

On February 27, 2017 the Board Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I:	Dr. Edward T. Dressler, Bernard F. Pettit and Kelly J. Spletzer
Region II:	Dawn R. Heine and Colleen Zasowski
Region III:	Mark P. Dehnert and Thomas J. DiBello
Presiding Officer:	Joseph P. Ciresi
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Taylor Stevens

The following Board Members were absent: Todd R. Wolf and Daniel J. Ciresi (Student Representative)

## **ANNOUNCEMENTS**

Taylor reported that the Spring-Ford Area High School Future Planning Center is excited to announce the Third Annual Career Month is taking place this March. The Future Planning Center will host a variety of professionals to speak to Spring-Ford High School students about their careers. She advised that the presentations are open to all students in the 10-12 building. The career speakers will present about their profession, education, and career experiences. These presentations will allow students to learn about a potential career from professionals in the field. Each presenter will have a Question and Answer portion of their presentation so students can ask specific career related questions. Taylor reported that the 2017 lineup includes College Coaching from Gwynedd Mercy College. Sports Industry with 97.5 The Fanatic, Military Academies with West Point Cadet Kesti and Research Science from Merck plus many more. She advised that anyone interested in more information can visit the Future Planning Center.

## **I. PRESENTATIONS**

Mr. Cifelli invited everyone to this year's musical show *Fiddler on the Roof*. He stated that this year's show represents one of the largest casts in recent memory at Spring-Ford High School with approximately 150 students collaboratively working on this production. Mr. Cifelli spoke about the story behind the show. He expressed his pride in the students and staff who have put in thousands of man hours into the production. Mr. Cifelli thanked the School Board for their support of this activity and invited everyone to sit back and enjoy a preview of the opening number from the show. The students performed "Tradition" from the show.

Mr. Ciresi commended the students on a great job this evening and stated that it was wonderful to see so many students involved in the production.

- A. **Alexander Cifelli**, Teacher and Spring Musical Director, to provide a glimpse of Spring-Ford Area High School's Spring Musical *Fiddler on the Roof*.

Mr. Ciresi moved onto the Public to be Heard section of the meeting before moving onto the second presentation.

## **II. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY**

**Arthur Lebofsky, Phoenixville**, stated that he was here last week and make a plea about watching what the federal government is doing at this particular point as it will impact our funding. Mr. Lebofsky stated that he was given a percentage figure last week when he was here about how much money the government might be contributing to the district and he said that it came out to about \$20 million. Mr. Ciresi stated that this information was not correct and Mr. Lebofsky said he was given a figure of 13%. Mr. Ciresi said the figure was actually about .9%. Mr. DiBello asked where he was given the figure of 13% and Mr. Lebofsky said that it was a figure he wrote down that he had been given by a member of the board. Mr. Lebofsky said the point he is making is that even with .9% the federal government provides to the district not only the funding but also a sense of direction of how the funding should be spent. Mr. Lebofsky commented that he wanted to make the Board aware that the House introduced a bill, HR 610, which is being called the Choices in Education Act of 2017. He added that this bill basically repeals the Elementary and Secondary Education Act of 1965, limits the authority of the Department of Education and only will grant block grants to the states. Mr. Lebofsky reported that there is a condition applied to the block grants for all federal money and that condition is that the state must comply with an education voucher program. Mr. Lebofsky stated that as the Board is aware this is a contentious issue not only in congress but nationally in terms of how money will be disbursed based on vouchers and will have an impact on public education.

Mr. Fitzgerald stated that Mr. Lebofsky comments are not specific to an action item which the Board is taking tonight. He asked Mr. Lebofsky to reserve this component of his comments to the second public comment period as that would adhere to the comment procedures. Mr. Lebofsky commented that he spoke at this point in the meeting as the Board does deal with financial items throughout the agenda and he just wants to caution them that the House is taking action, bills are being sent to Committee and it really is crucial that they monitor these bills because philosophically they are stating how they expect education to be funded nationally and within the state and obviously the impact locally on our children.

**Kathy Drennan, Collegeville**, asked for clarification on Item H5 under Finance H5 which talks about ESY and money that is going to be expended for this. She stated that this item mentions the need for 5 of the teachers who will be tutors during ESY who are to be Wilson Language experienced and she wanted to know why they are not required to be certified in Wilson Language. Mrs. Drennan also asked if the teachers are not required to be Wilson certified if they would be under the direction of a Wilson certified specialist. Dr. Goodin responded that he was not sure about this but would follow up on this to see if there was a Wilson certified person. He added that he was not sure if we had a Wilson certified person in the district but he was sure that we had Wilson experienced people in the district. Dr. Goodin advised that the Extended School Year Program is written into the student's IEPs and he will follow up on this and get back to Mrs. Drennan with a response.

## **PRESENTATIONS (Continued)**

Mrs. Bast invited the Ram QUEST teachers and students to come up and join her at the podium. She stated that they are all very excited to be here this evening and that the plan is to get the Board involved in this presentation as well. Mrs. Bast reported that when they

describe to anyone who is asking what Ram QUEST is they respond that it is a hands-on learning lab. She added that they want students to experience inquiry based instruction in reading, math, science and technology. The first through fourth grade students attend this class once per cycle just like art, music, physical education and library. Mrs. Bast added that they named it Ram QUEST because they want students to be Questioning, Understanding, Exploring, Searching and Teaming. Mrs. Bast introduced each of the Ram QUEST teachers present and asked them to in turn introduce their students and then take a spot at their assigned work table. Mrs. Bast invited the Board to check their seats for a number which will correspond to a group of students at a table and then to take their spot at that table. The Board and the students were assigned a task of taking a single piece of paper and constructing a base from that paper that would be strong enough to support a textbook. At the conclusion of the task Mr. Ciresi's group was determined to have successfully completed the task in the shortest period of time. Mrs. Bast explained the process and all of the problem solving skills the students and Board Members used in order to complete the assigned task. Mrs. Bast spoke of the success the teachers are seeing through their students involvement in the Ram QUEST Program and the excitement the students have shown for the program.

Mr. DiBello asked if the exercise they just completed was part of the packet being used for Ram QUEST and Mrs. Bast replied that the task was one that the teachers have done for a quick little warm up with some students but none of the students here this evening have ever seen this task before so they had no prior knowledge of this assignment. Mrs. Bast added that normally there is more of a challenge involved but she just wanted them to see the design process.

Mr. Ciresi thanked Mrs. Bast, the Ram QUEST teachers and the students for coming out tonight. He stated that he thinks this is a great program and to see our students so involved and excited about STEAM under Ram QUEST is a great thing. Mr. Ciresi added that this really shows what we offer in this district and how education has changed so much from when many of us were in school. He again thanked everyone involved in the presentation and stated that they all did a great job.

B. **Kimberly Bast**, Director of Curriculum and Instruction, **Zachary Laurie**, **Jill Shull**, **Shawn Riordan**, **Steven Hull** and **Jessica Rusinski**, RamQUEST Teachers, to present "RamQUEST in Action" in the Spring-Ford Area School District.

### III. BOARD AND COMMITTEE REPORTS

#### **Community Relations      Colleen Zasowski      3<sup>rd</sup> Mon. 6:30 p.m.**

Mrs. Zasowski reported that the Community Relations Committee meet last week prior to the work session and discussed customer service consistency and spoke about different options to improve the customer service our district provides to parents and community members. They discussed the vision of the district office welcome area and some potential changes to really enhance this area. The committee discussed some past events and reviewed positive feedback received regarding the Parent Camp, the fall sports athletic signing and the Vex Robotics Challenge. The committee spoke about upcoming events such as the Spring-Ford Family Literacy Night on March 21<sup>st</sup> at 6PM, the Town Hall Meeting on March 23<sup>rd</sup> at 7PM and the Spring-Ford Educational 5K Run on April 21<sup>st</sup>. Mrs. Zasowski reported that Steve Bonetz gave an update on RCTV and also provided the committee with some great news that he will receive the 2017 PSADA Robert Buckanavage Citation on March 23<sup>rd</sup>. Mrs. Zasowski offered her congratulations to Steve Bonetz. Mr. Ciresi offered his congratulations and stated that RCTV is a great channel with great programming. He

referenced the students working at the meeting tonight who were manning the cameras and stated that they are very involved with several aspects of the programming as well.

**Curriculum/Technology      Dawn Heine      1<sup>st</sup> Tues. 6:30 p.m.**

Mrs. Heine reported that the Curriculum and Technology Committee met on February 27<sup>th</sup> and received some good news on Mrs. Bast's attendance at the AP and Dual Enrollment meetings where she was able to answer many various questions from parents during those evenings. The committee discussed the February 17<sup>th</sup> in-service and the reinstatement of the Professional Development Committee. The committee received an update on STEAM which showed that the offering of computer science for the first time at the 9<sup>th</sup> grade level has gone very well. Celebration of Engineer's Week will take place in the Ram QUEST, Computer Technology and PLTW classes the week of February 19<sup>th</sup>. Class Rank took up a majority of the discussion at the meeting where Dr. Nugent provided two samples of schools with and without class rank. Mrs. Heine reported that the College Career Coordinators spoke about the school profile that is sent to colleges providing highlights of the academics provided at Spring-Ford, the number of AP classes as well as other school information. They also spoke about their own experiences in college admission offices and how class rank was handled. The topic of class rank will be discussed further next month's meeting. Mrs. Rochlin provided the committee with a report on the state of the Coaching Program which has had very positive staff feedback. She advised that currently there are 4 coaches with each set being divided K-6 and 7-12; 2 for Math and 2 for English Language Arts. The committee was provided with Pre-K Readiness Program data which indicated that it was a successful initiative and benefitted those students who participated. The committee gave approval for curriculum resources to be placed on the School Board agenda for approval. Those resources included Social Studies for 8<sup>th</sup> grade, business class materials, and various math materials for grades 5-12. The committee was also given an English Language Arts Update on the 9-12 AP Capstone, gifted classes and the K-8 Journey's implementation. Mrs. Heine reported that there was an update on modernized learning which showed that the next cohort of 15 high school teachers have been identified. The goal is to ensure that all materials needed for these classes will be ordered by June in order to have everything in house and ready for the next school year. The Hybrid Learning model will be rolled out into 4<sup>th</sup> grade next year at Royersford Elementary. Mrs. Heine advised that Dr. Goodin meets with the Technology Team weekly in order to ensure that the implementation of various projects continue as well as to track how things are progressing. It was reported that the technology infrastructure is being reviewed, there is a need for a new server which has gone out for bid and more information on this will be provided once all of the bids are received and reviewed.

Mr. DiBello asked about the additional teachers for the modernized learning cohort and how many that brought the district up to and Mrs. Heine replied approximately 45. Mr. DiBello stated that he would assume that when doing the budget for next year with the rollout of additional teachers we will be able to identify how many more students we are basically touching with technology in the classroom as we have over a 1,000 for this year so we are pretty much halfway in some fashion. Mrs. Heine stated that it is true but also not as some kids may be repeating the use of technology in various classes. She added that we are involving several kids as opposed to only one class which would be the case if we just had a classroom rolled out with a 1-1 initiative.

Dr. Dressler commented on the class ranking discussion saying that he spoke with the assistant superintendent at Lower Merion who indicated that they did away with class ranking 8 years ago. Dr. Dressler asked what they do if a parent inquires as to where their student is ranked and the response was that he had never had a record of anybody

asking what their student's ranking was. Dr. Dressler added that he was advised that if a school application required this information then they would work to figure out the ranking in order to satisfy that application requirement. Dr. Dressler indicated that he asked if they still have the valedictorian and salutatorian and he was advised that Lower Merion still has it is hoped that they will do away with this very soon.

Mrs. Zasowski asked about the Advanced Honors English Program and said it is her understanding that this will be focused more on non-fiction and in preparation for the 2 AP Capstone courses. She asked if it was a precursor to those and Mrs. Bast replied yes that the design is to specifically set students up for the capstone courses. Mrs. Zasowski asked what grade level the capstone courses would be available at and Mrs. Bast responded 10<sup>th</sup> and 11<sup>th</sup> grade this year.

#### **WMCTC**

**Ciresi, Dressler, Heine**

**1<sup>st</sup> Mon. 7:00 p.m.**

Dr. Dressler reported that the Joint Operating Committee met on February 6<sup>th</sup> where Mr. Moritzen introduced Cheri Free who discussed the financial report and provided each of the JOC Members with a bound booklet containing the details of her report. Her report indicated that the Western Center had outperformed their budget and they therefore had an unqualified evaluation with the only recommendation being that they needed to have a better invoice system. Dr. Dressler reported on the Skills USA Competition and advised that 6 students from the Western Center will be moving on from the district to the state competition. Spring-Ford has one student who will be competing in cabinet making. Dr. Dressler next reported that online applications to attend WMCTC are now at 254 which is 127 above last year at this time. He commented that next month the 2017-2018 budget will be presented to the Board. Dr. Dressler invited everyone to come out for the WMCTC Community Dinner next month on March 6<sup>th</sup> with a Mexican Food theme and added that 70 reservations thus far have been secured. Dr. Dressler commented that Principal Weneck gave a report indicating that there were 64 freshman in the class with 34 being from Spring-Ford, 19 from Upper Perkiomen, and 11 from Pottsgrove. There are 28 applicants applying for the Sports Medicine Program which obviously is going to be a popular program. Dr. Dressler reported that the Chairperson of the Board, Patti Grimm, mentioned that a drug task force is going to meet the second Tuesday in March and additional details will follow. The JOC concluded their evening with an executive session to discuss budgetary and personnel matters.

#### **Superintendent Eval.**

**Dr. Edward Dressler**

**(As Needed)**

Dr. Dressler reported that the Superintendent Evaluation Committee spoke with the Superintendent and it was pointed out that the goals of the Superintendent and Assistant Superintendent are on the website for anyone interested in viewing them. He added that at the end of the school year the Superintendent Evaluation Committee will discuss whether the goals have been met or not.

#### **PSBA Liaison**

**Dr. Edward Dressler**

Dr. Dressler reported that there is the issue of House Bill 76 for property tax elimination which PSBA is definitely opposed to as they do not feel that the budget gaps will be satisfied by the new taxing initiatives being proposed in the bill. Dr. Dressler advised that he spoke to Senator Rafferty's office this morning to try and get some idea of when they might make a move on the bills but he did not receive a return call. Dr. Dressler next reported that the other big topic is the transgender bathroom issue that the Trump Administration has rescinded and it seems that these issues will have to be settled in the courts rather than by any decree by Administration. Dr. Dressler stated that this sums up the two current PSBA issues.

Dr. Dressler stated that he also wanted to mention that he had the privilege of attending the Regional Choral Festival that was held at Strath Haven Middle School. Dr. Dressler commented that one of Spring-Ford's students, Jarod Moyer, participated in this terrific presentation and he will be going beyond that competition to the state competition in Erie, PA. Dr. Dressler commented that he wanted to acknowledge Jarod Moyer's tremendous performance in this field. Dr. Dressler stated that the choral singers in this group are fabulous and if you ever have a chance to see their presentations you should take advantage of it.

Mr. DiBello cautioned the Board on comments being made at the table as what is occurring with regards to the transgender population is a lot deeper than just the bathroom issue. He added that what was pulled back was just the guidelines that were put forth previously. Mr. DiBello advised that we were waiting for the Office of Civil Rights (OCR) to come forward with what we should follow. Mr. DiBello added that there are issues with regards to Title IX and other parts of that which are not just related to one thing as this is a very complex issue. Mr. DiBello stated that Spring-Ford does take all of the students into consideration and provides a safe environment.

Mr. Fitzgerald commented that there is an accommodations component, a discrimination, anti-harassment and bullying component to it. He stated that the harassment and bullying side of it is clear and the most recent directive from the OCR reiterated that. Mr. Fitzgerald added that what continues to be the issue of the day is essentially the accommodations side of it. He stated that it is now OCR's or at least the Department of Education's position that Title IX does not cover transgender students. He spoke of a case before the Supreme Court that is to be heard in late March and concerns whether Title IX covers the term gender along with sex and secondly the more important legal issue is what level of constitutional protection do transgender students get with regards to the equal protection argument. Mr. Fitzgerald said there are a lot of layers to this to be determined.

Dr. Dressler stated that to be specific the Trump Administration lifted the 2016 directive that had threatened to cut federal funding to those schools that banned transgender students from using bathrooms and locker rooms of their choice. Mr. Fitzgerald said that was correct but to be clear there was already a nationwide injunction in place from the Northern District of Texas so it really did not affect districts per say. Mr. Fitzgerald stated that at this point Spring-Ford will not have OCR knocking on the door asking what your policies are for transgender students.

Mr. Dehnert commented that the Trump Administration did what they did because they said it should be a state decision not a federal decision.

Mr. DiBello agreed with Mr. Dehnert and stated that there is a lot more detail and he does not want to get into the politics behind it. He said he just wants to make it clear as far as what we are doing here at Spring-Ford and the decisions we have made that our goal is to provide every environment that meets all of our student's needs. He added that we try very hard to do that and will continue to do that and what the federal government does or doesn't do will not impact the decisions we are making here for our students.

#### **MCIU**

**Tom DiBello**

**4<sup>th</sup> Weds. 7:00 p.m.**

Mr. DiBello reported that the MCIU Board met and are in the process of approving the budgets. He added that the majority of the meeting was focused on a couple of things with the first being Governor Wolf's proposed budget for the 2017-2018 school year. The proposal does call for an overall spending increases of about \$670 million. Mr. DiBello advised that the state will

dangle little carrots with regards to increases in funding and from Spring-Ford's standpoint, we will see roughly \$200,000 in additional basic education funding and approximately \$80,000 in special education funding. He cautioned that typically when they do this there will be fanfare around the state's increase in funding but it will be kept quiet when the state communicates the increase in PSERS funding that school districts have to contribute to the state. Mr. DiBello recalled that last year when they did this he believes that the district received an additional \$400,000 in educational spending and we had to give back about \$350,000 additional for PSERS so the net ended up being roughly and additional \$50,000 in funding from the state. Mr. DiBello stated that last year the MCIU was awarded the Head Start Grant for the state which has been a very successful program. He commented that the MCIU has moved their location to a newer building and tried to sell the old location which was prior to them being awarded the Head Start Program. Mr. DiBello reported that since that time they have been running the Head Start Program through that old building and they have taken a portion of the building and have been rehabbing it. He added that they are not rehabbing the entire building but are focused rather on about 25% of it which is being re-utilized.

### **Extracurricular**

**Tom DiBello**

**2<sup>nd</sup> Mon. 6:30 p.m.**

Mr. DiBello reported that the Extracurricular Committee met on February 13<sup>th</sup> and viewed a few presentations. The first presentation was from the Gay-Straight Alliance Club where the students and their advisors shared a PowerPoint containing highlights, activities and discussed their goals. Mr. DiBello advised that the mission of the group is to give students a safe space for self-expression, provide an education of awareness about the LGBTQ. He added that what they feel is important is a space for self-acceptance, builds a community for students for learning in a positive environment, constructive discussion and sharing. The group has tripled the membership since the group was established about 3 years ago as the membership has grown to roughly 50-60 kids participating. Mr. DiBello commented that the students meet with guidance counselors to spread awareness and offer resources, they promote and participate in a day of silence, and they participated in local holiday parades as well. Mr. DiBello reported that they then had a presentation of Middle School Activities of the fall play entitled *"The Trial of the Wicked Witch"*. He commented that there were 30 active parts plus the stage crew. There was one performance that was sold out. They are now looking forward to their spring play entitled *"Never Tell a Lie at George Washington"* and parts for the spring play have been picked and practice is under way. Mr. DiBello stated that they also had a presentation of additional extracurricular requests one of which is that PIAA is exploring adding bowling. Mr. McDaniel is exploring what this could look like as far as having a budget as there will be roughly 22 matches and 2 practices per week. They are working with Limerick Lanes to come up with a pricing schedule that would be very fair to our students as far as what they would charge our students for practices and home matches. Mr. DiBello stated that he did not have the information at hand but thought that the costs, if we want to add bowling as a PIAA sport, with matches, practices and transportation it would be around \$20,000 to \$25,000. Mr. DiBello reported that they next discussed the mandatory coaching education and first aid requirements and Mr. McDaniel has put forth a strategy and they have been executing on this strategy. He stated that they are looking to have about 40 additional coaches go through the training in the upcoming school year with the cost being approximately \$90 per coach for the coursework and the taking of the test. Mr. DiBello added that they are looking to shift the 8<sup>th</sup> Grade Computer Club to 5<sup>th</sup>–8<sup>th</sup> Grade Montgomery County Computer Competition. They are also looking at shifting at the High School the Science Club which has not had really any participation to the Ping Pong Club which is a very popular club. Mr. DiBello felt that possibly the Science Club had lost some interest for students due to all of the STEAM initiatives taking place from the elementary level to the high school level. Dr. Dressler expressed his concern over the elimination of the Science Club and it being replaced with a Ping Pong Club. Mr. DiBello explained that this was a club that had been inactive as there was no interest on either the student side or the advisor side.

**Legislative Committee**

**Joseph Ciresi**

**3<sup>rd</sup> Weds. 7:30 p.m.**

There was no report.

**Personnel**

**Bernard Pettit**

**(As Needed)**

Mr. Pettit reported that the Personnel Committee met on February 23<sup>rd</sup> for the purpose of continuing discussions with the Teacher's Union on a possible early bird contract and these discussions are continuing.

**Superintendent's Report    Dr. David R. Goodin**

Dr. Goodin reported that this summer Spring City Borough will be celebrating their 150<sup>th</sup> Anniversary. He announced that the Spring-Ford Music Department along with the Spring-Ford Music Association will organize a Spring-Ford Alumni Band to march in the Spring City parade. Dr. Goodin thanked Seth Jones for taking on this task and added that he looks forward to seeing generations of Spring-Ford musicians play together on August 11<sup>th</sup> in the parade. Dr. Goodin stated that he was proud to announce that our parents have ranked Spring-Ford Area High School 20<sup>th</sup> on the Niche list of the 2017 Best Public High Schools in Pennsylvania. He added that information can be viewed by accessing the Niche.com website and that information gathered is heavily based on reviews from students and parents. He encouraged parents to visit the site and leave their own positive feedback.

Mr. Ciresi commented that he was really glad to see that we were ranked 20<sup>th</sup> as he believes last year we may have been ranked around 100 so he was glad to see that the district really moved up. He added that this report is not as scientific as the other reviews and rankings that we have seen but we are definitely up there in the rankings.

