

On September 24, 2018 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 Linda C. Fazzini  
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: John Miravich  
Student Reps.: Nandini M. Patel and Julianna Lelli

The following Board Member was absent: Kelly J. Spletzer

## **ANNOUNCEMENTS**

Julianna announced that the High School kicked off Spirit Week and added that the week will be filled with various in-school activities and events leading up to the Homecoming Celebration on Saturday, September 29<sup>th</sup>. The Homecoming Parade will take place on Saturday starting at noon. Nandini added that the parade will end with a free community picnic provided by the Spring-Ford Education Association. She invited everyone to join other Ram fans for the football game at 2:00 PM in Coach McNelly Stadium where Spring-Ford will take on Methacton High School. Prior to the game there will be pre-game festivities including musical performances as well as the introduction of the Homecoming Court. Nandini advised that the Spring-Ford Homecoming Queen will be announced at halftime.

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

There were no comments from the public.

## **II. BOARD AND COMMITTEE REPORTS**

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

Nandini showed a PowerPoint and reported that they will be starting the monthly meetings up again where she and Julianna will be meeting with 2-3 students from each high school grade level to find out what is happening at the high school level. Nandini also expressed that they hope to visit other schools throughout the district and meet with the principal and a small group of students to hear what is happening in their buildings. Julianna reported that Open House took place at the 10-12 Grade Center on September 20<sup>th</sup>. Julianna reported on the Homecoming activities taking place this week. Nandini provided a sneak peek of Spirit Week with picture from today which was Tie-Dye Day. She added that tomorrow is Twin Day.

### **Policy**

**Colleen Zasowski**

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

Colleen reported on policy meeting held on September 12, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

**WMCTC**

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

Mrs. Zasowski reported that the Joint Operating Committee met on September 10, 2018 and that the start of the school year was going well. She advised that the Western Center will be hosting a Boy Scout merit badge college in offering over 17 different merit badges for scouts on October 20<sup>th</sup>. The Western Center will also be hosting their 3<sup>rd</sup> Annual Girls' Night Out which helps market non-traditional programming to young women within the district's that send students there. Mrs. Zasowski reported that there will be an Open House on December 5<sup>th</sup> and that this is a big recruitment event for WMCTC and the on-line application window opens on October 1<sup>st</sup>. Mrs. Zasowski advised that the Western Center just reached an agreement with Montgomery County Community College where students in certain classes can earn up to 25 college credits combining their NOCTI scores, industry certifications earned and dual enrollment credits. The details on the dual enrollment classes being offered at WMCTC are being ironed out. The Western Center received a donation of a forklift which will now be available to offer another industry credential to students. Mrs. Zasowski advised that there was also a donation of a tri-axle as well as a backhoe. She commented that after the first two weeks of school the enrollment is at 552 with 222 coming from Spring-Ford. Mrs. Zasowski stated that the focus is on moving from good to great and with this in mind they have implemented at the end of each quarter and at the end of each year a Gold Standard of Teaching Award which will be given out to the teachers that are really doing an excellent job.

A question was raised on how it is determined what programs are targeted as non-traditional programs for female students. Mrs. Zasowski did not know the percentages but indicated that she would ask Mr. Moritzen. Dr. Dressler added that the Girl's Night Out highlights the non-traditional fields such as auto repair, carpentry and thing like that which have not attracted female students and the hope is to introduce them to the possibilities of careers in those fields.

**PSBA Liaison**

**Dr. Edward Dressler**

Dr. Dressler reported that PSBA is very much in favor of getting public behind Senate Bill 1095 which revised Pennsylvania's one size fits all mandate to pass 3 Keystone Exams to receive a diploma. SB 1095 establishes multiple rigorous pathways to demonstrate college and career readiness. Dr. Dressler added that the bill has passed out of Senate and is now in the House Education Committee. Mrs. Melton informed that it had passed the House Education Committee this morning and is now onto the full House. Dr. Dressler commented that it now needs to pass the full House. Mrs. Melton stated that there was some language differences and preferences and PSBA as well as the MCIU Legislative Team have been involved with this. Mrs. Melton and Dr. Dressler stressed the importance of this passing and reminded everyone that the Keystone Testing has been pushed back to the 2020-2021 school year.

**Legislative Committee**

**Christina Melton**

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

Mrs. Melton reported that both the House and the Senate returned to session today with 9-10 voting days left until the end of the session. She advised that the Act 1 index was published at 2.3%. Mrs. Melton added that Senate Bill 1095 was a big issue. She commented that House Bill 2574 was being looked at by the House Education Committee and that this bill addresses dress codes for teachers and whether certain provisions in School Code disallowing some clothing with logos might be a violation of a teacher's first amendment rights. House Bill 1228 regarding sun screen protection was being looked at and pertains to students being permitted to apply sun screen by themselves and a doctor's note not being required. Mrs. Melton advised that they also discussed School Safety Grants- Part A which is open right now and all applications received will receive a minimum of \$25,000.00 during this school year for safety and security. She added that Part B would be a more complex process with a rationale being required as well as a specific dollar

amount. She stated that all applications are due by October 12<sup>th</sup>. Mrs. Melton reported that the Chair of the Legislative Committee resigned their seat and she as the Vice Chair was put in the vacant position. Mrs. Melton referenced a flyer that she had placed at each Board Member's seat regarding Communities United for a Student's Future.

**MCIU**

**Thomas J. DiBello**

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

There was no report as the MCIU Board will be meeting this Wednesday.

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

Dr. Goodin urged the community to check the Spring-Ford Website for information on the launch of a Parent Speaker Series to see when meetings will be held as well as the topic the speaker will be presenting. Dr. Goodin advised that a couple weeks ago Royersford Community Days was held with a huge turnout. He commented that there were students who put together some footage from Royersford Community Days and a video of this was shown.

**Solicitor's Report**

**John Miravich**

John Miravich introduced himself and thanked the Board for having him here on behalf of Mark Fitzgerald who was unable to attend. There was no solicitor's report.

Mr. DiBello announced that the Board met in an Executive Session prior to the meeting tonight to discuss a legal matter.

**III.     MINUTES**

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

A. The Board approved the August 20, 2018 Work Session minutes. **(Attachment A1)**

B. The Board approved the August 27, 2018 Board Meeting minutes. **(Attachment A2)**

**IV.     PERSONNEL**

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

**A.     Resignations**

1. **Crystal L. Fritz**; Instructional Assistant, Royersford Elementary School. Effective: September 13, 2018.
2. **Gerard B. Rogers**; National Honor Society, Senior High School. Effective: September 12, 2018.

**B.     Professional Employee**

1. **Amy M. Skarbek**; Library Science Teacher, 7<sup>th</sup> Grade Center, replacing Patricia M. Glass who had a change of assignment. Compensation has been set at MS, Step 5, \$51,923.00 prorated with benefits per the Professional Agreement. Effective: To be determined, but no later than November 7, 2018.

**New Professional Employee**

2. **Kristina S. Altemose**; Speech/Language Therapist, District-wide Elementary Schools, replacing Christina M. Dahms who resigned. Compensation has been set at MS, Step 8, \$60,084.00, prorated with benefits per the Professional Agreement. Effective: November 26, 2018.

**C. Temporary Professional Employee**

1. **Courtney E. Ojakovo**; Elementary Teacher, 5/6<sup>th</sup> Grade Center, replacing Andrea L. Rees who had a change of assignment. Compensation has been set at MS, Step 2, \$48,750.00, prorated with benefits per the Professional Agreement. Effective: September 17, 2018.

**New Temporary Professional Employee**

2. **Christina Shank**; French Teacher, 8<sup>th</sup> Grade Center, replacing Assea Elboubkri who resigned. Compensation has been set at BS Step 2, \$47,750.00, prorated with benefits per the Professional Agreement. Effective: To be determined, but no later than November 26, 2018.

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

**New Personnel Motions**

- E. The Board approved **Resolution 2018-33** terminating employee #70495 as presented.

**F. Support Employee**

1. **Robert St. Ledger**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: September 24, 2018.

**V. FINANCE**

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

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

**B. Checks:**

1. General Fund Checks  
Check No. 204301 – 204594 \$1,915,082.02
2. Food Service Checks  
Check No. 1126 – 1145 \$ 43,084.96
3. Capital Reserve Checks  
Check No. 2042 \$ 209,468.80

- |    |   |                |
|----|---|----------------|
| 4. | <u>Capital Projects</u>                                       |                |
|    | Bond Fund: Check No. 12                                       | \$ 17,910.00   |
| 5. | <u>General Fund, Food Service, &amp; Capital Reserve ACHs</u> |                |
|    | ACH 181900174 – 181900270                                     | \$1,617,325.81 |
| 6. | <u>Procurement Payments</u>                                   |                |
|    | 201700165 – 201700547   | \$ 257,880.85  |

C. The following monthly Board reports were approved:

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

D. The Board approved the following independent contracts:

1. **The Lincoln Center for Family and Youth – Audubon, PA.** Provide Educational services for two special needs students during the 2018-2019 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$73,598.40.
2. **Lakeside Educational Network – North Wales, PA.** Provide Extended School Year and related services for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$7,656.20.
3. **The American National Red Cross – Philadelphia, PA.** Provide training (Adult and Pediatric First Aid/CRP/AED) by Red Cross Certified Instructors for instructional assistants during the 2018-2019 school year. Funding will be paid from the Special Education Budget and shall not exceed \$1,761.00.
4. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide up to 1166 hours of Applied Behavior Analysis Trained Assistant Services at a rate of \$35.00 per hour for three special needs students during the 2018-2019 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$40,810.00.

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

1. **Science Explorers – Mohonton, PA.** Provide an assembly for students in grades 1-4 at Spring City Elementary about the Science Explorer's Club entitled "The Wacky World of Science and Kitchen Chemistry". There is no cost to the district.
2. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide two assemblies for kindergarten students at Spring City Elementary entitled "Winter Secrets....About Animals in Winter". Funding will be paid by the Spring City Elementary Home and School League and shall not exceed \$220.00.

3. **Thom Stecher & Associates – Malvern, PA.** Provide and Conduct Unity Day and Resiliency Programs district-wide for the 2018-2019 school year. Funding will come from the Pottstown Area Health and Wellness Foundation Grant and shall not exceed \$13,500.00.
- F. The Board approved a Student Assistance Program Agreement with the Richard J. Caron Foundation. Caron's Student Assistance Program will provide a program entitled PREP (Prevention Resources and Education for Parents) on November 27, 2018 in the evening as part of the district's Speaker Series. This program is designed for parents and care-givers of children in middle and high school and is facilitated by professionals in the field of addiction treatment. There is no cost to the district for this presentation as funding is provided through grants.
- G. The Board approved an addendum to the independent contract with Personal Health Care, Inc. that was originally approved at the June 28, 2018 School Board Meeting. This addendum is necessitated due to additional costs to provide nursing services during the school day and while transporting special needs students during the 2018-2019 school year. Funding will come from the Special Education Budget and shall not exceed \$33,840.00.
- H. The Board approved an addendum to the three-year independent contract agreement with Pediatric Therapeutic Services Inc., (PTS) in Conshohocken PA that was originally approved at the June 26, 2017 School Board Meeting. This addendum is necessitated due to additional costs that were needed to provide speech and language, psychology, occupational therapy, and physical therapy services during the 2017-2018 school year. Funding will come from the Special Education Budget and shall not exceed \$38,613.83.

#### **New Finance**

- I. The Board approved a confidential settlement and release agreement **#2018-01** with the parents of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$127,050.35.

#### **VI. PROGRAMMING AND CURRICULUM**

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

- A. The Board approved the purchase of Freshwork's Fresh Service as the Help Desk and Inventory Management Software. The first-year cost shall not exceed \$30,000.00 which includes a \$7,000.00 implementation cost. The yearly reoccurring cost shall not exceed \$23,000.00. Funding will come from the Technology Budget.

#### **VII. NEW CONFERENCE/ WORKSHOP RECOMMENDATIONS**

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

The following individuals were approved for attendance at the following:

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

**DISTRICT OFFICE**

- A. **David Boyer**, Coordinator Safety/Security/Emergency Management, to attend the *"School Safety and Security Exchange"* at the Hershey Lodge and Convention Center in Hershey, PA on November 8 and November 9, 2018. The total cost for this conference is \$421.02 (registration, mileage, lodging and meals).

