

On March 25, 2019 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 and Kelly J. Spletzer
Region II:	Clinton L. Jackson and Colleen Zasowski
Region III:	Christina F. Melton
Presiding Officer:	Thomas J. DiBello
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Nandini M. Patel and Julianna Lelli

The following Board Member participated via phone: **Mark Dehnert**

The following Board Members were absent: **Dawn R. Heine** and **Linda C. Fazzini**

## **ANNOUNCEMENTS**

Nandini announced that as of tomorrow, there are only 52 days left in the school year. She stated that the end of the third marking period is April 4, 2019 and that report cards will be available on Skyward after 4:00 p.m. Nandini reminded students to use the next few days to make sure their work is handed in and to utilize any opportunity available for extra credit.

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

There were no comments from the public.

### **II. PRESENTATIONS**

Mr. Moyer stated that they are thrilled to be here this evening as there are a lot of great things happening at Oaks Elementary. He said they are here tonight to talk about the Ram QUEST Program which the students are very excited about.

Steve Hull thanked Mrs. Bast for her support and help, Mr. Moyer, and stated that he could not do this without his team of other Ram QUEST Teachers; Jess Rusinski, Jill Shull, Shawn Riordan, Zach Laurie and Mark Kehl. He added that this really is a team effort when it comes to putting the program together and he could never do it alone. Mr. Hull introduced the students with him tonight. Mr. Hull reported that during National Computer Science Week all students at Oaks kick off their Hour of Code which is their coding curriculum. He stated that during this time Vanguard presenters have been coming in for the past couple of years to talk with students. He advised that Ram QUEST is designed to foster the 4 C's which are Communication, Collaboration, Critical Thinking, and Creativity. Mr. Hull stated that students in his class practice resiliency so they may fail but they learn through their mistakes. Mr. Hull commented that Ram QUEST follows the International Society for Technology in Education standards and that they stress digital citizenship with the students. He added that they also

follow the Engineering Design Model which includes: Ask, Imagine, Plan, Create, Improve and Present. Mr. Hull spoke about the projects that each grade level worked on and asked the students with him from those grades to speak about their project.

**1<sup>st</sup> Grade - Marcus McCutchen** learned how to program a robot. He said that during the activity he learned you can make it do whatever you want.

**1<sup>st</sup> Grade – Parker Umbehauer** learned about coding and said for coding you need to tell the robot how to code and he will do it.

**2<sup>nd</sup> Grade – Bailey Perkins** learned about vibration and her ability to build things through the second grade project of making a guitar out of an empty box.

**2<sup>nd</sup> Grade – Jediah Shuebrook** learned how to make a guitar and create vibration. He said he used a cereal box, rubber bands, cardboard, towel tubes and tape.

**3<sup>rd</sup> Grade – Jillian Hays** learned how to make a pulley system and to use other materials to make a pulley system to use in different ways.

**3<sup>rd</sup> Grade – Grant Hommer** learned how to use a pulley and how to create mechanical advantage.

**4<sup>th</sup> Grade – Patrick Clark** learned how to build a lunar landing module and used shock absorbers. He stated that he used straws and coffee filters as a parachute to slow the module down.

**4<sup>th</sup> Grade – Reece Escobar** learned how to make a space craft out of cardboard and paper cups. She added that she also learned how to make her project land upright by putting cardboard on the bottom.

Mr. Hull spoke about Clever a program that Oaks Elementary is piloting to help decrease the amount of time students spend logging into the Spring-Ford network. He explained the current steps that students must use to log into the network. Mr. Hull next explained how with the Clever Program students can use a QR code to login.

A. **Mr. Mark Moyer**, Principal, and **Mr. Steven Hull**, Ram QUEST Teacher, along with Students to present on the “**Ram QUEST Program**” at Oaks Elementary School.

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

#### **Student Rep. Report                      Nandini Patel/Julianna Lelli**

Julianna reported on some of the events that took place in the district during the month of March such as Pi Day, 3<sup>rd</sup> Grade Anti-bullying Presentations, the Spring Musical and the College and Career Fair. Nandini spoke further on the Anti-bullying Presentations saying High School Student in Student Council or the Interact Club had an opportunity to sign up to go to all of the elementary schools to talk with 3<sup>rd</sup> graders one-on-one about bullying, the characteristics of a bully, how to prevent becoming a bully and how to stop a bully. Nandini commented that one thing they heard at the elementary schools they visited were the words “Don’t Be a Bully Be a Buddy”. Julianna and Nandini shared a video entitled “4 Ways to Deal with a Bully”. Julianna next reported on the events that are coming up which included prom ticket sales, Spring Break, the String Jamboree, Junior and Senior Prom and PSSA Testing for grades 3-8.

#### **Policy    Colleen Zasowski                      2<sup>nd</sup> Mon. 7:30 p.m.**

Mrs. Zasowski reported on the Policy Committee Meeting held on March 19, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

**WMCTC**

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

Dr. Dressler reported that the Western Center Joint Operating Committee met on March 4, 2019. He advised that the Community Dinner was cancelled due to bad weather. Mr. Moritzen gave his executive report and in terms of applications for the center the number was up to 297 which is 17 ahead of last year's numbers. Dr. Dressler stated that he recently checked and the number of applicants was up to 320. He advised that this week the center is going through its NOCTI (National Occupational Competency Testing Institute) Testing and added that HOSA (Health Occupational Students of America) Testing is also taking place. Dr. Dressler informed that tomorrow representatives from the Valley Forge Casino will be touring the Western Center to try and create a job pipeline for students. He reported that on March 13<sup>th</sup> State Senator Bob Mensch visited the facility and was very impressed with the work being done. Dr. Dressler stated that he hoped our state representatives would find time to visit the Western Center in the near future. He next reported that the school went through an audit and the Western Center was found to be fiscally sound and in great financial shape. The JOC was also given a budget for the 2019-2020 school year which revealed that Spring-Ford will have an increase of 8.71% due to the increase in our number of students attending the Western Center. Dr. Dressler advised that Mr. Moritzen has agreed to attend a May Spring-Ford Board Meeting.

**PSBA Liaison**

**Dr. Edward Dressler**

Dr. Dressler reported that the 2020 Legislative Platform is now accepting proposals. He added that these are things that are presented as lobbying initiatives from PSBA to help the school districts in their support from the state legislature. He stated that as an example, a few years ago he proposed that they send forth a proposal to the Platform Committee to support the Science in Motion Program and this was accepted by the PSBA. He commented that this program has seemed to regenerate to become a very viable support system for educating our students in the Science Program. Dr. Dressler expressed that he thinks these initiatives are very important and if there are any initiatives that the School Board would like to present then we have until June to submit something to be placed on the Legislative Platform. Dr. Dressler reported that the National School Board Association is meeting this weekend at the Philadelphia Convention Center and he will be in attendance. Dr. Dressler asked the Board to let him know if there is any particular session or topics that they would like him to attend and report on at a future meeting.

**Extracurricular**

**Christina Melton**

**2<sup>nd</sup> Mon. 6:30 p.m. (alt. months)**

Mrs. Melton reported on the Extracurricular Committee Meeting held on March 19, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

**Legislative Committee**

**Christina Melton**

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

Mrs. Melton reported that the Legislative Committee was cancelled but a report was sent to all of the Committee Members. She advised that Senator Aument, Chair of the Senate Education Committee, was up for a Senate Leadership position which he did get so he may not be able to lead the Education Committee. Mrs. Melton stated that this is a bit of a concern as he has been very agreeable and easy to work with. She commented that from a state perspective discussion took place on cyber-charter school tuition and Senator Judy Schwank introduced Bill 34 and Representative Sonny from Erie sponsored House Bill 526 both of which are similar. Mrs. Melton advised that the Senate Education Committee met on bills regarding taking the language of vocational technical schools to career and technical schools. She added that CPR curriculum has been approved by the Senate Education Committee. Mrs. Melton reported that reviewed was Senate Bill 144 with regards to homebound students and establishes a grant program for intermediate unit students for telepresence equipment to help support them. She commented that

Senate Bill 440 regarding the provision of flexible instruction days was also discussed. Mrs. Melton advised that career workforce bills were looked at in the House. She added that also reviewed was Senate Bill 113 regarding pension forfeiture for offenses punishable by more than 5 years imprisonment.

**Personnel Committee**

**Thomas J. DiBello**

**As needed**

Mr. DiBello reported that the Board met in an executive session tonight prior to the meeting to discuss personnel.

He advised that the Personnel Committee met separately last week with representatives from the maintenance, nurses and instructional assistant support groups to go through their agreements. Mr. DiBello stated that the information from these meetings was presented in the executive session and there will be follow up with these groups and the changes to the agreements will be incorporated into the upcoming budget.

**MCIU**

**Thomas J. DiBello**

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

Mr. DiBello stated that he was unable to attend the meeting last month so there was no report.

**Superintendent's Report**

**Dr. David R. Goodin**

Dr. Goodin reported that there are a lot of businesses opening up in the community and one that opened up recently that caught his attention was Urban Air. He stated that it is an awesome place with lots of trampolines and fun activities for kids. He urged the community to check it out.

**Solicitor's Report**

**Mark Fitzgerald**

There was no report.

Mr. DiBello asked for a motion for Items IV through IX.

Mrs. Melton made a motion to approve Items IV – IX and Mrs. Zasowski seconded it. The motion passed 7-0.

**IV. MINUTES**

A. The Board approved the February 19, 2019 Board Meeting minutes. **(Attachment A1)**

B. The Board approved the February 25, 2019 Board Meeting minutes. **(Attachment A2)**

**V. PERSONNEL**

**A. Resignations**

1. **Carol Y. Keene**; Part-time Food Service (4 hours/day), 8<sup>th</sup> Grade Center. Effective: March 5, 2019.
2. **Tiffany M. Landis**; Instructional Assistant, Upper Providence Elementary School. Effective: March 22, 2019.

**New Resignation**

3. **Heather Miscavage**; Part-time Food Service (4 hours/day), Upper Providence Elementary School. Effective: March 22, 2019.

**B. Leaves of Absence**

1. **Brian G. Cooper**; Systems Technician, Senior High School-9<sup>th</sup> Grade, for a military leave of absence per Board Policy. Effective: April 7, 2019 through April 19, 2019.
2. **Allison R. Eddinger**; Certified School Nurse, 5/6<sup>th</sup> Grade Center, for a child-rearing leave per the Professional Agreement. Effective: May 10, 2019 through the end of the 2019-2020 school year.
3. **Debora Huber**; Instructional Assistant, 7th Grade Center, for an unpaid leave of absence per Board Policy. Effective: March 6, 2019 through March 29, 2019.
4. **Suzanne D. Laurie**; ESL Teacher, 5/6<sup>th</sup> Grade Center; for an extension of child-rearing leave per the Professional Agreement. Effective: August 21, 2019 through the 2019-2020 school year.

**New Leave of Absence**

5. **Jessica M. Kemp**; Administrative Assistant, District Office, for an unpaid leave of absence per Board Policy. Effective: On or about July 27, 2019 for approximately 6 weeks.

**C. Substitute Employee**

1. **Maria G. Romano** Food Service Substitute

- D. The Board approved the following Special Education Teachers to be hired for the 2019 Extended School Year – Professional Staff including: Speech & Language Service and Tutor Programs. Compensation will be set at \$40.00 per hour plus benefits (FICA & Retirement). Funding will be from IDEA funds. \*Designates new additions since last week.

- |                                       |                                    |
|---------------------------------------|------------------------------------|
| 1. <b>*Alix L. Abraham</b>            | 20. <b>*Carol M. Gorshe</b>        |
| 2. <b>Ashley L. Brod</b>              | 21. <b>Brenda A. Haydt</b>         |
| 3. <b>Krista M. Brooke</b>            | 22. <b>*Alice B. Hollingsworth</b> |
| 4. <b>*Mary K. Burkholder</b>         | 23. <b>*Joan E. Kenney</b>         |
| 5. <b>Kathryn A. Calvert</b>          | 24. <b>*Gina L. Lasky</b>          |
| 6. <b>*Laura E. Camp</b>              | 25. <b>Emily E. Marzewski</b>      |
| 7. <b>April Collins</b>               | 26. <b>Emily M. McCallister</b>    |
| 8. <b>*Stephanie C. Comptain-Bain</b> | 27. <b>Barbara J. McGuigan</b>     |
| 9. <b>*Stacy M. Cortazzo</b>          | 28. <b>Lindsay N. Miller</b>       |
| 10. <b>Karen M. DeLange</b>           | 29. <b>*Laura E. Milligan</b>      |
| 11. <b>Allison L. Dorn</b>            | 30. <b>Shana L. Savard</b>         |
| 12. <b>Lauren N. Edmunds</b>          | 31. <b>*Jenifer P. Smith</b>       |
| 13. <b>*Jennifer L. Elliott</b>       | 32. <b>Kyle J. Smolsky</b>         |
| 14. <b>*Allison L. Fauerbach</b>      | 33. <b>Chris R. Talley</b>         |
| 15. <b>Maura K. Finnegan</b>          | 34. <b>Tara Talley</b>             |
| 16. <b>*Catherine M. Forcey</b>       | 35. <b>Megan L. Taylor</b>         |
| 17. <b>*Crystal L. Fritz</b>          | 36. <b>*Johannah M. Timbario</b>   |
| 18. <b>*Catherine J. Garger</b>       | 37. <b>Gina G. Walters</b>         |
| 19. <b>Kathleen D. Gebhard</b>        | 38. <b>*Melissa C. Yonchuk</b>     |

- E. The Board approved the attached extra-curricular contracts for the 2018-2019 school year.  
\* Designates new additions since last week. (**Attachment A3**)

**New Personnel**

**F. Professional Staff**

1. **Naomi C. Morissette**; School Psychologist, Upper Providence Elementary School, replacing Reesa G. Wurtz who retired. Compensation has been set at MS+30, Step 2, \$56,106.00 prorated with benefits per the Professional Agreement. Effective: To be determined, but will not exceed May 28, 2019.