**Solicitor's Report**

**Mark Fitzgerald**

Mr. Fitzgerald reported that in a follow to an inquiry Mr. Ciresi had asked for at last week's meeting with regards to what other districts were doing in terms of House Bill 76 and Senate Bill 76, he followed up with Tina Viletto at the MCIU who shared with him the model resolution that a number of school districts in Montgomery County have been using. Mr. Fitzgerald stated that Ms. Viletto also shared a number of FAQ's that districts are placing on their websites.

Mr. Ciresi asked if Mr. Fitzgerald could get that information to the Board and Dr. Goodin said he would send this out to the Board.

**IV. MINUTES**

Mr. Dehnert made a motion to approve Items A-B and Mr. Pettit seconded it. The motion passed 8-0.

A. The Board approved the January 17, 2017 Work Session minutes. **(Attachment A1)**

B. The Board approved the January 23, 2017 Board Meeting minutes. **(Attachment A2)**

**V. PERSONNEL**

Mr. Dehnert made a motion to approve Items A-K and Mrs. Heine seconded it. The motion passed 8-0.



**A. Resignations**

1. **Melissa A. Albitz**; Administrative Assistant-Technology, District Office, for the purpose of retirement. Effective: February 17, 2017.
2. **Anne Marie Brown**; School Counselor, 5<sup>th</sup>/6<sup>th</sup> Grade Center. Effective: March 27, 2017.
3. **Jamie L. Gray**; Asst. Track Coach-Girls & Boys, Senior High School. Effective: February 9, 2017.
4. **Jennifer Holcomb**; Instructional Assistant, Senior High School. Effective: January 31, 2017.
5. **Jessica M. Houck**; Instructional Assistant, Upper Providence Elementary School. Effective: February 17, 2017.
6. **Jennifer H. Reid**; Food Service, Part-time 3 hour/day, Senior High School-9<sup>th</sup> Grade. Effective: February 10, 2017.
7. **Kyle J. Smolsky**; Instructional Assistant, Brooke Elementary School. Effective: February 3, 2017.

**B. Leaves of Absence**

1. **Kim M. Hagendorf**; Instructional Assistant, Brooke Elementary School, for an unpaid leave of absence per Board Policy. Effective: February 1, 2017 through March 29, 2017.
2. **Catherine W. Cabrera**; Speech Teacher, Oaks Elementary, for a military leave of absence per Board Policy. Effective: April 2, 2017 through May 18, 2017.

**C. Temporary Professional Employee**

1. **Stephanie C. Hundermark**; Behavior Specialist, Senior High School. Compensation has been set at MS+18, Step 3, \$54,000.00, prorated with benefits per the Professional Agreement. Effective: To be determined.

**D. Support Staff Employees**

1. **Ava M. Gonteski**; Secretary (Level III), District Office. Compensation has been set at \$16.20/hour (degree rate) with benefits per the Secretarial Plan. Effective: March 13, 2017.
2. **Danielle M. Imperial**; Instructional Assistant, 5<sup>th</sup>/6<sup>th</sup> Grade Center, replacing Linda Rossi who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: February 21, 2017.
3. **Joseph B. Mayo**; Information System Administrator, Senior High School-9<sup>th</sup> Grade Center, replacing Sarah K. Sacks who retired. Compensation has been set at \$75,000.00, prorated with benefits. Effective: February 6, 2017.

**E. Change of Status**

1. **Katie A. Davis**; Special Education Teacher, Senior High School-9<sup>th</sup> Grade Center, to Supervisor of Special Education (Grades 7-9), Senior High School-9<sup>th</sup> Grade Center. Compensation will be set at \$115,000.00, prorated with benefits per the Administrators' Plan. Effective: February 28, 2017.

**F. Support Staff Substitutes**

- |                                   |                         |
|-----------------------------------|-------------------------|
| 1. <b>Donna L. Kelly</b>          | Substitute Food Service |
| 2. <b>Kathleen O. Kelsh</b>       | Substitute Food Service |
| 3. <b>Tonia M. Leonard</b>        | Substitute Food Service |
| 4. <b>Patricia M. Mastrangelo</b> | Substitute Food Service |
| 5. <b>Vincenzo Selli</b>          | Substitute Food Service |
| 6. <b>Laura M. Tuteurice</b>      | Substitute Food Service |

**G. Personnel Information Item**

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

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|------------------------|------------------------|------------------------|
| 1. <b>Trisha Smith</b> | Certified School Nurse | Oaks Elementary School |
|------------------------|------------------------|------------------------|

- H. The Board approved the 2017 Extended School Year Program (ESY) and the positions identified below to be held at the 5/6<sup>th</sup> Grade Center. The program will be held June 22, 2017 through July 27, 2017; Monday through Thursday from 8:30 AM to 2:30 PM.

1. Twenty-six (26) Special Education Teachers at a rate of \$30.00 per hour.
2. Eight (8) Special Education Teachers-Tutors at a rate of \$30.00 per hour.
3. Four (4) Speech Therapists at a rate of \$30.00 per hour.
4. One (1) Behavioral Specialist at a rate of \$30.00 per hour.
5. Five (5) Teachers-Tutors with WILSON experience for individual students as per the students' ESY IEP's at a rate of \$30.00 per hour.
6. Fifty-three (53) Instructional Assistants. Rates will vary between \$16.36 – \$19.35 per hour depending on experience and educational degree.
7. One (1) Certified School Nurse or Registered Nurse (5 hours/day), \$30.00 per hour.

- I. The Board approved the 2017 Cool School Program. This program will be open to all elementary students. Approximately 40 teachers will instruct the courses and their reimbursement will be at the contract established rate of \$30.00 per hour plus benefits. A stipend of \$5,000.00 will be paid to **Kristin A. Landis** as the Coordinator of the Cool School Program. There will be no cost to the district as all expenses will be covered by the student tuition fees.

- J. The Board approved the Pre-Kindergarten Summer Readiness Program to be offered during the summer of 2017 for the third consecutive year. All Pre-K students will be invited to participate in a screening progress to qualify for the summer program which will run from July 10<sup>th</sup> through August 11<sup>th</sup>. The program will run 4 days a week for those 5 five weeks at Brooke Elementary School. Students will be instructed in the areas of Reading Readiness, Listening and Speaking, Math Readiness, Fine Motor Readiness, and Social/Emotional Readiness. The program will be staffed by one

teacher and one instructional assistant per classroom. Funding has been built into the Curriculum and Instruction Budget and shall not exceed \$17,000.00 (cost for 2 teachers, 2 assistants, materials).

- K. The Board approved the attached extra-curricular contracts for the 2016-2017 school year. **(Attachment A3)**

## VI. FINANCE

Mr. Dehnert made a motion to approve Items A-G and Mr. Petti seconded it. The motion passed 8-0.

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

B. Checks:

1. General Fund Checks

Check No. 164081 – 164558	\$2,608,781.54
ACH 161700330 - 161700416	\$ 748,364.90

2. Capital Reserve Checks

Check No. 1233	\$ 462.78
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3. Food Service Checks

Check No. 13261 – 13314	\$ 106,997.94
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4. Procurement Payments

201601572 – 201601685	\$ 99,929.62
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- C. The following monthly Board reports were approved:

- Cash Balances – Liquidity
- Skyward Reports
  - General Fund Check Register
  - Capital Reserve Check Register
  - Food Service Check Register
  - Procurement Check Register
  - Summary Revenue Report
  - Summary Expense Report

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

1. **Benmor Enterprises – Bushkill, PA.** Provide an assembly for 3<sup>rd</sup> grade students at Brooke Elementary School entitled "Rocks, Minerals and Fossil Show" as well as two 30 minute dig workshops. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$525.00.

2. **Zuzu Acrobats, Inc. – Kirkland, WA.** Provide two assemblies for students in 1<sup>st</sup> grade through 4<sup>th</sup> grade for students at Upper Providence Elementary School in conjunction with Black History Month. Funding will be paid by the Upper Providence Home and School Association and shall not exceed \$1,000.00.
3. **Musicopia – Philadelphia, PA.** Provide an assembly for students at Spring City Elementary entitled “Recycled Sounds with Dende Macdeo”. There is no cost to the district for this assembly as this is being funded through the Bard Foundation Grant and the PA Council on the Arts.
4. **Musicopia – Philadelphia, PA.** Provide a musical mini Artist in Residency Program for 4<sup>th</sup> grade students at Spring City Elementary entitled “Bucket Drumming with Leon Jordan”. There is no cost to the district for this assembly as this is being funded through the Bard Foundation Grant and the PA Council on the Arts.
5. **Aaron Christ – Fresh Start Fitness – Pottstown, PA.** Provide 3 assemblies (2 at Limerick Elementary and 1 at Spring City Elementary) entitled “Fresh Start Fitness: Fitness Concert”. Funding shall be split between the Limerick Home and School League (\$810.00) and the Spring City Elementary Assembly Budget (\$496.00) and shall not exceed a total of \$1,306.00.

**New 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, the Parent Teacher Organizations or an outside source:

6. **Benmor Enterprises – Bushkill, PA.** Provide an assembly for 2<sup>nd</sup> grade students at Limerick Elementary School entitled “Rocks, Minerals and Fossil Show” as well as two 30 minute dig workshops. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$525.00.
7. **Benmor Enterprises – Bushkill, PA.** Provide an assembly for 2<sup>nd</sup> grade students at Royersford Elementary School entitled “Rocks, Minerals and Fossil Show” as well as two 30 minute dig workshops. Funding will be paid by the Royersford Elementary Parent Teacher Organization and shall not exceed \$525.00.

E. The Board approved the following independent contracts:

1. **Chester County Intermediate Unit – Downingtown, PA.** Provide educational and related services during the 2016-2107 school year for a special needs student attending The Learning Center (Options Program). Funding will be paid from the Special Education Budget and shall not exceed \$50,597.50.
2. **Chester County Intermediate Unit – Downingtown, PA.** Provide a one-to-one assistant for the last two quarters of the 2016-2017 school year for a special needs student attending The Vanguard School as per the IEP. Services will be provided for 7.5 hours per day for 90 days at a rate of \$75.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$21,600.00.
3. **Dr. Emily Perlis – Bryn Mawr, PA.** Provide an independent educational evaluation for a special needs student. This motion replaces one that appeared on the November 2016 Board agenda for the district to reimburse the parent for this service but a request

was made for the district to issue payment directly to the psychologist. Funding will be paid from the Special Education Budget and shall not exceed \$3,800.00.

4. **Lakeside Educational Network – Souderton Vantage Academy.** Provide educational services during the 2016-2017 school year for a special needs student as per the IEP. Services will be provided for 90 days at a rate of \$236.25 per day. Funding will be paid from the Special Education Budget and shall not exceed \$21,262.50.
5. **Education Alternatives – Limerick, PA.** Provide educational services for the 2016- 2017 school year for a special needs student as per the IEP. Direct Program Supervision will be provided for 20 hours per month for 9 months at a rate of \$95.00 per hour (\$17,100.00). In addition, one staff member trained in CPI Nonviolent Crisis Intervention will provide PCA services for 140 hours per month for 9 months at a revised rate of \$35.00 per hour (\$44,100.00). Funding will be paid from the Special Education Budget and shall not exceed \$61,200.00.
6. **Dr. Claudia Chernow – Dresher, PA.** Conduct a psychiatric evaluation of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$2,000.00.
7. **Education Alternatives – Limerick, PA.** Provide Applied Behavior Analysis/CPI services for the 2016-2017 school year for a special needs student as per the IEP. Services will be provided for 6.5 hours per day for 60 days at a rate of \$35.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$13,650.00.
8. **Dr. Lisa Hain – Narvon, PA.** Conduct a neuropsychological evaluation for a special needs student and participate in the follow up meeting. Funding will be paid from the Special Education Budget and shall not exceed \$3,500.00.
9. **Devereux Advanced Behavioral Health (Dr. Rand Coleman) – King of Prussia, PA.** Conduct classroom observations of a special needs student and provide consultation with school personnel. Funding will be paid from the Special Education Budget and shall not exceed \$2,000.00.
10. **FreeCycle Action Sports Team, LLC – Adamstown, PA.** Provide two assemblies for students at Evans Elementary School in conjunction with pro-social and counseling programs focusing on healthy, responsible choices, respecting others and never giving up. Funding will be paid from the Evans Elementary Guidance Budget and shall not exceed \$1,570.00.
11. **Benmor Enterprises – Bushkill, PA.** Provide an assembly for 3<sup>rd</sup> grade students at Evans Elementary School entitled “Rocks, Minerals and Fossil Show” as well as three 30 minute digs. Funding will be paid from the Evans Elementary Assembly Budget and shall not exceed \$575.00.

#### **New Independent Contract**

12. **Bromley Productions, LLC – Highland, MD.** Provide an assembly for 3<sup>rd</sup> and 4<sup>th</sup> grade students at Evans Elementary entitled “YoJo Shows – Ace Your PSSA”. Funding will be paid from the Evans Elementary Assembly Budget and shall not exceed \$800.00.

- F. The Board authorized Fox Rothschild LLP to enter into an agreement for the property located at 180 Mill Road (Condo 3-D) in Upper Providence Township and further identified as tax parcel No. 61-00-03682-50-5 setting the assessments of the property at \$5,827,940 for tax year 2016 (school tax year 2016-17) and \$5,817,570 for tax year 2017 (school tax year 2017-18) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- G. The Board approved declaring the identified televisions and audio/visual equipment as obsolete and authorize administration to contract with Sycamore for the disposal of such obsolete equipment at no cost to the district.

## VII. PROPERTY

Mr. Dehnert made a motion to approve Items A-B and Mrs. Spletzer seconded it. The motion passed 8-0.

- A. The Board approved entering into a contract with WTI, Beachwood, Ohio, the lowest bidder through the State KPN process, for the replacement of the High School flat roof area and the roof of the 7<sup>th</sup> Grade Center side of the flex building. The cost for these roof replacements will be \$334,073.02 for the High School and \$190,018.12 for the 7<sup>th</sup> Grade Center. Funding will come from the Capital Reserve and shall not exceed \$524,091.14. The work will be completed over the summer of 2017.
- B. The Board approved entering into a contract with Earth Engineering and Master Locators to complete site work for the High School additions. The work is required for the design work to be completed for the placement of the footings and compaction loads for the project and to obtain final costs for the schematic design. This work was referenced in the contract approved for Crabtree and is the responsibility of the school district. Funding will come from the General Fund and shall not exceed \$15,000.00.

## VIII. PROGRAMING AND CURRICULUM

Mr. Dehnert made a motion to approve Items A-B and Mrs. Heine seconded it. The motion passed 8-0.

- A. The Board approved the following new curricular resources for 2017-2018. Funding will be made from the 2016-2017 Curriculum Budget and shall not exceed \$339,000.00.

<u>Course</u>	<u>Textbook</u>	<u>Publisher</u>
1. 8 <sup>th</sup> Gr. Social Studies (\$62,013.27)	Discovering Our Past, A History of the United States	Glencoe McGraw Hill Columbus, Ohio
<i>6 years consumable and online access for all students and teachers</i>		
2. HS Microsoft Office 1&2 (\$15,901.88)	Bundle: Microsoft Office 365 & Office 2016 Student Addition	Cengage Learning Independence, KY
3. Introduction to Microsoft (\$5,255.25)	Discovering Computers, Essentials, Digital Technology, Data & Devices	Cengage Learning Independence, KY

- |   |   |                                     |
|---|---|-------------------------------------|
| 4. Math Grades 6, 7 & 8<br>(\$178,355.92)<br>Materials (\$5,500.00)<br><i>Seven years of E access and consumables</i> | Glencoe Math Course 1,<br>Glencoe Math Course 2,<br>Glencoe Math Course 3 | Glencoe McGraw Hill<br>Columbus, OH |
|---|---|-------------------------------------|

***\*All Teacher materials have been provided free of charge for the purchase above.***

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|---|---|----------------------|
| 5. Algebra I & Geometry (7-12)<br>(\$69,260.00)<br>Materials (\$2,000.00)<br><i>Eight years of E access and free professional development</i> | CPM: College Prep Math Alg I<br>CPM: College Prep Math Geometry | CPM<br>Elk Grove, CA |
|---|---|----------------------|

- B. The Board approved the following new curricular resource for 2017-2018. Funding will be made from the 2017-2018 Curriculum Budget and shall not exceed \$114,000.00.

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|---|------------------|-------------------------------------|
| 1. Math Grades 5 & 6<br>(\$76,000.00)<br><i>Seven years of E access and consumables</i> | Glencoe: My Math | Glencoe McGraw Hill<br>Columbus, OH |
|---|------------------|-------------------------------------|

***\*All Teacher materials have been provided free of charge for the purchase above.***

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|---|--------------------------------------|----------------------|
| 2. Algebra II (9-12)<br>(\$38,000.00)<br><i>Eight years of E access and free professional development</i> | CPM: College Prep Math<br>Algebra II | CPM<br>Elk Grove, CA |
|---|--------------------------------------|----------------------|

#### IX. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mr. Pettit made a motion to approve Items A-P and Mrs. Spletzer seconded it. The motion passed 8-0.

The following individuals were approved for attendance at the following:

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

#### DISTRICT-WIDE

- A. **Kim Bast**, Director of Curriculum and Instruction, **Dr. Patrick Nugent**, **Dr. Melissa Patschke** and **Dr. Michael Siggins**, Principals, to attend the “PASA 2017 Education Congress: Delving Deeper into the Every Student Succeeds Act” in Camp Hill, PA on March 29<sup>th</sup> and March 30, 2017. The total cost for this conference is \$2,171.20 (registration, mileage, and lodging). No substitutes are needed.
- B. **Cathy Bradfield** and **Laura McNeil Murphy**, Certified School Nurses and Department Chairs, to attend “PA School Nurse Association Conference” in State College, PA from March 31, 2017 through April 2, 2017. The total cost for this conference is \$1,772.00 (registration, mileage, lodging, meals and one day of substitute coverage for both nurses).
- C. **Carol Ganister**, PIMS and Data Specialist, to attend “PDE Data Summit – 2017” in Hershey, PA from March 12 through March 15, 2017. The total cost for this conference is \$912.07 (registration, mileage, lodging and meals). No substitute is needed.

- D. **Deborah Eaton, Janet Rudinsky, Susan Snyder and Catherine Wright**, Teachers, to attend *“Hybrid Learning Institute”* at Lehigh Carbon Community College on March 21, 2017. The total cost to attend is \$600.00 (one day of substitute coverage for each of the teachers).

#### HIGH SCHOOL

- E. **Tricia Falco**, College Career Coordinator, to attend *“Pennsylvania State System of Higher Education Counselor Information Day”* at Millersville University on March 13, 2017. The total cost to attend this conference is \$62.64 (mileage). No substitute is needed.
- F. **Rachelle Hafer**, Gay Straight Alliance Advisor, to attend *“5<sup>th</sup> Annual Rainbow Connection Leadership Conference”* at West Chester University on April 7, 2017. The total cost for this conference is \$168.36 (mileage and one day of substitute coverage).
- G. **Jaclyn Ritter**, English Teacher, to attend *“2017 AP Summer Institute – AP Capstone”* at Goucher College in Baltimore, MD from June 26 through June 30, 2017. The total cost to attend is \$1,960.00 (registration, mileage, lodging and meals). No substitute is needed.
- H. **Marissa Bowlby**, College Career Coordinator, to attend *“PACAC Southeastern PA College Counseling Workshop”* at Cabrini University on March 3, 2017. There is no cost for this workshop and no substitute is needed.

#### 5<sup>TH</sup>/6<sup>TH</sup> GRADE CENTER

- I. **Jen Smith**, Speech Pathologist, and **Shonna Schulz**, Teacher, to attend *“We’ve Assessed with the VB-Mapp, Now What?”* at the Montgomery County Intermediate Unit in Norristown, PA on March 7, 2017. The total cost for the conference is \$150.00 (one day of substitute coverage).
- J. **Sue Boring**, Instructional Assistant, and **Jen Smith**, Speech Pathologist, to attend *“Use of ABA Programming in the Classroom: Evidence-based Teaching Strategies”* at the Montgomery County Intermediate Unit in Norristown, PA on April 20, 2017. The total cost for the conference is \$150.00 (one day of substitute coverage).
- K. **Shonna Schulz**, Autistic Support Teacher, to attend *“Increasing Academic Rigor for Classrooms Implementing ABA Programs”* at the Montgomery County Intermediate Unit in Norristown, PA on May 23, 2017. The total cost for this conference is \$75.00 (1/2 day of substitute coverage).
- L. **Danielle Imperial**, Instructional Assistant, to attend *“CPI Training”* at the Montgomery County Intermediate Unit in Norristown, PA on March 8 and March 9, 2017. The total cost for this training is \$330.00 (mileage and two days of substitute coverage).

#### LIMERICK

- M. **Kathryn Ellor**, Autistic Support Teacher, and **Caren Yucha**, Speech Pathologist, to attend *“Language Acquisition Through Motor Planning CHOP”* at CHOP in Philadelphia, PA on March 24, 2017. The total cost of this conference is \$498.00 (registration and one day of substitute coverage for each teacher).



**UPPER PROVIDENCE**

- N. **Dr. Reesa Wurtz**, Psychologist, to attend "*Calming an Overactive Brain*" in King of Prussia, PA on March 24, 2017. The total cost for this conference is \$79.00 (registration). No substitute is needed.

**New Conferences and Workshops**

- O. **Michael McDaniel**, Director of Athletics, to attend "*Pennsylvania State Athletic Directors Association 50<sup>th</sup> Anniversary Conference*" at the Hershey Lodge in Hershey, PA from March 21 through March 24, 2017. The total cost of the conference is \$964.77 (registration, mileage, lodging and meals). No substitute is needed.
- P. **Daniel Badway**, STEM Teacher, to attend "*PLTW Refresher Training for Principles of Engineering and Digital Electronics*" at Bucknell University in Lewisburg, PA on March 14, 2017. The total cost of this conference is \$295.00 (mileage, meals and one day of substitute coverage).

**X. OTHER BUSINESS**

Mr. Dehnert made a motion to approve Items A-B and Mrs. Spletzer seconded it.

Mr. Ciresi asked about Item B regarding when the first day of school is and the response was August 28, 2017.

The motion passed 8-0.

