall be provided as required by statute.</p>

<p>School Code 510, 1122, 1127, 1151</p> <p>PA Statute 2 PA C.S. Sec. 551</p>	<p>When charges are filed against a professional employee pursuant to the School Code, the Board after hearing the case in accordance with the procedures established in the School Code may vote to discharge any such employee or authorize a lesser punishment short of a discharge such as a suspension without pay or lesser degrees of punishment.</p> <p>The vote to discharge shall be by a two-thirds vote of all members of the Board. A vote to provide a degree of punishment less than a discharge shall be by a majority of a quorum present at a meeting at which such vote is to be taken.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: DISCIPLINARY PROCEDURES

ADOPTED: March 25, 1991

REVISED:

REVIEWED: June 8, 2015

	417. DISCIPLINARY PROCEDURES
1. Purpose	Effective operation of the district's programs requires the cooperation of all district employees in working together under a system of policies and rules applied fairly and uniformly to all employees. The orderly conduct of the district's business requires uniform compliance with these policies and rules, and uniform penalties and disciplinary procedures for violations.
2. Authority SC 510	There shall be established procedures whereby professional employees shall be informed as to the disciplinary actions that are considered appropriate, and that are to be applied, for violation of district policies and regulations.
3. Delegation of Responsibility SC 1122	<p>The Superintendent shall prepare and promulgate disciplinary rules for violations of district policies and rules which provide progressive penalties including, where appropriate, verbal warning, written warning, suspension, or dismissal. Based upon Act 24 of 2011 (Act 24), all school employees are required to report to the School Administrator within seventy-two (72) hours any arrest or conviction of an offense listed on PDE-6004 form. Failure to report any arrest or conviction in the time frame may result in disciplinary action against the employee, up to and including termination. In addition, the chief school administrator or his or her designee must report to the Department of Education: any educator who has been provided notice of intent to dismiss or remove for cause, notice of nonrenewal for cause, notice of removal from eligibility lists for cause or notice of a determination not to reemploy for cause. The report shall be filed with 15 days after notice is provided by a school entity.</p> <p>In addition, all employees are required to update Act 34, Act 151 and Act 114 clearances every three (3) years. If an employee's clearances lapse, the employee will no longer be eligible to work for the school district and will face suspension without pay or possible termination of employment.</p>
SC 1127	In the event it is necessary to demote or dismiss, a hearing shall be provided as required by statute.

417. DISCIPLINARY PROCEDURE – Pg. 2

<p>SC 1122 1127</p> <p>School Code 510, 1122, 1127, 1151 PA Statute 2 PA C.S. Sec. 551</p>	<p>When charges are filed against a professional employee pursuant to the School Code, the Board after hearing the case in accordance with the procedures established in the School Code, may vote to discharge any such employee or authorize a lesser punishment short of discharge such as a suspension without pay or lesser degrees of punishment.</p> <p>The vote to discharge shall be by a two-thirds vote of all members of the Board. A vote to provide a degree of punishment less than a discharge shall be by a majority of a quorum present at a meeting at which such vote is to be taken.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: DISCIPLINARY PROCEDURES

ADOPTED: March 25, 1991

REVISED:

REVIEWED: June 8, 2015

	517. DISCIPLINARY PROCEDURES
1.Purpose	Effective operation of the district's programs requires the cooperation of all district employees in working together under a system of policies and rules applied fairly and uniformly to all employees. The orderly conduct of the district's business requires uniform compliance with these policies and rules, and uniform penalties and disciplinary procedures for violations.
2.Authority	There shall be established procedures whereby classified employees shall be informed as to the disciplinary actions that are considered appropriate, and that are to be applied, for violation of district policies and regulations.
3.Delegation of Responsibility	<p>The Superintendent shall prepare and promulgate disciplinary rules for violations of district policies and rules which provide progressive penalties including, where appropriate, verbal warning, written warning, suspension, or dismissal. Based upon Act 24 of 2011 (Act 24), all school employees are required to report to the School Administrator within seventy-two (72) hours any arrest or conviction of an offense listed on PDE-6004 form. Failure to report any arrest or conviction in the time frame may result in disciplinary action against the employee, up to and including termination.</p> <p>In addition, all employees are required to update Act 34, Act 151 and Act 114 clearances every three (3) years. If an employee's clearances lapse, the employee will no longer be eligible to work for the school district and will face suspension without pay or possible termination of employment.</p>
Act 353 of 1968	In the event it is necessary to demote or dismiss, a hearing shall be provided as required by statute.
Other Cite Act 353 of 1968	