**HIGH SCHOOL**

- B. **Hollie Burghardt**, AP Statistics Teacher, to attend the *"AP Workshop – Statistics"* at the Lancaster-Lebanon Intermediate Unit in Lancaster, PA on October 29, 2018. The total cost of this workshop is \$453.93 (registration, mileage and one day of substitute coverage).
- C. **Chad Brubaker**, **Nicole Davenport**, and **Barbara O'Brien**, Media Specialists, to attend *"Sustaining Meaningful Makerspaces"* at the Corbett Experience Center in Norristown, PA on October 30, 2018. The total cost of this conference is \$810.00 (registration, mileage and substitute coverage).

**New Conferences and Workshops**

- D. **Katie Davis**, Special Education Supervisor, **Dr. Rob Moyer**, Principal, **Nancy Quain**, School Psychologist, **Sandra Cerniglia**, **Tara Chester** and **Marisa Lacy**, ESL Teachers, to attend *"Special Education Referrals for English Learners"* at the Montgomery County Intermediate Unit in Norristown, PA on November 6, 2018. The total cost of this workshop is \$828.00 (registration and mileage). No substitutes are needed.
- E. **Melinda Borgnis**, **Janine Briggs**, **Brittany Dunbar**, **Kimberly Fallstich**, **Ashley Fogarty** and **Robert Swier**, Teachers, to attend *"SAP Training"* at the Caron Foundation in Plymouth Meeting, PA on October 18, October 25 and November 1, 2018. The total cost of this training is \$5,926.00 (registration, mileage and substitute coverage).

**VIII. OTHER BUSINESS**

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

- A. The Board gave approval for **Danielle Marone** (High School Winterguard Director) and **Lia Grauch** (High School Winterguard Assistant Director) to take the Spring-Ford High School Gold Winterguard to perform and compete at the Winterguard International Championships in Dayton, Ohio from Tuesday, April 2, 2019 through Sunday, April 7, 2019. The team is traveling via Chartered Bus and will be staying at a hotel in Dayton, Ohio. The cost of the trip shall not exceed \$500.00 per person. The Spring-Ford Music Association and staff will conduct fundraising events to help defray the costs. Students will miss a total of three days of school and will be responsible for making up any missed work. There is no cost to the district. No substitutes are needed.
- B. The Board gave approval for the Spring-Ford Area High School Boys' Baseball Team to accept the invitation to participate in The Ripken Experience held in Myrtle Beach, South Carolina from March 20, 2019 through March 25, 2019. The Team will be traveling via Chartered Bus and will be staying in a hotel in Myrtle Beach, SC. The cost per student-athlete will be approximately \$750.00. The team will participate in two approved scrimmages and two regular season contests which are part of the 2019 schedule that permits a maximum of 20 contests and 2 scrim-mages as per PIAA by laws. The High School Baseball Program and staff will conduct fundraising

events to help defray the costs. Student-athletes will miss three school days and will be responsible for any missed work. The total cost to the district shall not exceed \$1,152.00 for three days of substitute coverage for the two coaches.

- C. The Board gave approval for the Spring-Ford Area High School Boys' Lacrosse Team to accept the invitation to participate in the KSA (Kaylee Scholarship Association) – Universal Lacrosse Spring Training from March 20, 2019 through March 24, 2019 in Orlando, Florida. The cost per student-athlete will be approximately \$1,200.00 plus transportation. The High School Boys Lacrosse Program and staff will conduct fundraising events to help defray the costs. Student-athletes will miss three school days and will be responsible for any missed work. The total cost to the district shall not exceed \$1,152.00 for three days of substitute coverage for the two coaches.
- D. The Board gave approval for the Spring-Ford Area High School Girls' Softball Team to accept the invitation to participate in the Walt Disney-ESPN Wide World of Sports spring training, scrimmages and games from March 20, 2019 through March 25, 2019 in Orlando, Florida. The program will be for varsity level competition and the team will be scheduled to participate in one approved scrimmage and four regular season contests which are part of the 2019 schedule, which permits a maximum of 20 contests and 2 scrimmages as per PIAA by laws. The total cost per student-athlete will be approximately \$1,200.00 including transportation. The High School Softball Program and staff will conduct fundraising events to help defray the costs. Student-athletes will miss three school days and will be responsible for any missed work. The total cost to the district shall not exceed \$1,728.00 for three days of substitute coverage for the three coaches.
- E. The Board selected Eric Wolfgang for the office of PSBA President-Elect.
- F. The Board selected Art Levinowitz for the office of PSBA Vice-President.
- G. The Board selected Maura Buri for the office of Eastern At-Large.
- H. The Board selected Amy Goldman for the office of Section 8 Advisor.
- I. The Board selected Richard Frerichs, William S. LaCoff and Nathan G. Mains for the office of PSBA Insurance Trust Trustees.
- J. The following policies are submitted as a first reading:
  - 1. Policy #104 – PROGRAMS: Nondiscrimination in Employment Practices (**Attachment A4**)
  - 2. Policy #806 – OPERATIONS: Child Abuse (**Attachment A5**)
  - 3. Policy #918 – COMMUNITY: Title I Parent and Family Engagement (**Attachment A6**)

#### IX. **BOARD COMMENT**

Mr. DiBello spoke about Bill Racich and the tragic loss to district and the community. He spoke of how devastated everyone was upon hearing the news of Bill's passing. Mr. DiBello asked for a moment of silence in remembrance of Bill Racich.

Mr. Dehnert spoke about the passing of Ginny Prevost and the impact she had on the district and community. He urged everyone to consider attending a beef and beverage fundraiser to benefit the Royersford Elementary Home and School Association as well as make a donation towards a scholarship in Ms. Prevost memory that will be presented to a student from Royersford Elementary.



Mr. Dehnert commented that we continually say we want to be the top school district in the state and he stated that if we are serious about that then we need to determine what the metrics are for that goal and then set ways to achieve that. Mr. Dehnert felt that they should work on this during the upcoming school year so that next year we will have the Superintendent/District objectives for reaching that goal. Mr. Dehnert also felt that he would like to see students educated in investing, loans and all aspects regarding this so that students have an understanding of this when they get out of high school.

Mrs. Zasowski spoke about the Homecoming Parade this coming Saturday. She advised the Board that she has secured a trailer that will hold all Board Members. She asked the Board Members to let her know who will be coming and participating in the parade. She advised and invited the public to attend a SNAP Fundraiser that is sponsored by Caldwell Banker that will take place on October 13<sup>th</sup> at 7:00 PM in her barn with tickets available for purchase at the door for \$25.

**X. PUBLIC TO BE HEARD**

**Melissa Dougherty, Collegeville**, expressed that she is here with a couple of friends and they have concerns over sending children to Pope John Paul (PJP) Catholic High School and the time the students are on the bus. She stated that she lives 2 miles from the school but her child is on the bus 50 minutes. Mrs. Dougherty commented that they pay tax dollars and felt that they should be allocated a direct bus to school.

Dr. Goodin replied that there was not just one PJP bus but that the morning run for students is for them to get on the bus with the Spring-Ford students and be taken to the high school where then 2 busses transport all of the PJP students to school. He stated that for the afternoon run there are 3 busses dedicated to go to PJP and pick up the students and run them home. Dr. Goodin advised that it was not efficient for the district to run every bus in the morning to directly take the PJP students to school. He stated that the district is trying to be as efficient as it can be.

Mrs. Dougherty felt that the afternoon runs should be run in the morning as well and added that the students were suffering with having to be on a bus for 50 minutes. She disagreed with Dr. Goodin's comment about the bus schedule being efficient. He reported that the district strives to keep bus routes the same for all students not just PJP and that is to keep them under an hour. Mrs. Dougherty stated that she had a petition that 75 people had signed and she provided that petition to the Board Secretary.

**Andreina Erwin, Linfield**, asked if HR Bill 610 passes as we will be defunded and a lot of our teachers will have to leave because the money will be used for vouchers and for public school.

Mr. DiBello replied that the Board has talked about this for 3 years and they have asked the community to be involved and contact their legislators. Mrs. Erwin felt the Board was the district representatives. Mr. DiBello stated that they have gone to Harrisburg and talked about this but the public needs to get involved and contact their legislators. Mrs. Erwin did not feel that the legislators and Mr. DiBello said the Board has received the same lack of response.

Mrs. Melton advised that she viewed a presentation from the Bethlehem School District that indicated that when the Board passes a resolution the legislators chalk it up to it just being a school board but if the public gets involved then the legislators are more apt to listen.

Mrs. Erwin felt the Board should be doing more to get the public involved and the Board felt that they had tried and have urged the public to get involved. Both sides agreed that it must be a joint effort and that they need to get bills in place for the benefit of everyone.

Mrs. Erwin next asked how to make dual enrollment more attractive to parents and students. Mrs. Heine indicated that dual enrollment is talked about during the course selection process and during the parent/student course selection evening. Mrs. Heine stated that students are taking more advanced placement courses rather than dual enrollment courses. She spoke of the Global Studies Program the district embarked on with Arcadia University but that it is a struggle to get kids to start and stay in the program.

Nandini commented that the AP courses offer more variety and also they are held at the high school rather than have to travel off-site for a dual enrollment course.

Mrs. Erwin agreed that variety was at a minimum with dual enrollment courses. She did not feel the presentation was done well and that parents had to figure out how to jump through hoops to get their students

Mrs. Heine stated that she did not feel that Mrs. Erwin was talking about dual enrollment but rather independent study.

Mr. DiBello commented that he believed she was referring to students who have enough high school credits that they could start earning college credits. He said this is not dual enrollment but rather that the students can start going to college while still in high school. He felt that this was something the Curriculum Committee could look into in order to see if it would be possible to move closer to this goal.

Mrs. Erwin volunteered her time to help with this and Mr. DiBello invited her to come out to a Curriculum Committee meeting.

#### **XI. ADJOURNMENT**

Mr. Dehnert made a motion to adjourn and Mrs. Melton seconded it. The motion passed 8-0. The meeting adjourned at 8:32 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

On August 20 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
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: **Christina Melton**

## **ANNOUNCEMENTS**

Mr. DiBello announced that the Board met in Executive Sessions on August 7, 2018 and again this evening prior to the meeting to discuss personnel items.

Julianna announced that we are a week away from the first day of school. She encouraged families to check the Spring-Ford website for any important back to school information.

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

There were no comments from the public.

## **II. BOARD AND COMMITTEE REPORTS**

### **Property Committee      Thomas J. DiBello      2<sup>nd</sup> Tues. 7:30 p.m.**

Mr. DiBello reported on the Finance Committee meeting held on August 14, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

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

Dr. Roche reported that he wanted to provide further explanation on a motion that is on the agenda. He spoke about the contract with the Montgomery County Regional Mental Health Services agency for training on Question, Persuade and Refer (QPR) for our entire 9th grade student body taking place in September. He explained that there is no cost for the trainers as this is either covered by the County and/or from volunteer presenters that are trained as QPR trainers. The only cost will be for the training materials that will be given to each student. Dr. Roche advised that additional QPR trainings will take place for faculty, staff and students during the school year and that there are two dates planned for parent and community trainings during the 2018-2019 school year; the first of which is Thursday September 27<sup>th</sup>. Dr. Roche reported that September is National Suicide Prevention Month and this training is only one part of a

multifaceted K-12 district-wide mental health and social-emotional support plans that are taking place at Spring-Ford. He advised that there will also be pro-social programs at our elementary and middle schools, Avid student clubs at the middle and high school and training and that programming has taken place for many years at all of our schools on Resiliency. Dr. Roche next reported that they are finishing up a review of our curriculum to include mental health components vertically through our district, included in specific courses as well as be more direct with some of our assembly and speakers to our students. He added that also in 2018-19, the District will be a part of a consortium of schools working with the Chester County Intermediate Unit on looking to increase our supports and programming towards a stronger support system for students in the area of social and emotional learning; including trying to quantify and have data to support and describe the positive impact that this work has on our community. Dr. Roche commented that he has begun to work with many local contacts in the area including parents, community members, local agencies and just today a contact with the Mayor of Royersford. He stated that this is not just a Spring-Ford Area School District concern but it is an entire community issue.

#### **Solicitor's Report                      Mark Fitzgerald**

Mr. Fitzgerald reported that he wanted to clarify an issue that came up today regarding PDE's guidance on Act 55 of 2017. He stated that this was a change in the School Code requiring all newly elected and appointed school board officials and charter school trustees to complete a series of ongoing trainings. He added that there will be additional guidance regarding this issue. Mr. Fitzgerald advised that 8 of the 9 school board members would not have to do any training until such time that they would be re-elected. Mr. Fitzgerald added that with regards to the district's one appointed Board Member, Mrs. Spletzer, his interpretation is that since her appointment occurred prior to July 1<sup>st</sup> she also will not have to go through the training until such time that she would be re-elected. He advised that all future board members would be required to complete the training.

### **III. MINUTES**

There were no questions or comments.