- A. The Board gave approval for all Spring Athletic Teams/Individuals that qualify for post season play to be granted permission for overnight travel, when deemed necessary by the Athletic Department, and approved by the Superintendent or their Designee. The School Board will be notified of this travel and Board approval will be sought at the next scheduled Board meeting. Funding will be paid from the Athletic Budget.
- B. The Board approved the 2017-2018 school calendar. (**Attachment A4**)
- C. The following policy is submitted for a first reading:
1. Policy #801.1 – OPERATIONS: Electronic Records Retention (**Attachment A5**)

**XI. BOARD COMMENT**

Mrs. Zasowski stated that she wanted to add to Dr. Dressler's report on the Western Center that information recently came out that there will be a summer camp related to the Sports Medicine Program. She added that there has been some interest shown for this and that the camp will only further pull some additional students into the program. Mr. DiBello asked who the summer camp would be offered to and Mrs. Zasowski replied Spring-Ford students as well as the other 2 sending district's students in grades 5-8.

Mrs. Spletzer commented that on April 10<sup>th</sup> there will be various groups from our Performing Arts Department that will be performing at the Kimmel Center. Mrs. Spletzer stated that she did not have all of the details but was sure that they could be found on the Spring-Ford Music Association website and tickets could be purchased to go see them at this music festival. She advised that Spring-Ford has about 5 different groups that will be performing there. Mr. Ciresi

said he was glad that this was shared with him as he works there and did not know about the performance.

DiBello commented that there will be a Town Hall Meeting on March 23<sup>rd</sup> and the main portion of the meeting is to talk about and put out the facts relating to the high school addition with regards to where we are at, what's going on, steps that have been taken thus far, the reasons why we are doing it, and what the actual cost range could be. Mr. DiBello stated that it is hoped that this meeting can put an end to any rumors about the project such as a pool being built. Mr. DiBello encouraged everyone to come out to the meeting on March 23<sup>rd</sup> to hear what is really going on as opposed to all of the rhetoric that is put out there.

## **XII. PUBLIC TO BE HEARD**

**Clinton Jackson, Collegeville, PA**, commented that at last week's work session there was discussion on the capacity at Oaks Elementary, redistricting and growth in the township. Mr. Jackson stated that he sits on the Upper Providence Township Zoning Hearing Board and as such he is very concerned about the growth in the district and the direction that the township is moving in. Mr. Jackson questioned when Administration will present projections to the Board so that they can talk to the public regarding Oaks and where do we really stand with redistricting or boundary realignment. Dr. Goodin replied that as he had mentioned last week the first phase in addressing any potential issues over at Oaks was to take the ESL Program for the 2017-2018 school year and move it from Oaks to Brooke Elementary. Dr. Goodin stated that they have already made the announcement of the program being moved and we have been working with the parents of these students. He added that this will free up approximately 50 seats over at Oaks Elementary. Dr. Goodin advised that they are now in the process of looking at the second phase and the district-wide projections. Dr. Goodin agreed that Oaks was the troublesome area and they are in the process of looking at how we may phase in additional steps, if needed, once we take a look at see what the result is once the ESL Program is pulled out. Mr. Jackson stated that we know at some point and time this is going to be an issue and asked how long the district intended on kicking the can down the road until we realize that now we have a problem. He commented that he looks at the growth in the township and if you drive down Route 29 there are many developments coming online and many kids coming into the area. He stated that he is curious as to where the district stands with this and Dr. Goodin replied that they still have not seen the growth that was projected as it has been holding pretty consistent over at the Oaks area. He added that in anticipation of the growth they wanted to move forward and take the steps to pull the ESL Program out of Oaks Elementary because this was something that could easily be moved and room for it existed in another elementary school. Dr. Goodin stated that the next step is to take a look at how we might redraw some lines to balance our elementary schools. Dr. Goodin commented that he was just talking to one of the Board Members today and they are projecting that by April they should be able to come out and present some kind of phased approach should those moves be necessary.

Mr. Spletzer questioned if this would be based on looking at the proposed building and increase in population and then determining that once we get to this much here is where we will implement x, y, and z. Dr. Goodin replied that the key is that we want to make sure that as we look at a phased approach that we allow communications to occur and people to prepare for any changes that may be forthcoming.

Mr. Dehnert asked about the Crabtree projections which indicated we were at 97% capacity at Oaks and he wondered how pulling the two classes of ESL students out of Oaks will help percentage wise. Dr. Goodin replied that we are looking at approximately 50 students which are skewed across the K-4 grade levels. Mr. Dehnert did not think this would quite cut it as it was only picking up 2 classrooms. Dr. Goodin explained that it cannot be looked at that way as what you will see is a reduction in students across many classrooms and he gave the example that if you are talking 50 students it may be 3-5 students per class. Mr. Dehnert said it was 10 per grade if you average it.

Dr. Dressler questioned if it was true that most of the developments up on Route 29 would be outside of the Oaks boundaries and Dr. Goodin replied no that if you are talking about the development across from Rivercrest that is clearly in the Oaks area.

Mr. Jackson added that the development will be big as it is carriage homes and single family homes so that is a lot of kids coming out of there.

Dr. Dressler stated that a lot of the Upper Providence area that is being developed is outside of the Oaks area such as the area up around Wegman's. He added that much of the development in the Oaks area is for 55 and over.

Mr. Dehnert stated that he believes the Crabtree projections were for 115% by 2025 so it will grow gradually in Oaks based on the projections if they are accurate.

Mrs. Zasowski commented that the focus of the growth is in the Oaks area, in the Upper Providence area and in the Limerick area as well.

Mr. Jackson stated that he has faith in Administration and in the Board Members.

**Linda Fazzini, Upper Providence**, asked for clarification on HR Bill 610 saying she had heard at the Phoenixville Town Hall Meeting that the Choices Education Act would not only be tied to the Federal Block Grants that you could not receive if you were not doing what the federal government required of you but they could supposedly tie them so that you would not get the state money either. She questioned whether this was legal and Mr. Fitzgerald replied that he was not aware of that but he could not see how it would tie state dollars which are driven by state revenue to what districts receive. He added that the federal pass through dollars can have strings attached.

Mr. DiBello commented that this goes back to his point that there is a lot of information percolating out there and a lot of it is half stories. Mr. DiBello stated that the federal government has pushed mandates onto school districts with minimal funding for the past 20 – 30 years. Mr. DiBello urged everyone to worry about what is going at the state level because that will have a tremendous impact on the school district. He added that the current deficit is about \$1.5 billion and if nothing changes they are predicting a \$3 billion deficit going into this budget year. He stated that he applauds people for wanting to get involved with things at the federal level but would like to encourage and redirect people to pay attention to what is going on at the state level. Mr. DiBello stated that Spring-Ford is positioned as far as the funding and the mandates that we see at the federal level versus what we see at the state level and basically what our public funding is through our taxes that are generated locally which makes up about 82% of our budget. Mr. DiBello encouraged the public to take the energy they are showing and focus on the state because the decisions that are going to be made in the next 12–24 months at the state level are going to have a dramatic impact on public education.

Mrs. Spletzer questioned if they could get the federal funding that the district received this year and Mr. Fink replied that we received directly about \$690,000 and then in pass through funds through the Intermediate Unit in IDEA Funds for special education we receive about \$1.5 million. Mrs. Spletzer clarified that this was out of a \$150 million budget.

Mr. DiBello said we are seeing a little over \$2 million at the federal level compared to the state which is roughly about \$24-\$25 million and Mr. Fink clarified that it is about \$27 million. Mr. DiBello pointed out the difference in the impact on public education as the federal would be \$2 million whereas the state would be \$27 million.

**Arthur Lebofsky, Phoenixville**, commented that he is in full agreement and feels that Mr. DiBello laid out where the interests and energies have to be. Mr. Lebofsky stated that the dilemma is the tone that is being set as there is an anti-public education tone that has started at the Department of Education and is working its way through Congress right now. He added that bills are being introduced but admittedly are at the committee level and they are trial balloons and everyone is trying to stay on top of them in order to get a sense of what is being said. Mr. Lebofsky commented that public education is under attack and the voucher system is only one step in that direction. He stated that he is fully confident that the board, all levels of administration and the solicitor's office are staying on top of it. Mr. Lebofsky warned that we have not seen this kind of attack at the state and federal level. He added that the only reason he is saying that we have not seen this level is due to the sour discourse and public education is under attack and the board has the responsibility of defending the children. He stated that it is not just about the dollars as it is about the standards that the state and federal governments set as well.

Mr. DiBello responded that he agrees with a lot of what Mr. Lebofsky is saying but the only difference between now and previous years is that it is reported more in the news. He added that public education has been under attack for the past 6-8 years full blown at both the state and federal levels. Mr. DiBello spoke of the Board Members who have travelled to Harrisburg and talked and presented at the Capitol. He commented that in talking with the state legislators they stated point blank that they want the state to be out of public education.

**Clinton Jackson, Collegeville**, asked about the town hall meeting and whether the architect would have their consultants there and would it be an open dialogue with the public. Mr. Ciresi directed administration to have a representative from the architectural firm present. He added that as far as the format, there will be a presentation along with questions and comments from the public so it will be an open forum. Mr. Ciresi stated that anyone who is shy about talking at the microphone can write their questions down and submit them that evening. Mrs. Heine reported that questions could also be submitted online via the RSVP link.

### **XIII. ADJOURNMENT**

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 8-0. The meeting adjourned at 9:07 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

On January 17, 2017 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:	Dr. Edward T. Dressler and Bernard F. Pettit
Region II:	Dawn R. Heine and Colleen Zasowski
Region III:	Mark P. Dehnert and Thomas J. DiBello
Presiding Officer:	Joseph P. Ciresi
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Daniel J. Ciresi and Taylor Stevens

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

#### **ANNOUNCEMENTS**

Danny wished all students good luck on their mid-term exams which begin this Thursday and run through Tuesday of next week. Danny stated that it is a stressful week for students.

Mr. Ciresi congratulated Mrs. Fern on becoming a grandmother and also wished Mr. Pettit a happy birthday.

Mr. Ciresi commented that recently in the SoundOff section of the paper it was stated that it was a shame that we do not hold holiday concerts and Mr. Ciresi said this is once again someone just calling in to cause controversy because if anyone knows Spring-Ford they know we hold holiday concerts. Mr. Ciresi said it is unfortunate that anyone can call and say anything they want without it being verified and that they do this on purpose to make the district look bad. Mr. Ciresi clarified that there are definitely concerts being held throughout the district around the holiday time and he asked that when something like this is called into the paper that it be verified before it gets printed. Mr. Ciresi reported that at the last meeting there was discussion to invite our state representatives to the board meeting tonight and he advised that this had been done. Mr. Ciresi commented that all of our local state representatives declined the invitation without giving a reason why or offering another date. He stated that he wanted the public to be aware that the invitation letter had been sent and the invite was declined. Mr. Ciresi advised that there are a lot of people in the district who do things without ever being mentioned or honored for it and he wanted to bring up one person in particular who had just passed away. Mr. Ciresi spoke about Judy Ward, a resident of Royersford, and had 7 children go through the district. Mr. Ciresi stated that Judy Ward was a big part of the beginning discussions on the Ireland Exchange Program and helped raise money to bring the first principals from Ireland here. Mr. Ciresi added that Mrs. Ward should be acknowledged for her efforts in starting this program. Mr. Ciresi asked the Educational Foundation and the Board to consider putting together an award in the future for those people who do stuff in the district and who never ask for credit and do it for the betterment of our children and the community. Mr. Ciresi suggested a

"Volunteer of the Year Award". He suggested that possibly this could be discussed at a future Community Relations Committee meeting.

**I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY**

**Sharon Romer, Royersford Borough Tax Collector**, spoke about the resolution on the agenda with regards to establishing the tax collectors compensation starting in the 2018-2019 school year. Mrs. Romer questioned the attachment to the resolution stating that it was an old resolution and not the more recent one that had been approved 4 years ago which reflected a flat base for each of the 4 tax collectors of \$9,000. Mrs. Romer stated that Royersford Borough and Spring City Borough are small municipalities while Upper Providence and Limerick are very large. She commented that she felt Royersford and Spring City were being discriminated or punished in some way as her compensation will go from \$9,000 plus .80 cents per bill down to a little bit over \$3,000. Mrs. Romer stated that all of the tax collectors are very dedicated in their job and do not just collect taxes from July to December as they collect them all year round. She expressed that she is very upset over this and that she has been a tax collector since July 2001. She stated that she is not sure that those who collect taxes would want to do it for \$3,000. She next asked what the district's expectations were of them and if it was to just collect taxes and forward the calls, letter and emails to the school district if they are only going to pay per bill. Mrs. Romer added that they do way more than just collect taxes and she spoke of the accommodations that she makes for her customers. Mrs. Romer pointed out that the district has never had an issue with her submitting her stuff on time. Mr. Ciresi stated that this issue will be discussed when the Board gets to the Finance section of the meeting. Mrs. Romer commented that she is truly dedicated to the residents of Royersford Borough and that she is not just a tax collector but also a friend.

Mr. Fitzgerald stated that it may need to be noted for the record that the resolution is brought tonight by statute and at this point we must approve a resolution by February 1<sup>st</sup> of this year to be effective on July 1<sup>st</sup> of 2018 as per the directive of state law. Mr. Fitzgerald stated that the adjustment in rate is based in part on the discontinuation of the per capita tax which occurred about a year and a half ago. Mrs. Romer pointed out that she still collects per capita taxes for Royersford Borough.

Mr. Dehnert asked if we were not changing anything if there would still be a need for a resolution and Mr. Fitzgerald replied yes.

Discussion took place on the attachment of resolution 97-1 as opposed to 2013-05 which was deemed to be a clerical error.

**II. PRESENTATION**

Dr. Goodin presented a PowerPoint which provided an update on the "State of the Spring-Ford School District". He spoke about the district's vision statement and mission statement. He talked about all of the recent highlights the district is proud of. Dr. Goodin presented the enrollment numbers including the special education population. He spoke about the revenue and expenditures. Dr. Goodin discussed the many programs various programs available to students in the district. He next broke down the per pupil cost for regular education students and special education students. Dr. Goodin spoke about the curriculum and instruction highlights along with the addition of 2 curriculum supervisors and 4 instructional coaches. He next provided an update on STEAM Education taking place at all grade levels as well as the district-wide Modernized Learning initiative. Dr. Goodin highlighted the Communications Department and spoke of the various ways Ms. Erin Crew, Manager of Communications and Marketing, and Mr. Steven Bonetz, Manager of Communications Media and Audio/Visual

Specialist, use to keep the parents and community informed on all of the district happenings. He advised that the district Facebook page has 4455 followers, 2047 followers on Twitter and 346 Instagram followers. Dr. Goodin also spoke of the many wide and diverse extra-curricular activities available to students. He provided an overview of the district's many facilities which are kept in excellent condition. Dr. Goodin concluded his presentation with a recap of the highlights from each building and stated that each building has a unique climate and culture while providing programs that are educationally relevant, focused on achievement and growth and place a priority on people.

Mr. Ciresi thanked Dr. Goodin for his presentation and stated that when you look at the district, all of the accomplishments, the number of classes offered and all that we have going on here there is a lot taking place.

Mr. DiBello stated that he is extremely proud of Spring-Ford, the administration and the staff as the successes we are seeing here are directly related to them as well as Dr. Goodin. Mr. DiBello commented that Spring-Ford has come a long way in the last few years with national recognition and high rankings nationally and in the state. He stated that Spring-Ford is performing as one of the top school districts in Pennsylvania and we have seen our advancement in the Newsweek rankings as well. Mr. DiBello stated that Dr. Goodin spent a lot of time talking about the successes but he read in the Mercury that the district had a lot of failed programs and he asked Dr. Goodin to comment on these failed programs. Dr. Goodin replied that he was not aware of any that would be classified as a failed program and Mr. DiBello stated that neither was he and he finds it frustrating to see this propaganda. Mr. DiBello again expressed his pride in the district, the staff and the administration saying that they are all doing an extremely great job here and deserve the recognition they are receiving.

Mrs. Zasowski added that sometimes they do not realize how many wonderful things Spring-Ford is doing and when you put a picture together like that it is good for them all to see the many, many accomplishments that Spring-Ford has. Mrs. Zasowski stated that this is all a credit to the teachers, the staff and everyone that implements these wonderful programs for our students. Mrs. Zasowski commented that sometimes without the picture that Dr. Goodin just created you get stuck in the mundane and going from day to day not really and truly recognizing the accomplishments. She thanked Dr. Goodin for putting this together for them.

Mr. Ciresi thanked Dr. Goodin for the time and energy he put into this presentation and stated that he wished the three state representatives were here tonight to hear the presentation so they could get a much better understanding of our district so that they take us as a point of pride when they speak about us on the floor of the House of Representatives, to their colleagues around the state and to the governor.

A. **Dr. David R. Goodin**, Superintendent of Schools, to present the "State of the Spring-Ford Area School District".

### III. **BOARD AND COMMITTEE REPORTS**

**Student Rep. Report**  
Report Next Week

**Daniel Ciresi/Taylor Stevens**

**Curriculum/Technology Dawn Heine**

**1<sup>st</sup> Tues. 6:30 p.m.**

Mrs. Heine reported that the Curriculum & Technology Committee met on January 3<sup>rd</sup> and began the meeting with the good news that the Spring-Ford Family Tech Nigh is scheduled for January 9<sup>th</sup> at 6:30 p.m. in the Hurda Learning Center with 120 families scheduled thus far to attend. On the curriculum side there was a discussion on class rank with regards to a proposal of possibly eliminating it as it was felt that it was placing our students at a disadvantage. Mrs. Heine stated that information on this discussion was shared in the weekly Board packet and the committee is recommending that a task force be formed to further investigate this issue. The task force would include students, parents, teachers, administrators and school board members. The task force will conduct meetings and discussions to determine if class rank is best suited for Spring-Ford. Mrs. Heine reported that information from the task force would be shared at the Curriculum and Technology meeting and reviewed by the Board to make a final decision. She added that elimination, if so warranted, would be done in a phased approach. The committee also received a STEAM update, a math/science update, and an ELA update. Mrs. Heine reported that there is a new 8<sup>th</sup> grade Social Studies resource that will be on the February Board agenda for approval. She added that Mrs. Bast and her team will also be looking at the feasibility of bringing the high school government books and level 4 world language resources forward in March or April. Mrs. Heine reported that on the Technology side they received an update on the Smartboard refresh. It was also reported that students in grades 7-12 will have email capability through Office 365. Students in grades 7 and 8 will have faculty only email. Students in grades 9-12 will have faculty email as well as the capability to email students within grades 9-12. Mrs. Heine advised that an additional benefit of opening email to students will be that all staff and students of Spring-Ford will have the ability to use a full version of Office 365 on laptops and/or mobile devices at no cost. This benefit will be extended K-12. The committee also received a security camera project update, a telephone system project update and a network project update. Mrs. Heine reported that the committee spoke about the plans for next year for the continuation of the modernized learning initiative at the high school. Mrs. Heine stated that Mrs. Bast has plans to spend a full day at Spring City Elementary and Royersford Elementary Schools to observe the Hybrid Learning Programs taking place there, offer support, answer questions and gather feedback.

Mr. DiBello asked about the phone system and whether this was already worked into the budget as he thought it was planned out for 3 years. Mr. Fink replied yes that money had been put aside last year and again this year and continuing forward for this. Mr. DiBello added that his understanding is the money was to be taken out of the Capital Reserve to put the phone system in and then the money budgeted would be used to replenish the Capital Reserve and Mr. Fink confirmed this was correct. Mr. DiBello asked about Mrs. Heine's report that the WhiteBoard and Camera Proposal would go to the Leadership Team and then the Board and he asked if the proposal would not go to the Finance Committee first. Mrs. Heine responded that the proposal would go to the Leadership Team first and then to the Finance Committee as well. Mr. DiBello asked for additional information on the security cameras Mrs. Heine reported on. Mrs. Heine advised that this was being done as a result of the security analysis that was done 3 years ago and since then cameras have been refreshed in separate phases. She stated that Phase 1 and Phase 2 have been completed and this is for Phase 3.

Mr. Ciresi asked about the SmartBoards saying that one of our policies states that if a home and school organization gives us a gift of higher value items such as playground equipment that there is a percentage that goes into a fund to maintain it or replace it in the future, he asked if there was any money in a fund to replace some of the SmartBoards at the elementary level. Mr. Fink responded that the additional money put in is to maintain the equipment not necessarily to replace it. Mrs. Heine stated that she had asked Mr. Webb the same question and was advised that the money is strictly for maintenance not for replacement especially with



the number of boards we have throughout the district. Mr. Ciresi asked if we have ever accessed the money for maintenance and Mr. Fink said from time to time for basic repairs as nothing terribly serious has happened to any of them.

Mrs. Zasowski commented on the committee's discussion about class rank saying that from the literature she has read there seems to be mixed feelings as to whether it is a good decision to drop the rank or to keep the rank. Mrs. Zasowski asked if these same discussions are taking place in the curriculum meetings and are there mixed feelings about doing this as well as an understanding that it may limit some students ability to apply to certain schools or for certain scholarships. Mrs. Heine stated that the decision is not being made strictly at the curriculum meeting but rather what is being recommended is to move forward with forming the task force to investigate it further. Mrs. Heine reported that at their meeting Dr. Nugent informed them that they did reach out to West Point who does use class rank as a requirement for admission and were advised that if Spring-Ford does not have class rank then they would utilize test scores as an indicator for admission. Mrs. Heine reiterated that this is all discussion at this point and there are no decisions being made. Discussions are on whether the elimination would be feasible to move forward with and in doing so they have also discussed the idea of keeping the class rank number but keeping it under wraps so that for those schools that have specific requirements it would be in a sealed envelope. Mrs. Heine advised that this is all preliminary discussion and an example provided to them was one of two students who applied for the same scholarship and for one student a class rank was put on the application and on the other it was not. Mrs. Heine noted that the student's application with the class rank was disqualified when in actuality they had a higher class rank than the other student. Mrs. Heine added that the counselor had an opportunity to resubmit the application and when it was done without the class rank the student was then awarded the scholarship. Mrs. Heine stated that this is a topic that is taking place at many schools as well and yes the data is very mixed. Mrs. Heine commented that this is the purpose for developing a task force so that they can bring various people such as parents, students, administrators and board members together to determine if this is something we want to pursue.