**G. Support Staff**

1. **Debra H. Wood**; Instructional Assistant, 5/6<sup>th</sup> Grade Center, replacing Greta L. Ertzgard who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: March 28, 2019.
- H. The Board approved the following Support Staff to be hired for the 2019 Extended School Year Program(s). Compensation for new employees will be set at \$16.36 - \$19.40 per hour depending on experience and educational degree plus benefits (FICA & Retirement). Regular hourly employees will be paid at their current Instructional Assistant hourly rate. Funding will be from IDEA funds.

- |                                 |                                  |
|---------------------------------|----------------------------------|
| 1. <b>Lauren M. Boylan</b>      | 17. <b>Erin E. Hughes</b>        |
| 2. <b>Joan Clare Callow</b>     | 18. <b>Timothy J. Hunsberger</b> |
| 3. <b>Maryann Christy</b>       | 19. <b>Naomi L. Keen</b>         |
| 4. <b>Cheryl L. Colmary</b>     | 20. <b>Lynn Marie D. Keene</b>   |
| 5. <b>Janet T. Copenhagen</b>   | 21. <b>Colleen Kriebel</b>       |
| 6. <b>Debra A. DeMitis</b>      | 22. <b>Jeanna Laire</b>          |
| 7. <b>Lisa J. Denner</b>        | 23. <b>Tiffany M. Landis</b>     |
| 8. <b>Judy Denning</b>          | 24. <b>Lisa M. Levengood</b>     |
| 9. <b>Paula T. Donatelli</b>    | 25. <b>Patricia A. McCormick</b> |
| 10. <b>Vanessa G. Donatelli</b> | 26. <b>Laura B. McQuaid</b>      |
| 11. <b>Joan D. Flack</b>        | 27. <b>Sherry Molishus</b>       |
| 12. <b>Dana Freas</b>           | 28. <b>Melanie A. Pierce</b>     |
| 13. <b>Angeline T. Fusco</b>    | 29. <b>Katelyn M. Reynolds</b>   |
| 14. <b>Laura Gilmore</b>        | 30. <b>Ryan M. Robison</b>       |
| 15. <b>Dallas A. Groshardt</b>  | 31. <b>Patricia A. Young</b>     |
| 16. <b>Andrew T. Howe</b>       |                                  |

**VI. FINANCE**

- 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. 206256 – 206494 \$1,109,723.67

2.	<u>Food Service Checks</u>	
	Check No. 1472 – 1532	\$ 89,785.00
3.	<u>Capital Reserve Checks</u>	
	Check No. 2052	\$ 2,655.00
4.	<u>Capital Projects</u>	
	Reserve Fund: Check No. 28-29	\$ 2,977.25
	Bond Fund: Check No. 27-30	\$ 444,406.72
5.	<u>General Fund, Food Service, &amp; Capital Reserve ACHs</u>	
	ACH 181901022 – 181901145	\$1,638,153.61

C. The following monthly Board reports were approved:

- Skyward Reports
  - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Procurement and Wires)
  - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)

D. The Board approved the following independent contracts:

1. **J-Line Dance Crew – New York, NY.** Provide an anti-bullying assembly focusing on respect, responsibility, setting life goals, and overcoming obstacles for students in 1<sup>st</sup> through 4<sup>th</sup> grade at Evans Elementary School. Funding will be paid from the Evans Elementary Professional Services Budget and shall not exceed \$795.00.
2. **Magic Touch Entertainment – Canadensis, PA.** Provide two assemblies entitled “Brainshow” for students at Spring City Elementary School. Funding will be paid from Spring City Elementary Professional Services Budget and shall not exceed \$1,750.00
3. **Kara Canale – Collegeville, PA.** Provide Psychological services for students who require initial psychoeducational evaluations and/or reevaluations. This contract is an extension of the previously approved contract in January 2019. Services will be provided for 15 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 \$12,600.00.

E. The Board approved the confidential settlement and release agreement **#2019-01** with the parents of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$90,550.00.

F. The Board approved signing a 5-year contract with Crown Castle for the 10GB dark fiber connectivity between all the district buildings. This is a renewal of the current agreement which is due to expire on 6/30/2019. This was an RFP issued under Category 1 E-Rate, the lowest bid was selected. The total cost is a monthly recurring charge of no more than \$5,200.00 for 60 months.

G. The Board approved moving forward with the purchase of the Coach McNelly Stadium IP Camera Solution. The camera system quotation PSX 18Q8027 will be procured through the Costars Purchasing Agreement and shall not exceed \$25,000.00. Funding will come from the School Safety and Security Grant Program 2018 (Part A).

- H. The Board gave approval for the establishment of a 7<sup>th</sup> Grade Aevium Student Activity Account.

### **New Finance**

- I. The Board gave approval for Fox Rothschild LLP to enter into an agreement for the property located at 500 South Main Street in Spring City Borough, Chester County, PA, and further identified as Parcel ID 14-07-0095.0000, setting the assessment of the property at \$166,725.00 for tax year 2019 (school tax year 2019-20) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- J. The Board gave approval of an addendum to the independent contract with Education Alternative for ABA, LLC that was originally approved at the June 28, 2018 School Board Meeting. This addendum is necessitated due to additional costs needed to provide Direct Program Supervision of ABA services during the 2018 Extended School Year Program. Funding will come from the Special Education Budget and shall not exceed \$950.00.

## **VII. PROPERTY**

- A. The Board gave approval for the following custodial supplies to be purchased thru the Costars Purchasing Agency. Funding will come from the Maintenance Budget.
 

1. PA Paper	\$ 104,441.56
2. Hillyard	\$ 95,845.72
3. WB Mason	\$ 39.90
4. Franklin Cleaning	\$ 13,793.70
5. General Chemical	\$ 7,492.20
6. Grainger	\$ 8,972.41
- B. The Board approved the replacement of the Oaks Elementary School fire alarm equipment by Johnson Controls for a cost of \$74,859.41, PA State Contract #4400015469. Funding will come from the Capital Reserve.
- C. The Board approved the replacement of fiberglass pipe insulation at Royersford Elementary School by S.J. Thomas Company Inc. for a cost of \$98,152.41, contract KPN-201801JOCC-26. Funding will come from the Capital Reserve.
- D. The Board approved the replacement of fiberglass pipe insulation at the 8<sup>th</sup> Grade Center by S.J. Thomas Company Inc. for a cost of \$143,376.91, contract KPN-201801JOCC-26. Funding will come from the Capital Reserve.
- E. The Board approved awarding to the lowest responsible bidder, Advanced Disposal Service, for district-wide trash disposal and recycling for a total yearly amount of \$49,741.12. Funding will come from the Maintenance Budget.
- F. The Board approved awarding to the lowest responsible bidder, A.J. Bolinski for the open top roll-off dumpster at a cost of \$160.00 per haul and \$75.00 per ton. Funding will come from the Maintenance Budget.
- G. The Board approved the purchase of new LED lighting for the parking lots at the 9<sup>th</sup> Grade Center and Evans Elementary School thru the Costars Purchasing Agency. Funding will come from the Capital Reserve and shall not exceed \$46,560.14.



- H. The Board gave approval for Phase 1 Window Replacement at the 9<sup>th</sup> Grade Center by S.J. Thomas Company, Inc. at a cost of \$272,877.22. Funding will come from the Capital Reserve.

**New Property**

- I. The Board approved of the service agreement for district-wide mowing for one year with Heaps Landscaping, as per the RFP. The total cost for the year is \$1,333.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the General Maintenance Budget.

**VIII. PROGRAMMING AND CURRICULUM**

- A. The Board approved purchasing 700 student laptops as part of the district's ongoing Modernized Learning Initiative for all 9<sup>th</sup> grade students for the 2019-2020 calendar year. Four competing quotes were received through the government contract via Costars. The total equipment cost shall not exceed \$280,000.00 and will be self-financed initially from the Capital Reserve Fund, which will be replenished in equal annual installments of \$70,000.00 from the 2019-2020 through the 2023-2024 Technology Budgets.
- B. The Board approved the following new textbooks and curricular resources for the 2019-2020 school year. Funding will come from the Curriculum Budget and shall not exceed \$460,000.00.

<u>Course</u>	<u>Textbook</u>
1. Health and PE (11 <sup>th</sup> ) (\$60,000.00)	<i>Glencoe Health</i> Modern Times, c.2018 <i>Class set with 6 years online access for all students</i>

*\*Teacher materials provided free of charge for the purchase above*

2. Grades K-4 Math *(\$247,000.00) Includes PD, manipulatives teacher materials; student materials are ordered by buildings	<i>Everyday Mathematics 4+</i> <i>7 year Digital License Agreement</i>
---	---

\*((\$54,000.00 EDM teacher materials, \$144,000.00 manipulatives, \$49,000.00 PD)

3. Digital Content (\$153,000.00)	<i>ST Math</i> with Fluency Component New to Brooke, Evans, Limerick, Oaks, UPE Continue at Spring City, Royersford, 5/6
--------------------------------------	--

**New Programming and Curriculum**

- C. The Board approved the 2019 Summer Instrumental Lesson Program to be held at the 7th Grade Center for students in grades 4-12. The program will run in conjunction with the district's summer school programs, 4 days a week for 5 weeks, Monday, June 24 through Thursday, July 25, 2019. Lessons will be offered to students on a tuition basis at a cost of \$28.00 per half-hour private lesson. Teachers will be paid at the current summer school salary rate of \$30.00 per hour plus benefits. There will be no cost to the district, including payment to a Program Coordinator for all duties associated with the program, as all expenses will be covered by the student tuition fees.

**IX. CONFERENCE/ WORKSHOP RECOMMENDATION**

The following individuals were approved for attendance at the following:

<b>CODE: 580 Account: Conference/Training, registration, food, and accommodations</b>
---

**DISTRICT OFFICE**

- A. **Erin Crew**, Director of Communications, Marketing and Media, to attend the “*PenSPRA Symposium*” at Shippensburg University on March 28 and March 29, 2019. The total cost of the conference is \$350.00 (registration, mileage and lodging). No substitute is needed.

**X. OTHER BUSINESS**

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

- A. The following policies were approved:

1. Policy #323 – ADMINISTRATIVE EMPLOYEES: Tobacco Use (**Attachment A4**)
2. Policy #423 – PROFESSIONAL EMPLOYEES: Tobacco Use (**Attachment A5**)
3. Policy #523 – CLASSIFIED EMPLOYEES: Tobacco Use (**Attachment A6**)

- B. The Board gave approval for the Spring-Ford Area School District Graduation Commencement to be set for the evening of Friday, June 14, 2019 at 7:00 PM in Coach McNelly Stadium. In the event of bad weather, commencement will be moved indoors to the High School 10-12 Grade Center.

- C. The Board gave approval for the travel of **Dr. Patrick J. Nugent**, High School 10-12 Principal, and **Mrs. Ingrid Huss**, German Teacher, to Stuttgart, Germany from April 7, 2019 through April 11, 2019 to explore a German Exchange Program with Friedrich–Eugens-Gymnasium (FEG). FEG is a high performance school offering academic programs focusing on Science and Engineering as well as International Languages. The total cost shall not exceed \$6,500.00 (transportation, lodging, meals and four days of substitute coverage for Ms. Hess).

**New Other Business**

- D. The following policies are submitted as a first reading:

1. Policy #311 – ADMINISTRATIVE EMPLOYEES: Suspensions and Furloughs (**Attachment A7**)
2. Policy #411 – PROFESSIONAL EMPLOYEES: Suspensions and Furloughs (**Attachment A8**)
3. Policy #511 – CLASSIFIED EMPLOYEES – Suspensions and Furloughs (**Attachment A9**)

**XI. BOARD COMMENT**

There were no Board comments.