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: COMMUNITY VOLUNTEERS

ADOPTED: January 28, 2008

REVISED: May 27, 2014

REVIEWED: June 8, 2015

	916. COMMUNITY VOLUNTEERS
1. Purpose	The Board values the unique contributions made by parent/guardian and community volunteers to the educational and extracurricular programs of the school district. Accordingly, the Board encourages the use of parent/guardian and community volunteers, subject to certain requirements and procedures as set forth below.
2. Definition	<p>A volunteer is defined as any individual who performs a service for the school district without compensation, remuneration or other consideration and who otherwise meets the requirements of this policy. A volunteer must be at least eighteen (18) years of age. A volunteer need not be a parent/guardian of a student enrolled in the school district. A volunteer for purposes of this policy shall include but is not limited to the following opportunities:</p> <ul style="list-style-type: none"> • Serving as a Daily classroom, library or office assistant • Assisting with classroom or building special events/celebrations • Chaperoning a single day field trip and/or overnight field trip/competition • Volunteering with any of the district interscholastic athletic teams and musical performance groups • Advising or assisting an extracurricular activity • Providing supplemental assistance to a student
3. Guidelines	<p><u>Volunteer Requirements</u></p> <p>Holding the position of a volunteer is not a right, but a privilege conferred upon the volunteer by the Board, acting through the building principal of each school within the school district. All volunteers have specific requirements that need to be completed PRIOR to participating in any volunteer experience.</p>

- **Each Year - All volunteers shall be annually required to complete and sign the Spring-Ford Volunteer Registration and Disclosure Statement and the Tuberculosis Exposure Risk Assessment Questionnaire. These forms must be submitted to each school building that the volunteer wishes to volunteer in and will be kept on file in the main school building office.**
- **Every Three (3) Years - Each volunteer shall be required to complete and submit Act 34 (Criminal History Clearance Report), Act 151 (Child Abuse Clearance Report) and Act 114 (FBI Criminal Clearance Report) prior to participating in any volunteer opportunity. The cost for obtaining these required background clearances shall be covered by the volunteer. Clearance documents for all volunteers are valid with the District for a maximum of three (3) years and must be updated and resubmitted in order to continue as a volunteer. All volunteers are required to provide satisfactory Act 34, Act 151 and Act 114 clearance reports and be cleared by the Superintendent or designee before any contact with school students is permitted. All volunteer clearance paperwork will be submitted at one time, recorded and coordinated at the district office level.**
- **Should the clearances lapse and the volunteer does not obtain new clearances, that individual may no longer serve as a volunteer for the district in any capacity until the updated clearances are received and reviewed at the district office level.**

Currently enrolled students in good standing who are performing unpaid District sponsored services such as tutoring, mentoring or similar activities are here deemed to be participants in District curricular, co-curricular and extra-curricular activities and are not “volunteers” under the applicable law or this policy. Therefore, such students are not required to complete the paperwork and volunteer clearances otherwise required by this policy.

Under no circumstances shall a volunteer be considered an employee or independent contractor of the school district. A volunteer shall not receive wages, salary or other valuable consideration for the performance of his/her services; provided, however that, without altering a person’s status as a volunteer, the applicable building principal, in his/her sole discretion, may reimburse costs incurred by volunteers. A volunteer may not direct or supervise a school-sponsored program, group of students, or an individual student belonging to any such program outside the immediate supervision of a professional staff member. A volunteer is not permitted to impose or administer school discipline, though he or she may bring an individual’s actions to the staff or administration’s attention.