Dr. Dressler commented that the problem is that there are so many high achieving students at Spring-Ford as evidenced at the awards ceremonies that take place. He added that you could potentially have a straight "A" student being ranked at 125 and be penalized in competition with a student in another school where their grades may not be as good but their ranking may be higher. Dr. Dressler stated that we are trying to avoid those students who may be high achieving but have a lower ranking being penalized. Dr. Dressler stated that it is a complicated issue no doubt but one that needs to be looked at. He indicated that he has done a survey of local schools and most of the ones he looked at do not look at ranking but rather grades. He added that the task force will need to work very hard to come up with a reasonable criteria for deciding on whether to keep it or do away with it.

Mr. Pettit asked if we surveyed the college admission offices to see which ones require ranking and which ones do not. Mrs. Heine replied that the statistics were not readily available and this is one of the reasons why she suggested including the college and career coordinators in the discussions especially since both of our coordinators have previously worked in the offices of college admissions. Mr. Pettit stated that he felt it would be very helpful to know this in advance of any of our students applying anywhere.

Danny spoke from his personal experience having gone through the college application process this year and said that he would list his class rank but include the number of students in his class. He did not feel that this hindered his application process in any way since colleges were able to see what his ranking was in relation to having 600 kids in his senior class. Danny felt

that omitting the class ranking would hinder the chances of the valedictorian, the salutatorian, and the top ten in the class as the ranking would not show that they achieved this in a class numbering 600. Danny stated that he understood that this was a debatable topic. He commented that he personally feels that class rank is something you should be proud of as in this big of a school and high ranking school to be ranked in the top 20% or 50% of the class is something to take pride in. Dr. Dressler commented that this is the reason why they want to have a task force that includes students, teachers, administrators, parents and board members so that they can get all perspectives on this.

Mr. Dehnert stated that he agreed with Danny that competition is healthy as well as being proud of a high ranking. He commented that if we know what schools don't require it then we don't submit the ranking to that school. Mr. Dehnert expressed that he felt it was a mistake by colleges to eliminate a lot of the measures that make it very subjective as to who gets into their schools and he feels this is part of the dumbing down of America.

Mr. DiBello commented that this has been going on for the past couple of years and is one of those questions that will be debated for years. Mr. DiBello stated that he is in agreement with Mr. Dehnert that he does not support with fully doing away with the competitive levels as he thinks that this is happening too much across the board the way it is. Mr. DiBello stated that he believes before we engage a task force there are a lot of unanswered questions that we need to do the research on. He added that we need to understand and get the information as far as having a sampling on what schools require. He suggested that one reason students may be impacted by their class rank is because they are not properly listing the number of students in their class. Mr. DiBello felt that once they have all of this information that they could consider possibly setting up a task force.

Mrs. Zasowski stated that the competition piece is a grey area because there are some advantages to removing it or having it in a sealed envelope. Mrs. Zasowski felt that those students who really wanted to know their class rank could find a way to obtain this information and the ones who want to know are those students who have worked so hard to earn it and earned the right to know where they rank. Mrs. Zasowski did not feel that this right should be taken away from those students. Mrs. Zasowski suggested that possibly the task force could do some of what Mr. DiBello was saying and Mrs. Heine responded that this is part of what the goal is which is to gather that information and provide it to everyone.

Mr. Ciresi said that he agrees with Mr. DiBello and Mr. Dehnert on this as he is not a fan of removing class rank either and as Danny stated the students are competitive with this and work to try and get ahead of other students. Mr. Ciresi stated that this discussion is not new to Spring-Ford as when Skyward came out there was a complete debate on whether class rank should be in Skyward. Mr. Ciresi said it was argued back then to have the number in Skyward against the administration who wanted to take the number out. Mr. Ciresi added that he thinks we look into things a little too much as if a college does not want class rank then do not put it on the application and if a college does not understand that we come from a district of 600 in a class and another kid came from a district of 200 and their kid is ranked higher then maybe you should be looking at another college. Mr. Ciresi commented that he would rather not spend the time of our administration, our district, our teachers and our residents to talk about a subject that is pretty simple which is to say leave class rank here and if they don't want it put on a college application then don't put it down. Mr. Ciresi said he would rather look at a task force to spend the time to figure out how we can become more stringent, add more rigor to our curriculum, make sure our

kids are getting into the colleges they want to get into and get the scholarships they want to get because of the rigor of the education and not class rank.

Dr. Dressler spoke about schools such as Penn State where you have thousands of applicants and where the cutting off of certain levels can eliminate a lot of very exceptional students. Dr. Dressler cautioned that you must also take a look at there being a lot of higher ranking high schools in this region who are doing away with class rank and you must ask yourself why they are doing that. Dr. Dressler said there are issues to be looked at and to say we are just wasting our time is inappropriate.

Mr. DiBello commented that he does not want to give the impression that he is saying it is a waste of time but what he is recommending is that before moving forward with going with a task force that there is a lot of information that administration and the Future Planning Center should gather so that we are talking with specifics and not a "what if" scenario. Mr. DiBello stated that we need to get a sampling of what schools require what and a comparison of the larger universities compared to the smaller universities. He added that a good thing is that our students in the last couple of years are being accepted widely across the country which again is something for us to be proud of. Mr. DiBello said all he is recommending is that before we go to a task force step we get the details around what the requirements of the universities are and what they are asking for.

Mr. Ciresi stated that he does not disagree but feels that we need to get the sampling from colleges on what they are looking for. He reiterated that he feels we may be better off to take a task force and look into what we should be doing elsewhere curriculum wise. Mr. Ciresi questioned what the problem would be with having class rank listed in the Skyward System but it not going anywhere and us keeping it internally.

Dr. Roche advised that applications ask about class rank and if you don't have it or do have it then you cannot hide that information. Dr. Roche added that you cannot have it both ways as if they ask you then you have to be forthright and honest with it. Mr. Ciresi said he would like to hear from a college that asks for class rank and if you don't have it then what do they do. Mrs. Heine responded that they do utilize test scores and this is why even a lot of the local private schools do not have class rank. Mr. Ciresi commented that it was a moot point then. Mrs. Heine replied that as Dr. Roche indicated if you have it then you must disclose it. Mr. Ciresi gave the example of two students both having GPA's of 98.6 and one student has a class rank and the other does not then what do they do? Mrs. Heine responded that they can use that class rank as a first eliminator if an applicant of the same criteria does not have a class rank. Mr. Ciresi felt that this was a really poor way to go about it as he did not think this was fair.

Dr. Dressler commented that they are not going to resolve this question at this board meeting as this is all things that the task force must look at and this arguing back and forth could be equated to the discussions on the fitness center.

Mrs. Zasowski said she believes the board is turning this around in terms of do we want class rank or do we not. She stated that if we have it then it must be disclosed when asked for on a college application. Mrs. Zasowski added that there are advantages to having it and advantages to not having it and this is what the group needs to decide. Mrs. Zasowski said the question is if we don't want it anymore then what are the repercussions of that. Mrs. Heine responded that this is what needs to be reviewed as well as what is best for the students as they must have everything they need in order to be able to succeed.

Danny asked if they were to do away with class rank would you also be eliminating the valedictorian and the salutatorian and Mrs. Heine replied no they would still be honored as being the top in their class.

Mr. DiBello stated that there is a lot of work to be done for a recommendation to come back to the board before we go to a task force. Mr. DiBello commented that the reason he keeps going down this road is because two years ago they did a task force to look at the utilization of technology in the classroom with curriculum as part of Project Lead the Way and rolling out the STEM Program. Mr. DiBello advised in going to these meetings there were a lot of parents, students, teachers and administration that were invited and the first meeting was well attended, the second was a bit smaller and each meeting thereafter got smaller and smaller. Mr. DiBello stated that this is why he is recommending that a lot of work be done before you engage a task force because you won't get a big involvement out of that group based on past history of what we have seen with task forces here at Spring-Ford. Mr. DiBello added that personally he does not necessarily agree with doing away with class rank but he is willing to listen to get the facts and more detail. He stated that he believes a lot of work needs to happen before we go to a task force.

Mr. Ciresi asked that they go back and look at the minutes from 2004, 2005 or 2006 as he believes it was Mr. Rocchio at that time who spoke about class rank and the change to the distinguished honors ranking because one of the arguments was that we had too many distinguished honor students and it needed to be made more exclusive. Mr. Ciresi said there were class ranking discussions in those meeting minutes. Mr. Ciresi suggested that this information be brought back to curriculum and then to the Board before going to a task force. Mr. Ciresi stated that his opinion is that it should stay but he is willing to listen to anything. Mr. Ciresi cautioned jumping to anything and spending hours on what to do with ranking as opposed to what we should do with programs to add to the district to make it more rigorous for our students.

Dr. Goodin asked for clarification saying his understand is that they are not going to do a task force yet but rather administration was going to look at the issue and some of the variables involved and then come back to the committee. Mr. Ciresi confirmed this was correct.

**Finance**

**Tom DiBello**

**2<sup>nd</sup> Tues. 7:30 p.m.**

Mr. DiBello reported that the Finance Committee met on January 10<sup>th</sup> and as usual began by reviewing the monthly reports and at this point in the school year the financials are progressing in accordance with the plan with assessments trending a little higher than expected, charter school and cyber schools trending as expected and food services is showing an improvement in participation and is running ahead of what was budgeted. The committee also discussed two assessment appeal settlements. Mr. DiBello advised that at this time of year the district normally evaluates where our banking is done and the fees charged for services. He added that Business Office is doing their due diligence to determine where it is best to have the district accounts and if a change is made there will be a recommendation for Board approval. Mr. DiBello reported that the committee did have a budget update and were advised that the budget books have gone out to the individual buildings and we are basically into a number crunching and will basically be looking at a February timeframe to really start driving deep into the budget. He noted that there is approximately a \$4 million deficit that will need to be worked through. Mr. DiBello reported that the committee looked at what is happening at the state level with regards to the budget and he reminded everyone that as the state was in the process of finishing up last year's budget there was roughly a \$1.4 billion deficit that was built into the budget and there are probably expected changes that will occur as the last reports

indicate that they have not been making up any of the shortfall. Mr. DiBello advised that at the Finance Committee they reported that in the 2015-2016 school year and the 2016-2017 school year both years Spring-Ford did get a slight bump in basic education funding. He added that in 15-16 Spring-Ford received approximately \$300,000 and in 16-17 we received approximately \$400,000. Mr. DiBello advised that what we do not see when there is all this excitement over increased funding coming from the state is that there is no talk of an increase in PSERS. Mr. DiBello reported that in those same years of 15-16 and 16-17 the PSERS increase was about \$1.3 million and \$1.2 million for those periods. Mr. DiBello added that there is a projected PSERS percentage that we have to contribute on top of what we are required to pay in for that year and quietly the state increases the percentage and this usually occurs right after we get the additional funding from the state. Mr. DiBello reported that in 15-16 the PSERS percentage was increased by .34% which equates to a little over \$200,000 back to the state in addition to what was already projected and in 16-17 it was increased by .53% which equates to \$330,000. Mr. DiBello stated that he is pointing all of this out because when you see that we are getting \$300,000 and \$400,000 more and if you total those you believe we are getting about \$700,000 from the state in the last two years minus the just over \$400,000 that was the PSERS increase you can see that you really didn't get much of an increase in the basic education funding. Mr. DiBello stated that at the last couple of meetings he has suggested and he would like to see the Board agree to move forward and start the planning for a town hall meeting in March to discuss the high school expansions. Mr. DiBello stated that he believes it is important that they provide the community the opportunity to come out and listen to what is going on, hear what is fact and what is fiction and ask questions. Mr. DiBello stated that if this meeting takes place he would suggest that the Board have Mr. Fink clearly explain the district's borrowing position, the debt service, how the expansion would be financed and what the impacts could or would be to the community itself. Mr. DiBello reported that the Finance Committee discussed the topic of tax collector compensation as the timeline for this is that it must be in place by February 15<sup>th</sup> so it must be Board approved at the January 23<sup>rd</sup> meeting. Mr. DiBello stated that he wanted to make it clear that the only thing put forward so far is a recommendation from the committee to the Board and then the Board will have to decide and give direction so that they can have a resolution in place next week for approval. Mr. DiBello stated that the reason for the change in taxpayer compensation is because the school district did eliminate the per capita tax which means 64% of the district tax bills were eliminated. Mr. DiBello advised that when they looked at the compensation the previously approved \$9,000 base salary for the 4 tax collectors was due to the volume of the per capita tax bills. Mr. DiBello broke down the way the tax collectors were being paid and advised that they were receiving \$.80 per bill and then there were also interim bills and installment bills. Mr. DiBello said the committee looked at the current compensation per tax bill and had determined that when looking at the overall range we were below the average across the county. He advised that the committee is proposing that there be an increase in real estate tax per bill compensation from 80 cents per bill to \$2.00 per bill. Mr. DiBello stated that he felt at the time that this was a reasonable recommendation and they had no intention of penalizing anyone as well as no intention of saying one tax collector is worth more than another. Mr. DiBello stated that he would welcome discussion from the Board on this and that decision needs to be made on it tonight so that the resolution can be prepared and in place for the meeting next week. Mr. DiBello added that the per capita taxes that some tax collectors still process are imposed by the municipalities not the school district so any issues regarding them would have to be taken up with the individual municipality.

Mrs. Romer commented from the audience but her comments could not be heard clearly to be transcribed. Mr. DiBello replied that a recommendation had to be put on the table and they put one out they felt was fair as a recommendation for a starting point.

Mr. Dehnert commented that when he looks at the change for compensation he did not feel that it took into account that there was a fixed amount of work that must be done no matter how many bills they have as there are expenses that tax collectors have. He added that he felt that there should have been some dialogue with the tax collectors before this went into place in order to get their input. Mr. Dehnert stated that if they pay the job too little then the quality of people to do the job will be very poor and then the school district will have a lot of headaches dealing with complaints from the taxpayers. Mr. Dehnert pointed out that when you look at the change in compensation and the information provided you will see that the compensation for Limerick Township and Upper Providence Township goes up a little bit while the compensation for Royersford Borough and Spring City Borough goes down 75% and 66% which is pretty dramatic considering that all 4 municipalities do not have to do per capita tax. Mr. Dehnert stated that if this resolution needed to be done this month then they probably should have started reviewing it earlier and not waited to January to do it. He felt that this was not fair to the two smaller municipalities and felt there should be a more equitable compensation in place for Royersford and Spring City.

Mr. Ciresi stated that he believes the one thing that must be factored in is that the amount of tax bills going out in Upper Providence is 8051 and the number for Royersford is 1608 and the equitability is that everyone is making the same amount of money per bill. He stated that this is nothing against any of the municipalities but rather to even out the playing field with them all getting paid the same amount of money per bill.

Mr. DiBello re-emphasized that prior to the district doing away with the per capita bill every tax collector was getting \$.80 per bill. Mr. DiBello stated that everything prior the district doing away with the per capita tax was figured out based on a per bill and every tax collector was paid the same amount per bill. Mr. DiBello advised that the district cannot pay tax collectors for bills they are not sending out. Mr. DiBello stated that the district is being fair and equitable as we were before to each collector as everyone was getting \$.80 per bill and what is being recommended is increasing it to \$2.00 per bill. Mr. DiBello commented that this is the discussion item and if there is disagreement over raising the rate from \$.80 to \$2.00 then it needs to be discussed. Mr. DiBello added that the discussion on the amount of work being done to collect the taxes should not take place as the school district is not responsible for paying for the work that has to be done but rather paying per tax bill sent as has been done for many, many years. Mr. DiBello stated that if the district wants to hire tax collectors and pay them a salary then that is a whole other conversation but the district did away with the per capita bill which eliminated 64% of the work.

Mr. Dehnert asked why the compensation for Limerick Township and Upper Providence Township went up if they have less work to do and their compensation was increased. Mr. Dehnert questioned why their compensation would not be reduced as well as the other two municipalities. He added that if all 4 of them are doing less work then why would we increase the compensation for two of them.

Mr. DiBello asked where we were increasing the compensation for two of them and Mr. Dehnert stated that he was looking at the information that was provided in the Friday Board packet. Mr. DiBello stated that the total compensation package is based on the bills. Mr. Dehnert stated that the figures given to them in the memo on Friday was that Limerick's estimated compensation was \$16,000 and that goes up to \$17,000, Upper Providence was \$16,800 and goes up to \$17,700 which is an increase. Mr. DiBello replied that everything is based on the per bill. Mr. Dehnert stated that he is talking about the real numbers and Mr. DiBello commented that he was looking at the board memo and the table Mr. Dehnert was looking at and every tax collector is getting the same amount per bill. Mr. DiBello added that of course the Limerick and Upper

Providence compensation will go up a little bit as they have 3 times the amount of bills. Mr. Dehnert stated that they are doing less work than they did before. Mr. Dehnert stated that if the argument is that we have to reduce the compensation for Spring City and Royersford because they are doing less work then the other two municipalities are doing less work too but yet their compensation goes up. Mr. Dehnert and Mr. DiBello disagreed on the compensation and the calculations.

Mr. Fink explained that the arrangement that was done 4 years ago where the per capita tax was included in the model that was used at the time, the total compensation to Limerick was approximately \$23,000 and with the elimination of the per capita tax then what we are saying now is that their compensation would now go down to \$17,000. Mr. Fink stated that if you look at the smallest of the 4 municipalities then Royersford was targeted at \$10,500 and if nothing was done then they would still go to about \$10,500 under the same plan if it was not altered at all. Mr. Fink added that the main reason for this is that the base pay included a certain number of per capita tax bills per municipality of 5,000 which the two smaller ones were always being paid the full amount but not doing the same volume of bill processing.

Mr. DiBello commented that the \$9,000 the district was paying the tax collectors as a base was about 95% of what they would have collected with doing all of the bills. Mr. DiBello stated that every time they did this they did it fair and equitably. He added that to say that we are doing something different for Royersford and Spring City is not accurate as everything is the same as the per bill is the same across the board. Mr. DiBello advised that Limerick has approximately 8,000 bills, Upper Providence has roughly 8,200 bills, Royersford has approximately 1,500 bills and Spring City has roughly 1,100 bills so everything they are doing is based on per bill and that is how the numbers all work out.

Mr. Dehnert stated that he understands the math but for him to sit there and make a recommendation it would be pretty difficult because he would want to discuss with the taxpayers what their expenses are and the work involved so that he can make an estimate of what fair compensation would be. Mr. Dehnert added that he does not have this information so it would just be an arbitrary guess and not based on the actual work they do to be the tax collector of just the property tax bills for the district. Mr. Dehnert suggested that Mr. Fink talk with the tax collectors between now and Monday and come back with what may be a more equitable change in the compensation then this. Mr. Dehnert expressed hope that this could be done before the end of the day on Friday so that the Board could have the information to review before Monday night.

Dr. Dressler suggested that there may be some fixed expenses in running an office like this that is above and beyond this \$2.00 compensation that we are not taking into account here. Mr. Fink noted that the school district does reimburse the tax collectors for their paper cost and all of those types of things too and this is not changing and is written directly into the tax collector compensation policy.

Mr. DiBello stated that in the policy there are a whole slew of expenses that the district reimburses the tax collectors for. Mrs. Rex shouted out from the audience but her comments could not be heard on the tape in order to be transcribed. Mr. Ciresi did respond to her that they were not going to get into a debate over what it costs to run their offices. Mr. Ciresi pointed out that Mrs. Rex should have voiced her concerns during the public comment section of the agenda but because he understood why she was here he would let her come forward and speak now.

Mary Rex, Spring City Tax Collector, commented that she pays \$650.00 for her computer program, she has a printer, a computer and she uses a couple cartridges a year. Mrs. Rex stated that she has never charged the district for these things as the only thing she has

ever charged the district for its stamps. She also stated that the district does not pay for the computer tax program. Mrs. Rex commented that if you subtract this off of the \$2,400 then what does she have. She pointed out that she is at the office all of the time collecting bills. Mrs. Rex advised that she is going to resign and she does not know anyone who would want to do this job ever nor would she recommend it to anybody.

Mrs. Zasowski commented that she agrees with Mr. Dehnert in that it would have been nice to have some conversation with the tax collectors. Mrs. Zasowski advised that the Finance Committee meetings are open meetings and the tax collectors could have gone to those meetings and voiced their opinions and concerns. A comment was yelled out from the tax collectors that this topic was not on the agenda and Mr. Ciresi stated that it was on the agenda. Mr. Dehnert disagreed and said that he looked at the agenda and to his recollection it was not on there. Mr. Fink confirmed that it was on the agenda and Mr. Ciresi asked that rumors not be started as it was on the agenda. Mrs. Zasowski said she thinks that it does look on paper that Limerick and Upper Providence are getting a raise but it is not that they are getting a raise as it is just how the calculations are done. She added that those municipalities are still doing less bills without the per capita but they are being paid an equal compensation across the board.

There was additional yelling out from the audience which could not be heard to be transcribed. Mr. Ciresi responded that he is not going to argue or debate this from the floor as this is not the way they do it but the Business Office should be able to share from their knowledge of how the tax process works and they do know what each tax collector does as far as the process. Mr. Ciresi stated that they are trying to come up with a fair and equitable process that each tax collector makes the same amount per bill and this is really what the conversation must come down to.

Mrs. Heine stated that in the Board packet there was a notation that Spring-Ford is within the range from other districts and she asked if other districts are managing the same process that we are as far as a different number of bills being collected in the different municipalities. Mr. Fink replied that some districts handle it differently in that some pay a salary and then divide it by the number of tax bills to get to a per bill number and others follow a process similar to our old one which was to have a floor and then a lower per bill fee. Mr. Fink stated that he looks at it more in the aggregate and says what is the final cost out the door divided by the number of tax bills in order to determine what the tax bill rate is. Mr. Fink stated that Spring-Ford falls in line with the other districts as the range falls between \$1.50 up to \$4.00.

Mr. DiBello stated that the tax collectors are not only collecting Spring-Ford taxes but also the county/borough taxes and he hears what the two tax collectors are saying and he feels that they did put forth a fair and equitable per bill pricing. Mr. DiBello said he struggles with the idea that Spring-Ford needs to pay operating expenses for the tax collectors also to collect other municipality and county taxes but he is willing to keep it at \$2.00 per tax bill, keeping the same amount for the interim bills and installment bills but put in a base rate of \$2,000 which could be put towards their expenses. Mr. DiBello added that he thinks there will have to be some type of disclaimer on what we are reimbursing and what the \$2,000 is used for. Mr. DiBello said he cannot see doing anything more than that.