**XII. PUBLIC TO BE HEARD**

**Kate Doyle, Upper Providence**, commented that she has two children that attend Evans Elementary School. She stated that last month she spoke about the serious, adverse mental and physical impacts, identified by abundant scientific research, that early school start times have on our adolescents. She added that she also addressed the gains many school districts across the country and in our region have experienced in these areas when delaying start times for their secondary schools. Ms. Doyle commented that some may see our adolescent

students as mini-adults with limited growth remaining in their lifetime when quite the opposite is true. She stated that adolescent brains and bodies are actually developing just as rapidly as they did when they were toddlers and sleep is a critical facilitator of this development. She advised that between the delayed shift in the release of melatonin and scientifically determined need of about 9 hours of sleep every night, we now know that our secondary school start times are repeatedly violating their biologically driven sleep cycles and creating huge sleep deficits that seriously compromise the health of our adolescent students. Ms. Doyle provided a handout that she said vividly illustrated this point. She asked the Board to be sure to note that REM sleep is concentrated in the last third of the night (i.e., about 5-8am for adolescents) and plays a critical role in memory consolidation and emotional regulation. Ms. Doyle expressed that she hoped the Board was wondering to what extent this serious sleep deficit exists for Spring Ford students as she was. She stated that this is why she is advocating for the school district to take the responsible step of looking at chronic adolescent sleep deprivation as it exists right here in Spring-Ford. And here's how we can do that. It's simple, and it's free. Ms. Doyle reported that on Thursday, March 7th, the Montgomery County Office of Public Health offered, free of charge, to provide Spring-Ford with a research validated student sleep survey to administer to our secondary students and that they will gladly help organize the administration of the survey and have their staff professionally analyze and deliver the results. She stated that having this data will help us all have a much more data driven conversation here in Spring-Ford and also provide a means by which to measure our success should Spring-Ford decide to take any number of steps to address sleep debt here. Ms. Doyle asked that the Board consider the recommendations of major medical and academic organizations and take this first step to assess if the students are struggling with chronic adolescent sleep deprivation as well as accept the offer by the Office of Public Health. She stated that when we know that our students could be suffering due to practices of ours in any regard, as a school district we have a responsibility to investigate. She thanked the Board for their time.

Mr. DiBello questioned Ms. Doyle's comment regarding the gains that many districts across the country have experienced by pushing back start times saying there are probably over 20,000 school districts in the United States and the best he can see is that maybe 100 have done this so he did not believe it classified as many. He asked if any school districts in Montgomery County had pushed back their start times and Ms. Doyle replied no but several schools in Montgomery County are in the process of doing the evaluation.

Mrs. Spletzer asked what the appetite was for administering the survey and Dr. Goodin replied that he would need Board approval in order to do that.

Mr. Dehnert commented that the survey is not by Montgomery County but rather by an organization that went to the county to conduct the survey. Ms. Doyle said the Regional Adolescent Sleep Needs Coalition, which she is a part of, helped the Office of Public Health in Montgomery County to connect with the sleep researcher Dr. Wendy Troxel and several others to help develop the validated sleep survey. She added that the survey is being run by the Office of Public Health under the Board of Health in Montgomery County. Mr. Dehnert commented that everything was being done at the request of the Regional Adolescent Sleep Needs Coalition. Ms. Doyle stated that they went to the Office of Public Health asking if they were interested in the topic and they felt that rather than doing a mandate it was felt that they could do something to help the school districts in Montgomery County to study this issue which they felt was important due to the health issues involved. Ms. Doyle offered to put the Board in touch with Dr. Brenda Weis, Public Health Director in Montgomery County, so that she can answer any questions the Board may have.

Mrs. Spletzer asked what Ms. Doyle's affiliation was with them and she explained that she had gone to them as part of the coalition to talk to them about this concern and they offered help.

Dr. Dressler asked if it was correct that the Radnor School District had done an extensive survey on what the costs are for the various start time changes and Ms. Doyle confirmed this saying she believes they are presenting the information tomorrow at their school board meeting and voting on it next month. Dr. Dressler stated that he believes the districts that have moved forward on this did their own work and are not waiting on the surveys. Ms. Doyle replied that the survey did not exist so they did their own. He added that he also believed that

Mr. Fitzgerald spoke about Board Policy #235 regarding student rights and surveys. He stated that there specifically is a provision which limit surveys to those that are endorsed by the school district for educational objectives. He added that there is a specific provision in the policy that notes "surveys conducted by outside agencies, organizations, and individuals, will not be permitted". Mr. Fitzgerald said this could be read to suggest that only those specific internal surveys endorsed by the board through the administration can be approved. He advised that this policy has been in place for about 25-30 years in the district.

Dr. Dressler commented that he believed that under this system, we would administer the survey and they would just analyze it. Ms. Doyle confirmed this saying they will work with the district to conduct the survey in any way the district wants to complete it so that it meets the policy requirements.

Mr. Jackson stated that he was not aware of any issues that have been brought up by the administration so he was not sure why we would expend funds for something we do not know is a problem. Ms. Doyle said she was not sure there would be any funds as they are offering to do the work for the district. He asked if Ms. Doyle's organization took this matter to the county or if the county came to them and she confirmed that she on behalf of her organization took it to the county. Mr. Jackson asked how many Pennsylvania Districts out of 500 have implemented this and Ms. Doyle responded 12 or 15.

Mr. DiBello asked how many districts that changed their start times changed them to 9:30 or 10:00 as recommended and Ms. Doyle replied none that she was aware of. Mr. DiBello expressed that he was not in favor of turning the district upside down for 15 minutes. He said he would be curious to see a school district that is actually going to follow all of the information provided and changes their start time to 9:00 or 10:00 in the morning. Dr. Dressler suggested that possibly Spring-Ford be the one district to do just that.

Mr. Jackson stated that we were not going to move towards the upheaval of the infrastructure of the district as this was just not going to happen.

Dr. Dressler responded that it was being implied that the conclusion has already been made that this will upset the system. He stated that we have not even looked at the issue as all we have done is talked around it and all that is being asked is for it to be looked at; not implemented. Dr. Dressler said he did not see the harm in this but all that is being said is that it is going to cost us. He questioned the amount of time being spent talking about the intramural athletic programs and the hesitation to talk about this health issue that might be important to our students.

Mr. DiBello stated that he did not say anything about costs but what he said was that he was extremely interested to see what district actually followed the recommendation and changed their start time to 9 or 10 in the morning as he wants to see the lessons learned from that. Mr. DiBello stated that he is only one Board Member but this is one of those times when he is not buying into being innovative in this area because there is a lot that is going to be trial and tribulation so he would like to learn from what another district did. Mr. DiBello next expressed that he is all about student health but he would like to see information from a district that actually followed all of the information provided and they have changed their start time. He added that we would, in reality, have to change our start times to 9:30 – 10:00 in order to be in alignment with the study for the kids to properly get 9 hours of sleep. He felt that the study would be devalued if you did not follow the recommendations and have students get 9 hours of sleep. Mr. DiBello said he is interested in this but wants to see the outcome from a district who has done this.

Mrs. Spletzer asked why KS asked why he keeps equating a sleep study with changing our start time. She said the sleep study is free data and is out there now and available to us for free to gather information on possibly the mental health, physical health and mental well-being of our students. Mr. DiBello said he did not have a problem with this.

Mrs. Melton expressed concern and said she would like someone to take a look at the survey's questions as they can be asked in a way that will skew the data on the writer's behalf as opposed to true, realistic, reliable data that we can use to continue to better our environment to create better circumstances for our students. She suggested that find someone really look at the survey to see what each of the questions are really asking. Ms. Doyle responded that she can get the survey questions and provide them to the Board.

Mr. Jackson commented that the solicitor addressed this issue with Policy 235 and the reading of the policy was pretty clear. Dr. Dressler disagreed on the clarity.

Mrs. Melton said that the policy states that as a Board they can review and approve a questionnaire that can be administered by Spring-Ford. Mr. Fitzgerald clarified that they would have to approve a modification to the policy. He stated that if the Board decides to look at the questions and endorse the survey then they can choose to override the policy.

Dr. Dressler stated that nothing will happen without the Board approving it.

Mr. DiBello advised that the Board will have to see what the questions are and then go forward from there.

Mrs. Spletzer commented that they will possibly also wait to see what some of the other districts that have administered the survey have decided to do as far as whether they are choosing to act on the results or what value they found in the survey.

### **XIII. ADJOURNMENT**

Mrs. Melton made a motion to adjourn and Dr. Dressler seconded it. The motion passed 7-0. The meeting adjourned at 9:19 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

On January 16, 2018 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: Linda C. Fazzini and Kelly J. Spletzer  
Region II: Dawn R. Heine and Colleen Zasowski  
Region III: Mark P. Dehnert and Christina F. Melton  
Presiding Officer: Thomas J. DiBello  
Superintendent: Dr. David R. Goodin  
Chief Financial Officer: James D. Fink  
Solicitor: Mark Fitzgerald, Esq.  
Student Reps.: Nandini M. Patel and Julianna Lelli

The following Board Member was absent: **Dr. Edward T. Dressler** and **Clinton L. Jackson**

## **ANNOUNCEMENTS**

There were no announcements.

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

There were no comments from the public.

### **II. PRESENTATIONS**

Mrs. Havrilla commented that she is very proud to present tonight the Random Act of Kindness and the Leadership Club Students. She acknowledged the Club Advisor, Stephanie Cooper and the students for going above and beyond by creating these outstanding groups. The students spoke of where the idea for the club came from, how the club first started with 4<sup>th</sup> grade students at Evans Elementary, the work they did in forming this club and the activities they do in spreading kindness through their school.

A. **Jacqueline Clarke Havrilla**, Principal, and **Stephanie Cooper**, 4th Grade Teacher, along with students to present on the Evans Elementary **“RAK/Leadership Club”**.

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

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

Mrs. Heine reported on the Curriculum/Technology Committee Meeting held on February 5, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

**Policy**      **Colleen Zasowski**      **2<sup>nd</sup> Mon. 7:30 p.m.**

Mrs. Zasowski reported on the Policy Committee Meeting held on February 19, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

**Community Relations**

**Colleen Zasowski**

**2<sup>nd</sup> Mon. 6:30 p.m. (alt. months)**

Mrs. Zasowski reported on the Community Relations Committee Meeting held on February 19, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

**Finance**

**Thomas J. DiBello**

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

Mr. DiBello reported that the Finance Committee did not meet this month due to weather but he asked Mr. Fink to provide a brief update on the consultant position for Food Services. Mr. Fink advised that they have talked in the recent past about the potential of going out to RFP to look at an outsource solution for food service while also looking internally. Mr. Fink stated that he has had multiple discussions with PDE and the process of doing the RFPs is very complex, meticulous and micromanaged by PDE. Mr. Fink advised that the overall cost to hire the consultant will not exceed \$8,500.00 and will be paid from the Food Services Budget. A question was asked as to the types of proposals the district will be soliciting for and Mr. Fink replied that they have put into the request 3 things that the district will be looking for from the potential bidder. The first being that the food service management company would manage using district employees. The second is for the food service management to do everything. The third is for the food service management company to come in and initially manage and through an attrition process hire employees.

**Property**

**Thomas J. DiBello**

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

Mr. DiBello reported that the Property Committee did not meet this month due to weather but he asked Mr. Hunter to provide a brief update on the status of the high school expansion project. Mr. Hunter advised that 55% of the overall project has been completed, 64.9% is completed by time, and 50.8% is completed by cost. Mr. Hunter added that the overall project remains on schedule for the July 24, 2019 completion date. He stated that most of the contingency time and flow time has been used for inclement weather. Mr. Hunter reported that the net change orders to date are \$83,053.47 which is 14.8% of the overall contingency budget.

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

Dr. Roche reported that starting tomorrow, he and Chief Boyer will start a series of trainings with all students in grades 5 through 12. He reminded everyone that the Safe2Say Something Program is first, a training program focused on youth violence prevention as well as signs and signals of individuals who might be at risk of hurting themselves or others. He added that second, the training is about the importance for everyone to speak up and say something about what you have witnessed, what you heard about might happen or that you know someone who needs help. Dr. Roche advised that the third part of the training is to explain the anonymous reporting system that is now available for anyone to report and submit tips to trained professionals across the state to filter the information and determine if the information is a life safety concern or a non-life safety concern. He reported that students will be introduced to the three ways (phone app, website or phone call) to report tips to Safe2Say Something. He added that the RAM WATCH Program will continue internally at Spring-Ford and the information that is submitted into RAM WATCH will be directed to the building administration team, as it has since the beginning of the program. Dr. Roche stated that additional information is available on the District website. Dr. Roche shared that Spring-Ford has partnered with many local organizations to host and support the Spring-Ford Community. He invited everyone to attend the Shattering the Stigma event next Monday, February 25<sup>th</sup> at 6:00 p.m. in the Hurda Center at the High School 10-12 Grade Center. Dr. Roche commented that Shattering the Stigma is designed for students in grades 7 through 12 and their families to promote the mental health resources and supports available to them within the community. The program will provide education from a diverse group of guests from Spring-Ford Counseling Services, law enforcement from Royersford, Limerick and Upper Providence, EMS, mental

health professionals and medical professionals. Dr. Roche advised that a light dinner will be provided and all will receive information and advocacy information through presentations, small break-out sessions, and written material. He added that additional information can be found on the District's Facebook and main webpage.

**Solicitor's Report                      Mark Fitzgerald**

Mr. Fitzgerald advised that due to the absence of Mrs. Fern, the Board Secretary, who is out recovering from surgery, and since there is no Assistant Secretary of the Board, the Board should deputize Ms. Erin Crew as the Assistant Secretary of the Board for situations just like this so that there can be somebody in standby mode for these types of situations.

Mrs. Spletzer nominated Erin Crew as the Assistant Secretary of the Board and Mrs. Melton seconded it. The motion passed 7-0. Ms. Erin Crew was elected as the Assistant Secretary of the Board.

**IV. MINUTES**

There were no questions or comments.