- A. Administration recommends approval of the June 18, 2018 Work Session minutes.  
**(Attachment A1)**
- B. Administration recommends approval of the June 28, 2018 Board Meeting minutes.  
**(Attachment A2)**

### **IV. PERSONNEL**

There were no questions or comments.

#### **A. Resignations**

- 1. **Teresa Bickley**; Instructional Assistant, Oaks Elementary School. Effective: June 25, 2018.
- 2. **Daniel C. Currie**; Supervisor of Special Education (K-4), Upper Providence Elementary School. Effective: August 17, 2018.

3. **Christina M. Dahms**; Speech-Language Teacher, Royersford Elementary School. Effective: To be determined, but will not exceed October 12, 2018.
  4. **Christina A. Dyer**; Part-time, Food Service (4 hours/day), Evans Elementary School. Effective: July 2, 2018.
  5. **Assea Elboubkri**; French Teacher, 8<sup>th</sup> Grade Center. Effective: To be determined upon start date of new hire.
  6. **Emily J. Emerson**; Special Education, Senior High School. Effective: July 25, 2018.
  7. **Marissa R. Hoffman**; Instructional Assistant, Upper Providence Elementary School. Effective: July 30, 2018.
  8. **Lucinda S. King**; Special Education Teacher, Senior High School, for the purpose of retirement. Effective: June 15, 2018.
  9. **Michael Lalli**; Marching Band Mallet Percussion, Senior High School. Effective: July 17, 2018.
  10. **Laura E. Milligan**; Special Education Teacher, Royersford Elementary School. Effective: To be determined, but will not exceed October 5, 2018.
  11. **Kristen M. Monastero**; Instructional Assistant, 7<sup>th</sup> Grade Center. Effective: August 15, 2018.
  12. **Amanda H. Palo**; Registered Nurse, Parochial Schools-Pope John Paul II and Saint Teresa of Calcutta. Effective: August 1, 2018.
  13. **Edith A. Quinby**; Math Teacher, Senior High School-9<sup>th</sup> Grade. Effective: August 20, 2018.
  14. **Sherri L. Shaner**; Certified School Nurse, Senior High School, for the purpose of retirement. Effective: June 20, 2018.
  15. **Laura L. Tollefson**; English Teacher, Senior High School. Effective: July 16, 2018.
- B. Administration recommends approval of **Lori L. Bignotti**, Elementary Principal, Limerick Elementary School, replacing Mitchel L. Edmunds who retired. Compensation will be set at \$120,000.00 with benefits as per the Act 93 Administrators' Plan. Effective: August 13, 2018.
- C. Administration recommends approval of **David W. Boyer**, Coordinator of Safety, Security, and Emergency Preparedness. Compensation will be set at \$80,000.00 prorated with benefits per the Act 93 Administrators' Plan. Effective: August 13, 2018.
- D. **Professional Employee**
1. **Julie C. Davis**; Special Education Teacher – Emotional Support, 7<sup>th</sup> Grade Center, replacing Jessica M. Cincinnato who resigned. Compensation has been set at MS,

Step 14, \$87,800.00 prorated with benefits per the Professional Agreement. Effective: August 22, 2018.

2. **Katherine L. Macel**; Speech/Language Specialist, Limerick Elementary School, replacing Caren M. Yucha who retired. Compensation has been set at MS+30, Step 7, \$67,123.00 with benefits per the Professional Agreement. Effective: To be determined, but not to exceed September 28, 2018.
3. **Jennifer E. Reagan**; English Teacher, Senior High School, replacing Laura Tollefson who resigned. Compensation has been set at MS, Step 8, \$60,084.00 prorated with benefits per the Professional Agreement. Effective: To be determined
4. **Karen B. Shafer**; Elementary Teacher, Oaks Elementary School, replacing Alison J. Brick, who retired. Compensation has been set at BS, Step 5, \$49,723.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

#### E. Temporary Professional Employees

1. **Kathryn A. Calvert**; Special Education Teacher, Senior High School-9<sup>th</sup> Grade. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
2. **Ashley M. Edwards**; Elementary Teacher, Royersford Elementary School, replacing Kevin M. Lewis who had a change of assignment. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
3. **Rachel A. Fine**; School Psychologist, 7<sup>th</sup> Grade Center, replacing Crystal C. Stubbs who resigned. Compensation has been set at MS+30, Step 1, \$54,065.00 prorated with benefits per the Professional Agreement. Effective: To be determined not to exceed October 4, 2018.
4. **Chelsea K. Flynn**; Special Education Teacher, Senior High School, replacing Lucinda King who retired. Compensation has been set at BS, Step 1, \$47,000.00 prorated with benefits per the Professional Agreement. Effective: August 22, 2018.
5. **Amanda L. Gill**; Behavior Specialist, replacing Patricia A. Stroop who had a change of assignment. Compensation has been set at MS, Step 8, \$60,084.00 prorated with benefits per the Professional Agreement. Effective: September 17, 2018.
6. **Kimberly M. Heyl**; School Psychologist, Evans Elementary School, replacing Francine D. Caputo who retired. Compensation has been set at MS+30, Step 1, \$54,065.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
7. **Sunny Hwang**; Elementary Strings Teacher, District-wide Elementary Schools. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

8. **Jeramie J. Iannelli**; Mathematics Teacher, Senior High School – 9<sup>th</sup> Grade, replacing Jessica Saloky who had a change of assignment. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
9. **Stefanie A. Lindsay**; Reading Specialist; Royersford Elementary School, replacing Kathryn Pogwist who retired. Compensation has been set at MS, Step 4, \$50,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
10. **Genice J. Matos**; Special Education Teacher, Evans Elementary School. Compensation has been set at MS, Step 2, \$48,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
11. **Jamie D. Nguyen**; Special Education Teacher, Limerick Elementary School, replacing Kathryn L. Ellor who had a change of assignment. Compensation has been set at BS, Step 4, \$49,271.00 with benefits per the Professional Agreement. To be determined, but will not exceed October 7, 2018.
12. **Leah R. Stallard**; English Teacher, Senior High School, replacing Kristen Brockman who resigned. Compensation has been set at MS, Step 2, \$48,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
13. **Kaylee J. Wallis**; English Teacher, Senior High School-9<sup>th</sup> Grade, replacing Maureen T. Shields who retired. Compensation has been set at BS, Step 2, \$47,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

**F. Support Employees**

1. **Shannon E. Dauphin**; Instructional Assistant, Upper Providence Elementary School, replacing Marissa R. Hoffman who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
2. **Jennifer L. Haberacker**; Instructional Assistant, Upper Providence Elementary School. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
3. **Katie A. Haberman**; Level II - Administrative Assistant, 5/6<sup>th</sup> Grade Center, replacing Marissa L. Bush who resigned. Compensation has been set at \$18.65 an hour per the Secretarial Plan. Effective: July 11, 2018.
4. **Christa M. Loughlin**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.

5. **Michelle A. Mack**; Instructional Assistant, 7<sup>th</sup> Grade Center, replacing Arlene Gerstlauer who retired. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
6. **Marisa R. Moley**; Instructional Assistant, Senior High School, replacing Susan B. Eisenhower who retired. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 27, 2018.
7. **Lynnette C. Offner**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
8. **Jennifer J. Rotonda**; Instructional Assistant, Upper Providence Elementary School. Compensation has been set at \$16.36 an hour with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
9. **Trisha L. Santangelo**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.

**G. Changes of Status**

1. **Michael A. DeCaro**; Intermediate/Middle School Assistant Principal-10 month to Intermediate/Middle School Assistant Principal-12 month replacing Robin Moyer who had a change of assignment. Compensation has been set at \$112,000.00, prorated with benefits per the Spring-Ford Principals and Administrators Association. Effective: August 13, 2018.
  2. **Robin C. Moyer, Jr.**; Intermediate/Middle School Assistant Principal to Principal, Brooke Elementary School, replacing Mary Pat Long who retired. Compensation has been set at \$122,500.00 with benefits per the Spring-Ford Principals and Administrators Association. Effective: July 30, 2018.
  3. **Deborah A. Smith**; Administrative Assistant - Business Office to Executive Secretary to the Assistant Superintendent, District Office, replacing Lori L. Blackburn who resigned. Compensation has been set at \$26.93 an hour with benefits per the Administrative Support Plan. Effective: October 1, 2018.
  4. **Megan Stauffer**; Part-time (.5), Special Education Teacher, 7<sup>th</sup> Grade Center, to full-time Special Education Teacher, 5/6<sup>th</sup> & 7<sup>th</sup> Grade Center. Compensation has been set at BS, Step 4, \$49,271.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
- H. Administration recommends approval of the following Music Teacher for the 2018 Summer Instrumental Program. Compensation will be set at \$30.00 per hour and will be funded through student tuitions collected for the lessons. There will be no cost to the district.

1. **Nathaniel P. Stottlemeyer**



**I. Personnel Information Items**

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

- |                                    |                                  |
|------------------------------------|----------------------------------|
| 1. <b>Ashley E. Baisch</b>         | 12. <b>Cory A. Lush</b>          |
| 2. <b>Celeste D. Baumgardner</b>   | 13. <b>Steven M. Mest</b>        |
| 3. <b>Amanda V. Birnbrauer</b>     | 14. <b>Laura E. Milligan</b>     |
| 4. <b>Katherine M. Cieszkowski</b> | 15. <b>Kaitlyn A. Morrison</b>   |
| 5. <b>Maria L. Cottman</b>         | 16. <b>Lauren M. O'Brien</b>     |
| 6. <b>Debra C. Dietrich</b>        | 17. <b>Riley A. Pierson</b>      |
| 7. <b>Emily J. Emerson</b>         | 18. <b>Amy Reinert</b>           |
| 8. <b>Stephanie M. Haggard</b>     | 19. <b>Nathan V. Stalker</b>     |
| 9. <b>Kristen J. Johnson</b>       | 20. <b>Jayna Stringer</b>        |
| 10. <b>Joshua A. Lang</b>          | 21. <b>Melissa A. Wobensmith</b> |
| 11. <b>Kevin M. Lewis</b>          | 22. <b>Rachel A. Yacovett</b>    |

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

**V. FINANCE**

There were no questions or comments.

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

**B. Checks:**

- |  |                 |
|--|-----------------|
| 1. <u>General Fund Checks</u>                                    |                 |
| Check No. 203842 – 204300  | \$3,026,798.53  |
| 2. <u>Food Service Checks</u>                                    |                 |
| Check No. 999 – 1125   | \$ 26,205.70    |
| 3. <u>Capital Reserve Checks</u>                                 |                 |
| Check No. 2035 - 2041  | \$ 391,331.13   |
| 4. <u>Capital Projects</u>                                       |                 |
| Reserve Fund: Check No. 4-12                                     | \$ 14,910.99    |
| Bond Fund: Check No. 2-11  | \$ 283,167.39   |
| 5. <u>General Fund, Food Service, &amp; Capital Reserve ACHs</u> |                 |
| ACH 171801000 - 171801092  | \$ 1,344,323.40 |
| ACH 181900001 – 181900173  | \$ 2,474,301.31 |

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

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

D. Administration recommends approval of the following independent contracts:

1. **Elite Performance, LLC – Collegeville, PA.** Provide Athletic Training services during the Summer 2018 Volleyball Camp. Funding will be paid from the Athletic Budget and shall not exceed \$600.00.
2. **Camphill Special School – Glenmoore, PA.** Provide educational and related services for a special needs student during the 2018-2019 school year as per the IEP. In addition, Camphill will provide speech and language services as well as a 1:1 aide. Funding will be paid from the Special Education Budget and shall not exceed \$85,156.20.
3. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Applied Behavior Analysis trained assistant services and Behavior specialist support for a special needs student during the 2018-2019 school year as per the IEP. Direct trained PCA support will be provided for 1350 hours at a rate of \$32.00 per hour (\$43,200.00). Behavior supervision and support will be provided for 108 hours at a rate of \$95.00 per hour (\$10,260.00). Funding will be paid from the Special Education Budget and shall not exceed \$53,460.00.
4. **The Lincoln Center for Family and Youth – Audubon, PA.** Provide Educational services for two special needs students during the 2018-2019 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$73,598.40.
5. **Progressions School – Stowe, PA.** Provide Educational services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$30,303.00.
6. **Visiting Nurse Group, Inc. – Philadelphia, PA.** Provide Nursing services during the school day for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$72,900.00.
7. **Camphill Special School – Glenmoore, PA.** Provide Educational and related services for a special needs student during the 2018-2019 school year as per the IEP. In addition, Camphill will provide speech and language services as well as a 1:1 aide. Funding will be paid from the Special Education Budget and shall not exceed \$89,380.20.
8. **The Milagre School – Hatboro, PA.** Provide Educational services for a special needs student during the 2018-2019 school year and the 2019 Extended School Year Program as per the IEP. Services will be provided at a rate of \$7,744.00 per month for 12 months. Funding will be paid from the Special Education Budget and shall not exceed \$92,928.00.
9. **The Lincoln Center for Family and Youth – Audubon, PA.** Provide Educational services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$39,499.20.

10. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Applied Behavior Analysis Nonviolent Crisis Intervention 1:1 trained assistant PCA services and BCBA Consultative services for three special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$95,160.00.
  11. **Chester County Intermediate Unit – Downingtown, PA.** Provide school year educational services, related services and 1:1 services for 18 special needs students as per their IEPs. The CCIU Schools providing services are The Learning Center, TCHS-Pickering, The CHAAMP Program and The Child and Career Developmental Center. Funding will come from the Special Education Budget and shall not exceed \$665,953.39.
  12. **Montgomery County Intermediate Unit – Norristown, PA.** Provide Temporary Elementary Special Education Supervisory Support as the district works through the hiring process for a permanent Elementary Special Education Supervisor. The term of the agreement is August 22, 2018 through October 18, 2018 and allows for early termination by either party with 15 days' notice. Services will be provided for 29 days at a rate of \$525.00 per day (inclusive of salary, benefits and travel/conferences as mandated by the MCIU). Funding will come from the Special Education Budget and shall not exceed \$15,225.00.
  13. **The Timothy School – Berwyn, PA.** Provide Educational services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$74,550.00.
  14. **School Maps Online – Westminster, CO.** Provide the Spring-Ford community with a responsive and mobile friendly online tool that easily shows color-coded attendance boundaries and also provides additional school district mapping services. Services will be provided at a cost of \$2,000.00 for the services rendered under the contract. If work completed during the term exceeds 50 hours, additional work will be billed on an hourly basis at the rate of \$150/hr. Funding will come from the Communications/Marketing Budget.
  15. **Valley Forge Educational Services - The Vanguard School – Malvern, PA.** Provide Educational services for 3 special needs students during the 2018-2019 school year as per their IEPs. Services will be provided at a rate of \$60,670.00 per student. Funding will be paid from the Special Education Budget and shall not exceed \$182,010.00.
- E. 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. **Regional Mental Health Services – Norristown, PA.** Provide Question, Persuade, Refer (QPR) Training for all 9<sup>th</sup> Grade Students in conjunction with National Suicide Prevention Week. This training will teach students how to recognize the warning signs, clues and suicidal communications of people in trouble and help them gain skills to act vigorously to prevent a possible tragedy. There is no cost to the district.

- F. Administration recommends approval of a renewal contact for the 2018-2019 school year with EI US, LLC dba Learn Well Services formerly Education, Inc. in Plymouth, MA to provide educational tutoring services on an as-needed basis when students have been admitted to a hospital or behavioral health center setting. Learn Well Services will follow the district's curriculum in working with students thereby easing the transition back into school. Services will be provided at a rate of \$34.00 per hour for a maximum of 5 hours per week per student.

## **VII. PROPERTY**

A question was raised regarding Item A and whether one of the vehicles was American made and it was confirmed that the vehicle in question had been made in North America.

- A. Administration recommends Board approval to move forward with the replacement of 3 district vehicles per the 20 year Capital Plan. Vehicles will be procured through the Costars Purchasing Agreement and shall not exceed \$107,000.00. Funding will come from the Capital Reserve.
- B. Administration recommends the approval of the 3<sup>rd</sup> year contract extension with Advanced Disposal Service of Norristown, PA for open top roll off dumpster at a cost of \$185.00 haul rate and \$67.00 per ton. Funding will come from the Maintenance Budget.
- C. Administration recommends the approval of the 3<sup>rd</sup> year contract extension with Advanced Disposal Service of Norristown, PA for district-wide trash disposal and recycling for a total yearly amount of \$48,412.00. Funding will come from the Maintenance Budget.
- D. Administration recommends the purchase of services of E Maintenance as the CMMS (Computerized Maintenance Management System). The first-year cost will not exceed \$13,000.00 which includes 8 week implementation cost and then a yearly reoccurring cost of not to exceed \$10,000.00. Funding will come from the Maintenance Budget.

## **VIII. PROGRAMMING AND CURRICULUM**

There were no questions or comments.

- A. Administration recommends approval of an Inter-Agency Agreement for Title I and Title II services between the Spring-Ford Area School District and the Montgomery County Intermediate Unit for required professional services under the Federal Program requirements. Funding will be paid from Title I and Title II allocations and shall not exceed \$15,000.00.
- B. Administration recommends approval for the submission of the 2018-2019 Title I, Part A, Federal Program Grant – Improving Basic Programs, in the amount of \$352,831.00, the 2018-2019 Title II, Part A, Federal Programs Grant – Supporting Effective Instruction, in the amount of \$130,427.00, and the 2018-2019 Title IV, Part A, Student Support and Academic Enrichment Grants, in the amount of \$30,525.00.
- C. Administration recommends the acceptance of the Pottstown Area Health and Wellness Foundation Grant in the amount of \$62,500.00. The grant will continue to support our district-wide Healthy Choices Program.

- D. Administration recommends approval of a Letter of Agreement between Creative Health Services, Spring City, PA and the Spring-Ford Area School District. Creative Health will provide SAP Liaison assistance including the provision of consultant services, student assessments and parent assistance based on the Student Assistance Program (SAP) referrals and student support groups for the 2018-2019 school year. There is no cost to the district for these services.

#### IX. NEW CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

The following individuals are recommended for attendance at the following:

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

#### DISTRICT OFFICE

- A. **Dr. Edward Dressler, Clinton L. Jackson, and Thomas DiBello**, Board Members, **Dr. David Goodin**, Superintendent and **Dr. Allyn Roche**, Assistant Superintendent, to attend the “*2018 PASA-PSBA School Leadership Conference*” in Hershey, PA from October 17 through October 19, 2018. Dr. Goodin, Dr. Roche, and Mr. DiBello will each attend one day of the conference so no lodging will be required for them. The total cost for this conference is \$2,966.32 (registration, mileage, lodging and meals).
- B. **Dr. Allyn Roche**, Assistant Superintendent, to attend the “*AASA National Conference on Education*” in Los Angeles, CA from February 13 through February 17, 2019. The total cost of this conference is \$3,125.00 (registration, mileage, lodging and meals).
- C. **Elizabeth Leiss**, Director of Human Resources, to attend the “*Society for Human Resource Management – Seminar*” in Alexandria, VA from October 21 through October 24, 2018. The total cost for this conference is \$2,235.00 (registration, mileage and lodging).
- D. **Elizabeth Leiss**, Director of Human Resources, to attend the “*PA School Personnel Administrators (PASPA) Annual Conference*” in Harrisburg, PA from February 27 through March 1, 2019. The total cost for this conference is \$1,005.00 (registration, mileage and lodging).
- E. **James Fink**, Chief Financial Officer, to attend the “*DVASBO Fall Workshop*” at Bear Creek Mountain Resort on October 3, 2018. The total cost of this conference is \$835.00 (registration, mileage and lodging).

#### DISTRICT-WIDE

- F. **Jessica Aikens and Dr. Reesa Wurtz**, School Psychologists, to attend “*Neuro-psychology of Reading Disorders*” at the Montgomery County Intermediate Unit in Norristown, PA on August 28, 2018. The total cost for this conference is \$350.00 (registration and mileage). No substitutes are needed.
- G. **Jacqueline Clarke-Havrilla, Lisa Greenwood, Lucinda Iezzi, Marianne Leidelmeyer, Erin Lewandoski, Laura McNeil-Murphy, Sherri Molishus, Jessica Noecker, Dr. Melissa Patschke, Jody Polsz, and Joanna Trautman** to attend the “*Healthy Bodies Healthy Minds Institute*” on August 7, 2018. The total cost for this conference is \$660.00 (registration and mileage). No substitutes are needed.

**5/6/7 GRADE CENTER**

- H. **Agnes Wright, Teacher**, to attend "*The Wilson Conference*" in King of Prussia, PA on September 12 and September 13, 2018. The total cost of the conference is \$868.00 (registration, mileage and 2 days of substitute coverage).

**X. OTHER BUSINESS**

There were no questions or comments.

- A. The following policies are submitted as a second reading for approval at next week's meeting:
1. Policy #903 – COMMUNITY: Public Participation in Board Meetings  
**(Attachment A4)**
  2. Policy #906 – COMMUNITY: Public Complaint Procedures  
**(Attachment A5)**
- B. Board approval is needed to appoint **Thomas DiBello, Dr. Edward Dressler** and **Clinton Jackson** to serve as the district's 3 voting delegates for the 2018 Delegate Assembly. This year's assembly will be held on Friday, October 19, 2018 in conjunction with the PASA-PSBA School Leadership Conference.
- C. Administration recommends approval for Yvonne O'Dea (High School Choir Director) and Joseph Perry (Middle School Choir Director) to take the High School Vocal Ensemble to perform at Carnegie Hall in New York City from April 10, 2019 through April 13, 2019. In addition, students will have the opportunity to attend workshops with professional clinicians. The High School Vocal Ensemble will be travelling by chartered bus and staying at a hotel in New York City. The cost of the trip shall not exceed \$775.00 per person. The Spring-Ford Music Association and staff will conduct fundraising events to help defray the costs. Students will miss three days of school and will be responsible for making up any missed work. The total cost to the district is \$1,152.00 for three days each of substitute coverage for Mrs. O'Dea and Mr. Perry.
- D. Administration recommends approval for all Fall Athletic Teams/Individuals that qualify For post-season play to be granted permission for overnight travel, when deemed necessary by the Athletic Department, and approved by the Superintendent or their Designee. The School Board will be notified of this travel and Board approval will be sought at the next scheduled Board meeting. Funding will be paid from the Athletic Budget.

**XI. BOARD COMMENT**

Discussion took place on a revision to the Superintendent's Goals with regards to a plan for providing guidance to those high school seniors who may not be planning on going to college post-graduation. It was revealed that Act 339 was a state requirement dealing with this and that the district has completed that plan. Mrs. Bast is working with district Guidance Counselors and the Future Planning Center Advisors on implementing the district's plan. A presentation on this plan will be presented at either the September or the October Board Meeting.

**XII. PUBLIC TO BE HEARD**

**Zachary Laurie, Limerick**, reported that he is resident of Limerick but was here in his capacity as the President of the Spring-Ford Education Association. Mr. Laurie stated that he was here to read a statement from Kevin Bean and reminded everyone that he is

speaking on behalf of Mr. Bean so anywhere in the statement where he reads the word "I" it is Kevin speaking and not he, Zachary Laurie. Mr. Laurie read the following statement:

"Good evening. Thank you to the school board, administration, and Spring-Ford community for your ongoing efforts to support our students. Thank you, as well, to you the SFEA for speaking on my behalf.

I have had the honor and privilege of serving the Spring-Ford Area School District as a 6<sup>th</sup> grade teacher for 14 years. I have served my school by being a member of the Resiliency committee, being a "Faculty Friend" to students, supervising the Chess Club, and playing the drums for school concerts and assemblies. I've also had the honor of receiving the "Senior Impact Award" multiple times from former students.

Wrestling was a boyhood dream for me. During my time as a professional wrestler I have portrayed many characters, most recently I was cast as a "bad guy."

The sensationalized character and person the media has accused me to be is misleading. I do not believe in or support the philosophies of anti-Semitism or hate groups in any way. The individuals who know me only through media coverage may believe this "bad guy" character represents me personally, and this is not the case. I am truly remorseful for the pain and discomfort it has brought to these people, as that was never my intent.

I would like to clarify three specific points:

- First, this character no longer exists, nor will the character return at any point in the future.
- Second, presently, I am not wrestling. I am focusing my energies on my growing family and a successful school year.
- Third, wrestling is not something I plan to discuss in the classroom or at any time in the school setting.

My personal values align with those of Spring-Ford Area School District.

I sincerely apologize to the members of Spring-Ford community. I extend my thanks to those who have shown support, and hope to regain the trust of those who I offended."

### **XIII. ADJOURNMENT**

Mrs. Heine made a motion to adjourn and Mr. Jackson seconded it. The motion passed 8-0. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

On August 27, 2018 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, 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 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**

Julianna announced that Spring-Ford welcomed thousands of students back-to-school today. She added that RCTV asked a few students what advice they'd give to a student entering the grade level they just completed. A video was shown revealing their responses.

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

There were no comments from the public.