Again there was yelling out from the audience which could not be heard or transcribed. Mr. Ciresi in response said that the base rate was explained several times but he asked Mr. Fink to explain this one more time so that everyone from the public understands where it came from. Mr. Fink stated that he cannot explain where it came from because it happened long before his time here but he can say that the base rate for the past 4 years



or up to and including the time up until the end of the next school year was \$9,000 and that amount included 5,000 processed per capita tax bills. Mr. Fink commented that his feeling on this is that once the per capita change happened then the formula changes to the point where the level of work or processing between the municipalities becomes very fragmented. Mr. Fink stated that Royersford and Spring City were not producing the 5,000 processed per capita tax bills level as they were at 3,500 and 2,400 respectively.

Mr. DiBello reported that when they revisited this last time and came up with the \$9,000 base they leveled it and made the base the same for everyone. He added that the \$9,000 was an upfront payment that they would be collecting compensation on the actual tax bills themselves. Mr. DiBello stated that he is recommending to the Board that they raise the per bill from \$.80 to \$2.00 but also provide an additional \$2,000 per tax collector to offset their expenses but there has to be something that stipulates that we are not going to give them \$2,000 and then also reimburse them for their expenses.

Mr. Fink indicated that the policy that is in place right now includes reasonable expenses under the taxpayer code which would include things such as paper, ink, stamps, envelopes and even software so that must be kept in mind as the Board moves forward. Mrs. Romer yelled from the audience which could not be heard or transcribed. Mr. Fink replied that he had not seen anything. Mr. Ciresi added that they cannot go back to what happened prior to now. Mr. Ciresi stated that he agrees with Mr. DiBello and would be willing to give the \$2,000 base and the \$2.00 per bill across the board as he feels this is fair to everyone.

Mr. Fitzgerald stated that his concern would be that if it was couched as a reimbursement component instead of within the base as part of compensation they could be running afoul with some of our obligations under statute to reimburse. Mr. Fitzgerald commented that if the Board is going to do this then they should do it as part of base compensation and then there will still be access to the policy as it relates to reimbursement for expenses. Mr. Fitzgerald added that he did not think the board could supplant the reimbursement requirements simply with a base.

Mr. Ciresi asked how they could do this as if someone were to have a computer program that costs \$5,000 and another has one that costs \$600 then what does the statute say and Mr. DiBello replied that the way the policy is written is that it says reasonable. Mr. Ciresi asked what reasonable meant and Mr. DiBello said you cannot have one tax collector have \$600 for software and another come in with a \$5,000 bill as this would not be reasonable. Mr. Fitzgerald stated that he would just structure it as base compensation and then the expenses would be referred to the policy.

Mr. Dehnert asked the Mrs. Romer and Mrs. Rex how many hours they spend a year collecting Spring-Ford real estate taxes. Mr. Ciresi stated that he did not think it was fair to ask this question when the other two tax collectors were not present. Mr. Ciresi asked Mr. Dehnert to make a recommendation if he wanted to make one and he felt that as a Board they could come up with a fair and equitable number with regards to what they are willing to pay as a district.

Mr. Fitzgerald commented that a number of districts have eliminated the per capita tax and stated that he did not know what their subsequent resolutions looked like but this is something to explore. Mr. Fitzgerald added that an alternative resolution could be drawn up for Board consideration. Mr. Ciresi asked Mr. Fink if he had looked into what other districts were doing as this was not just a number pulled out of a vacuum and Mr. Fink confirmed this was correct.

Mr. DiBello cautioned asking the tax collectors about the number of hours they work as they are not employees of the district and we are paying a fee and the fee is that we are giving a per bill price. Mr. DiBello said he understands that this is less than what they got in previous years but the district did away with the per capita tax and one of the reasons we did away with it was because the expenses to collect it were not worth it to the district. Mr. DiBello questioned if they are doing away with the per capita tax then why would they keep the same expenses in place. Mr. DiBello stated that the district has the responsibility of seeing that the bills are sent out and we are within the range of what other districts are paying. Mr. DiBello added that he is making a stretch by saying that he is willing to give a base salary of \$2,000 which will cost the taxpayers of the 4 municipalities another \$8,000 as it is not the district paying this but the taxpayers. Mr. DiBello commented that if we need to research this more then we shall but he was not sure what else we could do as Mr. Fink did research this but as of yet he was not hearing any other suggestions from the Board.

Dr. Dressler asked Mr. Fink if it was clearly delineated in the policy as to what expenses can be compensated and the response was yes. Dr. Dressler asked if the tax collectors were aware of all of the items that were compensable and Mr. Fink said they should be and he hoped so. Mrs. Romer spoke from the audience which could not be heard or transcribed.

Mr. DiBello commented that he apologizes but Mrs. Romer was present in the meetings when they were doing the tax collector policy and she was present when they went through it in detail. He added that what she was told in the past he cannot attest to but they are telling her that all her reasonable expenses will be reimbursed by the district and he does not know what else he can say to her as they are trying to be as fair and equitable as possible. Mr. DiBello stated that they raised the per bill rate from \$.80 to \$2.00 and he is even willing to give another \$2,000 as a base salary but he refuses to give any more money.

Mr. Ciresi stated that they need to have a resolution for Monday night and Mr. DiBello has made a recommendation that we give a \$2,000 base and \$2.00 per bill. Mr. Ciresi asked if the Board felt that was a fair resolution that they can move with on Monday night. Mrs. Zasowski stated that this does not include the reimbursement for expenses and Mr. Ciresi confirmed that was correct and whatever the policy states is what will be reimbursed. None of the Board Members objected to this. Mr. Ciresi asked that the resolution be revised for Monday night.

## **Property**

**Joseph Ciresi**

**2<sup>nd</sup> Tues. 6:30 p.m.**

Mr. Ciresi reported that at the Property Committee meeting they talked about the high school expansion with Crabtree, Pat Nugent and Bruce Cooper who were there at the meeting and indicated that they have been meeting with the different groups. Mr. Ciresi stated that as Mr. DiBello eluded to they want to hold a town hall meeting to talk about where they are with the performing arts area and the physical education area. Mr. Ciresi reported that this will be presented at the next Property Committee meeting they will be putting together some of the more in-depth details. Mr. Ciresi stated that there is a need for new furniture in the library and a proposal was presented on this. Dr. Goodin spoke about the Center for Innovation formerly known as Makerspace. The committee talked about some improvements to the auditorium lighting and in order for the board to run the lights to talk to the board on the stage for the lights it is necessary that they both are digital so there is a proposal for an upgrade of this. Mr. Ciresi stated that the bleachers were looked at in order to make sure they are structurally sound which is something that has to be done on a regular basis and the report showed that they were sound. Mr. Ciresi

reported that they are also had some conversation on replacing the turf field. Mr. Ciresi advised that the district has been getting a reimbursement from PECO for participating in the Demand Response Program and this seems to be winding down as it was only accessed once last year. Mr. Ciresi stated that Mr. Cooper advised them that Limerick Home and School had proposed putting in a greenhouse and a motion for this is on the agenda tonight. Mr. Ciresi stated that the Interstate contract is up for renewal and there is also an RFP out for district-wide lawn mowing.

**Asst. Supt. Rpt. Dr. Allyn J. Roche**

Dr. Roche reported that the spring elementary parent-teacher conferences for grades K-6 are scheduled for Friday, February 17<sup>th</sup>. Dr. Roche also reported that the Spring-Ford Area School District was recognized as one of 433 districts across the U.S. and Canada in the 7th Annual AP District Honor Roll. He advised that the Honor Roll honors districts who have increased access to Advanced Placement course work while simultaneously maintaining or increasing the percentage of students earning scores of 3 or higher on AP Exams. Dr. Roche indicated that this puts Spring-Ford as one of only 44 districts in Pennsylvania that made the list. Dr. Roche asked that everyone mark their calendars for Friday, April 21<sup>st</sup> for the Spring-Ford 5K.

**Solicitor's Report Mark Fitzgerald**

There was no report but he wanted to note that there has been a lot of discussion tonight with regard to various contracts such as ones for security cameras and other technology initiatives. Mr. Fitzgerald stated that he just wanted to make sure that to the extent that we are hitting bidding thresholds that we are adhering to the \$19,700 which is the new adjusted bidding threshold for going out for public bid or quote threshold which is about \$11,000 - \$19,700. Mr. Fink confirmed this was being done.

**IV. MINUTES**

There were no questions or comments.

- A. Administration recommends approval of the November 21, 2016 Work Session minutes. **(Attachment A1)**
- B. Administration recommends approval of the November 28, 2016 Board Meeting minutes. **(Attachment A2)**
- C. Administration recommends approval of the December 5, 2016 Board Reorganization Meeting minutes. **(Attachment A3)**

**V. PERSONNEL**

Mr. Ciresi stated that he would like to wish Carolyn Salerno a great retirement as he knows her personally and she is a great teacher and a great person. He wished her well on her retirement. Mr. Ciresi also wished Justin Webb well as he will be leaving the district to take a job closer to home. Mr. Ciresi wished Mr. Webb luck in his endeavors.

**A. Resignations**

- 1. **Joanne M. Drewicz**; Elementary Teacher, Royersford Elementary School, for the purpose of retirement. Effective: June 15, 2017.
- 2. **Dorothea A. Gallagher**; Secretary, Senior High School. Effective: January 6, 2017.

3. **Susan M. Mercer**; Elementary Teacher, Evans Elementary School, for the purpose of retirement. Effective: June 15, 2017.
4. **Miranda J. Paradise**; Elementary Teacher, Oaks Elementary School. Effective: January 24, 2017.
5. **Linda Rossi**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Effective: January 13, 2017.
6. **Sarah K. Sacks**; Information Systems Analyst, District Office, for the purpose of retirement. Effective: February 3, 2017.
7. **Carolyn M. Salerno**; Special Education Teacher, Senior High School – 9<sup>th</sup> Grade, for the purpose of retirement. Effective: June 15, 2017.
8. **Donna L. Viscuso**; Instructional Assistant, Senior High School, for the purpose of retirement. Effective: January 3, 2017.
9. **Justin C. Webb**; Director of Technology, District Office. Effective: January 20, 2017.

**B. Temporary Professional Employees**

1. **Brian M. Kraeer**; Elementary Teacher, 5/6<sup>th</sup> Grade Center, replacing Barbara C. Good who retired. Compensation has been set at BS, Step 2, \$45,900.00, prorated with benefits per the Professional Agreement. Effective: January 30, 2017.
2. **Ryan M. Robison**; Social Studies Teacher, 8<sup>th</sup> Grade Center, replacing David M. Frankel who retired. Compensation has been set at BS, Step 1, \$44,700.00, prorated with benefits per the Professional Agreement. Effective: January 25, 2017.

**C. Support Staff Employees**

1. **Cheryl Nave**; Part-time Food Service (3 hours/day), 5/6<sup>th</sup> Grade Center, replacing Kristi DePetrillo who resigned. Compensation has been set at \$12.91/hour per the Food Service Plan. Effective: December 5, 2016.
2. **David G. Kinch**; Instructional Assistant, 8<sup>th</sup> Grade Center, replacing Sarah Fulton who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: December 19, 2016.
3. **Ashley M. Miller**; Instructional Assistant, 5/6<sup>th</sup> Grade Center, replacing Gina Davila who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: January 3, 2017.

**D. Change of Status**

1. **Joan E. Bickley**; Clerical Assistant, Senior High School, to Secretary, Senior High School, replacing Dorothea A. Gallagher who resigned. Compensation has been set at \$15.94/hour with benefits per the Secretarial Plan. Effective: January 17, 2017.

**E. Personnel Information Item**

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

1. **Kelly A. Grant** 8<sup>th</sup> Grade Center

F. Administration recommends approval of the attached extra-curricular contracts for the 2016-2017 school year. **(Attachment A4)**

**VI. FINANCE**

There were no questions or comments.

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. General Fund Checks

Check No. 163401 – 164080	\$3,873,839.13
ACH 161700221 - 161700329	\$ 894,828.32

2. Capital Reserve Checks

Check No. 1228-1232	\$ 61,755.29
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3. Food Service Checks

Check No. 13163 – 13260	\$ 139,074.21
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4. Procurement Payments

201601388 – 201601571	\$ 189,557.25
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C. The following monthly Board reports are submitted for your approval:

- Cash Balances – Liquidity
- Skyward Reports
  - General Fund Check Register
  - Athletic Fund Check Register
  - Capital Reserve Check Register
  - Food Service Check Register
  - Summary Revenue Report
  - Summary Expense Report

D. Administration recommends approval of the Preliminary General Fund Budget for the 2017-2018 school year in the amount of \$157,935,917.00.

E. Administration recommends approval to file with the Department of Education the 2017-2018 referendum exceptions for Special Education Expenditures (Approximately \$1,353,792.00) and Retirement Contributions (Approximately \$420,742.00), for a total estimated amount of \$1,774,534.00. These referendum exceptions represent 1.7% and could be used for allowable millage over the Act 1 State Index cap amount of 2.5%. Exceptions are permitted due to the recognition that there are extraordinary district expenses above the rate of inflation.

- F. The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 1600 Black Rock Road in Upper Providence Township and further identified as tax parcel No. 61-00-01252-00-1 setting the assessments of the property at \$20,513,000 for tax year 2016 (school tax year 2016-17) and \$20,476,500 for tax year 2017 (school tax year 2017-18) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- G. The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 594 W. Ridge Pike (Condo 1) in Limerick Township and further identified as tax parcel No. 37-00-03770-00-9 setting the assessments of the property at \$619,150 for tax year 2012 (school tax year 2012-13), \$661,850 for tax year 2013 (school tax year 2013-14), \$676,800 for tax year 2014 (school tax year 2014-15), \$613,810 for tax year 2015 (school tax year 2015-16), \$599,940 for tax year 2016 (school tax year 2016-17), and \$598,870 for tax year 2017 (school tax year 2017-18) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- H. Administration recommends approval of the disposal of unsold pianos that are no longer in use within the district.
- I. Administration recommends approve of **Resolution 2017-01** which establishes the elected tax collector compensation commencing for the 2018-2019 school year. **(Attachment A5).**
- J. 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, the Parent Teacher Organizations or an outside source:
  - 1. **Jacy Good and Steve Johnson – White Plains, NY.** Provide 2 assemblies for the 9<sup>th</sup> and 10<sup>th</sup> grade high school students entitled "Hang Up and Drive". Funding will be paid by the High School Student Council and shall not exceed \$1,500.00.
  - 2. **Thom Stecher & Associates – Malvern, PA.** Provide Resiliency Services for the 2016-2017 school year district-wide in support of Unity Day and Resiliency Programs taking place in the schools. Funding will be paid from the Pottstown Area Health and Wellness Foundation Grant and shall not exceed \$5,000.00.
  - 3. **PMHCC, Inc./SE Regional MH Services Coordination Office – Norristown, PA.** Provide Youth Mental Health First Aid Training for 90 staff member participants district-wide. Services will include three concurrent trainings of 30 participants per training for a total of 8 hours of curriculum training per session. Funding will be paid from the Pottstown Area Health and Wellness Foundation Grant and shall not exceed \$4,500.00.
- K. Administration recommends approval of the following independent contracts:
  - 1. **Corey Jones – Westerville, OH.** Provide 2 assemblies for all students at Royersford Elementary School entitled "Good Choice, Bad Choice, My Choice". Funding will be paid from the Royersford Elementary Assembly Budget and shall not exceed \$1,300.00.

2. **Visiting Nurse Group, Inc. – Exton, PA.** Provide Nursing services during the 2016-2017 school year for a special needs student as per the IEP. Services will be provided for 9 hours per day for 118 days at a rate of \$43.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$45,666.00.
3. **The Pathway School – Norristown, PA.** Provide Educational services during the 2016-2017 school year for a special needs student as per the IEP. Services will be provided for 108 days at a rate of \$283.33 per day. Funding will be paid from the Special Education Budget and shall not exceed \$30,599.64.
4. **Kara Canale – Collegeville, PA.** Provide Psychological services during the 2016-2017 school year for students who require initial psychoeducational evaluations and/or re-evaluations, write reports, attend IEP meetings, and maintain communication with school staff and parents. Services will be provided for 37.5 hours per week for 12 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$31,500.00.
5. **Deaf-Hearing Communication Centre – Swarthmore, PA.** Provide Professional Sign Language Interpretation services for meetings and events held within the school for special needs students/families as per the IEPs. This is an updated contract due to an increase in fees as of January. Services will be provided for a total of 24 hours during the 2016-2017 school year. Funding will be paid from the Special Education Budget and shall not exceed \$1,548.00.
6. **The Montgomery County Intermediate Unit – Norristown, PA.** Provide Behavior Consultation services during the 2016-2017 school year for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$13,500.00.
7. **The Chester County Intermediate Unit – Downingtown, PA.** Provide Educational services for a special needs student during the 2016-2017 school year at The Learning Center (Career Academy Program) as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$27,462.49.
8. **The Chester County Intermediate Unit – Downingtown, PA.** Provide Educational services for two special needs students during the 2016-2017 school year at Technical County High School (TCHS) – Pickering Campus as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$55,650.80.
9. **LifeWorks Schools at Foundation Behavioral Health – Doylestown, PA.** Provide Educational services for a special needs student as per the IEP. Services will be provided for 95 days at a rate of \$320.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$30,400.00.
10. **Bucks County Intermediate Unit – Doylestown, PA.** Provide Speech and Language Therapy services for a special needs student who will be attending LifeWorks Schools at Foundation Behavioral Health. Funding will be paid from the Special Education Budget and shall not exceed \$1,980.00.

11. **Theraplay, Inc. - West Chester, PA.** Provide Direct Speech and Language Therapy for a special needs student as per the IEP. Services will be provided for 1 hour per week for 24 weeks at a rate of \$90.00. Funding will be paid from the Special Education Budget and shall not exceed \$2,160.00.

**VII. PROPERTY**

There were no questions or comments.

- A. Administration recommends approval of the service contract for district-wide mowing for the first year of a three-year option with Black Forest Landscaping & Snowplowing, Inc., as per the RFP. The total cost for Year 1 is \$1,309.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the 2017-2018 General Maintenance Budget.
- B. Administration recommends approval of the continuation of the contract for district-wide cleaning services for Year 2 of a three-year RFP with Interstate Maintenance Corporation of Horsham, PA. The total cost of Contract #1 is \$777,159.96 beginning June 1, 2017 through May 31, 2018. Contract #2 is \$28.85 per hour per employee and Contract #3 will be billed at \$26.00 per hour per employee. Funding will come from the 2017-2018 General Maintenance Budget.
- C. Administration is recommending to have Schiller and Hersch Associates, Inc., Blue Bell, PA oversee the specification and bidding for the High School Auditorium Dimming System and LED Lighting retrofit per hourly base as per their fee schedule. Funds will come from the Capital Reserve and shall not exceed \$8,000.00.

**VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS**

Mr. Dehnert asked about Item D wondering why we were sending 3 teachers to the same conference in Erie. He questioned if it would not be possible to send 1 teacher since it is a significant cost and ask that person to come back and give an in-service on what they found out for all of the music people throughout the district. Dr. Roche replied that this is tied to students qualifying for all-state. Mr. Dehnert asked how many students and Dr. Roche stated that he does not know if they all qualified yet but we needed to get this on the agenda as soon as possible and that it is possible that they all may not be going if their students do not qualify but Mr. Jones would be accompanying the instrumental students, Mrs. McGranahan the strings students and Mrs. O'Dea the vocal students. Mr. Dehnert questioned why one person could not take all three and Dr. Roche stated that it would not be possible as they help out with the various groups while they are performing. Mr. Dehnert stated that it is a one to one relationship and Dr. Roche corrected him saying that it is not one to one as one teacher may have 7 students qualify. Dr. Roche stated that this is no different than the wrestling coaches travelling with the wrestlers. He added that there are 3 separate groups that qualify and they are in the process of finding out the students that qualified. Mr. Dehnert stated that he felt they needed a policy that discusses things like conferences and extra activities because we could have a situation where one group sees another group going to conferences and we are paying thousands of dollars and they apply in their subject area and we could get a large request. Mr. Dehnert commented that he felt there needed to be criteria as to what qualifies what students can go to, how much we would pay and what the expectations are when they go to these things. Mr. Dehnert felt it would be good to have guidelines or a policy in place on the criteria for how these things are done so we don't see people start getting ideas that you paid for one group to go to a conference and then they have an expectation that they should be able to go to because their subject is just as important as the others.



Dr. Dressler commented that in reference to this particular conference, Mr. Jones is the president of the PMEA and it is a point of pride for us to have him there representing us. Dr. Dressler reported that he just saw Mr. Jones make a musical presentation in Lower Moreland and he is a good representative for us and does a fine job speaking in front of these groups. Dr. Dressler stated that for us to pay Mr. Jones expenses for this is a good thing to spread the word of what a good school district this is and particularly in the arts.

Dr. Goodin reminded the Board that this is a matter of students qualifying to attend this and it is not a matter of them electing to go as they must actually qualify for it. Dr. Goodin stated that it is not unreasonable for the district to pay for students to attend this stuff or the chaperones. Dr. Goodin added that we would do the same thing for sports if a team or an individual athlete went to states as we would pay for that because they qualified to do it.

Dr. Dressler pointed out that the competition is very strict and stiff so it is a great honor for them to go to these state competitions. He stated that the district should take a lot of pride in this.

Mr. Dehnert stated that he is talking about other groups and kids could try out for a debate club or some other type of club so there really should be some type of criteria for how and what the process is as well as what the limit is on what we would spend and where we would send people.

Dr. Dressler said he would like to think that the superintendent could make those decisions.

Mr. Ciresi suggested that Mr. Dehnert bring this conversation up at the Policy Committee meeting.

Dr. Roche commented that this discussion is already in the works and we have a policy on this. He stated that Policy 122 deals with co-curricular activities. Dr. Roche stated that the minutes of the last Policy Committee meeting showed that they discussed several things regarding this policy and one of those discussions was on this exact issue of how far we go on what is paid for in terms of students and/or qualifying for things. Dr. Roche stated that Mr. Dehnert mentioned a couple different things as far as other departments but the one specific thing he spoke about has to do with students and students qualifying for that as well and part of that requirement is that the teachers need to go. Dr. Roche stated that there are other opportunities where there are teachers that request to go to a conference or workshop and that is vetted through the principals as well as through the department chairs or curriculum folks to see that it is tied to criteria such certification, is it a mandatory piece, is it something that is a nice to have, what does the budget look like and other approval processes. Dr. Roche indicated that often the requests do not even make it out of the building level for final scrutiny on being placed on the agenda. Dr. Roche informed the Board that Policy 122 is being looked at to add a section in there about student travel as far as qualifying. Dr. Roche stated that it is the opinion of the administration that we need a pre-approval of what we are requesting and not simply going out to qualify for something. Dr. Roche stated that administration needs to know ahead of time what is being applied for so that it is in the pipeline in case you qualify and we will advise what we will cover if you qualify. Mr. Dehnert asked if this was going to be in the new policy and Dr. Roche replied yes.