- A. Administration recommends approval of the January 22, 2019 Board Meeting minutes.  
**(Attachment A1)**
- B. Administration recommends approval of the January 28, 2019 Board Meeting minutes.  
**(Attachment A2)**

**V. PERSONNEL**

There were no questions or comments.

**A. Resignations**

- 1. **Greta L. Ertzgard**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Effective: February 15, 2019.
- 2. **Phyllis A. Kitchick**; Instructional Assistant, Brooke Elementary School, for the purpose of retirement. Effective: The last work day of the 2018-2019 school year.
- 3. **Christine M. Kramer**; Special Education Teacher, 7<sup>th</sup> Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 4. **Anne Marie Spohn**; Elementary Teacher, 5/6<sup>th</sup> Grade Center, for the purpose of retirement. Effective: October 7, 2019.

**B. Temporary Professional Employee**

- 1. **Danielle M. Hennigan**; Special Education Teacher, Senior High School – 9<sup>th</sup> Grade, replacing Janine Briggs who had a change of status. Compensation has been set at BS, Step 2, \$47,750.00 (prorated) with benefits per the Professional agreement. Effective: February 11, 2019.



**C. Support Employees**

1. **Susan L. Bing**; Part-time, Food Service (4 hours/day), 8<sup>th</sup> Grade Center, replacing Laura Marie Tutarice who resigned. Compensation has been set at \$12.91/hour per the Food Service Plan. Effective: January 31, 2019.

**D. Tenure Status**

1. **Allison R. Eddinger**
2. **Briana L. Hayes**
3. **Lindsay N. Miller**

- E. Administration recommends approval for **Jennifer A. Wentworth** to be hired as a Homebound Instructor. Compensation will be set at \$40.00/hour. Effective: February 25, 2018.

- F. Administration recommends approval of the Extended School Year Coordinator position. This position will run from April 1, 2019 through July 25, 2019 at a rate of \$40.00/hour, not to exceed 180 hours.

- G. Administration recommends approval of the attached extra-curricular contracts for the 2018-2019 school year. **(Attachment A3)**

**VI. FINANCE**

Mr. Dehnert questioned Item E, numbers 5 and 6, wondering why there was a difference in the prices for what seemed to be a similar service and Dr. Roche replied that they were different types of evaluations based upon the needs of the IEP.

- 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. 205964 – 206255 \$ 1,327,624.59
2. Food Service Checks  
Check No. 1422 – 1471 \$ 102,612.94
3. Capital Reserve Checks  
Check No. 2050-2051 \$ 123,891.62
4. Capital Projects  
Reserve Fund: Check No. 27 \$ 2,705.04  
Bond Fund: Check No. 26 \$ 322,492.73
5. General Fund, Food Service, & Capital Reserve ACHs  
ACH 181900917 – 181901021 \$ 1,879,931.70

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

- Skyward Reports
  - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Procurement and Wires)
  - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)

D. 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. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide two assemblies for kindergarten students at Royersford Elementary entitled “Winter Secrets: Animals in Winter”. Funding will be paid by the Royersford Elementary Parents Teacher Organization and shall not exceed \$268.00.
2. **Mobile Ed Productions, Inc. – Redford, MI.** Provide a portable hands-on STEAM Museum along including 6 sessions for students at Limerick Elementary. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$1,195.00.
3. **Benmore Enterprises – Bushkill, PA.** Provide two assemblies for second grade students on the study of dinosaurs at Limerick Elementary entitled “Dino Dig”. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$525.00.
4. **Bryn Mawr Rehab - Malvern, PA.** Provide two assemblies at the 10-12 Grade Center for all juniors and seniors. The assemblies will take place on Thursday, April 25, 2019 and the timing of the assembly is purposeful in the hopes that our students will make good choices, especially during prom season. There is no cost to the district as these assemblies are funded through a grant provided by Bryn Mawr Health.

E. Administration recommends approval of the following independent contracts:

1. **Jessica Gorlin-Liddell – Narberth, PA.** Provide an Artist-in-Residence Program for students at Upper Providence Elementary. Students along with the artist will create a Mosaic Mural for the Courtyard to complement the murals previously created. Funding will be split between the Upper Providence Home and School Association (\$2,000.00) and the General Fund (\$2,200.00) and shall not exceed a total of \$4,200.00.
2. **Science Explorers – Mohonton, PA.** Provide an on-site field trip for students in third and fourth grade at Spring City Elementary including an assembly entitled “Motion Commotion” and three workshops. Funding will be paid from the General Fund and shall not exceed \$1,150.00.
3. **Buxmont Academy – Pipersville, PA.** Provide educational services for a special needs student during the remaining 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$17,424.80.

4. **Chester County Intermediate Unit – Downingtown, PA.** Provide Psychological Evaluations for students as needed. Funding will be paid from the Special Education Budget and shall not exceed \$19,370.00.
  5. **Dr. Kara Schmidt – Swarthmore, PA.** Conduct an independent educational evaluation for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$4,500.00.
  6. **Dr. Claudia Chernow – Dresher, PA.** Conduct a Psychiatric Evaluation for a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$2,000.00.
- F. Administration recommends approval to enter into a three year agreement with Box Clever Incorporated for the use of their Bus Status System application. The application will provide parents/guardians more transparency with regards to the day-to-day status of their student(s) transportation status. The cost shall not exceed \$5,500.00 per year and will be funded from the Transportation Budget.
- G. Administration recommends approval of a contract with Vanco Company of Bloomington, MN to provide ASAP Connected (online registration and payment system) that parents can use to register their child(ren) for the Cool School Summer Program. The cost for this program is a \$500.00 one-time implementation fee and \$1,800.00 per year for a minimum of 350 students plus fees for online payment processing. There will be no cost to the district provided the minimum registrations are met as all costs will be paid from the registration fees collected for the Cool School Program.
- H. Administration recommends approval to enter into an agreement with MWB Consulting, LLC for consulting services in advising, preparing, evaluating and analyzing the Request for Proposal process for food services management outsourcing. The total cost of the agreement will not exceed \$8,500.00 and will be funded from the Food Services budget.

## **VII. PROGRAMMING AND CURRRICULUM**

There were no questions or comments.

- A. Administration recommends approval of the 2019 Cool School Program to run from June 24, 2019 – July 18, 2019. 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.

## **VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS**

Mr. Dehnert questioned Item A wondering if it was necessary for the district to send 13 people to the conference. Dr. Roche explained that Skyward is the district's main student and financial management system and that with all of the new personnel in the Business Office it was very important for them to go. He added that many are simply going for one day to attend sessions specific to their job duties while a few are staying for both days. Dr. Roche commented that this was discussed in great length by district office administration to determine who would be best suited to go and what sessions they should attend that will be specifically related to their job duties.

Mr. DiBello asked how many modules we use for Skyward and Mr. Fink replied that it is used for many of our various departments in the Business Office, Human Resources, Special Education and Health Services.

The following individuals are recommended for attendance at the following:

<b>CODE: 580 Account: Conference/Training, registration, food, and accommodations</b>
---

#### **DISTRICT OFFICE**

- A. **Mary Davidheiser**, Controller, **Tracy Bogucki**, Food Service Administrative Assistant, **Rachael Fenyus**, Senior Accountant, **Ava Gonteski** and **Kate Haberman**, Special Education Administrative Assistants, **Melody Hendricks**, Human Resource Executive Secretary, **Jessica Kemp**, Child Accounting Administrative Assistant, **Joseph Mayo**, Information Systems Administrator, **Sydney McGill**, Human Resource Administrative Assistant, **Mary Newett**, Accounts Receivable Administrative Assistant, **Mark Smith**, Payroll Specialist, **Trisha Smith**, Certified School Nurse, **Lori Stumpfrock**, Staff Accountant, to attend "*Keystone State Skyward User Group*" in Harrisburg, PA on April 16 and April 17, 2019. The total cost for this conference is \$4,138.19 (registration, mileage, lodging, meals and one day of substitute coverage for Ms. Smith). No other substitutes are needed.
- B. **Dr. Allyn R. Roche**, Assistant Superintendent, **Erin Crew**, Director of Communications, Marketing and Media, and **Andrew Rothermel**, Manager of Communications Media, to attend "*The National School Public Relations Association (NSPRA) National Seminar*" in Washington, DC from July 14 through July 17, 2019. The total cost of this seminar is \$4,589.00 (registration, mileage, lodging and meals). No substitutes are needed.
- C. **Mary Davidheiser**, Controller, and **Catherine Gardy**, K-12 Literacy Supervisor, to attend "*The Pennsylvania Association Federal Program Coordinators (PAFPC) 2019 Annual Conference*" at Seven Springs Mountain Resort in Champion, PA from May 5 through May 8, 2019. The total cost of this conference is \$3,186.00 and will be paid with Title I Funds.
- D. **Gwendolyn Phillips**, School Police Officer, to attend the "*Mid-Atlantic Association of Women in Law Enforcement Annual Conference*" at CamelBack Lodge in Tannersville, PA on April 8 and April 9, 2019. The total cost of this conference is \$380.00 (registration, mileage and lodging). No substitute is needed.
- E. **David Boyer**, Chief of Police, and **Robert Greenwood**, School Police Officer, to attend "*Emergency Disaster Incident Training Symposium*" at Normandy Farm Hotel in Blue Bell, PA on May 7 and May 8, 2019. The total cost of this symposium is \$374.24 (registration and mileage). No substitutes are needed.

#### **IX. OTHER BUSINESS**

There were no questions or comments.

- A. The following policy is listed as a second reading for approval at next week's meeting:

- 1. Policy #815.1 – OPERATIONS: District-Issued Devices: Student Use, Rights and Responsibilities (**Attachment A4**)

- B. Administration gratefully acknowledges the acceptance of a donation from **Adam Rauscher**, a resident of Royersford, of an HP DesignJet 800 Plotter for the 10-12 Grade High School Innovation Center. Mr. Rauscher will deliver the Plotter to the High School. There will be no cost to the district.

**X. BOARD COMMENT**

Mr. DiBello reported that he attended the Upper Providence Supervisor's Meeting on February 4<sup>th</sup> as there seemed to be a lot of confusion related to the road in front of Oaks Elementary School. Mr. DiBello stated that there was some group that was interested in somebody cutting that road through to be used as an emergency entrance and/or exit. Mr. DiBello commented that there was a belief that the school district owned the road and the property. Mr. DiBello advised that he informed them at the meeting that the school district does not own the property or the road but if Upper Providence would like to cut that road through then that is their prerogative.

**XI. PUBLIC TO BE HEARD**

Mr. Fitzgerald reminded everyone that the Board will be keeping to the 3 minute time limit for speaking.

**Kate Doyle, Upper Providence**, stated that she has two students that attend Evans Elementary school. She stated that she is here to urge the district to disseminate the abundant amount of research that has come out substantiating that chronic adolescent sleep deprivation is a public health issue and investigate solutions, including the viability of later school start times for middle and high school. Ms. Doyle stated that when she first read about the benefits of later school start times for teens, she was struck by this being a matter of biology. In just one of the many hormonal changes that occur during adolescence, the release of sleep-inducing melatonin is delayed 2 hours until approximately 11 p.m. She indicated that no matter what teens do, their bodies are not ready to go to sleep until around 11 p.m. She added that research also shows that teens need a minimum of 8-1/2 to 10 hours of sleep on a nightly basis and at that point, it's a matter of math. Ms. Doyle commented that teens should not be awake until at least 7:30 in order to complete their sleep cycles, especially the last phase when emotional regulation and memory consolidation occur. She advised that many schools across America, like ours, have students standing at bus stops or in class when science and medicine indicate they should still be asleep. She stated that over time, this leads to what the American Academy of Pediatrics, the CDC and the AMA say significantly contributes to chronic adolescent sleep deprivation. Ms. Doyle stated that the consequences of early school start times are increased negative risk-taking behavior, increased risk for obesity, increased risk for emotional disturbances like depression, anxiety and suicidal thoughts and behavior, impaired judgement, and deficits in learning and problem solving. She added that in the years since she first read about this topic, the theories have continued to be supported by the significant results when schools start at 8:30 or later. Ms. Doyle reported that nineteen studies, including longitudinal studies of more than 70,000 students, show that sleep duration does increase with later school start times and also show greater effects the later the start time, in other words, the students go to bed at the same time and get the extra sleep intended. Ms. Doyle stated that the increased sleep duration with later school start times shows benefits in emotional regulation and depression, safety and risk-taking,

cognitive and academic performance, and even athletic performance. She added that current evidence from these studies also supports reduction in car accidents, improved mood, improved attendance, alertness in class and less tardiness. Ms. Doyle acknowledged that she knows changes to school start times is not a simple task but stated that hundreds of schools across the country have successfully overcome the challenges presented by having later school start times for adolescents and have often found that the expected challenges were not as difficult as anticipated. She added that these schools are willing to share their experiences, tools and resources to support communities undergoing this process. She offered support as well and urged the School Board to take into account what is best for the mental and physical well-being of the students and consider making the study of adolescent sleep needs and secondary start times a goal for the 2019-2020 school year.