### **II. BOARD AND COMMITTEE REPORTS**

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

Nandini reported that today was the first day of school and she said she bet every student was excited for the start of the school year because she certainly is.

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

Dr. Dressler reported that the Western Center's Joint Operating Committee (JOC) met on August 13, 2018. Mr. Moritzen provided the JOC with an update on the successful summer camp program. He also advised the JOC that the teaching staff was participating in a training program that will enable them to potentially help students dealing with mental health issues. Enrollment figures show that there are 593. Dr. Dressler advised that on September 11<sup>th</sup> there will be a flag raising ceremony in memory of the 911 victims.

#### **PSBA Liaison                              Dr. Edward Dressler**

Dr. Dressler reported that the PSBA Election of Officers will take place next month and will be on the school board agenda. He advised that PSBA has raised the question of continuing to assign homework for students in elementary grades. He suggested that possibly the Curriculum and Technology Committee should consider this and possibly parents could weigh in on this as well. Dr. Dressler commented that PSBA also reported on the controversial issue of federal money being used by the Federal Department of Education to purchase guns for teachers in the schools. Dr. Dressler stated that there



has been a request that school boards support Senate Bill 1098 to install cameras on busses to record violators who do not stop when busses have their stop arm extended. Dr. Dressler reported that the installation of the cameras would supposedly be paid for by the fines assessed to those violators.

Board discussion took place on the cost until the fines caught up, how this would work for us since we outsource our bussing to Custer's and how the violations would be processed through the legal system.

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

Mrs. Melton reported that the PA School Funding lawsuit is moving forward. She advised that Act 55 of 2017 made significant changes to the School Code one with regards to Section 1337 – School Food Program, which stated that students cannot be denied a meal and it must be the same meal that is offered to all other students. Mrs. Melton stated that clarification came out from PDE regarding school director training. Mrs. Melton spoke about additional changes to the School Code with regards to Act 39 and Act 44. She reported that fire and evacuation drills are required to be conducted one in the first 90 days of the school year. She next advised that Board Executive Sessions are now permitted to be held to discuss safety and security issues. Mrs. Melton reported that each chief school administrator must appoint a school safety and security coordinator and she stated that she is happy to report that we have done so. She added that there will also be a mandatory three hour online employee training every five years to address safety and security as well as situational awareness. Mrs. Melton advised that the approval and purchase of textbooks is no longer limited to a certain time of year and when there are opportunities to purchase a district is permitted to do so. Lastly, she reported that the use of Keystone Exams as a graduation requirement has been delayed until the 2020-2021 school year.

Mr. DiBello expressed confusion over Act 44 and the process for the appointment of a safety and security coordinator and whether the Executive Director makes this appointment or if the Board needs to make a motion and vote on this appointment. Mr. Fitzgerald felt that the appointment should be done by a Board vote.

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

Mr. DiBello reported that the MCIU Board met on August 22, 2018 and the meeting was pretty much a back to school, start of the school year, and cleaning up of summer business with regards to hiring staff. Mr. DiBello advised that they spent a lot of time talking about Act 44 and that there are a lot of things going on at the state level addressing security. He reported that they finished up the budget for the upcoming school year but still looming out there is the state deficit which is reported to be between \$1 - \$4 billion and concern was expressed over the impact to public schools as the deficit continues to grow.

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

Dr. Goodin reported that the district welcomed back over 8,000 students to school today and he believed the year is off to a great start. He reminded the Board and the Community that this year the district will continue to send teachers to the Delaware Valley Consortium for Excellence and Equity (DVCEE). He provided background on the DVCEE and gave an overview of the topics to be covered this year. He added that the district also sends students to participate in the Middle School and High School Leadership Institute. Dr. Goodin mentioned that there are many new employees starting the school year and that they just completed 3 days of induction with them. He added that Ms. Lori Bignotti will be the new Principal at Limerick Elementary and Dr. Rob Moyer was transferred to Brooke

Elementary to serve as the Principal there. Dr. Goodin reported that Robert Hunter has replace Bruce Cooper as the Director of Planning, Operations and Facilities. He also advised that David Boyer will be the district's Coordinator of Safety, Security and Emergency Preparedness. Lastly, Dr. Goodin commented that the district held its convocation last week and during it 3 staff members; Laura McNeil Murphy, Shawn Riordan and Dr. Patrick Nugent, were recognized as 2018 Golden Ram Award winners. A video of each recipient's nomination was shown. Dr. Goodin explained the nomination process and the significance of the award.

**Solicitor's Report**

**Mark Fitzgerald**

There was no report.

**III. MINUTES**

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

A. The Board approved the June 18, 2018 Work Session minutes. **(Attachment A1)**

B. The Board approved the June 28, 2018 Board Meeting minutes. **(Attachment A2)**

**IV. PERSONNEL**

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

Mr. DiBello made a motion to appoint David Boyer to act as the School Safety and Security Coordinator as required by the State of Pennsylvania and Mrs. Melton seconded it. There was no public comment on this new motion. The motion passed 9-0.

**A. Resignations**

1. **Teresa Bickley**; Instructional Assistant, Oaks Elementary School. Effective: June 25, 2018.
2. **Daniel C. Currie**; Supervisor of Special Education (K-4), Upper Providence Elementary School. Effective: August 17, 2018.
3. **Christina M. Dahms**; Speech-Language Teacher, Royersford Elementary School. Effective: To be determined, but will not exceed October 12, 2018.
4. **Christina A. Dyer**; Part-time, Food Service (4 hours/day), Evans Elementary School. Effective: July 2, 2018.
5. **Assea Elboubkri**; French Teacher, 8<sup>th</sup> Grade Center. Effective: To be determined upon start date of new hire.
6. **Emily J. Emerson**; Special Education, Senior High School. Effective: July 25, 2018.
7. **Marissa R. Hoffman**; Instructional Assistant, Upper Providence Elementary School. Effective: July 30, 2018.

8. **Lucinda S. King**; Special Education Teacher, Senior High School, for the purpose of retirement. Effective: June 15, 2018.
9. **Michael Lalli**; Marching Band Mallet Percussion, Senior High School. Effective: July 17, 2018.
10. **Laura E. Milligan**; Special Education Teacher, Royersford Elementary School. Effective: To be determined, but will not exceed October 5, 2018.
11. **Kristen M. Monastero**; Instructional Assistant, 7<sup>th</sup> Grade Center. Effective: August 15, 2018.
12. **Amanda H. Palo**; Registered Nurse, Parochial Schools-Pope John Paul II and Saint Teresa of Calcutta. Effective: August 1, 2018.
13. **Edith A. Quinby**; Math Teacher, Senior High School-9<sup>th</sup> Grade. Effective: August 20, 2018.
14. **Sherri L. Shaner**; Certified School Nurse, Senior High School, for the purpose of retirement. Effective: June 20, 2018.
15. **Laura L. Tollefson**; English Teacher, Senior High School. Effective: July 16, 2018.

#### **New Resignation**

16. **Maria L. Young**; Part-time Food Service (3 hours/day), Senior High School. Effective: August 21, 2018.
- B. The Board approved **Lori L. Bignotti**, Elementary Principal, Limerick Elementary School, replacing Mitchel L. Edmunds who retired. Compensation will be set at \$120,000.00 with benefits as per the Act 93 Administrators' Plan. Effective: August 13, 2018.
- C. The Board approved **David W. Boyer**, Coordinator of Safety, Security, and Emergency Preparedness. Compensation will be set at \$80,000.00 prorated with benefits per the Act 93 Administrators' Plan. Effective: August 13, 2018.

#### **D. Professional Employee**

1. **Julie C. Davis**; Special Education Teacher – Emotional Support, 7<sup>th</sup> Grade Center, replacing Jessica M. Cincinnato who resigned. Compensation has been set at MS, Step 14, \$87,800.00 prorated with benefits per the Professional Agreement. Effective: August 22, 2018.
2. **Katherine L. Macel**; Speech/Language Specialist, Limerick Elementary School, replacing Caren M. Yucha who retired. Compensation has been set at MS+30, Step 7, \$67,123.00 with benefits per the Professional Agreement. Effective: To be determined, but not to exceed September 28, 2018.

3. **Jennifer E. Reagan**; English Teacher, Senior High School, replacing Laura Tollefson who resigned. Compensation has been set at MS, Step 8, \$60,084.00 prorated with benefits per the Professional Agreement. Effective: To be determined
4. **Karen B. Shafer**; Elementary Teacher, Oaks Elementary School, replacing Alison J. Brick, who retired. Compensation has been set at BS, Step 5, \$49,723.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

**E. Temporary Professional Employees**

1. **Kathryn A. Calvert**; Special Education Teacher, Senior High School-9<sup>th</sup> Grade. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
2. **Ashley M. Edwards**; Elementary Teacher, Royersford Elementary School, replacing Kevin M. Lewis who had a change of assignment. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
3. **Rachel A. Fine**; School Psychologist, 7<sup>th</sup> Grade Center, replacing Crystal C. Stubbs who resigned. Compensation has been set at MS+30, Step 1, \$54,065.00 prorated with benefits per the Professional Agreement. Effective: To be determined not to exceed October 4, 2018.
4. **Chelsea K. Flynn**; Special Education Teacher, Senior High School, replacing Lucinda King who retired. Compensation has been set at BS, Step 1, \$47,000.00 prorated with benefits per the Professional Agreement. Effective: August 22, 2018.
5. **Amanda L. Gill**; Behavior Specialist, replacing Patricia A. Stroop who had a change of assignment. Compensation has been set at MS, Step 8, \$60,084.00 prorated with benefits per the Professional Agreement. Effective: September 17, 2018.
6. **Kimberly M. Heyl**; School Psychologist, Evans Elementary School, replacing Francine D. Caputo who retired. Compensation has been set at MS+30, Step 1, \$54,065.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
7. **Sunny Hwang**; Elementary Strings Teacher, District-wide Elementary Schools. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
8. **Jeramie J. Iannelli**; Mathematics Teacher, Senior High School – 9<sup>th</sup> Grade, replacing Jessica Saloky who had a change of assignment. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

9. **Stefanie A. Lindsay**; Reading Specialist; Royersford Elementary School, replacing Kathryn Pogwist who retired. Compensation has been set at MS, Step 4, \$50,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
10. **Genice J. Matos**; Special Education Teacher, Evans Elementary School. Compensation has been set at MS, Step 2, \$48,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
11. **Jamie D. Nguyen**; Special Education Teacher, Limerick Elementary School, replacing Kathryn L. Ellor who had a change of assignment. Compensation has been set at BS, Step 4, \$49,271.00 with benefits per the Professional Agreement. To be determined, but will not exceed October 7, 2018.
12. **Leah R. Stallard**; English Teacher, Senior High School, replacing Kristen Brockman who resigned. Compensation has been set at MS, Step 2, \$48,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
13. **Kaylee J. Wallis**; English Teacher, Senior High School-9<sup>th</sup> Grade, replacing Maureen T. Shields who retired. Compensation has been set at BS, Step 2, \$47,750.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

#### **New Temporary Professional Employees**

14. **Laura A. Foulke**; Spanish Teacher, 7<sup>th</sup> Grade Center, replacing Veronica Arriaga-Orts who had a change of assignment. Compensation has been set at MS, Step 5, \$51,923.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
15. **Matthew W. Labick**; Special Education Teacher, Senior High School. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
16. **Ian P. MacMillan**; Mathematics Teacher, Senior High School, replacing Daniel Lenko who had a change of assignment. Compensation has been set at BS, Step 1, \$47,000.00 with benefits per the Professional Agreement. Effective: August 22, 2018.
17. **Jill O. Yeager**; Certified School Nurse, Senior High School, replacing Sherri L. Shaner who retired. Compensation has been set at BS, Step 5, \$50,291.00 prorated with benefits per the Professional Agreement. Effective: To be determined.

#### **F. Support Employees**

1. **Shannon E. Dauphin**; Instructional Assistant, Upper Providence Elementary School, replacing Marissa R. Hoffman who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the instructional Assistants' Plan. Effective: August 22, 2018.

2. **Jennifer L. Haberacker**; Instructional Assistant, Upper Providence Elementary School. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
3. **Katie A. Haberman**; Level II - Administrative Assistant, 5/6<sup>th</sup> Grade Center, replacing Marissa L. Bush who resigned. Compensation has been set at \$18.65 an hour per the Secretarial Plan. Effective: July 11, 2018.
4. **Christa M. Loughlin**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
5. **Michelle A. Mack**; Instructional Assistant, 7<sup>th</sup> Grade Center, replacing Arlene Gerstlauer who retired. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
6. **Marisa R. Moley**; Instructional Assistant, Senior High School, replacing Susan B. Eisenhower who retired. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 27, 2018.
7. **Lynnette C. Offner**; Instructional Assistant, 5/6<sup>th</sup> Grade Center. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
8. **Jennifer J. Rotonda**; Instructional Assistant, Upper Providence Elementary School. Compensation has been set at \$16.36 an hour with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.
9. **Trisha L. Santangelo**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: August 22, 2018.