Mr. DiBello stated that we have to be careful of policy after policy as there are a lot of conferences and stuff that is paid for by other organizations. Mr. DiBello said he is more concerned with a policy in place as far as handling the money for these trips that students are going on which is a whole other conversation. Mr. DiBello stated that he feels that the administration has been doing a fine job and he understands what Dr. Roche referred to with there needing to be a pre-approval process. Dr. Roche replied that administration feels that

they need a little more structure to the policy to be able to handle some of the situations because what they don't want to happen is that a qualification happens and we then say we do not have money to pay for it and then they come up to the microphone. Dr. Roche stated that they just want to be upfront with this. Mr. DiBello cautioned against us being too rigid and Dr. Roche replied no but there have been a couple situations in the past couple of years.

The following individuals are recommended for attendance at the following:

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

#### DISTRICT OFFICE

- A. **Dr. Allyn Roche**, Assistant Superintendent, and **Elizabeth Leiss**, Director of Human Resources to attend the *"Mandated Reporter Certified Training"* at HealthSpark Foundation in Colmar, PA on February 13, 2017. The total cost for this training is \$30.00 (registration). No substitutes are needed.
- B. **Christine Raber**, Supervisor of Special Education, and **Katie Davis**, Coordinator of Special Education, to attend *"2017 PDE Bureau of Special Education Annual Conference"* at the Hershey Lodge and Convention Center from March 8<sup>th</sup> through March 10<sup>th</sup>, 2017. The total cost of this conference is \$739.00 (registration, mileage and lodging). No substitutes are needed.

#### HIGH SCHOOL

- C. **Ashley Bilotti**, Business Teacher/FBLA Advisor and **Douglas Reigner**, 9<sup>th</sup> Grade House Principal/Director of High School Student Activities, to attend *"Future Business Leaders of America State Leadership Competition and Conference"* at the Hershey Lodge and Convention Center in Hershey, PA from April 3<sup>rd</sup> through April 5<sup>th</sup>, 2017. Ms. Bilotti will attend April 3<sup>rd</sup> and April 4<sup>th</sup>, Mr. Reigner will attend April 4<sup>th</sup> and April 5<sup>th</sup> and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$923.00 (registration, lodging and two days of substitute coverage for Ms. Bilotti).
- D. **Seth Jones**, Band Director, **Emily McGranahan**, Orchestra Director, and **Yvonne O'Dea**, Choral Director, to attend *"PMEA All-State Conference and In-Service"* in Erie, PA from April 19<sup>th</sup> through April 22<sup>nd</sup>, 2017. Mr. Jones, Ms. McGranahan and Mrs. O'Dea will accompany students who have qualified for All-State Ensembles. The total cost for this conference is \$3,522.00 (registration, lodging, meals and three days of substitute coverage for all three teachers).
- E. **Yvonne O'Dea**, Choral Director, to attend the *"National Association for Music Education Eastern Division Conference"* in Atlantic City, NJ from April 5<sup>th</sup> through April 8<sup>th</sup>, 2017. Mrs. O'Dea will be accompanying Jarod Moyer, a student, who was selected to the All-East Honor's Ensemble. The total cost for this conference is \$1,348.38 (registration, mileage, lodging, meals and three days of substitute coverage).
- F. **Jamie Scheck**, Teacher/Head Varsity Baseball Coach and **Ryan Souder**, Teacher/Assistant Varsity Baseball Coach, to attend the *"Be the Best Baseball Coaches Convention"* in Atlantic City, NJ on January 27, 2017. The total cost for this conference to the district is \$300.00 (for one day of substitute coverage for both teachers). All other costs are being picked up by the employees and the Athletic Booster Club.

- G. **Chadwin Brubaker**, Media Specialist/Head Football Coach, **Dale Bergman**, Teacher/Assistant Football Coach and **James Mich, Jr.**, Teacher/Assistant Football Coach, to attend the *"2017 PSFCA Coaches Clinic"* in State College, PA from February 8, 2017 through February 10, 2017. Mr. Brubaker will attend the entire conference and Mr. Bergman and Mr. Mich will attend only on February 10, 2017. The total cost of this conference for the district is \$600.00 (two days of substitute coverage for Mr. Brubaker and one day of substitute coverage for both Mr. Bergman and Mr. Mich). All other costs are being paid through the Athletic Booster Club.
- H. **Jeanette Walker**, Teacher, to participate in the *"APEX Learning Comprehensive Courses Professional Development On-Line"*. The total cost for this three hour on-line training is \$600.00 (registration) and will be paid from the Curriculum and Instruction Budget.

**BROOKE**

- I. **Jo-Ann Messer** and **Patricia Stroop**, Special Education Teachers, to attend *"Zones of Regulation-Strategies to Foster Self-Regulation, Emotional Control Social Skills and Executive Functioning in Students"* in Mount Laurel, NJ on February 23, 2017. The total cost of this conference is \$542.00 (registration, mileage and one day of substitute coverage for Mrs. Messer).

**OAKS**

- J. **Sandra Cerniglia** and **Tara Chester**, ESL Teachers, to attend *"Utilizing the Learning A-Z Bundle ESL"* at the MCIU in Norristown, PA on January 10, 2017. The total cost of this conference is \$338.79 (mileage and one day of substitute coverage for both teachers). Substitute coverage is being paid from Title III Funds.

**IX. OTHER BUSINESS**

There were no questions or comments.

- A. Administration recommends approval to send **Jarod Moyer**, Spring-Ford High School Senior, to the 2017 National Association for Music Education Eastern Division Conference. Jarod was selected to the All-East Honor's Ensemble taking place in Atlantic City, New Jersey from April 5<sup>th</sup> through April 8<sup>th</sup>, 2017. Jarod will be accompanied by Mrs. Yvonne O'Dea. The total cost for Jarod to attend shall not exceed \$500.00 (registration, lodging, meals and local transportation while in attendance).
- B. The following policies are submitted as a second reading with approval at next week's board meeting:
1. Policy #117 – PROGRAMS: Homebound Instruction (**Attachment A6**)
  2. Policy #201.1 – PUPILS: Admission of Beginners/Early Entrance (**Attachment A7**)
  3. Policy #247 – PUPILS: Hazing (**Attachment A8**)
- C. Administration recommends the approval of a Memorandum of Understanding (MOU) with Montgomery County Children and Youth and Chester County Children and Youth which outlines the transportation plan for students in Foster Care, according to the new ESSA (Every Student Succeeds Act) regulations. This MOU is due to the state on January 31, 2017.

- D. Administration acknowledges the acceptance of a donation and installation of a plastic bottle greenhouse in the courtyard at Limerick Elementary School as part of an Eagle Scout Project. This greenhouse will allow plans and seedlings to be grown all year long and is in line with the Green Initiatives taught in the schools. There will be no cost to the district.

**X. BOARD COMMENT**

Mrs. Zasowski reported that there is a critical SNAP meeting tomorrow night in order to pull together a number of volunteers. She advised that if they do not get a number of volunteers the program is in jeopardy of coming to an end and the program will be gone. Mrs. Zasowski spoke of the importance of the program and that it not only protects the lives of our students but also the lives of people in the community who may be at risk driving on roads on prom night. Mrs. Zasowski asked students to get in touch with her and let her know what they would like to see at the event so that she can make it happen. Mrs. Zasowski pleaded with the public to come out to the meeting and volunteer to help at the event even if only for a short period of time. Mrs. Zasowski suggested that possibly the Board could collectively donate a prize that would be conditional on the attendance of at over 75% of the junior and senior the class. She asked the Board to consider donating a prize with conditions to SNAP for that evening.

Mr. Ciresi commented that they have been very passionate about this over the years with this same type of conversation. Mr. Ciresi stated that they have pleaded with the home and schools to get involved with this at the elementary level up because eventually it is pay it forward. Mr. Ciresi added that over the years he has seen the massive decline and disinterest by the students. He reported that he had been chastised in the SoundOff column of the newspaper for suggesting that they look for a \$50,000 sponsor in order to bring in a headliner for entertainment in order to keep the kids there. Mr. Ciresi stated that in the beginning SNAP was a novelty but the kids have become bored with it and if they are going to save this for the students then they need to know what the kids want as opposed to having a group of 30-40-50 year olds make decisions on what they feel the kids want. Mr. Ciresi stated that it is disgusting that they have to compete with parents holding house parties with alcohol involved. He commented that he does not want to see this program disappear and he would like to see some type of email blast sent out via the Skyward System to parents advising them of the meeting.

Mr. DiBello stated that the problem is the growing trend in the district of house parties and every year more parents are hosting more house parties. Mr. DiBello commented that this is what we are competing against and how it will be until God forbid something happens. He added that when something happens then parents will come to a board meeting screaming and yelling at the Board asking why the district does not have something in place to protect their children on prom night. Mr. DiBello stated that they have gotten notice out about SNAP and have talked about it on various shows as well as board meetings but this unfortunately is one of those things that seems to be going away. Mr. DiBello advised that until parents realize the risk they are taking by having these house parties then this is what we are competing against.

Danny commented on the big name entertainment suggestion and said that the only thing that would appeal to students and get a lot more people there would be a famous performer that everyone knows but the price would be very high. Mr. DiBello stated that there is no way that this could happen. Mr. DiBello commented that this was unfortunate and he feels they as a Board have done everything they can but it is up to the parents

and the high school parents need to make a decision on whether this is something worthwhile or not.

Mrs. Heine stated that this really does start at the elementary level and parents at this level need to get involved now or the program is not going to exist. She added that this is a way for those parents to pay it forward and hopefully others will take suit and it will minimize the fight to have house parties. Mr. DiBello cautioned that they have to keep in mind that the home and schools at the elementary level struggle to get volunteers and if they can't get the current high school parents at the 9<sup>th</sup> grade level interested then it is not going to happen at the elementary level. Mr. DiBello stated that he applauds Mrs. Zasowski's enthusiasm but there has been a lot of advertisement for volunteers and involvement in SNAP.

Mr. DiBello made a motion to have a town hall meeting in March 2017 possibly in the second or third week and Mrs. Heine seconded it.

Mr. Dehnert suggested putting a motion on the agenda regarding this for next week's meeting instead of just throwing motions out as he felt this would be the right protocol. Mr. Pettit did not understand why it needed to wait until next week and Mr. Ciresi said it was just for a town hall meeting and not a big deal.

Mr. Ciresi opened the floor up for public comment on this motion and there was none. The motion passed 7-0.

Mr. DiBello commented that he knows it was brought up earlier this evening and he asked if there were any schools in the district that did not have a holiday concert and Dr. Goodin replied he believed that the only one that did not was Spring City. Mr. Ciresi asked why this would be and Dr. Goodin stated that he did not know. Mr. Ciresi stated that they needed an answer to this because if every other school is having one then why wouldn't Spring City have a concert. Mr. DiBello said he would like to have an explanation too.

**XI. PUBLIC TO BE HEARD**

There were no comments.

**XII. ADJOURNMENT**

Mr. Dehnert made a motion to adjourn and Mr. Pettit seconded it. The motion passed 7-0. The meeting adjourned at 10:24 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

On January 23, 2017 the Board Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I:	Dr. Edward T. Dressler, Bernard F. Pettit and Kelly J. Spletzer
Region II:	Dawn R. Heine and Colleen Zasowski
Region III:	Mark P. Dehnert
Presiding Officer:	Thomas J. DiBello
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Daniel J. Ciresi and Taylor Stevens

The following Board Members were absent: **Joseph P. Ciresi** and **Todd R. Wolf**

## **ANNOUNCEMENTS**

Taylor announced that January is School Director Recognition Month. She reported that 4,500 board of school directors serve Pennsylvania's 500 public school districts as volunteers without pay and continue to keep adequate school funding at the top of the list of the most important educational concerns facing public schools. Taylor, on behalf of the Spring-Ford Area High School student body, thanked the nine school directors for their continued service to the students, families and community members of the Spring-Ford Area School District.

### **I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY**

There were no comments from the public.

### **II. PRESENTATION**

Erin Cohen, 2017 President of the Spring-Ford Chamber of Commerce, stated that to celebrate their 25<sup>th</sup> anniversary this year they had many different nominees and one of those was for the 2017 Community Impact. Ms. Cohen commented that when it comes to community impact the award this year went to the Spring-Ford Area School District an organization that demonstrates volunteerism, community involvement, and a positive impact on our community on a daily basis and in many different forms. Ms. Cohen stated that Spring-Ford encourages their students to seek their passion and help their community to be a better place to live in. Spring-Ford raises funds and takes collections to help students in need with programs such as Operation Backpack. The district encourages participation in programs such as Project Lead the Way and the Spring-Ford Project Outreach. Ms. Cohen added that the district supports physical and mental health in their students, their families and the communities they live in every single day. Ms. Cohen presented the 2017 Community Impact Award to Dr. Goodin and Mr. DiBello on behalf of the school district.

Mr. DiBello stated that it is always great to be recognized in the community and as a Board they are excited for the successes they have seen over the past couple of years.

A. Presentation by the **Spring-Ford Chamber of Commerce** to the Spring-Ford Area School District.

Dr. Nugent stated that this evening they wanted to take a moment to update the community and the Board on some updates that have been taking place in the High School Media Center. He commented that the library environment from past years has changed significantly as some books have been replaced with ebooks, research is done via the internet and some of the data bases provided to students. Dr. Nugent reported that throughout the country a movement called Makerspace has been taking place in libraries and media centers. Dr. Nugent introduced a video on Makerspaces that provided an explanation on what a Makerspace is, showed a Makerspace in operation and also provided an overview of the construction project and the future plans for the Makerspace in the Spring-Ford Area High School. Dr. Nugent reported that they did present this idea to the Curriculum and Instruction Committee several months ago, a motion was placed on the board agenda and approval was given to move forward with this project. Dr. Nugent advised that they did find funding from outside sources and he has continued to find outside funding so thus far this project has been accomplished without taxpayer money. He added that the Education Foundation provided a 3D printer for this new space. Dr. Nugent stated that they are very excited for what lies ahead and added that this initiative mirrors the STEM Program. Dr. Nugent reported that currently the anticipated grand opening will take place in September.

Mrs. Spletzer asked how this new initiative is being communicated to the student population so they will know when it is ready for them to come down and check it out and Mr. Brubaker replied that currently it is on a curiosity level as students know there is construction going on but there are also signs in the hallway announcing where the media center is headed. Mrs. Spletzer asked if the Makerspace would be open to all and Mr. Brubaker responded absolutely that everything in the media center is open to everybody.

Mr. DiBello asked about the oversight of the students and whether it would be the media center staff and Mrs. O'Brien stated that they will be overseeing students while in all of the areas of the media center. She added that they will definitely know what is going on but they will have to set up a process and a set of procedures for students in order to make sure that they know how to use the equipment, are responsible while using the equipment and that staff know what they are creating. Mr. DiBello stated that this is a long transition away from the libraries as we know them but students will still have access to online materials, periodicals and books but so much of the material now is online. Mr. Brubaker advised that they have been doing research for quite a while in terms of professional literature and they have visited other libraries. He added that Penn State's library is turning into a very similar model. Mr. Brubaker stated that they have researched to make sure that everyone who may use the space has been accounted for in the process. Mr. Brubaker reference the monitoring of the students and said they are also looking into possibly setting up some type of a video system to help with this. Mr. DiBello expressed that this is an exciting thing and is a great transitional step for our students going onto college or a trade school.

Dr. Dressler asked about the outside funding source and who they may be so that they could be given proper recognition. Dr. Nugent replied that Jersey Mike's did a fundraiser for the High School so money from that was earmarked for this project, Lifetouch Photograph has been supportive, Jostens offers educational grants and Mr. Nugent indicated that he has

been knocking on all their doors and asking for whatever he can get. Dr. Nugent added that they are very fortunate to be where they are and feel they are in very good shape but it may be a process to get to the end line. He stated that everyone is very anxious to get to the September opening. Dr. Dressler asked if there was any thoughts to moving this concept into other buildings and Dr. Nugent replied not yet as they are just trying to get this one open first.

Dr. Goodin commented that with regards to Dr. Dressler's question about extending this program to other schools he wanted to note that we have put a RamQUEST Program in place in the elementary schools and at the middle level we have STEM classes.

Mr. DiBello reiterated that the Spring-Ford Educational Foundation donated the 3D printer and stated that there is definitely an interest by them in contributing to other projects as well.

Dr. Nugent commented that this concept is supported by industry in the business world and it does piggyback off of the Project Lead the Way (PLTW) courses and hopefully it will create an interest for other students who will then sign up for the PLTW courses.

Dr. Dressler thanked Dr. Nugent for all of the hard work on these initiatives. Dr. Nugent stated that he wanted to thank Mrs. O'Brien and Mr. Brubaker as they have been the driving force behind this. Dr. Nugent stated that he has been supportive of their efforts as they had looked at the media center which really had no one in it and was a dying space but over the last three years they have revived it and they hope that the students have seen this as well. Dr. Nugent added that when this project is up and running it will not be like the library of old where students were shushed but a more active space

Mrs. Zasowski commented that this project sounds like it will have a buzz feed all of its own. She stated that she believed that when they hold their grand opening then it will really click for the rest of the students that maybe are not hands on right now but hopefully will be once they see all that is available to them.

Mrs. Heine stated that she loves the fact that Dr. Nugent and the library staff are forward thinking about this and what will be next. She added that she likes that we are not settling and becoming complacent with the space and this will only add value to every thing we do here. She thanked them for continuing to see this forward.

**B. Presentation on Upgrades to the High School Media Center.**

Dr. Goodin stated that tonight we are here to thank the volunteers that give their time and energy to serve on our School Board. He thanked the Board Members for all they do and contribute towards the furtherment of the school district. Dr. Goodin stated that their efforts continue to guide and support faculty and administration helping them to help the students. Dr. Goodin said the 9 Board Member are all givers. He thanked all of the Board for giving their time, energy, expertise and resources to the furtherment of the school district. Dr. Goodin stated that each of them are an embodiment of volunteerism. Dr. Goodin introduced a video that expressed appreciation to the School Board Members for all that they do. Dr. Goodin presented each Board Member with a token of appreciation.

Mr. DiBello thanked Dr. Goodin for recognizing the Board.

**C. Presentation honoring the Spring-Ford Area School District Board of Directors who volunteer their time for the betterment of public education in our community.**



### III. BOARD AND COMMITTEE REPORTS

#### **Student Rep. Report                      Daniel Ciresi/Taylor Stevens**

Danny reported that tomorrow marks the end for all mid-terms for high school students. He announced that if there are any junior or senior male students interested in participating in Mr. Spring-Ford this year they will need to sign up. Danny stated that this event is always a fun, comical night and he would encourage students to sign up. Danny reminded freshman and sophomore students that they can buy their Winter Ball tickets at lunch up until February 2<sup>nd</sup> at a cost of \$20 per ticket. Danny reported that the AP Test registration deadline ends on January 31<sup>st</sup>. Students can register through the AP website which can be found through the High School homepage. The student council is holding a book drive until January 31<sup>st</sup> to benefit CHOP. Danny announced that any student wishing to order a yearbook must do so by the deadline of March 13<sup>th</sup>. Danny advised that all underclassmen will begin to pick their classes for next year which is a very important process. He added that anyone with questions regarding this should contact their house guidance counselors or the counselors in the Future Planning Center. Danny provided information on the athletic events coming up and encouraged students to come out and support the home team. Danny commented that as seniors they are officially done half of their final high school year and the remaining months will go by very quickly. He encouraged all seniors to try and enjoy the remaining time as it will soon be time to graduate.

#### **WMCTC                                      Ciresi, Dressler, Heine                      1<sup>st</sup> Mon. 7:00 p.m.**

Dr. Dressler reported that the Joint Operating Committee held their first meeting of the year on January 9<sup>th</sup>. The JOC first met for an executive session to discuss personnel issues followed by the reorganization meeting. Dr. Dressler reported that at the reorganization meeting the JOC chose Patricia Grimm as the new chairperson and Dawn Heine as the Vice Chairperson. Dr. Dressler stated that that regular meeting then began with the executive director's report. Mr. Moritzen advised that there were 21 students are presently working in the Co-op Program, 148 applicants have applied online for the Western Center Programs and 26 of those applicants were for the new Sports Medicine Program. Dr. Dressler thanked Mr. Bonetz and his crew for preparing the video on the new Sports Medicine promotional video. Dr. Dressler reported that there were 27 participants for the Girls' Night Out and hopefully these numbers will grow in the future. Dr. Dressler added that the open house had a very large turnout and there seems to be a lot of interest in the programs out there. The viability of the Environmental Design Program is being studied as the enrollment figures have been consistently low. He added that the low enrollment was not a result of the instruction quality but more a question of the interest by students. Dr. Dressler reported that Mr. Weneck reported that the Culinary Arts Program Community Dinner that took place the same night as the meeting had a sellout of 175 people with this being the 7<sup>th</sup> straight sellout. Dr. Dressler advised that the next dinner taking place next month will have a Cajun Dinner theme and there are already 50 people in the community signed up to attend. Dr. Dressler advised anyone interested to get their reservation in fast. The Western Center Culinary Art Chef is proposing that they look into holding an English High Tea event in the near future possibly on Thursday and Fridays in the early afternoon. Dr. Dressler reported that over the holiday break there was an Iron Chef Competition where members of the three sending school district's school boards judged the preparations from the various Culinary Arts groups. Dr. Dressler stated that the meeting ended with a discussion led by Chairperson Grimm that there was a heroin task force being looked at to help deal with the heroin crisis in all school districts in our communities.