**Karen Weingarten, Royersford**, stated that she has three children at the Intermediate School. She reported that there are eleven local districts to us that are considering a study or starting a preliminary investigation of a sleep study. She added that two local districts have actually made a commitment to change their start time and nationwide hundreds have already changed to a later start time. Ms. Weingarten stated that starting later has shown significant benefits and has been proven positive by scientists as reported in the CDC study a couple of weeks ago. She commented that they have seen districts who have made this change win state championships although we cannot draw a direct correlation to this. Ms. Weingarten stated that what we do not know is whether this would benefit Spring-Ford but based on what other districts have learned and what their studies have said, the answer is yes. She added that the national studies also tell us yes and based on the scientific research about the necessary amount of sleep for teens the answer is yes. Ms. Weingarten indicated that what they really want to find out is if this would be appropriate for Spring-Ford students. She advised that they have a group of parents that are actively involved with the national and local Start School Later Initiative and they are here to help if needed. Ms. Weingarten added that what they would like from the Board is not a commitment to change and not start thinking about all of the logistics but rather a commitment to making the study of adolescent sleep needs and later start times a goal for the next school year. She reiterated that they are not asking for change or to hear about the obstacles as they know there are obstacles and opposition and they are prepared to hear about that. She stated that what matters is where our students fit compared to all of the other districts. Ms. Weingarten said she is asking the Board to commit to doing a study as part of the health and wellness objectives for the next year.

**Parker Sheehan, 9<sup>th</sup> Grade Student**, stated that she is an honor roll student and a member of the Color Guard. She commented that she loves Spring-Ford but she is exhausted and so are all of her friends. Ms. Sheehan advised that she cannot fall asleep before 11 or 12 no matter what she does. She added that she does not have a phone or a television in her room. Ms. Sheehan stated that she wakes up at 6:00 a.m. and leaves for the bus stop at 6:45 a.m. She commented that even waking up one hour later for practices on Saturday makes a huge difference as she has so much more energy and feels so much more better. Ms. Sheehan reported

that as part of an essay she wrote in 7<sup>th</sup> grade she learned that it is normal for teens to naturally fall asleep later. She added that lack of sleep can be detrimental to mental and physical health. She advised that other schools in the area are looking into later start times and she believes Spring-Ford should too because it might make the district even better than it already is.

**Mrs. Spletzer** stated that as a parent of students in the district saying she has seen the struggles of the lack of sleep on them and felt that a study to gauge patterns of our students is a bad idea. She added that it may provide valuable information to decide if a later start time is something that may be beneficial to our district.

**Kate Doyle** stated that a study to gauge the sleep patterns of our students is usually one of the first things that most school districts do as they need to understand where their students are in the event they do make any changes. She added that later school start times is not the only thing that you can do as there is a whole list that she can send to the Board that do not have as many obstacles but the later school start times is just the one that has the biggest impact. Ms. Doyle advised that they are working with the Montgomery County Board of Health to develop a validated school survey which several schools are interested in seeing and conducting this survey and she would be happy to provide this information to the district as well.

**Mr. DiBello** commented that he does not really buy into most of this but his position is that if we have 8,000 students and the majority of the parents want to change the start time then he is fine with changing the start time. He did not feel that the district needed a lot of fancy studies as he could get studies that would say anything he wanted them to say. Mr. DiBello indicated that he is hearing that a lot of parents in the Phoenixville School District are not happy with the change in school start times. He asked Mr. Fitzgerald if we would have to open up contract negotiations with the teachers as this would change the teacher day. Mr. Fitzgerald confirmed if there were issues in the collective bargaining agreement then this would have to be looked at. Mrs. Spletzer stated that Phoenixville did not move the time by much and added that we are already at 7:40 a.m. Mrs. Melton confirmed that Phoenixville was at 8:05 a.m. and Mr. DiBello said he heard that they have not finalized the time and may be moving the time back a little bit due to the parents being upset.

**Mrs. Melton** commented that they need to look at logistics and if the plan was only to move the start time by 20 minutes then she is not sure the logistics have a significant impact. Mr. DiBello added that he is not supportive of making a 15-20 minute change and if we are going to make a significant impact then he is more interested in what the studies are saying which would be a high school start time of 9:00 or 9:30.

**Nandini Patel** stated that when this discussion first came up, she and Julianna took the initiative to talk to some other high schoolers and middle schoolers. She indicated that they found that although the students are tired in the morning the delayed start would push back the after-school activities which would impact homework time so either way they will be going to bed later. Nandini stated that the majority of the students she asked want to keep the start times where they are as it is not too early or too late.

**Mr. Dehnert** commented that there are a lot of moving parts to changing the start time including daycare that parents have both before and after school, transportation issues which becomes very expensive if bus runs must be duplicated, the ability to get bus drivers for the additional runs as we are already dealing with shortages, and elementary kids getting home in the dark. He added that he believes and has read stories where you can adjust your internal body clock. Mr. Dehnert spoke of students needing discipline in getting to bed

and getting their rest. He also raised the point that he thought it would be tough to get teachers to take extra-curricular contracts if it required they stay later after school as many have families to get home to. Mr. Dehnert did not agree that this should be a parental decision as some parents may want it one year and then opt against it the next year. He commented that the Board could not change the start times year after year to accommodate the parents' wishes for any given year. He felt that the Board is elected to make decisions and they should do that.

**Mrs. Zasowski** added that some schools are finding that high school students who may have missed one period at the end of the day to leave for an after school competition are now missing possibly 2 periods of academics due to the different start and end times of the competitor schools. She agreed with Mr. DiBello in that there should only be an in-depth study if we are considering making a significant change in the start times. Mrs. Zasowski questioned whether students are tired due to being overscheduled or could they possibly lack the self-discipline to put down the electronic devices.

**Mrs. Melton** asked the parents who spoke if they could forward the list they spoke of regarding other possible things that could be done rather than move start times to see if there is something the Board could do that might be able to be implemented more easily and more timely. Mr. DiBello asked for an idea of what one of the things on the list might be and Ms. Doyle replied scheduling mid-terms and finals later in the day rather than first thing in the morning so that students can get extra sleep and be able to perform at their best.

**Mr. Dehnert** disputed this saying he felt if you were to ask elementary teachers about student performance later in the day they would indicate that the students are more tired and worn out so pushing times back to have students finish later would impact their ability to learn. He added that many parents work so they will have to still get their kids up at the same time to get their children to daycare just to have them be in school longer and be more worn out so they will not be very productive in terms of learning. Mr. Dehnert stated that this is not just about high school kids as we must also be cognizant of the other grades and the impact on them.

**Dr. Goodin** spoke of the research he has done regarding impact on transportation and the logistics on what we can and cannot do. He added that he also provided the Board with information provided by Hanover Research that they had prepared for the Chester County Intermediate Unit regarding the issues of sleep and sleep deprivation.

Mr. DiBello asked the Board if there was an appetite for doing the research to find out if there is an interest in pursuing a change in start times. No one from the Board expressed interest in making a motion to pursue this.

## **XII. ADJOURNMENT**

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

Respectfully submitted,

Erin Crew  
Assistant Board Secretary

Diane Fern  
Board Secretary



On January 16, 2018 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, Linda C. Fazzini and Kelly J. Spletzer
Region II:	Dawn R. Heine, Clinton L. Jackson and Colleen Zasowski
Region III:	Mark P. Dehnert and Christina F. Melton
Presiding Officer:	Thomas J. DiBello
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Nandini M. Patel and Julianna Lelli

## **ANNOUNCEMENTS**

Nandini announced that tickets are on sale for the 3<sup>rd</sup> Annual Spring-Ford SNAP Basket Raffle. She advised that this year's post prom theme is "Going to the Movies". She invited everyone to bring family, food and friends on March 16<sup>th</sup> to attend this fundraiser for SNAP. Nandini stated that tickets were available online and she urged anyone interested to buy their tickets early as it will be a sellout. Additional information can be found on the district's website.

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

There were no comments from the public.

## **II. PRESENTATIONS**

Alex Cifelli thanked the Board and Administration saying he looks forward to this meeting every year as he gets the opportunity to show off the hard work and effort of 150 Spring-Ford students for the past 12 weeks. He stated that this year's production is "Once on This Island" and he provided the background on the show and the story behind the show. He urged everyone to come out and see this high energy show that is almost entirely set to music. Mr. Cifelli advised that the students would be performing the opening number from the show entitled "We Dance". He added that the shows will take place on March 1<sup>st</sup> and 2<sup>nd</sup> at 7PM with a matinee on March 2<sup>nd</sup> at 1PM. The students performed the opening number.

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

Dr. Siggins stated that they are very excited to be here tonight to talk about a program that is at all of the secondary level schools entitled Ram Buddies. He introduced Mrs. Jeffers saying she facilitates this program along with her two assistants, Mrs. Copenhagen and Ms. Levengood.

Ms. Jeffers gave background on the start of the Ram Buddies Program. Ms. Jeffers provided information on the activities that take place as part of the program. Students in Mrs. Jeffers special needs class spoke about their Ram Buddies, the interaction they have with them and recalled some of their favorite memories from this year. The

students who act as Ram Buddies to the special needs students spoke of their role as a Ram Buddy, the activities they participate in and the rewarding, amazing and positive experience they have by participating in this program.

Dr. Siggins spoke about the positive impact these special needs students have him and how they help him place everything in perspective. He thanked the students and especially their parents for bringing them out to the meeting tonight.

- B. **Dr. Michael Siggins**, Principal, and **Mrs. Victoria Jeffers**, Learning Support Teacher, along with students to present on the 8<sup>th</sup> Grade Center's "**Ram Buddies**" Program.

Dr. Ruppert said the High School is pleased to announce that 5 seniors have been named as Finalists in the 2019 National Merit Scholarship Program. She introduced each student and they were presented with a certificate in recognition of this great accomplishment. Dr. Ruppert spoke of the process the students went through in order to be named as Finalists and be eligible for monetary awards.

- C. **Dr. Elaine Ruppert**, 12<sup>th</sup> Grade House Principal, to recognize the following students on being named as "Finalists" in the 2019 National Merit Scholarship Program.

**Anya Aggarwal**  
**Sarah E. Chiaradonna**  
**Megan A. Englert**  
**Kristine Luo**  
**Caitlin McGee**

### III. BOARD AND COMMITTEE REPORTS

#### **Student Rep. Report                      Nandini Patel/Julianna Lelli**

Julianna presented a PowerPoint highlighting some of the events that took place in February throughout the district. Also included was a video of the 100 Day of School Celebrations that took place district-wide. Nandini spoke about the Irish Exchange Program and advised that the students from Ireland arrived on February 8 and left on February 22<sup>nd</sup>. Nandini spoke of the various trips and events the Irish Exchange Students participated in. Nandini reported that the Spring-Ford students who are part of the Exchange Program will be traveling to Ireland on April 5<sup>th</sup> and will return on April 20<sup>th</sup>. Julianna spoke of the VEX Robotics Competition which was held on February 16<sup>th</sup>. Julianna reminded everyone that the Spring Musical is coming up on March 1<sup>st</sup> and 2<sup>nd</sup>. Nandini advised that they are thinking about starting a Student Ambassador Program which would involve a select group of students chosen to represent Spring-Ford High School at various school and community-related activities during the school year. She added that along with the Student Representatives to the School Board they would be the "Face of the District". Nandini spoke about the requirements for a student to be considered for the role of a School Board Ambassador. Nandini advised that there would be an application process and Julianna added that there would also be an essay question and that students would need two letters of recommendation. Julianna stated that they are hoping to begin advertising and accepting applications from high school students in grades 9-12 with the goal of having 2 per grade. They asked the Board for financial help in order to purchase blazers for the Student Ambassador Program. The Board applauded this initiative and thanked them for introducing this program. Nandini and Julianna thanked Dr. Nugent and Dr. Ruppert for their help with the program. A question was asked on the type of budget needed for this program and Dr. Nugent

replied approximately 12 blazers would be needed and the cost would be roughly \$60 per blazer. A suggestion was made to possibly get a company behind this to sponsor this program. Mr. DiBello indicated if funding was an issue then he would be happy to sponsor this initiative and Mr. Jackson offered to go ½ with Mr. DiBello if this were to happen.

**WMCTC**

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

Dr. Dressler reported that the Joint Operating Committee met on February 4, 2019 on the same night at the Community Cajun Dinner which was another successful sellout. Mr. Moritzen was not able to be in attendance but Mr. Chominski was present and provided a brief report. Dr. Dressler advised that the enrollment report for next year as of their meeting date showed that there were 223 applicants; 55 from Pottsgrove, 95 from Spring-Ford and 73 from Upper Perkiomen. He added that since that time the enrollment numbers have grown to 280 with the deadline for applications being March 15<sup>th</sup>. Dr. Dressler invited everyone interested to get their reservations in soon for the next Community Buffet Dinner being held on March 4<sup>th</sup> with the theme being a Mexican buffet. Dr. Dressler next advised that on May 4<sup>th</sup> the annual car show will take place and May 22<sup>nd</sup> will be Senior Recognition Night. He noted that the JOC Board Members received the proposed budget which will be submitted for approval at the March 4<sup>th</sup> JOC meeting. Dr. Dressler commented that various outside organizations have been coming to visit the Western Center's Programs because of the efforts of Mr. Moritzen in creating new and interesting programs.

Mrs. Zasowski asked about the status of Mr. Moritzen coming to a future Board Meeting, as previously requested by Mr. Dehnert, to provide an update on the Western Center. It was determined that Mr. Dehnert would reach out to Mr. Moritzen since he serves as one of the JOC Members.