#### **New Support Employee**

10. **Charity A. Hurlock**; Instructional Assistant, 7<sup>th</sup> Grade Center, replacing Kristen M. Monastero who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the instructional Assistants' Plan. Effective: August 24, 2018.

#### **G. Changes of Status**

1. **Michael A. DeCaro**; Intermediate/Middle School Assistant Principal-10 month to Intermediate/Middle School Assistant Principal-12 month replacing Robin Moyer who had a change of assignment. Compensation has been set at \$112,000.00, prorated with benefits per the Spring-Ford Principals and Administrators Association. Effective: August 13, 2018.

2. **Robin C. Moyer, Jr.;** Intermediate/Middle School Assistant Principal to Principal, Brooke Elementary School, replacing Mary Pat Long who retired. Compensation has been set at \$122,500.00 with benefits per the Spring-Ford Principals and Administrators Association. Effective: July 30, 2018.
3. **Deborah A. Smith;** Administrative Assistant - Business Office to Executive Secretary to the Assistant Superintendent, District Office, replacing Lori L. Blackburn who resigned. Compensation has been set at \$26.93 an hour with benefits per the Administrative Support Plan. Effective: October 1, 2018.
4. **Megan Stauffer;** Part-time (.5), Special Education Teacher, 7<sup>th</sup> Grade Center, to full-time Special Education Teacher, 5/6<sup>th</sup> & 7<sup>th</sup> Grade Center. Compensation has been set at BS, Step 4, \$49,271.00 with benefits per the Professional Agreement. Effective: August 22, 2018.

**New Change of Status**

5. **Clarisse Boyer;** Part-time Food Service (3 hours/day), to Food Service Manager (6 hours/day), Spring-City Elementary School, replacing Lucille DeSantis who retired. Compensation has been set at \$20.49 an hour with benefits per the Food Service Plan. Effective: August 20, 2018.
- H. The Board approved the following Music Teacher for the 2018 Summer Instrumental Program. Compensation will be set at \$30.00 per hour and will be funded through student tuitions collected for the lessons. There will be no cost to the district.

**1. Nathaniel P. Stottlemeyer**

**I. Personnel Information Items**

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

- |                                    |                                  |
|------------------------------------|----------------------------------|
| 1. <b>Ashley E. Baisch</b>         | 12. <b>Cory A. Lush</b>          |
| 2. <b>Celeste D. Baumgardner</b>   | 13. <b>Steven M. Mest</b>        |
| 3. <b>Amanda V. Birnbrauer</b>     | 14. <b>Laura E. Milligan</b>     |
| 4. <b>Katherine M. Cieszkowski</b> | 15. <b>Kaitlyn A. Morrison</b>   |
| 5. <b>Maria L. Cottman</b>         | 16. <b>Lauren M. O'Brien</b>     |
| 6. <b>Debra C. Dietrich</b>        | 17. <b>Riley A. Pierson</b>      |
| 7. <b>Emily J. Emerson</b>         | 18. <b>Amy Reinert</b>           |
| 8. <b>Stephanie M. Haggard</b>     | 19. <b>Nathan V. Stalker</b>     |
| 9. <b>Kristen J. Johnson</b>       | 20. <b>Jayna Stringer</b>        |
| 10. <b>Joshua A. Lang</b>          | 21. <b>Melissa A. Wobensmith</b> |
| 11. <b>Kevin M. Lewis</b>          | 22. <b>Rachel A. Yacovett</b>    |

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

**V. FINANCE**

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

A. The Board gave 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.	<u>General Fund Checks</u>	
	Check No. 203842 – 204300	\$3,026,798.53
2.	<u>Food Service Checks</u>	
	Check No. 999 – 1125	\$ 26,205.70
3.	<u>Capital Reserve Checks</u>	
	Check No. 2035 - 2041	\$ 391,331.13
4.	<u>Capital Projects</u>	
	Reserve Fund: Check No. 4-12	\$ 14,910.99
	Bond Fund: Check No. 2-11	\$ 283,167.39
5.	<u>General Fund, Food Service, &amp; Capital Reserve ACHs</u>	
	ACH 171801000 - 171801092	\$ 1,344,323.40
	ACH 181900001 – 181900173	\$ 2,474,301.31

C. The following monthly Board reports were approved:

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

D. The Board approved the following independent contracts:

1. **Elite Performance, LLC – Collegeville, PA.** Provide Athletic Training services during the Summer 2018 Volleyball Camp. Funding will be paid from the Athletic Budget and shall not exceed \$600.00.
2. **Camphill Special School – Glenmoore, PA.** Provide educational and related services for a special needs student during the 2018-2019 school year as per the IEP. In addition, Camphill will provide speech and language services as well as a 1:1 aide. Funding will be paid from the Special Education Budget and shall not exceed \$85,156.20.
3. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Applied Behavior Analysis trained assistant services and Behavior specialist support for a special needs student during the 2018-2019 school year as per the IEP. Direct trained PCA support will be provided for 1350 hours at a rate of \$32.00 per hour (\$43,200.00). Behavior supervision and support will be provided for 108 hours at a rate of \$95.00 per hour (\$10,260.00). Funding will be paid from the Special Education Budget and shall not exceed \$53,460.00.



4. **The Lincoln Center for Family and Youth – Audubon, PA.** Provide Educational services for two special needs students during the 2018-2019 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$73,598.40.
5. **Progressions School – Stowe, PA.** Provide Educational services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$30,303.00.
6. **Visiting Nurse Group, Inc. – Philadelphia, PA.** Provide Nursing services during the school day for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$72,900.00.
7. **Camphill Special School – Glenmoore, PA.** Provide Educational and related services for a special needs student during the 2018-2019 school year as per the IEP. In addition, Camphill will provide speech and language services as well as a 1:1 aide. Funding will be paid from the Special Education Budget and shall not exceed \$89,380.20.
8. **The Milagre School – Hatboro, PA.** Provide Educational services for a special needs student during the 2018-2019 school year and the 2019 Extended School Year Program as per the IEP. Services will be provided at a rate of \$7,744.00 per month for 12 months. Funding will be paid from the Special Education Budget and shall not exceed \$92,928.00.
9. **The Lincoln Center for Family and Youth – Audubon, PA.** Provide Educational services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$39,499.20.
10. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Applied Behavior Analysis Nonviolent Crisis Intervention 1:1 trained assistant PCA services and BCBA Consultative services for three special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$95,160.00.
11. **Chester County Intermediate Unit – Downingtown, PA.** Provide school year educational services, related services and 1:1 services for 18 special needs students as per their IEPs. The CCIU Schools providing services are The Learning Center, TCHS-Pickering, The CHAAMP Program and The Child and Career Developmental Center. Funding will come from the Special Education Budget and shall not exceed \$665,953.39.
12. **Montgomery County Intermediate Unit – Norristown, PA.** Provide Temporary Elementary Special Education Supervisory Support as the district works through the hiring process for a permanent Elementary Special Education Supervisor. The term of the agreement is August 22, 2018 through October 18, 2018 and allows for early termination by either party with 15 days' notice. Services will be provided for 29 days at a rate of \$525.00 per day (inclusive of salary, benefits and travel/conferences as mandated by the MCIU). Funding will come from the Special Education Budget and shall not exceed \$15,225.00.

13. **The Timothy School – Berwyn, PA.** Provide Educational services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$74,550.00.
14. **School Maps Online – Westminster, CO.** Provide the Spring-Ford community with a responsive and mobile friendly online tool that easily shows color-coded attendance boundaries and also provides additional school district mapping services. Services will be provided at a cost of \$2,000.00 for the services rendered under the contract. If work completed during the term exceeds 50 hours, additional work will be billed on an hourly basis at the rate of \$150/hr. Funding will come from the Communications/Marketing Budget.
15. **Valley Forge Educational Services - The Vanguard School – Malvern, PA.** Provide Educational services for 3 special needs students during the 2018-2019 school year as per their IEPs. Services will be provided at a rate of \$60,670.00 per student. Funding will be paid from the Special Education Budget and shall not exceed \$182,010.00.

**New Independent Contract**

16. **Foundations Behavioral Health – The LifeWorks School – Doylestown, PA.** Provide Educational services for 2 special needs students for the 2018-2019 school year as per their IEPs. Services will be provided at a rate of \$295.00 per day for 1 student and \$333.00 per day 1 student. Funding will be paid from the Special Education Budget and shall not exceed a total of \$113,040.00.
- E. The Board approved the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:
1. **Regional Mental Health Services – Norristown, PA.** Provide Question, Persuade, Refer (QPR) Training for all 9<sup>th</sup> Grade Students in conjunction with National Suicide Prevention Week. This training will teach students how to recognize the warning signs, clues and suicidal communications of people in trouble and help them gain skills to act vigorously to prevent a possible tragedy. There is no cost to the district.
- F. The Board approved a renewal contact for the 2018-2019 school year with EI US, LLC dba Learn Well Services formerly Education, Inc. in Plymouth, MA to provide educational tutoring services on an as-needed basis when students have been admitted to a hospital or behavioral health center setting. Learn Well Services will follow the district's curriculum in working with students thereby easing the transition back into school. Services will be provided at a rate of \$34.00 per hour for a maximum of 5 hours per week per student.

**VI. PROPERTY**

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

- A. The Board approved moving forward with the replacement of 3 district vehicles per the 20 year Capital Plan. Vehicles will be procured through the Costars Purchasing Agreement and shall not exceed \$107,000.00. Funding will come from the Capital Reserve.

- B. The Board approved the 3<sup>rd</sup> year contract extension with Advanced Disposal Service of Norristown, PA for open top roll off dumpster at a cost of \$185.00 haul rate and \$67.00 per ton. Funding will come from the Maintenance Budget.
- C. The Board approved the 3<sup>rd</sup> year contract extension with Advanced Disposal Service of Norristown, PA for district-wide trash disposal and recycling for a total yearly amount of \$48,412.00. Funding will come from the Maintenance Budget.
- D. The Board approved the purchase of services of eMaint Enterprises, LLC as the CMMS (Computerized Maintenance Management System). The first-year cost will not exceed \$13,000.00 which includes 8 week implementation cost and then a yearly reoccurring cost of not to exceed \$10,000.00. Funding will come from the Maintenance Budget.

**New Property**

- E. The Board approved the purchase of 100 teacher chairs identified as in need of replacement. The chairs will be procured through the COSTARS Purchasing Agreement from Office Basics and shall not exceed \$13,500.00. Funding will come from the Capital Reserve.

**VII. PROGRAMMING AND CURRICULUM**

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

- A. The Board approved an Inter-Agency Agreement for Title I and Title II services between the Spring-Ford Area School District and the Montgomery County Intermediate Unit for required professional services under the Federal Program requirements. Funding will be paid from Title I and Title II allocations and shall not exceed \$15,000.00.
- B. The Board approved the submission of the 2018-2019 Title I, Part A, Federal Program Grant – Improving Basic Programs, in the amount of \$352,831.00, the 2018-2019 Title II, Part A, Federal Programs Grant – Supporting Effective Instruction, in the amount of \$130,427.00, and the 2018-2019 Title IV, Part A, Student Support and Academic Enrichment Grants, in the amount of \$30,525.00.
- C. The Board acknowledged the acceptance of the Pottstown Area Health and Wellness Foundation Grant in the amount of \$62,500.00. The grant will continue to support our district-wide Healthy Choices Program.
- D. The Board approved a Letter of Agreement between Creative Health Services, Spring City, PA and the Spring-Ford Area School District. Creative Health will provide SAP Liaison assistance including the provision of consultant services, student assessments and parent assistance based on the Student Assistance Program (SAP) referrals and student support groups for the 2018-2019 school year. There is no cost to the district for these services.