<p>SC 111 Title 22 Sec. 8.1 et seq 23 Pa. C.S.A. Sec. 6301 et seq</p>	<p>Volunteers shall follow all applicable administrative procedures established pursuant to this policy and shall follow all other rules, regulations and administrative guidelines concerning the conduct of the professional and paraprofessional staff of the school district; provided however that such rules, regulations and administrative procedures and guidelines shall not be deemed to expand the responsibility, authority or scope of activity applicable to volunteers under this policy. The local school administrator has the authority and sole discretion to dismiss a volunteer and direct that the volunteer leave District property when that administrator feels it is appropriate to do so.</p> <p>The Board authorizes the District administration to investigate any allegations of impropriety involving a volunteer, and authorizes the District Superintendent to involve the solicitor and/or law enforcement authorities in any such investigation as deemed necessary and appropriate.</p> <p><u>Safety Requirements</u></p> <p>All volunteers and/or visitors will be required to check in through the security system utilized by the district before being granted access beyond the school office. A temporary identification badge must be worn at all times by all volunteers while working with students and/or serving as a school volunteer.</p> <p>Except as specifically authorized by the Superintendent on a case-by-case basis, volunteers shall not be permitted to operate any motor vehicles owned by or under the control of the school district, and volunteers shall not be permitted to transport students by motor vehicle in support of any school program. Any volunteer operating a school owned vehicle or vehicle under the control of the school district must provide a Department of Motor Vehicles (DMV) 10-year Driving Record Report prior to operating the vehicle. The DMV 10-year Driving Record must be submitted on a yearly basis and will be kept on file in the Transportation Department at the District Office. The cost of obtaining the DMV report will be covered by the volunteer. The Transportation Department in conjunction with the administrator in charge of the activity is responsible for the verifying the approval by the Superintendent or designee authorizing the volunteer to operate the vehicle, verifying the DMV Driving Record and coordinating the exchange of keys and essential paperwork.</p>
<p>20 U.S.C. Sec. 1232g</p> <p>4. Delegation of Responsibility SC 111</p>	<p><u>Confidentiality</u></p> <p>Each volunteer shall keep strictly confidential all information s/he may learn, during the course of performing services, about the students enrolled in the school district.</p> <p><u>Delegation</u></p> <p>In conjunction with the administration, each school within the school district shall</p>

<p>Title 22 Sec. 8.1 23 Pa. C.S.A. Sec. 6301 et seq</p>	<p>adopt its own administrative procedures for the recruitment, selection and assignment of volunteers. Each building principal or designee shall assume general authority and responsibility over the volunteers performing services of any kind at or on behalf of the school, including, without limitation, the responsibility for implementing the security system utilized by the district, overseeing volunteer paperwork and confirming with the District Office in regard to the clearances.</p> <p>No such procedures adopted by the schools within the school district shall be inconsistent with the terms and conditions of this policy.</p> <p>With regard to volunteer coaches, the high school principal or designee shall assume general authority over volunteer coaches on the high school level, principals or designees at the 7th, 8th and 9th grade centers shall assume responsibility for volunteer coaches at those respective schools. The head coach in charge of the volunteer coach will assume daily responsibility for the actions and training of his/her volunteer coaches.</p> <p>All such procedures adopted by the schools within the school district shall be subject to the approval of the Superintendent or designee.</p>
<p>Pol. 345, 445, 545</p>	<p>Notwithstanding the previously granted authority and discretion of the local school administrator, the Board directs that the building principal in which the volunteer is assigned will dismiss any volunteer who, with or without previous warning, violates this policy or any other policy or guideline of the district, including the Staff-Student Communication/Relations policies or whose presence is considered a danger to the school population.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 510, 1418</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.</p> <p>State Department of Health Regulations – 28 PA Code Sec. 23.44</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 6301 et seq.</p> <p>Board Policy – 345, 445, 545</p>