**PSBA Liaison**

**Dr. Edward Dressler**

Dr. Dressler reported that in the field of special education funding 2008-2016, the state increased the education budget by \$72 million. He added that unfortunately during that same time period, the total special education spending increased to \$1.54 billion. Dr. Dressler stated that we are way behind with funding to support our special education programs. He added that PSBA has published a state education report which gives some tremendous statistics about where our state programs are in comparison with other states. Dr. Dressler commented that the report was full of great statistics and in the 500 school districts not including charter schools in Pennsylvania there are 1,570,000 students being taught. He stated that in addition, our career and technical education programs have another 67,000 students being taught. Dr. Dressler advised that in the career and technical programs the highest number of students were in institutional food services, second was in cosmetology and third was in auto mechanics. He stated that unfortunately in the higher paying greater skilled fields the number and percentage of students keep going down such as in the field of welding. Dr. Dressler added that another interesting point is that 4 out of 25 students are now receiving special education services. He advised that there are only 5 other states in the country that require more funding from local revenues than Pennsylvania. He stated that Pennsylvania requires 55.9% of their budget from local revenues and that Pennsylvania ranks 9<sup>th</sup> in terms of expenditure per student with an amount of \$15,418 per student. He added that 30% of the \$15,418 per student goes towards employee benefits. Dr. Dressler urged the Board Members to view this PSBA educational report.

**Legislative Committee      Christina Melton      3<sup>rd</sup> Weds. 7:30 p.m.**

Mrs. Melton reported that their meeting was postponed until next week but a few things going on are the Senate and House are currently on break. She stated that the focus has been on the state budget review and that Governor Wolf has proposed a basic education increase of \$200 million, special education increase of \$50 million, and career and technical education increase of \$10 million. She added that when you think about that in terms of what our budgets are and divide it over 498 school districts you will understand the minimal increases that we will be looking at again especially given that Spring-Ford will receive less than that equal share. Mrs. Melton cautioned that these are Governor Wolf's proposals but they have not been approved as of yet. She added that also in the proposal is a minimum teacher's salary increase to \$45,000 and any changes for any districts as a result of this for the upcoming year will be paid by Governor Wolf but what's really important to understand is who will pay for this the following year and how will it be sustained. She reported that there was some discussion around PA Teachers Work and Governor Wolf is encouraging taking teachers and putting them into business and work places so that they have a greater appreciation for what industry needs and what they may be looking for from students. Mrs. Melton advised that other topics they will be looking at next week at their meeting are school director candidate positions and the fact that they are not standard as different municipalities and different counties have different requirements. They will also discuss the safety and security grant as they have received many applications which must be reviewed to see where the grant money will go. Mrs. Melton relayed that they will also discuss the topic of compulsory age for attendance for students.

**MCIU      Thomas J. DiBello      4<sup>th</sup> Weds. 7:00 p.m.**

Mr. DiBello advised that they will be meeting next week.

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

Dr. Goodin reported that for the past two weeks we have had the robotics competition mentioned so a video was put together from the event to share with everyone. Dr. Goodin indicated that this was a very large event that was very well attended and that the Spring-Ford Teams did very well. The video was shown.

**Solicitor's Report      Mark Fitzgerald**

There was no report.

Mr. Dehnert made a motion to approve Items IV through VIII. Mr. Jackson seconded it. The motion passed 9-0.

**IV.      MINUTES**

A. The Board approved the January 22, 2019 Board Meeting minutes. **(Attachment A1)**

B. The Board approved the January 28, 2019 Board Meeting minutes. **(Attachment A2)**

**V.      PERSONNEL**

**A. Resignations**

1. **Greta L. Ertzgard**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Effective: February 15, 2019.

2. **Phyllis A. Kitchick**; Instructional Assistant, Brooke Elementary School, for the purpose of retirement. Effective: The last work day of the 2018-2019 school year.
3. **Christine M. Kramer**; Special Education Teacher, 7<sup>th</sup> Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
4. **Anne Marie Spohn**; Elementary Teacher, 5/6<sup>th</sup> Grade Center, for the purpose of retirement. Effective: October 7, 2019.

**B. Temporary Professional Employee**

1. **Danielle M. Hennigan**; Special Education Teacher, Senior High School – 9<sup>th</sup> Grade, replacing Janine Briggs who had a change of status. Compensation has been set at BS, Step 2, \$47,750.00 (prorated) with benefits per the Professional agreement. Effective: February 11, 2019.

**C. Support Employees**

1. **Susan L. Bing**; Part-time, Food Service (4 hours/day), 8<sup>th</sup> Grade Center, replacing Laura Marie Tutarice who resigned. Compensation has been set at \$12.91/hour per the Food Service Plan. Effective: January 31, 2019.

**D. Tenure Status**

1. **Allison R. Eddinger**
2. **Briana L. Hayes**
3. **Lindsay N. Miller**

E. The Board approved **Jennifer A. Wentworth** to be hired as a Homebound Instructor. Compensation will be set at \$40.00/hour. Effective: February 25, 2018.

F. The Board approved the Extended School Year Coordinator position. This position will run from April 1, 2019 through July 25, 2019 at a rate of \$40.00/hour, not to exceed 180 hours.

G. The Board approved the attached extra-curricular contracts for the 2018-2019 school year. **(Attachment A3)**

**VI. FINANCE**

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. 205964 – 206255 \$ 1,327,624.59

2.	<u>Food Service Checks</u>	
	Check No. 1422 – 1471	\$ 102,612.94
3.	<u>Capital Reserve Checks</u>	
	Check No. 2050-2051	\$ 123,891.62
4.	<u>Capital Projects</u>	
	Reserve Fund: Check No. 27	\$ 2,705.04
	Bond Fund: Check No. 26	\$ 322,492.73
5.	<u>General Fund, Food Service, &amp; Capital Reserve ACHs</u>	
	ACH 181900917 – 181901021	\$ 1,879,931.70

C. The following monthly Board reports were approved:

- Skyward Reports
  - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Procurement and Wires)
  - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)

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. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide two assemblies for kindergarten students at Royersford Elementary entitled “Winter Secrets: Animals in Winter”. Funding will be paid by the Royersford Elementary Parents Teacher Organization and shall not exceed \$268.00.
2. **Mobile Ed Productions, Inc. – Redford, MI.** Provide a portable hands-on STEAM Museum along including 6 sessions for students at Limerick Elementary. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$1,195.00.
3. **Benmore Enterprises – Bushkill, PA.** Provide two assemblies for second grade students on the study of dinosaurs at Limerick Elementary entitled “Dino Dig”. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$525.00.
4. **Bryn Mawr Rehab - Malvern, PA.** Provide two assemblies at the 10-12 Grade Center for all juniors and seniors. The assemblies will take place on Thursday, April 25, 2019 and the timing of the assembly is purposeful in the hopes that our students will make good choices, especially during prom season. There is no cost to the district as these assemblies are funded through a grant provided by Bryn Mawr Health.

E. The Board approved the following independent contracts:

1. **Jessica Gorlin-Liddell – Narberth, PA.** Provide an Artist-in-Residence Program for students at Upper Providence Elementary. Students along with the artist will create a Mosaic Mural for the Courtyard to complement the murals previously created. Funding

will be split between the Upper Providence Home and School Association (\$2,000.00) and the General Fund (\$2,200.00) and shall not exceed a total of \$4,200.00.

2. **Science Explorers – Mohonton, PA.** Provide an on-site field trip for students in third and fourth grade at Spring City Elementary including an assembly entitled “Motion Commotion” and three workshops. Funding will be paid from the General Fund and shall not exceed \$1,150.00.
3. **Buxmont Academy – Pipersville, PA.** Provide educational services for a special needs student during the remaining 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$17,424.80.
4. **Chester County Intermediate Unit – Downingtown, PA.** Provide Psychological Evaluations for students as needed. Funding will be paid from the Special Education Budget and shall not exceed \$19,370.00.
5. **Dr. Kara Schmidt – Swarthmore, PA.** Conduct an independent educational evaluation for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$4,500.00.
6. **Dr. Claudia Chernow – Dresher, PA.** Conduct a Psychiatric Evaluation for a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$2,000.00.

#### **New Independent Contract**

7. **Chester County Intermediate Unit – Downingtown, PA.** Provide PCA Services for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$22,880.00.
- F. The Board approved entering into a three year agreement with Box Clever Incorporated for the use of their Bus Status System application. The application will provide parents/guardians more transparency with regards to the day-to-day status of their student(s) transportation status. The cost shall not exceed \$5,500.00 per year and will be funded from the Transportation Budget.
- G. The Board approved a contract with Vanco Company of Bloomington, MN to provide ASAP Connected (online registration and payment system) that parents can use to register their child(ren) for the Cool School Summer Program. The cost for this program is a \$500.00 one-time implementation fee and \$1,800.00 per year for a minimum of 350 students plus fees for online payment processing, There will be no cost to the district provided the minimum registrations are met as all costs will be paid from the registration fees collected for the Cool School Program.
- H. The Board approved entering into an agreement with MWB Consulting, LLC for consulting services in advising, preparing, evaluating and analyzing the Request for Proposal process for food services management outsourcing. The total cost of the agreement will not exceed \$8,500.00 and will be funded from the Food Services budget.

## **VII. PROGRAMMING AND CURRICULUM**

- A. The Board approved the 2019 Cool School Program to run from June 24, 2019 – July 18, 2019. 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.

**VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS**

The following individuals were approved for attendance at the following:

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

**DISTRICT OFFICE**

- A. **Mary Davidheiser**, Controller, **Tracy Bogucki**, Food Service Administrative Assistant, **Rachael Fenyus**, Senior Accountant, **Ava Gonteski** and **Kate Haberman**, Special Education Administrative Assistants, **Melody Hendricks**, Human Resource Executive Secretary, **Jessica Kemp**, Child Accounting Administrative Assistant, **Joseph Mayo**, Information Systems Administrator, **Sydney McGill**, Human Resource Administrative Assistant, **Mary Newett**, Accounts Receivable Administrative Assistant, **Mark Smith**, Payroll Specialist, **Trisha Smith**, Certified School Nurse, **Lori Stumpfrock**, Staff Accountant, to attend "*Keystone State Skyward User Group*" in Harrisburg, PA on April 16 and April 17, 2019. The total cost for this conference is \$4,138.19 (registration, mileage, lodging, meals and one day of substitute coverage for Ms. Smith). No other substitutes are needed.
- B. **Dr. Allyn R. Roche**, Assistant Superintendent, **Erin Crew**, Director of Communications, Marketing and Media, and **Andrew Rothermel**, Manager of Communications Media, to attend "*The National School Public Relations Association (NSPRA) National Seminar*" in Washington, DC from July 14 through July 17, 2019. The total cost of this seminar is \$4,589.00 (registration, mileage, lodging and meals). No substitutes are needed.
- C. **Mary Davidheiser**, Controller, and **Catherine Gardy**, K-12 Literacy Supervisor, to attend "*The Pennsylvania Association Federal Program Coordinators (PAFPC) 2019 Annual Conference*" at Seven Springs Mountain Resort in Champion, PA from May 5 through May 8, 2019. The total cost of this conference is \$3,186.00 and will be paid with Title I Funds.
- D. **Gwendolyn Phillips**, School Police Officer, to attend the "*Mid-Atlantic Association of Women in Law Enforcement Annual Conference*" at CamelBack Lodge in Tannersville, PA on April 8 and April 9, 2019. The total cost of this conference is \$380.00 (registration, mileage and lodging). No substitute is needed.
- E. **David Boyer**, Chief of Police, and **Robert Greenwood**, School Police Officer, to attend "*Emergency Disaster Incident Training Symposium*" at Normandy Farm Hotel in Blue Bell, PA on May 7 and May 8, 2019. The total cost of this symposium is \$374.24 (registration and mileage). No substitutes are needed.

**NEW CONFERENCES AND WORKSHOPS**

- F. **Mickey McDaniel**, Athletic Director, to attend the "*Pennsylvania State Athletic Directors Association*" in Hershey, PA from March 19 through March 22, 2019. The total cost of this conference is \$1,080.00 (registration, transportation, lodging and meals). No substitute is needed.



- G. **Dr. Robin Moyer**, Principal, **Sandra Cerniglia** and **Tara Chester**, ELD Teachers, to attend *“PA Migrant Education Program and English Language Development Conference”* at the Sheraton Harrisburg Hershey Hotel in Harrisburg, PA on April 2 and April 3, 2019. The total cost of this conference is \$1,360.00 (transportation, lodging, two days of substitute coverage for Ms. Cerniglia and Ms. Chester) and will be paid from Title III Funds.
- H. **Sue Choi**, Teacher on Special Assignment, **Amy LeForge** and **Janet Rudinsky**, Teachers, to attend *“Defiant, Manipulative and Attention-Seeking Students”* at the Wyndham Garden in Philadelphia, PA on March 19, 2019. The total cost of the conference is \$883.08 (registration, transportation and one day of substitute coverage for Ms. LeForge and Ms. Rudinsky).
- I. **Mary DeAngelis**, Library Media Specialist, to attend the *“PSLA Annual Conference: Diversity by Design”* from March 28 through March 30, 2019. The total cost of the conference is \$726.60 (registration, transportation and two days of substitute coverage).
- J. **Angela Allen**, Teacher, to attend *“Oppositional, Defiant, and Disruptive Children and Adolescents”* at the Hilton Garden Inn in Allentown, PA on March 26, 2019. The total cost of the conference is \$421.99 (registration and one day of substitute coverage).