**VIII. NEW CONFERENCE/ WORKSHOP RECOMMENDATIONS**

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

The following individuals were approved for attendance at the following:

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

**DISTRICT OFFICE**

- A. **Dr. Edward Dressler, Clinton L. Jackson, and Thomas DiBello**, Board Members, **Dr. David Goodin**, Superintendent and **Dr. Allyn Roche**, Assistant Superintendent, to attend the “2018 PASA-PSBA School Leadership Conference” in Hershey, PA from October 17 through October 19, 2018. Dr. Goodin, Dr. Roche, and Mr. DiBello will each attend one day of the conference so no lodging will be required for them. The total cost for this conference is \$2,966.32 (registration, mileage, lodging and meals).
- B. **Dr. Allyn Roche**, Assistant Superintendent, to attend the “AASA National Conference on Education” in Los Angeles, CA from February 13 through February 17, 2019. The total cost of this conference is \$3,125.00 (registration, mileage, lodging and meals).
- C. **Elizabeth Leiss**, Director of Human Resources, to attend the “Society for Human Resource Management – Seminar” in Alexandria, VA from October 21 through October 24, 2018. The total cost for this conference is \$2,235.00 (registration, mileage and lodging).
- D. **Elizabeth Leiss**, Director of Human Resources, to attend the “PA School Personnel Administrators (PASPA) Annual Conference” in Harrisburg, PA from February 27 through March 1, 2019. The total cost for this conference is \$1,005.00 (registration, mileage and lodging).
- E. **James Fink**, Chief Financial Officer, to attend the “DVASBO Fall Workshop” at Bear Creek Mountain Resort on October 3, 2018. The total cost of this conference is \$835.00 (registration, mileage and lodging).

**DISTRICT-WIDE**

- F. **Jessica Aikens and Dr. Reesa Wurtz**, School Psychologists, to attend “Neuro-psychology of Reading Disorders” at the Montgomery County Intermediate Unit in Norristown, PA on August 28, 2018. The total cost for this conference is \$350.00 (registration and mileage). No substitutes are needed.
- G. **Jacqueline Clarke-Havrilla, Lisa Greenwood, Lucinda Iezzi, Marianne Leidelmeyer, Erin Lewandoski, Laura McNeil-Murphy, Sherri Molishus, Jessica Noecker, Dr. Melissa Patschke, Jody Polsz, and Joanna Trautman** to attend the “Healthy Bodies Healthy Minds Institute” on August 7, 2018. The total cost for this conference is \$660.00 (registration and mileage). No substitutes are needed.

**5/6/7 GRADE CENTER**

- H. **Agnes Wright**, Teacher, to attend “The Wilson Conference” in King of Prussia, PA on September 12 and September 13, 2018. The total cost of the conference is \$868.00 (registration, mileage and 2 days of substitute coverage).

**IX. OTHER BUSINESS**

Mrs. Melton made a motion to approve Items A-D and Mrs. Heine seconded it. The motion passed 9-0.

A. The following policies were approved:

1. Policy #903 – COMMUNITY: Public Participation in Board Meetings  
**(Attachment A4)**
2. Policy #906 – COMMUNITY: Public Complaint Procedures  
**(Attachment A5)**

B. The Board appointed **Thomas DiBello, Dr. Edward Dressler** and **Clinton Jackson** to serve as the district's 3 voting delegates for the 2018 Delegate Assembly. This year's assembly will be held on Friday, October 19, 2018 in conjunction with the PASA-PSBA School Leadership Conference.

C. The Board gave approval for Yvonne O'Dea (High School Choir Director) and Joseph Perry (Middle School Choir Director) to take the High School Vocal Ensemble to perform at Carnegie Hall in New York City from April 10, 2019 through April 13, 2019. In addition, students will have the opportunity to attend workshops with professional clinicians. The High School Vocal Ensemble will be travelling by chartered bus and staying at a hotel in New York City. The cost of the trip shall not exceed \$775.00 per person. The Spring-Ford Music Association and staff will conduct fundraising events to help defray the costs. Students will miss three days of school and will be responsible for making up any missed work. The total cost to the district is \$1,152.00 for three days each of substitute coverage for Mrs. O'Dea and Mr. Perry.

D. The Board gave approval for all Fall Athletic Teams/Individuals that qualify for post-season play to be granted permission for overnight travel, when deemed necessary by the Athletic Department, and approved by the Superintendent or their Designee. The School Board will be notified of this travel and Board approval will be sought at the next scheduled Board meeting. Funding will be paid from the Athletic Budget.

**X. BOARD COMMENT**

Mr. Dehnert stated that with the appointment of the new safety and security person he would like to have a goal added for the district for this school year to include a presentation in executive session addressing the security assessment we had from the outside firm. He added that he would like to see a review of what our vulnerabilities and risks are and how we are planning on addressing them going forward.

Mr. DiBello agreed and asked Dr. Goodin to let the Board know when a presentation can be made to the Board during an executive session. He suggested that a five-year security plan be laid out in the presentation.

Mr. DiBello addressed the public present tonight saying they moved quickly through the agenda but wanted to assure everyone that many of the motions on the agenda are reviewed and discussed at the committee meetings. He advised that the minutes from the committee meetings are available online. He also asked those members of the public looking to speak tonight to keep their comments to a three minute maximum and reminded them that they must live in the district in order to speak.

Mrs. Melton commented that she loved seeing all of the student back to school pictures that have been posted on the District's Facebook page.

**XI. PUBLIC TO BE HEARD**

**Zachary Laurie, Limerick**, reported that he is resident of Limerick but was here in his capacity as the President of the Spring-Ford Education Association. Mr. Laurie read a statement written by Mr. Kevin Bean.

The following members of the public spoke of their experiences with Mr. Kevin Bean and made statements in support of him as a teacher and as a person.

**John McGuigan** – Upper Providence Township  
**Zachary Laurie** – Limerick Township  
**Sal Addalli** – Upper Providence Township  
**Carly Glickman-Collier** – Upper Providence Township  
**Alyssa Dourte** – Upper Providence Township  
**Ruth Haft** – Upper Providence Township  
**Rachel Slosberg** – Limerick Township  
**Keith Bricker** – Spring City Borough  
**Michael Alegado** – Limerick Township  
**Colin Sanford** – Upper Providence Township  
**Arlene Hudak** – Limerick Township  
**Christina Harvey** – Limerick Township  
**Lindsay Lachenmayer** – Royersford Borough via a statement read by her mother Diane  
**Diane Lachenmayer** – Royersford Borough  
**John Kaputa** – Limerick Township  
**PK Kaul** – Upper Providence Township  
**Rachel Bricker** – Spring City Borough  
**Steve Vivian** – Upper Providence Township  
**Jeff Welaish** – Limerick Township  
**Christine Mason-Schad** – Limerick Township  
**Leighann Graham** – Limerick Township  
**Karisma Gilmore** – Upper Providence Township  
**Alice Lang** – Upper Providence Township

The following members of the public spoke in opposition to Mr. Kevin Bean. The comments can be heard by watching the RCTV taping of the meeting.

**Andrew Rosenbloom** - Upper Providence Township  
**Sarah Glenn** – Upper Providence Township \*read the remainder of Mr. Rosenbloom's statement.

The following members of the public did not have an opinion on Mr. Bean but rather wanted to speak about the need for more diversity and cultural awareness throughout the district.

**Beth Eldredge** – Limerick Township  
**Nettie Wolfe-Silva** – Limerick Township  
**Korlu Ezike** – Upper Providence Township  
**Karisma Gilmore** – Upper Providence Township  
**Lyndse Olenoski** – Upper Providence Township  
**Nancy Quain** – Limerick Township

**Sal Addalli**, Upper Providence Township, spoke about his support for having teachers armed with guns in the classroom. He did not feel that throwing objects at an intruder or hiding in a classroom were the best options. Mr. Addalli also expressed that he felt that putting cameras on busses was a waste of money and that it would not deter drivers from travelling past busses that were stopped for loading or unloading students.

Dr. Goodin thanked everyone who came out and spoke at the meeting. He addressed the diversity comments saying that this is something that the district and the Human Resource Department are actively working on through staff training and in our hiring practices. He also added that he works with a committee on anti-bullying and that no student or family should fear or have a concern about retaliation if they report an incident. He promised that the district will continue to have dialogue and work on these issues in order to best meet the needs of all of our students.

Mr. DiBello commented that there are many programs already in place and that the district will do our best to try to meet all student needs. He advised that the district takes this very seriously. He encouraged parent involvement and for them to continue to come out to the board meetings as our goal is to be the top district in Pennsylvania. Mr. DiBello stated that if a bullying situation occurs then it needs to be addressed immediately. He urged parents that if they were not getting results by dealing with the building administration that they should contact the Superintendent's Office as this is taken very seriously. He added that the issues cannot be addressed if administration is not made aware of it. Mr. DiBello advised everyone that all comments are always welcome.

## **XII. ADJOURNMENT**

Mrs. Melton made a motion to adjourn and Mr. Jackson seconded it. The motion passed 9-0. The meeting adjourned at 9:22 p.m.

Respectfully submitted,

Diane M. Fern  
School Board Secretary

**2018-2019 EXTRACURRICULAR CONTRACTS  
SEPTEMBER 2018**

	Contract Title	Season	Last	First	Stipend
1	Marching Band Mallet Percussion-HS	Fall	Benner	Adam F.	\$2,215.00
2	Soccer Coach - Boys' (7th Grade)	Fall	Bowe	Matthew F.	\$2,772.00
3	*SNAP Coordinator	Year	Brock	Lauren E.	\$402.00
4	National Junior Honor Society - 8th Grade (1/2 Contract)	Year	Camilleri	Kimberly A.	\$552.00
5	Safety Patrol Sponsor – Evans Elementary	Year	Cooper	Stephanie M.	\$585.00
6	Asst. Softball Coach-HS	Spring	Corropolese	Shawn R.	\$5,566.10
7	*Fitness Room Supervisor-Fall-HS	Fall	Czapor	Kevin M.	\$679.00
8	*Reading Olympics - Spring City Elementary	Spring	Eaton	Deborah M.	\$402.00
9	5/6 Club #5	Fall	Glass	Patricia M.	\$402.00
10	5/6 Club #6	Fall	Glass	Patricia M.	\$402.00
11	Basketball Coach-Boys' (7th Grade)	Winter	Heffernan	Michael B.	\$3,345.30
12	*Asst. Basketball Coach-Boys' -HS	Winter	Hoff	Daniel J.	\$5,029.50
13	Asst. Track Coach (7/8th Grade)	Spring	Hollingsworth, Jr.	Gerald A.	\$3,866.00
14	Asst. Swimming Coach-HS	Winter	Huff	Gregory S.	\$5,448.45
15	Elementary Strings Ensemble - 4th Grade	Spring	Hwang	Sunny	\$2,215.00
16	Asst. Track Coach (7/8th Grade)	Spring	Lemuell	Nicholas C.	\$3,201.66
17	National Junior Honor Society - 8th Grade (1/2 Contract)	Year	Mozi	Meghan A.	\$552.00
18	*Asst. Basketball Coach-Boys' -HS	Winter	Pufko	George T.	\$4,790.00
19	*Co-Ed Fitness Intramural # 2 - Spring City	Spring	Puleo	Lyndi R.	\$402.00
20	Co-Ed Fitness Intramural # 17 - Grade 8	Fall	Robison	Ryan M.	\$402.00
21	Co-Ed Fitness Intramural # 18 - Grade 8	Fall	Robison	Ryan M.	\$402.00
22	Co-Ed Fitness Intramural # 19 - Grade 8	Fall	Robison	Ryan M.	\$402.00
23	Co-Ed Fitness Intramural # 20 - Grade 8	Fall	Robison	Ryan M.	\$402.00
24	*Co-Ed Fitness Intramural # 1 - Spring City	Spring	Rudinsky	Janet L.	\$402.00
25	*Reading Olympics – Spring City Elementary	Spring	Rudinsky	Janet L.	\$402.00
26	Game Announcer (as needed)	Year	Shafer	Barry L.	\$50/game
27	Softball Coach (8th Grade)	Spring	Templeton	Mark E.	\$2,910.60
28	Soccer Coach - Boys' (7th Grade)	Fall	Terry	Vincent E.	\$2,772.00



# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: NONDISCRIMINATION IN  
EMPLOYMENT PRACTICES

ADOPTED:

REVISED:

**REVIEWED: September 12, 2018**

<p>1. Authority</p>	<p style="text-align: center;"><b>104. NONDISCRIMINATION IN EMPLOYMENT PRACTICES</b></p> <p>The Board declares it to be the policy of this district to provide to all persons equal access to all categories of employment in this district, regardless of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.[1][2][3][4][5][6][7][8][9][10][11][12][13]</p> <p>The Board encourages employees and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees.</p> <p>The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.</p> <p><u>Confidentiality</u></p> <p>Confidentiality of all parties, witnesses, the allegations, the filing of a complaint, and the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.</p> <p><u>Retaliation</u></p> <p>The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.</p>
---------------------	--