**Community Relations**

**Colleen Zasowski**

**3<sup>rd</sup> Mon. 6:30 p.m.**

Mrs. Zasowski reported that the Community Relations Committee met last week and talked about domestic violence information that will be presented to Dr. Siggins and Mrs. Nuneviller. They are waiting for information to come from the Women's Center of Montgomery County on this. The information from the Women's Center targets students in 7-12 grades and included informational assemblies as well as a play entitled "Mirror Mirror". More information on this will follow and be disseminated accordingly. Mrs. Zasowski stated that they also discussed the new website and all indications are that it is on target to be rolled out for the start of the next school year. Mrs. Zasowski advised that there was a parent presentation on opioid crisis in November and that Upper Perkiomen School District had formed a task force which is what Dr. Dressler referred to in his report. Mrs. Zasowski reported that Family-Tech night took place on January 9<sup>th</sup> and was successful as there were 60+ who were in attendance at this event. Mrs. Zasowski spoke about the email rollout that is taking place and Mr. Bonetz will be putting together a how-to video regarding this. She next reported on upcoming events such as a Parent Camp on January 28<sup>th</sup>, a Vex Robotics Challenge on February 18<sup>th</sup>, and Mindfulness with Brian Aikens taking place in the spring. Mrs. Zasowski added that a new comprehensive course book format for grades 9-12 was released. She reported that in addition to all of this taking place they also discussed community outreach and stated that Spring-Ford is reaching out to the community via social media through Facebook, Twitter, Instagram, Vimeos and Ram Review. Other suggestions on alternative avenues to reach those community members who may not have children in the district but would like to have information shared with them. The final topic discussed was in regards to SNAP and an open house was held where two new chair people for next year were on hand. Mrs. Zasowski reported that it was evident to see the new roots taking place for recruiting volunteers as several new volunteers were present at the open house. Mrs. Zasowski encouraged students to attend the meetings and the event itself as well as parents and community members to help support the event. Mrs. Zasowski reported that they are still in need of many volunteers and prizes. The thoughts are that they will be able to pull off the event this year but they are short on prizes. Mrs. Zasowski stated that this is her second request to the Board to show their support by donating a prize to be won by a student in attendance at the SNAP event. Mrs. Zasowski commented that she was not asking for a monetary donation but she is asking for them to consider donating a prize.

**Legislative Committee**

**Joseph Ciresi**

**3<sup>rd</sup> Weds. 7:30 p.m.**

There was no report

**MCIU**

**Tom DiBello**

**4<sup>th</sup> Weds. 7:00 p.m.**

Mr. DiBello reported that they have their first meeting of the year coming up this Wednesday night.

**Personnel**

**Bernard Pettit**

**(As Needed)**

Mr. Pettit reported that the Personnel Committee met with representatives from the teacher's union and there is a follow up meeting to further discuss the teacher's contract on Thursday the 26<sup>th</sup>.

**PSBA Liaison**

**Dr. Edward Dressler**

Dr. Dressler reported that the issue of doing away with Property Tax has arisen again. Previously it had been defeated by one vote prior to the November election. Dr. Dressler stated that since the election two people have been voted onto the State Senate who are in favor of the initiative that was presented back then so the bill is now being resurrected as it seems he may have enough support to get this to pass. Dr. Dressler provided a brief

review of the legislation saying it would increase the state's income tax rate to 4.95% from 3.7% and this would provide an estimated \$5 billion. The remainder needed to make up the difference in what would be lost doing away with property tax would come from increasing the state sales tax to 7% and eliminating exemptions from many transactions including groceries, clothing, shoes, legal accounting and financial services, dry cleaning, funeral services, lawn services, basic television services, trash pickup, liquor, beer, non-prescription drugs, and tickets to sporting events and concerts. Dr. Dressler reported that this bill is not supported by the Pennsylvania School Board Association because they believe that this type of income is so different and comes with a great degree of fluctuation depending on the economy. He added that when you are dealing with money from income tax and sales tax it can fluctuate considerably and PSBA predicts shortfalls in the funding so they are not in favor of this. Dr. Dressler cautioned that he believes that there is a good chance that it could pass and there is talk that it could be implemented in June of this year. Dr. Dressler reported that in addition to this PSBA is raising a red flag that there seems to be a projected shortage of teachers as since 2010 Pennsylvania has seen a 58% deduction in the number of teaching certificates.

Mr. DiBello spoke about property tax reform saying that on paper it seems like a good idea for legislators to do away with property tax but with wonderful ideas there are always issues. One issue right now is that the state budget for 2017-2018 is looking at about a \$2 billion deficit and they are also looking at how they are going to make up the \$1.4 billion deficit from this year's budget. In addition they are also trying to figure out is in moving forward they still do not know how they are going to be able to sustain the property tax increases across the state. Mr. DiBello advised that he is all for property tax reduction but unfortunately right now the state cannot afford to take on what they are going to pass as it seems that it is pretty sure the Senate will pass it but it is unclear if the House will pass it or the Governor will sign it. Mr. DiBello added that there are two aspects of the bill and one is those districts with a debt will continue to have a property tax. He stated that from Spring-Ford's perspective our annual debt service is about \$15 million so our direct pass back to the community is not going to be as high as some other districts that have a much higher debt than what we have. Mr. DiBello stated that he was not sure what this would translate to with regards to millage but it would probably be somewhere around 20%-30% of what we currently have in place. Mrs. Spletzer said this was only for debt that was on the books for 2013. Mr. DiBello continued that there were many holes in the bill and one is that they don't know if they are going to be able to make up the \$14 billion that is planned and also they have not figured out how they are going to sustain it. Mr. DiBello added that with a district like Spring-Ford that gets roughly 82% of their taxes from the local tax base no one has come forward and actually said how the state was going to make up in property tax reform the roughly \$100 million that we currently get from the taxes. Mr. DiBello stated that he does not want to give the impression that he is against property tax reform as he pays the taxes like anyone else but on the flip side what they are talking about putting in place will not work. Mr. DiBello said he felt they had a pretty aggressive schedule to have this in place in June as he felt they had several areas that they still needed to figure out. Mr. DiBello added that it is believed that districts would only get a 1% - 1.5% increase per year and Mrs. Spletzer stated that it is tied to the consumer price index. Mr. DiBello commented that they have been warned that if you increase sales tax and you take away all of the exceptions, most likely that is going to translate to less purchases, personal income tax will go up which will create less spendable income. Mr. DiBello stated that he is optimistic that something good is going to come out of this but he is also scared as a board member because Spring-Ford has come so far in the last several years and has become one of the top

districts in the state and even in the country and he fears that without the funding that programs will be cut and class sizes will increase.

Dr. Dressler added that this reform takes away a lot of control from the local government and shifts it to the state government.

Mrs. Spletzer commented that in her opinion this would be the worst thing that could happen for the Spring-Ford School District. She stated that it is said that the state says that all of the money will go into special bucket for right now but we know that down the road when they need to tap into that then who will have control over stopping them.

Mr. DiBello reported that New Jersey tried to go down that road and what ended up happening was that their property taxes actually got higher and their education systems started fail. Mr. DiBello reiterated that he is not against property tax reform but what he supports is smart property tax reform and we have not seen that yet.

Dr. Dressler stated that one important component to this is that if the school district is going to try and spend more than the allotment that is deemed appropriate for them they need to seek a voter referendum to increase that allotment.

**Superintendent Report      Dr. David R. Goodin**

Dr. Goodin stated that on tonight's agenda you will find some retirements and he wanted to acknowledge those retirements tonight. He read off the list of retirees that appeared on the agenda and spoke about their length of service to the district. Dr. Goodin thanked all of them for their years of service to the district and for their dedication to the students of the district. He wished them much happiness in their retirement. Dr. Goodin recognized Mrs. Leiss who year after year heads up the United Way Fund Drive for the district. Dr. Goodin stated that United Way gives to many local charities in the community and we appreciate their work. Dr. Goodin said he wanted to acknowledge Mrs. Leiss and her office for overseeing this project every year. Dr. Goodin reported that the College Board each year recognizes AP District Honor Rolls and out of the last 7 years since it has been in existence Spring-Ford has been recognized 5 times. Dr. Goodin advised that the annual AP Honor Roll recognizes districts for increasing access to advanced placement course work while maintaining or increasing the percentage of students earning scores of 3 or higher on AP Exams. Dr. Goodin added that honor roll districts defy the expectation that expanding access automatically results in the decline in the percentage of exams earning scores of 3 or better. Dr. Goodin stated that reaching these goals indicates that our district has successfully identified and motivated academically prepared students who are likely to benefit from rigorous AP course work. Dr. Goodin congratulated the faculty and the administration at the high school as well as the Board for their continued support of the AP Program in the district. Dr. Goodin announced that the district is currently offering 24 AP courses at the high school level.

**Solicitor's Report      Mark Fitzgerald**

Mr. Fitzgerald spoke about Letter C under Other Business with regards to the MOU between the school district and the Chester and Montgomery County Office of Children and Youth saying he would like to add a sentence at the end of the current paragraph stating that "The final version this MOU is subject to final review of the solicitor's office". Mr. Fitzgerald stated that this needed to be added because they received an updated draft from Montgomery County on Friday that is currently being reviewed and he wants to make sure that it is consistent with our intent as well.

**IV. MINUTES**

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

- A. The Board approved the November 21, 2016 Work Session minutes. **(Attachment A1)**
- B. The Board approved the November 28, 2016 Board Meeting minutes. **(Attachment A2)**
- C. The Board approved the December 5, 2016 Board Reorganization Meeting minutes. **(Attachment A3)**
- D. The Board approved the December 5, 2016 Board Meeting minutes. **(Attachment A4)**

**V. PERSONNEL**

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

**A. Resignations**

1. **Joanne M. Drewicz**; Elementary Teacher, Royersford Elementary School, for the purpose of retirement. Effective: June 15, 2017.
2. **Dorothea A. Gallagher**; Secretary, Senior High School. Effective: January 6, 2017.
3. **Susan M. Mercer**; Elementary Teacher, Evans Elementary School, for the purpose of retirement. Effective: June 15, 2017.
4. **Miranda J. Paradise**; Elementary Teacher, Oaks Elementary School. Effective: January 24, 2017.
5. **Linda Rossi**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Effective: January 13, 2017.
6. **Sarah K. Sacks**; Information Systems Analyst, District Office, for the purpose of retirement. Effective: February 3, 2017.
7. **Carolyn M. Salerno**; Special Education Teacher, Senior High School – 9<sup>th</sup> Grade, for the purpose of retirement. Effective: June 15, 2017.
8. **Donna L. Viscuso**; Instructional Assistant, Senior High School, for the purpose of retirement. Effective: January 3, 2017.
9. **Justin C. Webb**; Director of Technology, District Office. Effective: January 20, 2017.

**New Resignations**

10. **Joni Lynn Conlin**; Family and Consumer Science Teacher, Senior High School-9<sup>th</sup> Grade Center, for the purpose of retirement. Effective: June 15, 2017.
11. **Jonathan B. Landis**; Field Technician-10 month, Senior High School-9<sup>th</sup> Grade Center. Effective: February 3, 2017.

**B. Temporary Professional Employees**

1. **Brian M. Kraeer**; Elementary Teacher, 5/6<sup>th</sup> Grade Center, replacing Barbara C. Good who retired. Compensation has been set at BS, Step 2, \$45,900.00, prorated with benefits per the Professional Agreement. Effective: January 30, 2017.
2. **Ryan M. Robison**; Social Studies Teacher, 8<sup>th</sup> Grade Center, replacing David M. Frankel who retired. Compensation has been set at BS, Step 1, \$44,700.00, prorated with benefits per the Professional Agreement. Effective: January 25, 2017.

**C. Support Staff Employees**

1. **Cheryl Nave**; Part-time Food Service (3 hours/day), 5/6<sup>th</sup> Grade Center, replacing Kristi DePetrillo who resigned. Compensation has been set at \$12.91/hour per the Food Service Plan. Effective: December 5, 2016.
2. **David G. Kinch**; Instructional Assistant, 8<sup>th</sup> Grade Center, replacing Sarah Fulton who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: December 19, 2016.
3. **Ashley M. Miller**; Instructional Assistant, 5/6<sup>th</sup> Grade Center, replacing Gina Davila who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: January 3, 2017.

**New Support Staff Employee**

4. **Amanda C. Hegedus**; Instructional Assistant, Limerick Elementary School. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: January 30, 2017

**D. Change of Status**

1. **Joan E. Bickley**; Clerical Assistant, Senior High School, to Secretary, Senior High School, replacing Dorothea A. Gallagher who resigned. Compensation has been set at \$15.94/hour with benefits per the Secretarial Plan. Effective: January 17, 2017.

**E. Personnel Information Item**

The individual listed below has completed three (3) years of satisfactory service as a temporary professional employee and was approved for tenure status:

1. **Kelly A. Grant** 8<sup>th</sup> Grade Center

- F. The Board approved the attached extra-curricular contracts for the 2016-2017 school year. **(Attachment A5)**

## **New Personnel Motion**

### **G. Leave of Absence**

1. **Pamela Dalbey**; Spanish Teacher, Senior High School-9<sup>th</sup> Grade Center, for an unpaid leave of absence per Board Policy. Effective: February 1, 2017 for up to 6-8 weeks.

## **VI. FINANCE**

Mr. Dehnert asked that Item I be separated. Mr. Pettit made a motion to approve Items A-H and Mrs. Spletzer seconded it. The motion passed 7-0.

Mr. Dehnert made a motion to approve Items J-K and Mr. Pettit seconded it. The motion passed 7-0.

Mr. Dehnert stated that he wanted to make an alternative motion for Letter I with the plan that he sent to the Board Members today. Mr. Dehnert advised that his recommendation changes the resolution to state that the tax collectors would be paid \$2.00 for the first 2,000 tax bills, \$1.25 for all of the tax bills above 2,000 bills, a base rate of \$4,680, \$1.00 for interim bills, and \$1.00 for the installments for the second and third. Mr. Dehnert said he is suggesting this because he feels that the way the resolution is constructed underpays Spring City and Royersford tax collectors and if we want to keep good people in those jobs that serve the taxpayers, and Royersford and Spring City deserve to have good people, then we should compensate them fairly. There was no second for Mr. Dehnert's motion. The motion did not pass.

Mr. Pettit made a motion to approve Item I as originally proposed and Mrs. Heine seconded it.

Mr. DiBello stated that he would like to recommend a slight change to the resolution. He suggested that instead of paying the \$2,000 on a weekly or bi-weekly basis that it be paid out on a quarterly basis as this would be cleaner and easier financially. Mr. DiBello made a motion to make this slight change and Mr. Pettit seconded it.

Mr. Fitzgerald suggested that the amendment be approved to add a quarterly payout subject to the final revision by the administration and then they can vote on the underlying motion which is essentially the resolution.

The amendment to the resolution motion passed 5-2 with Mr. Dehnert and Mrs. Spletzer voting no.

Mr. Pettit made a motion to approve the amended resolution and Dr. Dressler seconded it.

Mrs. Spletzer commented that she was not here last week and listened to the discussions that took place and also spent extensive time looking at the information that Mr. Dehnert provided today as well as going back and forth with Mr. Fink today. Mrs. Spletzer stated that she understands that there were some issues about the disparity that appears the different jurisdictions are going to receive but after understanding that in doing away with the per capita tax where those first \$5,000 of the tax collector income was for the first 5,000 per capita tax bills sent out. Mrs. Spletzer stated that since we have done away with the per capita tax then that is about \$5,000 per jurisdiction that we are not incurring

that expense any longer then it make sense to make the pay cut that way as opposed to taking the pay cut from some jurisdictions just because they have less taxpayers and allocating that to the other jurisdictions.

Mr. Dehnert commented that the current resolution does not take into account that there is a fixed amount of work that is involved and is not dependent on the number of tax bills. Mr. Dehnert stated that they will be discouraging any person of quality from being a tax collector in those two jurisdictions.

Mrs. Heine commented that this was debated last week that going to go with a flat rate per bill is the fairest way to do this and it is unfortunate that they have 4 municipalities with varied ranges of real estate bills. Mrs. Heine felt that Mr. Dehnert's proposal penalized those jurisdictions that had larger tax collections to do because he wanted to pay them less on anything over and above 2,000 real estate tax bills when the same amount of work is done for the first 2,000 as is done for the rest.

Mr. Dehnert stated that he spoke to the Royersford and Spring City tax collectors after last week's meeting and got an understanding about the substantial effort they put into the job and are will basically get barely minimum wage or less for the amount of hours they must put in.

Mrs. Heine disagreed with this saying that is why the \$2,000 was added back to account for this as the remaining expenses are covered by the district in accordance with the law.

Mrs. Zasowski stated that the district is leveling the playing field and they should be paid the same amount for the same job.

The motion passed 6-1 with Mr. Dehnert voting no.

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

B. Checks:

1. General Fund Checks

Check No. 163401 – 164080	\$3,873,839.13
ACH 161700221 - 161700329	\$ 894,828.32

2. Capital Reserve Checks

Check No. 1228-1232	\$ 61,755.29
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3. Food Service Checks

Check No. 13163 – 13260	\$ 139,074.21
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4. Procurement Payments

201601388 – 201601571	\$ 189,557.25
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- C. The following monthly Board reports were approved:
- Cash Balances – Liquidity
  - Skyward Reports
    - General Fund Check Register
    - Athletic Fund Check Register
    - Capital Reserve Check Register
    - Food Service Check Register
    - Summary Revenue Report
    - Summary Expense Report
- D. The Board approved the Preliminary General Fund Budget for the 2017-2018 school year in the amount of \$157,935,917.00.
- E. The Board approved filing with the Department of Education the 2017-2018 referendum exceptions for Special Education Expenditures (Approximately \$1,353,792.00) and Retirement Contributions (Approximately \$420,742.00), for a total estimated amount of \$1,774,534.00. These referendum exceptions represent 1.7% and could be used for allowable millage over the Act 1 State Index cap amount of 2.5%. Exceptions are permitted due to the recognition that there are extraordinary district expenses above the rate of inflation.
- F. The Board authorized Fox Rothschild LLP to enter into an agreement for the property located at 1600 Black Rock Road in Upper Providence Township and further identified as tax parcel No. 61-00-01252-00-1 setting the assessments of the property at \$20,513,000 for tax year 2016 (school tax year 2016-17) and \$20,476,500 for tax year 2017 (school tax year 2017-18) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- G. The Board authorized Fox Rothschild LLP to enter into an agreement for the property located at 594 W. Ridge Pike (Condo 1) in Limerick Township and further identified as tax parcel No. 37-00-03770-00-9 setting the assessments of the property at \$619,150 for tax year 2012 (school tax year 2012-13), \$661,850 for tax year 2013 (school tax year 2013-14), \$676,800 for tax year 2014 (school tax year 2014-15), \$613,810 for tax year 2015 (school tax year 2015-16), \$599,940 for tax year 2016 (school tax year 2016-17), and \$598,870 for tax year 2017 (school tax year 2017-18) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- H. The Board gave approval for the for the disposal of unsold pianos that are no longer in use within the district.
- I. The Board approved the amended **Resolution 2017-01** which establishes the elected tax collector compensation commencing for the 2018-2019 school year. **(Attachment A6).**
- J. The Board approved the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:

1. **Jacy Good and Steve Johnson – White Plains, NY.** Provide 2 assemblies for the 9<sup>th</sup> and 10<sup>th</sup> grade high school students entitled “Hang Up and Drive”. Funding will be paid by the High School Student Council and shall not exceed \$1,500.00.
  2. **Thom Stecher & Associates – Malvern, PA.** Provide Resiliency Services for the 2016-2017 school year district-wide in support of Unity Day and Resiliency Programs taking place in the schools. Funding will be paid from the Pottstown Area Health and Wellness Foundation Grant and shall not exceed \$5,000.00.
  3. **PMHCC, Inc./SE Regional MH Services Coordination Office – Norristown, PA.** Provide Youth Mental Health First Aid Training for 90 staff member participants district-wide. Services will include three concurrent trainings of 30 participants per training for a total of 8 hours of curriculum training per session. Funding will be paid from the Pottstown Area Health and Wellness Foundation Grant and shall not exceed \$4,500.00.
- K. The Board approved the following independent contracts:
1. **Corey Jones – Westerville, OH.** Provide 2 assemblies for all students at Royersford Elementary School entitled “Good Choice, Bad Choice, My Choice”. Funding will be paid from the Royersford Elementary Assembly Budget and shall not exceed \$1,300.00.
  2. **Visiting Nurse Group, Inc. – Exton, PA.** Provide Nursing services during the 2016-2017 school year for a special needs student as per the IEP. Services will be provided for 9 hours per day for 118 days at a rate of \$43.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$45,666.00.
  3. **The Pathway School – Norristown, PA.** Provide Educational services during the 2016-2017 school year for a special needs student as per the IEP. Services will be provided for 108 days at a rate of \$283.33 per day. Funding will be paid from the Special Education Budget and shall not exceed \$30,599.64.
  4. **Kara Canale – Collegeville, PA.** Provide Psychological services during the 2016-2017 school year for students who require initial psychoeducational evaluations and/or re-evaluations, write reports, attend IEP meetings, and maintain communication with school staff and parents. Services will be provided for 37.5 hours per week for 12 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$31,500.00.
  5. **Deaf-Hearing Communication Centre – Swarthmore, PA.** Provide Professional Sign Language Interpretation services for meetings and events held within the school for special needs students/families as per the IEPs. This is an updated contract due to an increase in fees as of January. Services will be provided for a total of 24 hours during the 2016-2017 school year. Funding will be paid from the Special Education Budget and shall not exceed \$1,548.00.
  6. **The Montgomery County Intermediate Unit – Norristown, PA.** Provide Behavior Consultation services during the 2016-2017 school year for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$13,500.00.

7. **The Chester County Intermediate Unit – Downingtown, PA.** Provide Educational services for a special needs student during the 2016-2017 school year at The Learning Center (Career Academy Program) as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$27,462.49.
8. **The Chester County Intermediate Unit – Downingtown, PA.** Provide Educational services for two special needs students during the 2016-2017 school year at Technical County High School (TCHS) – Pickering Campus as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$55,650.80.
9. **LifeWorks Schools at Foundation Behavioral Health – Doylestown, PA.** Provide Educational services for a special needs student as per the IEP. Services will be provided for 95 days at a rate of \$320.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$30,400.00.
10. **Bucks County Intermediate Unit – Doylestown, PA.** Provide Speech and Language Therapy services for a special needs student who will be attending LifeWorks Schools at Foundation Behavioral Health. Funding will be paid from the Special Education Budget and shall not exceed \$1,980.00.
11. **Theraplay, Inc. - West Chester, PA.** Provide Direct Speech and Language Therapy for a special needs student as per the IEP. Services will be provided for 1 hour per week for 24 weeks at a rate of \$90.00. Funding will be paid from the Special Education Budget and shall not exceed \$2,160.00.