#### IX. OTHER BUSINESS

Mr. Dehnert questioned if the wording on A was correct as it says “for approval at next week’s meeting” and it was clarified that the wording was incorrect and it should just read “for approval” with no additional language after that.

Mr. Dehnert made a motion to approve Items A-C and Mrs. Heine seconded it. The motion passed 9-0.

A. The following policy was approved:

- 1. Policy #815.1 – OPERATIONS: District-Issued Devices: Student Use, Rights and Responsibilities (**Attachment A4**)

B. The Board gratefully acknowledges the acceptance of a donation from **Adam Rauscher**, a resident of Royersford, of an HP DesignJet 800 Plotter for the 10-12 Grade High School Innovation Center. Mr. Rauscher will deliver the Plotter to the High School. There will be no cost to the district.

#### New Other Business

- C. The Board gave approval for Seth Jones (High School Band Director) to take the Springfield High School Marching Band to compete and perform at the 2019 Chick-fil-A Peach Bowl in Atlanta, GA from Thursday, December 26, 2019 through Monday, December 30, 2019. The group will be traveling by bus to Atlanta and staying at a local hotel there. The cost of the trip is estimated to be less than \$1,200.00 per person which includes transportation. Students will not miss any days of school and no substitute coverage is necessary as the trip occurs over the winter break. There will be no cost to the district.
- D. The following policies are listed as a first reading:
  - 1. Policy #323 – ADMINISTRATIVE EMPLOYEES: Tobacco Use (**Attachment A5**)
  - 2. Policy #423 – PROFESSIONAL EMPLOYEES: Tobacco Use (**Attachment A6**)
  - 3. Policy #523 – CLASSIFIED EMPLOYEES: Tobacco Use (**Attachment A7**)

**X. BOARD COMMENT**

**Mr. Dehnert** informed the Board that he will not be at the next two meetings as he will be travelling for business to Australia. He indicated that he may be able to attend remotely but wasn't sure due to the time difference.

**Mrs. Melton** advised that she had the pleasure of attending the first half of the Shattering the Stigma session earlier this evening. She stated that it really brought such awareness for mental health for our students and their parents. Mrs. Melton added that there were about 75-80 people in attendance. She commented that it was an awesome turnout and people were really interested and really interactive. She advised that first responders were there and provided really great information to parents and students. Mrs. Melton relayed that students asked some really great questions. She thanked Dr. Roche for bringing the program here and also Ms. Crew for all her efforts in making sure our students and community were aware of the event this evening. She also thanked Mayor Jenna Antoniewicz, Royersford Township Police Department, Limerick Township Police Department, Friendship EMS, and the Upper Providence Police Department. She stated that the event was so well done and everyone deserved a pat on the back.

**Mrs. Zasowski** asked if Mr. Dehnert was going to be able to call into the March Work Session as the presentation on the Use of Facilities was going to take place at that meeting. Mr. Dehnert stated that he could not say as the time difference for Australia would have our Board meeting on that Monday night occurring during his Tuesday work day. He indicated that he would try to attend but could not definitively say at this time. Mrs. Zasowski stated that she would email the presentation to him and if he had anything that he wanted her to present then she would be happy to do so fairly and openly.

**Dr. Dressler** asked for an opinion regarding his meeting with one of the Upper Providence Township Supervisors to look at the Oaks access road question. Mr. DiBello informed that he had attended an Upper Providence Township meeting and spoke to them regarding this. Dr. Dressler asked what the outcome was and Mr. DiBello stated that it is their land and if they want to put an access road in then it is their prerogative. Dr. Dressler stated that he plans on going out to the access road site with the township supervisors to actually look at the issue and see what they think. Mr. DiBello asked what the issue was and Dr. Dressler replied to find out if they are willing to get involved and spend some money to create the access road. Board Members raised the point that the district is not asking for this road as it is the township's road and land so we are out and not involved. Dr. Dressler felt it was important to have an emergency access road. Mr. DiBello explained that the only reason he went to the Upper Providence Township meeting was because of an email that was sent and discussed at the Property Committee meeting. Board Members did not feel that this was a school district matter but that Dr. Dressler could speak as a resident who is also a School Board Member to the Upper Providence Township Supervisors if he wished but felt that he should not speak on behalf of the Board.

**Mr. Fitzgerald** advised Mr. DiBello to move on as this is not a School Board issue. He stated that Dr. Dressler can certainly attend an Upper Providence Township Meeting but there is no authorization given by Board Members for him to act on behalf of the School Board.

Mrs. Zasowski advised that the Policy Committee meeting will be moved to March 19<sup>th</sup> instead of March 11<sup>th</sup>. Dr. Roche added that both Policy and Extracurricular meetings are being moved to the 19<sup>th</sup> from the 11<sup>th</sup>.

**XI. PUBLIC TO BE HEARD**

**Kate Doyle, Upper Providence Township**, stated that she is the parent of two children who attend Evans Elementary School. She commented that last week she spoke about the mental and physical impact early school start times have on adolescents due to their biological shift in the release of melatonin. Ms. Doyle reported that national health organizations like the CDC, AMA, and AAP all recommend secondary schools start at 8:30 a.m. or later. She added that these recommendations are based on the detrimental impacts chronic adolescent sleep deprivation have on our children and the proven benefits when start times are moved to 8:30 or later. Ms. Doyle stated that many of our secondary school students assume they are expected to function with a lack of sleep, but sleep is not optional; it is biologically necessary. She commented that adolescents who do not get enough sleep night after night carry a significant risk for health complaints, tobacco and alcohol use, impaired cognitive function and decision-making, drowsy driving, emotional and behavioral problems such as irritability, depression, poor impulse control and violence as well as lower overall performance in everything from academics to athletics. She asked if anyone knew that when you are sleep deprived, you are as impaired as driving with a blood alcohol content of .08%, which is illegal for drivers in PA. Ms. Doyle stated that teen car crashed, the primary cause of death for teenagers, significantly decline when teens obtain more than eight hours of sleep per night. She commented that when we know better, we should do better. She added that issues such as changing transportation routes and altering the timing for other grade levels are often listed as factors that make a later secondary start times difficult and she recognized that schools must also consider the effects on after-school sports and activities. Ms. Doyle commented that communities that value maximum development for all of its children should also be willing to grapple with the solutions. She asked that the district consider doing two things; first, survey the students during school with a validated student sleep survey instrument that the Montgomery County Office of Public Health has developed for school districts across the county so that we can ascertain what the state of sleep is among our Spring-Ford adolescents; second, convene a Spring-Ford Area School District Taskforce with the appropriate stakeholders and over the next several months evaluate the student sleep survey results, the research about the high stakes of sleep debt and the numerous evidence-based interventions to determine what our district can implement to address the problem. She added that chronic adolescent sleep deprivation requires a multi-pronged solution which includes the low hanging fruit mentioned at the last meeting and in the handout she has for the Board Members as well as the crux of our problem which is early start times. She advised that she has a handout which provides guidance on the formation and activities of the taskforce. She stated that in the words of Dr. Judith Owens, the lead author of the American Academy of Pediatrics Policy Statement, "to do nothing is to do harm". Ms. Doyle stated that as parent she would find this unacceptable.

**Stacey Fonash, Collegeville**, stated that she has a 7<sup>th</sup> and 9<sup>th</sup> grader at Spring-Ford and that she was active with the Upper Providence Elementary for 7 years. She commented that her children have always had what she thought were great sleep habits so she never really gave thought to school start times. Ms. Fonash said she was interested in hearing what all the fuss was about and was invited by an acquaintance to attend a meeting with the Regional Adolescent Sleep Needs Coalition in Radnor. She stated that she was immediately impressed with the number of local districts involved, with the caliber of members from other districts including superintendents and school board presidents. Ms. Fonash added that after the meeting she read information on the science of a teenager's brain and the detrimental effects that early school start times have on their well-being. She stated that the more she thought about it she realized that science is science and maybe Spring-Ford should consider pushing back middle and high school start times to help benefit the children that they serve. Ms. Fonash advised that it was not until she asked her own children about their specific bedtime routines that she was truly convinced. She stated that she has self-

sufficient children that wake themselves up and get themselves ready for school which was much different from her experience in middle and high school. She stated that now she knows that it was just her adolescent brain needing more sleep. Ms. Fonash spoke of her son who is a freshman and is a hardworking, straight A student with nearly perfect attendance. She added that her son has zero social media with no TV or video games in his bedroom. Ms. Fonash reported that she asked her son two questions; what time he goes to bed and what time he goes to sleep? She stated that he told her he goes to bed at 8:00 but cannot fall asleep until almost 10:00. She advised that she was taken aback by this as she honestly thought he was sleeping when in reality he was staring at the ceiling. She continued that he wakes up as close to 6 AM for the 7 AM bus and when you do the math her son is only getting the bare minimum amount of sleep required for a teenager during the school week. Ms. Fonash added that she as an adult can run on the bare minimum of sleep but as a parent she wants what is best for her children as well as all of the children. She commented that her son is not overly involved in sports or other activities as they limit it to one sport per season. She stated that on the evenings he has too much homework, he refuses to go recreation league practice because academics are what is most important for him. Ms. Fonash advised that on weekends her son is a typical teen-ager who manages to stay up until 2-3 AM playing Xbox but then he sleeps until 12 or 1 as teenagers do. Mr. Fitzgerald advised her that she was over the 3 minute limit for speaking.

**Joseph Ciresi, Limerick Township**, stated that he is here tonight as a proud resident of Spring-Ford Area School District but also as one of the District's newly elected State Representatives and he is here tonight to address some of the state issues. He spoke of a bill that he would like to see passed that talks about cyber-charter schools, which Christina spoke about. Mr. Ciresi stated that it is an aggressive bill and his hope is that they will get it passed but he is not sure what will happen with the bill. He commented that it would save Spring-Ford on the cyber-charter school side about \$1.4 million per year in the budget. He added that in districts throughout the state it is estimated to be anywhere from about \$250 - \$400 million just for cyber-charter. Mr. Ciresi said there will be a bill that he will be introducing that says if you do not have a charter school within the sending district then the district has an opportunity not to pay to send children to that charter school. He added that he is hoping to get support for this and send it to the floor. Mr. Ciresi reported that one of the more important bills that he talked about for years along with Mr. DiBello concerned the budget and how districts have to ratify a budget before they even know what they are getting from the state. He stated that this bill is hopefully going to make it through committee and says that no school district needs to ratify their budget until 30 days after the state has ratified its' budget. Mr. Ciresi advised that he will be present at some meetings and has a staff member, Pam Hacker, who plans to be present at either the work session or the voting meeting. Mr. Ciresi reminded the Board that they all have access to him and his staff whenever they want especially this group of people. Mr. Ciresi thanked the Board for all they do and stated that he will be calling on them when it comes to the rallies in Harrisburg as education is extremely important and one of the biggest issues being dealt with in Harrisburg right now. He thanked them for their time.

## **XII. ADJOURNMENT**

Mrs. Spletzer made a motion to adjourn and Mrs. Heine seconded it. The motion passed 9-0. The meeting adjourned at 9:16 p.m.

Respectfully submitted

Erin Crew  
Assistant Board Secretary

Diane M. Fern  
Board Secretary

**2018 -2019 EXTRACURRICULAR CONTRACTS  
MARCH 2019**

	<b>Contract Title</b>	<b>Season</b>	<b>Last</b>	<b>First</b>	<b>Stipend</b>
1	Track Coach (7/8th Grade)	Spring	Amersbach	Courtney M.	\$2,966.00
*2	Asst. Lacrosse Coach-Boys'-HS	Spring	Baker	Charles E.	\$3,991.00
*3	Asst. Track Coach-Girls' & Boys'-HS (1/2 Contract)	Spring	Cain	David W.	\$1,995.50
4	Volunteer Assistant Baseball Coach - HS	Spring	Clarke	Cody	Volunteer
5	Softball Coach (Head) (7th Grade)	Spring	Entenman	Steven E.	\$2,772.00
*6	Asst. Lacrosse Coach-Girls'-HS	Spring	Furman	Kelly A.	\$3,991.00
*7	Asst. Track Coach-Girls' & Boys'-HS (1/2 Contract)	Spring	Giovagnoli	Heather L.	\$2,095.00
8	Volunteer Assistant Baseball Coach - HS	Spring	Hoff	James	Volunteer
9	Volunteer Assistant Baseball Coach - HS	Spring	Krause	Timothy	Volunteer
10	Volunteer Assistant Track Coach-Boys & Girls-HS	Spring	Kraynak	John	Volunteer
11	Asst. Track Coach-Girls' & Boys'-HS	Spring	Loughead	Richard	\$5,301.05
12	Co-Ed Fitness Intramural # 20 - Grade 7	Winter	Reagan	Todd M.	\$402.00
13	Baseball Coach (7th Grade)	Spring	Terry	Vincent E.	\$2,772.00
14	Volunteer Assistant Track Coach-Boys & Girls-HS	Spring	Varady	Matthew J.	Volunteer
15	Volunteer Assistant Baseball Coach - HS	Spring	Vining	Louis	Volunteer

**REVIEWED: February 19, 2019**

ATTACHMENT A4

**REVIEWED: February 19, 2019**

ATTACHMENT A5

# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: TOBACCO USE

ADOPTED: March 25, 1991

REVISED: February 4, 2004

**REVIEWED: February 19, 2019**

	523. TOBACCO USE
1. Purpose	The Board recognizes that tobacco use during school hours and on school property presents a health and safety hazard which can have serious consequences for the user and the non-user and the safety of the district and is, therefore, of concern to the Board.
2. Definition 18 Pa. C.S.A. Sec. 6306.1	For purposes of this policy, <b>tobacco use</b> shall mean all use of tobacco, including cigars, cigarettes, pipes, smokeless tobacco, <b>and electronic cigarettes</b> .
3. Authority 20 U.S.C. Sec. 7181 et seq 35 P. S. 1223.5	<p>In order to protect students and staff from an environment that may be harmful to them, and because the Board cannot, even by indirection, condone the use of tobacco because of its possible harm to personal well-being, the Board prohibits tobacco use by classified employees in a school building and on any property, buses, vans and vehicles that are owned, leased, being used by students or employees in conjunction with a school activity or controlled by the school district.</p> <p>The Board prohibits tobacco use by classified employees at school-sponsored activities that are held off school property.</p>
4. Guidelines  SC 1303-A  PA Code Title 22 Sec. 403.1	<p>The district shall annually notify employees about the district's tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.</p> <p>Incidents of possession, use and sale of tobacco by any person on school property shall be reported to the Office of Safe Schools on the required form at least once each year.</p> <p>A violation of this policy shall be punishable by a civil fine of not more than fifty dollars (\$50.00) and disciplinary action.</p>



# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: SUSPENSIONS AND  
FURLOUGHS

ADOPTED: March 25, 1991

REVISED:

REVIEWED: March 19, 2019

	311. SUSPENSIONS AND FURLOUGHS
1.Purpose SC 1124	Maintenance of an administrative and supervisory staff appropriate to effectively manage the affairs of the district is a Board responsibility. The purpose of this policy is to establish the manner in which necessary reductions of that staff shall be accomplished.
2.Authority SC 524 1125	The Board has the authority and responsibility to determine how suspensions and furloughs of administrative staff shall be made when necessary and in accordance with law.
3.Delegation of Responsibility SC 1125.1	<p>The Superintendent shall develop administrative procedures for the reduction of staff in accordance with this policy and with applicable law and which ensure the following:</p> <p>The efficiency and effectiveness of district organization and staffing patterns shall be under continuing review, and recommendations for abolishing positions and reallocating duties shall be presented for Board consideration when the Superintendent considers such actions to be in the best interest of the district.</p>
SC 1123	Data necessary for the computation of each administrative staff member's rating and seniority status shall be recorded and maintained. The rating system shall comply with State requirements where such requirements exist.
SC 1109 1125.1	Standards shall be established for the suspension or furlough of one administrative employee over another when one or more must be suspended. Such standards shall be based upon the background necessary to perform the duties of the affected position, seniority in district, and scope of certification.
School Code 524, 1109, 1123, 1124, 1125.1	

311. SUSPENSIONS AND FURLOUGHS - Pg. 2

PA Statute 2 PA C.S. Sec. 551	
-------------------------------------	--

# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: SUSPENSIONS AND  
FURLOUGHS

ADOPTED: March 25, 1991

REVISED:

**REVIEWED: March 19, 2019**

	411. SUSPENSIONS AND FURLOUGHS
1.Purpose SC 1124	Maintenance of professional staff appropriate to effectively carry on the educational program of the district is a Board responsibility. The purpose of this policy is to establish the manner in which the necessary reductions of that staff will be accomplished.
2.Authority SC 1124, 1125.1,524	<p><b>In the exercise of its authority to reduce staff through suspensions (furloughs) and eliminations of positions, the Board shall give primary consideration to the staffing needs of the district, the effect upon the educational program and the financial stability of the district, and shall ensure compliance with law, regulations, collective bargaining agreements, individual contracts and Board resolutions.</b></p> <p><b>The Board shall not prevent any professional employee from engaging in another occupation during the period of suspension.</b></p> <p><b>Nothing in this policy shall be construed to limit the cause for which a temporary professional employee, or any employee other than a professional employee, may be suspended.</b></p>
3.Delegation of Responsibility SC 1124, 1125.1	<p><b>The Superintendent shall be responsible for the continuous review of the efficiency and effectiveness of district organization and staffing, and shall present recommendations for reduction in staff for Board consideration when such actions are deemed to be in the best interest of the district.</b></p> <p><b>The Superintendent shall consult with the district solicitor as necessary to ensure that reduction in staff is implemented in accordance with applicable laws</b></p>
SC 1129	
SC 1124	

<p>SC 1125.1</p> <p>SC 1125.1 (f)</p> <p>SC 1125.1 (d) (2)</p>	
<p><b>4. Guidelines</b></p>	<p><b><u>Employees Other than Professional Employees and Temporary Professional Employees</u></b></p> <p>The employment status of employees other than professional employees and temporary professional employees may be terminated or temporarily suspended whenever deemed necessary in the best interests of the school district.</p> <p><b><u>Temporary Professional Employees</u></b></p> <p>The employment status of a temporary professional employee may be non-renewed when the employee's position has been eliminated or when the conditions for which professional employees may be suspended otherwise exist.</p>
<p>SC 1124</p>	<p><b><u>Professional Employees</u></b></p> <p>The necessary number of professional employees may be suspended for the following reasons:</p> <ol style="list-style-type: none"> <li>1. Substantial decrease in student enrollment in the district.</li> <li>2. Curtailment or alteration of the educational program as a result of substantial decline in class or course enrollments or to conform with standards of organization or educational activities required by law or recommended by the Pennsylvania Department of Education. Such curtailment or alteration must be recommended by the Superintendent, agreed to by the Board, and approved by the Pennsylvania Department of Education. If not prevented by a provision of the collective bargaining agreement or employee contract, such a suspension may be effectuated without approval of the Pennsylvania Department of Education provided that, where an educational program is altered or</li> </ol>

<p>SC 1124</p>	<p><b>curtailed, the district shall notify the Pennsylvania Department of Education of such action.</b></p> <p><b>3. When new school districts are established as the result of reorganization of school district and such reorganization makes it unnecessary to retain the full staff of professional employees.</b></p> <p><b>4. Economic reasons that require a reduction in professional employees; however, the district is prohibited from using an employee's compensation in the suspension determination. A Superintendent knowingly in violation of this prohibition shall have a letter from the Secretary of Education placed in his/her permanent employee record.</b></p> <p><b><i>Economic Suspension Requirements</i></b></p> <p><b>The Board may suspend professional employees for economic reasons if all of the following apply:</b></p> <p><b>The Board approves the proposed suspensions by a majority vote of all school directors at a public meeting.</b></p> <p><b>No later than sixty (60) days prior to the adoption of the final budget, the Board adopts a resolution of intent to suspend professional employees in the following fiscal year; setting forth:</b></p> <p><b>The economic conditions necessitating the proposed suspension and how the economic conditions will be alleviated by the proposed suspensions, including:</b></p> <p><b>The total cost savings expected from the proposed suspensions.</b></p> <p><b>A description of other cost-saving actions taken by the Board, if any.</b></p> <p><b>The projected district expenditures for the following fiscal year with and without the proposed suspensions.</b></p> <p><b>The projected total district revenues for the following fiscal year.</b></p> <p><b>The number and percentage of employees to be suspended who are:</b></p> <p><b>Professional employees assigned to provide instruction directly to students.</b></p> <p><b>Administrative staff.</b></p> <p><b>Professional employees who are not assigned to provide instruction directly to students and who are not administrative staff.</b></p>
----------------	---

<p>SC 1124</p>	<p>The impact of the proposed suspensions on academic programs to be offered to students following the proposed suspensions, as well as the impact on academic programs to be offered to students if the proposed suspensions are not undertaken, compared to the current school year, and the actions if any, that will be taken to minimize the impact on students achievement.</p> <p><i>Professional Employees Assigned to Provide Instruction Directly to Students</i></p> <p>Suspensions, due to economic reasons, of professional employees assigned to provide instruction directly to students may be approved by the Board only if the Board also suspends at least an equal percentage of administrative staff, except when the following apply:</p> <p>The Secretary of Education determines that the district's operations are already sufficiently streamlined or that the suspension of administrative staff would cause harm to the school stability and student programs.</p> <p>The Secretary of Education submits the determination to the State Board of Education.</p>
<p>SC 1124</p>	<p>The State Board of Education approves the determination by a majority of its members.</p> <p>The Board may choose to exempt from this requirement any five (5) administrative positions, one of which shall be the Business Manager or another staff member with the primary responsibility of managing the district's business operation.</p>
<p>SC 1123, Pol. 313</p>	<p><u>Order of Suspensions</u></p> <p>Data necessary for computation of each professional employee's performance rating and seniority status shall be recorded and maintained to ensure compliance with the required order for suspensions.</p>
<p>SC 1123, 1125.1, Pol. 313</p>	<p><i>Performance Evaluation Rating</i></p> <p>Professional employees shall be suspended, within the area of certification required by law for the professional employee's current position, in the following order based on the two (2) most recent annual performance evaluations:</p> <p>Consecutive unsatisfactory ratings.</p> <p>One (1) unsatisfactory rating and one (1) satisfactory rating.</p>

	<p><b>Consecutive satisfactory ratings which are either consecutive ratings of proficient, or a combination of one (1) proficient or distinguished rating and one (1) needs improvement rating.</b></p>
SC 1125.1	<p><b>Consecutive satisfactory ratings which are consecutive distinguished, or a combination of one (1) rating of proficient and one (1) rating of distinguished.</b></p>
	<p><b><i>Seniority</i></b></p>
SC 1125.1	<p><b>When the number of professional employees within each certification area receiving the same performance rating is greater than the number of suspensions, professional employees with the least seniority within each certification area shall be suspended before employees with greater seniority having the same performance rating.</b></p>
SC 1125.1	<p><b>Seniority shall continue to accrue during a suspension and all approved leaves of absence.</b></p>
	<p><b>When there is or has been a consolidation of schools, departments or programs, all professional employees shall retain the seniority rights they had prior to the reorganization or consolidation.</b></p>
SC 1125.1	<p><b><u>Reinstatement</u></b></p>
SC 1125.1	<p><b>Suspended professional employees, or professional employees demoted for reasons of this policy, shall be reinstated within the area of certification required by law for the vacancy being filled in the district, in the inverse order by which they were suspended and on the basis of their seniority within the district.</b></p>
SC 1125.1	<p><b>No new appointment shall be made while there is a suspended or demoted professional employee available who is properly certified to fill such vacancy.</b></p>
SC 1125.1	<p><b>Positions from which professional employees are on approved leaves of absence shall be considered temporary vacancies.</b></p>
SC 1125.1	<p><b>To be considered available, suspended professional employees shall annually report in writing to the Board their current address and intent to accept the same or similar position when offered.</b></p>
	<p><b>A suspended professional employee enrolled in a college program during a period of suspension and who is recalled shall be given the option of delaying a return to service until the end of the current semester.</b></p>

<b>SC 1125.1, C.S.A 551 et seq</b>	<b><u>Local Agency Law Hearings</u></b>
<b>C.S.A 551 et seq</b>	<p>The decision to suspend a professional employee shall be considered an adjudication for the purposes of the Local Agency Law, and professional employee subject to such a decision shall have the right to a Local Agency Law hearing before the Board, if a hearing is requested within ten (10) days after being notified of a suspension.</p> <p>A decision to non-renew the employment of a temporary professional employee whose position has been eliminated or who is being non-renewed for reasons which professional employees may be suspended, shall be considered an adjudication for purposes of the Local Agency Law, and the employee shall be entitled to a Local Agency Law hearing, if a hearing is requested within ten (10) days after being notified of the decision to non-renew.</p>



# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: SUSPENSIONS OR LAYOFFS

ADOPTED: March 25, 1991

REVISED:

**REVIEWED: March 19, 2019**

	511. SUSPENSIONS OR LAYOFFS
1. Purpose SC 406	Maintenance of classified staff appropriate to effectively operate the educational program of the district is a Board responsibility. The purpose of this policy is to establish the manner in which the necessary reductions of that staff will be accomplished.
2. Authority	Consistent with law, the Board has the authority and responsibility to determine how suspensions and layoffs will be made.
3. Guidelines	The abolishment of classified positions may be brought about by many facts, such as: decline in student enrollment, utilization of new techniques and technology, changes in the physical facilities of the district, and/or changes in the economic and tax base of the district.
4. Delegation of Responsibility	The Superintendent shall provide administrative procedures that provide for determination of <b>furlough based on performance evaluations</b> ; provide for a system of recall if a furlough list is to be maintained, specifying the manner in which such recalls will be made, and the period for which furloughed personnel will be retained on the furlough list.
2 PA C.S. Sec. 551 et seq	Classified employees may be entitled to a hearing under the Local Agency Law, Act 353 of 1968, at the employee's request prior to suspension or layoff.
School Code 406	
PA Statute 2 PA C.S. Sec. 551	