#### **New Independent Contracts**

12. **Custer's Garage – Pottstown, PA.** Provide Transportation services for elementary Curriculum Based Instruction trips for special needs students as outlined in their IEPs. Transportation will be provided for up to 50 total trips during the 2016-2017 school year at an average rate of \$250.00 per trip. Funding will be paid from the Special Education Budget and shall not exceed \$12,500.00.
13. **Montgomery County Intermediate Unit – Norristown, PA.** Provide a Bilingual Psychologist and Speech Clinician to complete an evaluation for an Early Intervention Student. Funding will be paid from the Special Education Budget and shall not exceed \$3,000.00.

#### **VII. PROPERTY**

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

- A. The Board approved the service contract for district-wide mowing for the first year of a three-year option with Black Forest Landscaping & Snowplowing, Inc., as per the RFP. The total cost for Year 1 is \$1,309.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the 2017-2018 General Maintenance Budget.
- B. The Board approved the continuation of the contract for district-wide cleaning services for Year 2 of a three-year RFP with Interstate Maintenance Corporation of Horsham, PA. The total cost of Contract #1 is \$777,159.96 beginning June 1, 2017 through May 31, 2018. Contract #2 is \$28.85 per hour per employee and Contract #3 will be billed

at \$26.00 per hour per employee. Funding will come from the 2017-2018 General Maintenance Budget.

- C. The Board approved having Schiller and Hersch Associates, Inc., Blue Bell, PA oversee the specification and bidding for the High School Auditorium Dimming System and LED Lighting retrofit per hourly base as per their fee schedule. Funds will come from the Capital Reserve and shall not exceed \$8,000.00.

#### VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mr. Pettit made a motion to approve Items A-J and Mrs. Spletzer seconded it. The motion passed 7-0.

The following individuals were approved for attendance at the following:

<b>CODE: 580 Account: Conference/Training, registration, food, and accommodations</b>
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#### DISTRICT OFFICE

- A. **Dr. Allyn Roche**, Assistant Superintendent, and **Elizabeth Leiss**, Director of Human Resources to attend the *"Mandated Reporter Certified Training"* at HealthSpark Foundation in Colmar, PA on February 13, 2017. The total cost for this training is \$30.00 (registration). No substitutes are needed.
- B. **Christine Raber**, Supervisor of Special Education, and **Katie Davis**, Coordinator of Special Education, to attend *"2017 PDE Bureau of Special Education Annual Conference"* at the Hershey Lodge and Convention Center from March 8<sup>th</sup> through March 10<sup>th</sup>, 2017. The total cost of this conference is \$739.00 (registration, mileage and lodging). No substitutes are needed.

#### HIGH SCHOOL

- C. **Ashley Bilotti**, Business Teacher/FBLA Advisor and **Douglas Reigner**, 9<sup>th</sup> Grade House Principal/Director of High School Student Activities, to attend *"Future Business Leaders of America State Leadership Competition and Conference"* at the Hershey Lodge and Convention Center in Hershey, PA from April 3<sup>rd</sup> through April 5<sup>th</sup>, 2017. Ms. Bilotti will attend April 3<sup>rd</sup> and April 4<sup>th</sup>, Mr. Reigner will attend April 4<sup>th</sup> and April 5<sup>th</sup> and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$923.00 (registration, lodging and two days of substitute coverage for Ms. Bilotti).
- D. **Seth Jones**, Band Director, **Emily McGranahan**, Orchestra Director, and **Yvonne O'Dea**, Choral Director, to attend *"PMEA All-State Conference and In-Service"* in Erie, PA from April 19<sup>th</sup> through April 22<sup>nd</sup>, 2017. Mr. Jones, Ms. McGranahan and Mrs. O'Dea will accompany students who have qualified for All-State Ensembles. The total cost for this conference is \$3,522.00 (registration, lodging, meals and three days of substitute coverage for all three teachers).
- E. **Yvonne O'Dea**, Choral Director, to attend the *"National Association for Music Education Eastern Division Conference"* in Atlantic City, NJ from April 5<sup>th</sup> through April 8<sup>th</sup>, 2017. Mrs. O'Dea will be accompanying Jarod Moyer, a student, who was selected to the All-East Honor's Ensemble. The total cost for this conference is \$1,348.38 (registration, mileage, lodging, meals and three days of substitute coverage).

- F. **Jamie Scheck**, Teacher/Head Varsity Baseball Coach and **Ryan Souder**, Teacher/Assistant Varsity Baseball Coach, to attend the *“Be the Best Baseball Coaches Convention”* in Atlantic City, NJ on January 27, 2017. The total cost for this conference to the district is \$300.00 (for one day of substitute coverage for both teachers). All other costs are being picked up by the employees and the Athletic Booster Club.
- G. **Chadwin Brubaker**, Media Specialist/Head Football Coach, **Dale Bergman**, Teacher/Assistant Football Coach and **James Mich, Jr.**, Teacher/Assistant Football Coach, to attend the *“2017 PSFCA Coaches Clinic”* in State College, PA from February 8, 2017 through February 10, 2017. Mr. Brubaker will attend the entire conference and Mr. Bergman and Mr. Mich will attend only on February 10, 2017. The total cost of this conference for the district is \$600.00 (two days of substitute coverage for Mr. Brubaker and one day of substitute coverage for both Mr. Bergman and Mr. Mich). All other costs are being paid through the Athletic Booster Club.
- H. **Jeanette Walker**, Teacher, to participate in the *“APEX Learning Comprehensive Courses Professional Development On-Line”*. The total cost for this three hour on-line training is \$600.00 (registration) and will be paid from the Curriculum and Instruction Budget.

#### BROOKE

- I. **Jo-Ann Messer** and **Patricia Stroop**, Special Education Teachers, to attend *“Zones of Regulation-Strategies to Foster Self-Regulation, Emotional Control Social Skills and Executive Functioning in Students”* in Mount Laurel, NJ on February 23, 2017. The total cost of this conference is \$542.00 (registration, mileage and one day of substitute coverage for Mrs. Messer).

#### OAKS

- J. **Sandra Cerniglia** and **Tara Chester**, ESL Teachers, to attend *“Utilizing the Learning A-Z Bundle ESL”* at the MCIU in Norristown, PA on January 10, 2017. The total cost of this conference is \$338.79 (mileage and one day of substitute coverage for both teachers). Substitute coverage is being paid from Title III Funds.

#### IX. OTHER BUSINESS

Mr. DiBello asked that Item C be separated.

Mr. Pettit made a motion to approve Items A, B and D and Mrs. Spletzer seconded it. The motion passed 7-0.

- A. The Board approved sending **Jarod Moyer**, Spring-Ford High School Senior, to the 2017 National Association for Music Education Eastern Division Conference. Jarod was selected to the All-East Honor's Ensemble taking place in Atlantic City, New Jersey from April 5<sup>th</sup> through April 8<sup>th</sup>, 2017. Jarod will be accompanied by Mrs. Yvonne O'Dea. The total cost for Jarod to attend shall not exceed \$500.00 (registration, lodging, meals and local transportation while in attendance).

B. The following policies were approved:

1. Policy #117 – PROGRAMS: Homebound Instruction (**Attachment A7**)
2. Policy #201.1 – PUPILS: Admission of Beginners/Early Entrance (**Attachment A8**)
3. Policy #247 – PUPILS: Hazing (**Attachment A9**)

Mr. DiBello asked Mr. Fitzgerald to reread the statement he wanted included in the motion. Mr. Fitzgerald stated that the motion should include the following as the last sentence. "The final version of both MOU's will be subject to final review of the solicitor's office".

Mr. DiBello made a motion to approve Item C with the amended wording and Mrs. Heine seconded it. The motion passed 7-0.

- C. The Board approved a Memorandum of Understanding (MOU) with Montgomery County Children and Youth and Chester County Children and Youth which outlines the transportation plan for students in Foster Care, according to the new ESSA (Every Student Succeeds Act) regulations. This MOU is due to the state on January 31, 2017. The final version of both MOU's will be subject to final review of the solicitor's office.
- D. The Board approved the acceptance of a donation and installation of a plastic bottle greenhouse in the courtyard at Limerick Elementary School as part of an Eagle Scout Project. This greenhouse will allow plants and seedlings to be grown all year long and is in line with the Green Initiatives taught in the schools. There will be no cost to the district.

**X. BOARD COMMENT**

Mr. DiBello stated that tentatively they are scheduling the Town Hall Meeting for March 23<sup>rd</sup> most likely at the 9<sup>th</sup> Grade Center. He advised everyone to watch for more information regarding this. Mr. DiBello next commented that when we had been talking about developing a focus group with regards to making sure we had enough information before talking about doing away with class ranking he had mentioned that once before they developed a focus group for something different. He stated that the first couple of the focus group meetings were pretty good but at each meeting they saw less and less participation from the community. Mr. DiBello stated that he had struggled to remember what those meetings had been for but then remembered during the week that they had been for the modernized learning initiative at the high school. Mr. DiBello had thought previously that the focus group may have been for Project Lead the Way but they were not. He reported that PLTW meets twice a year and they are extremely important as they go along with our certification. Mr. DiBello reported that the meetings they had have been extremely successful and will continue to be extremely successful in the future. Mr. DiBello stated that for clarity once again he wanted to say that the proposed resolution that they were updating from the last time was fair and equitable. Mr. DiBello stated that each tax collector received \$9,000 and there was a stipulation as far as how \$5,000 of that went towards the per capita and \$4,000 went towards operations plus a \$.80 per bill. Mr. DiBello added that the resolution that was just approved this evening was an increase per bill from \$.80 to \$2.00 per bill as well as contributing \$2,000 on top what they are allowed to put in for reimbursement of expenses from the district. Mr. DiBello said he just wanted to make sure that everyone is clear on this that a portion of the cost for the soft-ware the tax collectors use is reimbursable based on the percentage of bills they collect for Spring-Ford. Mr. Fink confirmed this is correct. Mr. DiBello said he cannot attest for what was done in

the past. He added that they need to be realistic on the money that is coming into the district and the decision made has no bearing on one community versus another. Mr. DiBello stated that if Spring City or Royersford are not in the position moving forward to collect the Spring-Ford taxes then one option could be for us to do this in-house.

Mr. Dehnert commented that the tax collectors were only being paid \$10,000 under the old formula and the taxes collected amount to millions of dollars. Mr. Dehnert stated that in fairness the district never talked with the people doing the work to find out what it takes to do that work. He added that fairness is not in the eyes of the people doing the work but only in the eyes of some of the people on the Board.

Dr. Dressler stated that in the interest of fairness from his eyes he feels it is important for tax collectors to be aware of what are reasonable expenses that they can be reimbursed for as the reimbursement has been a little bit stringent. He felt that the tax collectors need to become a little more aware of what are reimbursable expenses. Mr. Fink commented that he believes the expenses are very clear in the tax collector manual.

**XI. PUBLIC TO BE HEARD**

Christina Melton, Limerick Township, thanked the Board for working tirelessly and putting forth all their time, effort and who volunteer to make the district better by providing educational opportunities for our students and who certainly have brought a lot of positive growth and development to the community.

**XII. ADJOURNMENT**

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 7-0. The meeting adjourned at 8:52 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

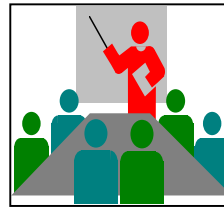
**2016-2017 EXTRACURRICULAR CONTRACTS  
FEBRUARY 2017**

<b>Contract Title</b>	<b>Season</b>	<b>Last Name</b>	<b>First Name</b>	<b>Contract Rate</b>
Chorus - 7/8th Grade (1/2 contract)	Year	Cifelli	Alexander	\$936.50
Blue and Gold Director - Grade 8 (1/2 contract)	Year	Cifelli	Alexander	\$936.50
Volunteer Assistant Baseball Coach - HS	Spring	Heffernan, Sr.	Michael	Volunteer
Theater Orchestra Director - HS	Spring	Perry	Joseph	\$1,104.00
Asst. Color Guard Coach - Grades 7 & 8	Fall	Wappes	Emily C.	\$1,104.00
Asst. Indoor Winter Color Guard Instructor 7 & 8	Winter	Wappes	Emily C.	\$1,104.00



**2017-2018  
SPRING-FORD AREA SCHOOL DISTRICT  
STUDENT SCHOOL CALENDAR**

**DRAFT**  
ATTACHMENT A4



Aug 22nd	T	Staff In-Service K-12
Aug 23rd	W	Staff In-Service K-12
Aug 24th	TH	Staff In-Service K-12
Aug 28th	M	First Day of School for Students
Sept 1st	F	No School for Students & 10 Month Employees
Sept 4th	M	Labor Day (school closed)
Sept 21st	TH	No School for Students & 10 Month Employees
Oct 9th	M	Staff In-Service K-12
Nov 7th	T	Staff In-Service K-12
Nov 20th	M	Parent Conferences K-12
Nov 21st	T	Parent Conferences K-12
Nov 22nd	W	No School for Students & 10 Month Employees
Nov 23rd	TH	Thanksgiving Break (school closed)
Nov 24th	F	Thanksgiving Break (school closed)
Dec 25th	M	Winter Break (school closed)
Dec 26th	T	Winter Break (school closed)
Dec 27th	W	Winter Break (school closed)
Dec 28th	TH	Winter Break (school closed)
Dec 29th	F	Winter Break (school closed)
Jan 1st	M	Winter Break (school closed)
Jan 15th	M	Martin Luther King Day (school closed)
Feb 16th	F	Conferences/In-Service
Feb 19th	M	President's Day (school closed)
Mar 28th	W	No School for Students & 10 Month Employees
Mar 29th	TH	Spring Break (school closed)
Mar 30th	F	Spring Break (school closed)
Apr 2nd	M	Spring Break (school closed)
May 15th	T	Staff In-Service K-12
May 28th	M	Memorial Day (school closed)
June 13th	W	Tentative Last Day for Students
June 14th	TH	Tentative Last Day for Teachers

**Legend**

No School for Students	
Staff In-Service days	
Add'l Emergency Days	

The 2017-2018 calendar has 3 emergency days built into it in the event of school cancellations. If additional days are needed, the following days will be converted into student/teacher school days: November 20, November 21, February 19, March 28 and/or March 29.

The calendar will be revised as needed throughout the school year by the Board to reflect 180 student days and 190 teacher days.

	Student Days		Teacher Days	12 month
	Elem	Second		
Aug	4	4	7	21 Jul
Sept	18	18	18	23 Aug
Oct	21	21	22	21 Sep
Nov	16	16	19	22 Oct
Dec	16	16	16	22 Nov
Jan	21	21	21	21 Dec
Feb	18	18	19	23 Jan
Mar	19	19	19	20 Feb
Apr	20	20	20	22 Mar
May	21	21	22	21 Apr
June	9	9	10	23 May
	183	183	193	21 Jun
				260

7/17

S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

8/17

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

9/17

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

10/17

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

11/17

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

12/17

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

1/18

S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2/18

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

3/18

S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

4/18

S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

5/18

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

6/18

S	M	T	W	TH	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: ELECTRONIC RECORDS  
RETENTION

ADOPTED: January 25, 2010

REVISED: October 24, 2011

**REVIEWED: February 13, 2017**

	801.1. ELECTRONIC RECORDS RETENTION
1. Purpose	<p>In today's school district environment, employees and students create and maintain an increasing portion of their records using computers. Electronic records must be managed alongside traditional records to ensure compliance with state and federal regulations and to preserve institutional history.</p> <p>The purpose of this policy is to inform all school district employees of the requirements and responsibilities for management and disposition of electronic records.</p>
2. Authority	<p>The electronic records retention policy set forth herein applies to all employees of the school district and applies to all electronic records that are made or received in the transaction of the school district or in the operations of the school district.</p>
3. Definitions	<p>The term <b>electronic record</b> means any record that is created, received, maintained or stored on school district workstations or servers, flash drives, CD's, archival or backup drives or media. Examples include, but are not limited to:</p> <ol style="list-style-type: none"> <li>1. Electronic mail (e-mail).</li> <li>2. Word processing documents, spreadsheets, power points, photo story.</li> <li>3. Databases, videos, pod casts, vod casts, voice mail.</li> </ol> <p>The term <b>Document Custodian</b> shall mean the originator of an email message or the creator of any other electronic document, if that person is a school district employee, School Board member, contractor or agent (collectively "district personnel"); otherwise it is the school district employee to whom the message is addressed or to whom the electronic document is sent. If the record is transferred, then that person becomes the Document Custodian.</p>

<p>4. Guidelines</p> <p>65 P.S. Sec. 67.101 et seq Pol. 801</p>	<p>Where multiple school district employees are the recipient of an electronic document from a non-district personnel, the individual to whom the document is addressed shall forward or otherwise transfer the document to the individual with primary responsibility over the subject of the document on a day-to-day basis, who will then be the Document Custodian, as above.</p> <p>For electronic documents relating to district personnel's official role within the district that originate outside the district and are transmitted to district personnel who are not school district employees, the recipients of such electronic records shall forward a copy of the electronic document to the school district employee with primary responsibility over the topic of the electronic document or, where the nonschool district employee has that primary responsibility, to a designated member of the district administration for retention.</p> <p>Where district personnel who are not school district employees are the Document Custodians of electronic documents relating to that district personnel's official role within the district, such district personnel shall maintain such electronic documents in a manner and using such a medium that permits the Technology Director to access and archive those documents. Where these individuals maintain such electronic documents off-site and/or using a medium otherwise inaccessible to the Technology Director, such individuals shall periodically transfer copies of these documents to appropriate district employees for disaster recovery storage.</p> <p>No school district employee shall maintain electronic documents of the district on machines other than those permitted by the Technology Director.</p> <p>Official records retention and disposition schedules are the general and departmental program schedules that have been approved by the Superintendent or his/her designee.</p> <p><u>General Requirements</u></p> <p>Maintenance and disposal of electronic records, as determined by the content, is the responsibility of the Document Custodian and must be in accordance with guidelines established by the Board of School Directors and also in compliance with approved records retention and disposition schedules. Failure to properly maintain electronic records may expose the school district and individuals to legal risks.</p> <p>The Technology Director is responsible for ensuring compliance with this policy and with the public records act. This individual will ensure the necessary actions take place to be in compliance with this policy through coordination with the building principal or other appropriate administrator.</p>
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When an employee leaves the school district or is transferred to a different building, the immediate supervisor, in conjunction with the Technology Director, is responsible for designating a new custodian and ensuring that records in the separating employee's possession are properly transferred to the new custodian.

The Technology Director is responsible for the transfer of the electronic records to the new custodian before the accounts are scheduled to be deleted.

Each employee is responsible for periodically reviewing any application files, documents, spreadsheets, databases or other electronic records to ensure the timely deletion of records that are no longer needed to conduct school district business, which will allow adequate storage space on school district servers. Document custodians shall also be responsible for deletion of documents on any records retention or destruction schedule set by the Board.

#### Electronic Mail

Work-related email is a school district record and must be treated as such. Email that does not meet the definition of a public record, e.g., personal email or junk email, should be deleted immediately from the email user's account. Use of the email system is reserved for school district purposes and does not include use for personal purposes. However, all email will be preserved by the archiving server pending final deletion at the end of the retention period.

#### Audio Records

Voice mail and other electronically recorded audio files will be disposed of in a manner consistent with other electronic files. In accordance with applicable law, including but not limited to Pennsylvania's wiretapping laws, the school district reserves the right to record telephone conversations for safety, security and quality control purposes.

Spring-Ford Area School District email servers are NOT intended for long-term records retention. The school district does utilize an archival server for long-term records retention. Email records **for faculty, administration, and staff** will be retained for a period of twenty-four (24) months and then deleted from the archive servers except as provided for under Litigation Holds. **Email records for students will be retained until graduation or until no longer attending our district for educational purposes except as provided for under Litigation Holds.**

As a clerical function with respect to non-email electronic documents, employees are directed to archive as appropriate or delete files that are older than twenty-four (24) months. Employees choosing to archive documents older than twenty-four (24) months shall do so using a medium other than district online storage spaces.

<p>Pol. 317, 417, 517</p>	<p><u>Instant Messaging</u></p> <p>The school district does not maintain any records relating to the use of instant messaging by individuals.</p> <p><u>Backup Files</u></p> <p>Information Technology Services performs a backup on a regular schedule of the email and electronic files stored on servers for disaster recovery. These backups are to be used for system restoration purposes only. The Technology Director or the technology staff is not the Document Custodian of messages or records, which may be included in such backups.</p> <p><u>Litigation Holds</u></p> <p>When litigation against the school district or its employees is filed or threatened, the law imposes a duty upon the school district to preserve all documents and records that pertain to the issues. As soon as the Superintendent is made aware of pending or threatened litigation, a litigation hold directive will be issued to the Document Custodians. The litigation hold directive overrides any records retention schedule that may have otherwise called for the transfer, disposal or destruction of the relevant documents, until the hold has been cleared by the Superintendent after consultation with the solicitor. Email and computer accounts of separated employees that have been placed on a litigation hold will be maintained by the Technology Director until the hold is released. No employee who has been notified of a litigation hold may alter or delete an electronic record that falls within the scope of that hold. Violation of the hold may subject the individual to disciplinary action, up to and including dismissal, as well as personal liability for civil and/or criminal sanctions by the courts or law enforcement agencies.</p> <p><u>Security Of Electronic Records</u></p> <p>The school district shall implement and maintain an effective records security program that incorporates the following:</p> <ol style="list-style-type: none"><li>1. Ensure that only authorized personnel have access to electronic records.</li><li>2. Provide for backup and recovery of electronic records to protect against information loss. Documented disaster recovery plans and procedures shall be established for all electronic records systems by the Technology Director. Disaster recovery plans and procedures must be reviewed and updated at least annually.</li></ol>
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801.1. ELECTRONIC RECORDS RETENTION - Pg. 5

<p>Pol. 317, 417, 517</p> <p>5. Delegation of Responsibility</p> <p>SC 433</p>	<p>3. Ensure school district personnel are trained to safeguard sensitive or classified electronic information.</p> <p>4. Minimize the risk of unauthorized alteration or erasure of electronic records.</p> <p><u>Enforcement</u></p> <p>Failure to comply with the <i>Electronic Records Retention Policy</i> and associated guidelines and procedures will result in disciplinary action and penalties applicable by law.</p> <p><u>Review</u></p> <p>This policy will be reviewed periodically by the Technology Director in cooperation with other administrators to ensure the policy remains current with the evolving technology structure of the school district.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 433, 518</p> <p>Right-to-Know Law – 65 P.S. Sec. 67.101 et seq.</p> <p>Board Policy – 317, 417, 517, 801</p>
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