2. Definitions	<p><u>Discriminatory Harassment</u></p> <p>Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf.[8][15][16][17][18][19]</p> <p>For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's work performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, genetic information, pregnancy or handicap/disability when such conduct is:</p> <ol style="list-style-type: none"> <li>1. Sufficiently severe, persistent or pervasive; and</li> <li>2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive work environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.</li> </ol> <p><u>Sexual Harassment</u></p> <p>Sexual Harassment is a form of discrimination on the basis of sex and is subject to this policy.</p> <p>For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal, written, electronic, graphic or physical conduct of a sexual nature when:</p> <ol style="list-style-type: none"> <li>1. Submission to such conduct is made explicitly or implicitly a term or condition of an employee's status; or</li> <li>2. Submission to or rejection of such conduct is used as the basis for employment-related decisions affecting an employee; or</li> <li>3. Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance at work or otherwise creates an intimidating, hostile, or offensive working environment such that it alters the complainant's working conditions.</li> </ol>
----------------	---

<p>3. Delegation of Responsibility</p>	<p>In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Human Resources Director as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.</p> <p>The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.</p> <p>The Compliance Officer shall be responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of nondiscrimination procedures in the following areas:</p> <ol style="list-style-type: none"> <li>1. Review - Review of personnel practices and actions for discriminatory bias and compliance with laws against discrimination to include monitoring and recommending corrective measures when appropriate to written position qualifications, job descriptions and essential job functions; recruitment materials and practices; procedures for screening applicants; application and interviewing practices for hiring and promotions; district designed performance evaluations; review of planned employee demotions, non-renewal of contracts, and proposed employee disciplinary actions up to and including termination.</li> <li>2. Training - Provision of training for supervisors and staff to prevent, identify and alleviate problems of employment discrimination.</li> <li>3. Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence or rape crisis programs, and community health resources including counseling resources.</li> <li>4. Complaints - Monitor and provide technical assistance to building principals or designees in processing complaints.</li> <li>5. Following the completion of any applicable investigations and appeals as noted in the below Appeals Procedures, the Compliance Officer shall promptly report to the school board any credible violations that may lead to criminal charges and/or legal action against the school district. Any information provided by the Compliance Officer to the school board must be done in a manner which will preserve the individual(s) rights to due process.</li> </ol>
--	---

<p>4. Guidelines</p>	<p>The building principal or supervisor shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from employees or third parties:</p> <ol style="list-style-type: none"> <li>1. If the building principal or supervisor is the subject of the complaint, refer the complainant to the Compliance Officer to carry out these responsibilities.</li> <li>2. Inform the employee or third party about this policy including the right to an investigation of both verbal and written complaints of discrimination.</li> <li>3. Provide relevant information on resources available in addition to the school complaint procedure such as making reports to the police, available assistance from domestic violence and rape crisis programs, and community health resources including counseling resources.</li> <li>4. Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual.</li> <li>5. After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others</li> </ol> <p><u>Complaint Procedure – Employee/Third Party</u></p> <p>Step 1 – Reporting</p> <p>An employee or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the matter to the building principal or supervisor. Any person with knowledge of conduct which may violate this policy, is encouraged to immediately report the matter to the building principal or supervisor.</p> <p>If the building principal or supervisor is the subject of a complaint, the employee or third party shall report the incident directly to the Compliance Officer. The complainant or reporting employee may be encouraged to use the district’s report form, available from the building principal, supervisor or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting</p>
----------------------	---

	<p>aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.</p> <p>Step 2 – Investigation</p> <p>Where an attorney is not used to conduct an investigation into a discrimination complaint, only individuals who have received basic training on the applicable law, this policy and how to conduct a discrimination investigation shall be authorized to conduct an investigation of a complaint made pursuant to this policy.</p> <p>The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.</p> <p>The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused shall be provided the opportunity to present witnesses and other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place outside of school or school-sponsored activities, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.</p> <p>The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person reporting the alleged discrimination, parties, parents/guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.</p> <p>If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations.</p> <p>The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.</p>
--	---

	<p>Step 3 – Investigative Report</p> <p>The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.</p> <p>The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and any other violation of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.</p> <p>The complainant and the accused shall be informed of the outcome of the investigation, including the recommended disposition within a reasonable time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.</p> <p>Step 4 – District Action</p> <p>If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.</p> <p>If an investigation results in a finding that a different law or Board policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further evaluation or investigation is necessary.</p> <p>Disciplinary actions shall be consistent with Board policies and administrative</p>
--	--

	<p>regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.</p> <p><u>Appeal Procedure</u></p> <ol style="list-style-type: none"> <li>1. If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent.</li> <li>2. The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation.</li> <li>3. The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation.</li> </ol> <p>Legal</p> <ol style="list-style-type: none"> <li>1. 20 U.S.C. 1681 et seq</li> <li>2. 29 U.S.C. 206</li> <li>3. 29 U.S.C. 621 et seq</li> <li>4. 29 U.S.C. 794</li> <li>5. 42 U.S.C. 12101 et seq</li> <li>6. 42 U.S.C. 1981 et seq</li> <li>7. 42 U.S.C. 2000e et seq</li> <li>8. 42 U.S.C. 2000ff et seq</li> <li>9. 43 P.S. 336.3</li> <li>10. 43 P.S. 951 et seq</li> <li>11. U.S. Const. Amend. XIV, Equal Protection Clause</li> <li>12. Pol. 317</li> <li>13. Pol. 806</li> <li>15. 29 CFR 1604.11</li> <li>16. 29 CFR 1606.8</li> <li>17. EEOC Enforcement Guidance on Harris v. Forklift Sys., Inc., November 9, 1993</li> <li>18. EEOC Enforcement Guidance on Vicarious Employer Liability for Unlawful Harassment by Supervisors, June 18, 1999</li> <li>19. EEOC Policy Guidance on Current Issues of Sexual Harassment, March 19, 1990</li> <li>16 PA Code 44.1 et seq</li> <li>28 CFR 35.140</li> </ol>
--	--

104. NONDISCRIMINATION IN EMPLOYMENT PRACTICES - Pg. 8

	28 CFR Part 41 29 CFR Parts 1600-1691
--	--



# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: CHILD ABUSE

ADOPTED: March 25, 1991

REVISED: September 24, 2007

**REVIEWED: September 12, 2018**

	806. CHILD ABUSE
1. Authority 24 P.S. 1205.6 23 Pa. C.S.A. Sec. 6301 Policy 333 Policy 818	The Board requires district employees, independent contractors and volunteers to comply with identification and reporting requirements for suspected child abuse, as well as the training requirement for recognition and reporting of child abuse in order to comply with the Child Protective Services Law and the School Code.
2. Definitions  23 Pa. C.S.A. Sec. 6303  24 P.S. 111 23 Pa. C.S.A. 6344	<p>The following words and phrases, when used in this policy, shall have the meaning given to them in this section:</p> <p><b>Adult</b> - an individual eighteen (18) years of age or older.</p> <p><b>Bodily injury</b> - impairment of physical condition or substantial pain.</p> <p><b>Certifications</b> - refers to the child abuse history clearance statement and state and federal criminal history background checks required by the Child Protective Services Law and/or the School Code.</p> <p><b>Child</b> - an individual under eighteen (18) years of age.</p> <p><b>Child abuse</b> - intentionally, knowingly or recklessly doing any of the following:</p> <ol style="list-style-type: none"> <li>1. Causing bodily injury to a child through any recent act or failure to act.</li> <li>2. Fabricating, feigning or intentionally exaggerating or inducing a medical symptom or disease which results in a potentially harmful medical evaluation or treatment to the child through any recent act.</li> <li>3. Causing or substantially contributing to serious mental injury to a child through any act or failure to act or a series of such acts or failures to act.</li> </ol>

<p>18 Pa C.S.A. 7508.2</p> <p>42 Pa C.S.A. 9799.12</p> <p>42 Pa C.S.A. 9799.24</p>	<ol style="list-style-type: none"> <li>4. Causing sexual abuse or exploitation of a child through any act or failure to act.</li> <li>5. Creating a reasonable likelihood of bodily injury to a child through any recent act or failure to act.</li> <li>6. Creating a likelihood of sexual abuse or exploitation of a child through any recent act or failure to act.</li> <li>7. Causing serious physical neglect of a child.</li> <li>8. Engaging in any of the following recent acts: <ol style="list-style-type: none"> <li>a. Kicking, biting, throwing, burning, stabbing or cutting a child in a manner that endangers the child.</li> <li>b. Unreasonably restraining or confining a child, based on consideration of the method, location or the duration of the restraint or confinement.</li> <li>c. Forcefully shaking a child under one (1) year of age.</li> <li>d. Forcefully slapping or otherwise striking a child under one (1) year of age.</li> <li>e. Interfering with the breathing of a child.</li> <li>f. Causing a child to be present during the operation of methamphetamine laboratory, provided that the violation is being investigated by law enforcement.</li> <li>g. Leaving a child unsupervised with an individual, other than the child's parent, who the actor knows or reasonably should have known was required to register as a Tier II or Tier III sexual offender, has to register for life, or has been determined to be a sexually violent predator or sexually violent delinquent.</li> </ol> </li> <li>9. Causing the death of the child through any act or failure to act.</li> <li>10. Engaging a child in a severe form of trafficking in persons or sex trafficking, as those terms are defined in the law.</li> </ol> <p>The term <b>child abuse</b> does not include physical contact with a child that is involved in normal participation in physical education, athletic, extracurricular or recreational activities. Also excluded from the meaning of the term <b>child abuse</b> is the use of reasonable force by a person responsible for the welfare of a child for purposes of supervision, control or safety, provided that the use of force:</p> <ol style="list-style-type: none"> <li>1. Constitutes incidental, minor or reasonable physical contact in order to maintain order and control;</li> </ol>
--	---

	<ol style="list-style-type: none"> <li>2. Is necessary to quell a disturbance or remove a child from the scene of a disturbance that threatens property damage or injury to persons;</li> <li>3. Is necessary for self-defense or defense of another;</li> <li>4. Is necessary to prevent the child from self-inflicted physical harm; or</li> <li>5 Is necessary to gain possession of weapons, controlled substances or other dangerous objects that are on the person of the child or in the child's control.</li> </ol>
24 P.S. 1205.6	<b>Direct contact with children</b> - the possibility of care, supervision, guidance or control of children or routine interaction with children.
23 Pa C.S.A. 6303 23 Pa C.S.A. 6311	<b>Independent contractor</b> - an individual other than a school employee who provides a program, activity or service who is otherwise responsible for the care, supervision, guidance or control of children pursuant to a contract. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.
23 Pa. C.S.A. Sec. 6303	<b>Perpetrator</b> – a person who has committed child abuse and is a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an individual fourteen (14) years of age or older who is responsible for the child's welfare or who has direct contact with children as an employee of child-care services, a school or through a program activity or service; an individual fourteen (14) years of age or older who resides in the same home as the child; or an adult who does not reside in the same home as the child but is related within the third degree of consanguinity or affinity by birth or adoption to the child; or an adult who engages a child in severe forms of trafficking in persons or sex trafficking, as those terms are defined in the law. Only the following may be considered a perpetrator solely based upon a failure to act: a parent/guardian of the child; a spouse or former spouse of the child's parent/guardian; a paramour or former paramour of the child's parent/guardian; an adult responsible for the child's welfare; or an adult who resides in the same home as the child.
23 Pa. C.S.A. Sec. 6303	<p><b>Person responsible for the child's welfare</b> - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.</p> <p><b>Program, activity or service</b> - any of the following in which children participate and which is sponsored by a school or a public or private organization.</p> <ol style="list-style-type: none"> <li>1. A youth camp or program.</li> </ol>

	<ol style="list-style-type: none"> <li>2. A recreational camp or program.</li> <li>3. A sports or athletic program.</li> <li>4. A community or social outreach program.</li> <li>5. An enrichment or educational program.</li> <li>6. A troop, club or similar organization.</li> </ol>
23 Pa. C.S.A. Sec. 6303	<b>Recent act or failure to act</b> - any act or failure to act committed within two (2) years of the date of the report to the Department of Human Services of the Commonwealth or county agency.
23 Pa. C.S.A. Sec. 6303	<b>Routine interaction</b> - regular and repeated contact that is integral to a person's employment or volunteer responsibilities.
23 Pa. C.S.A. Sec. 6303	<b>School Employee</b> – an individual who is employed by a school or who provides a program, activity or service sponsored by a school. The term does not apply to administrative or other support personnel unless the administrative or other support personnel have direct contact with children.
23 Pa. C.S.A. Sec. 6303	<p><b>Serious Mental Injury</b> - a psychological condition, as diagnosed by a physician or licensed psychologist, including the refusal of appropriate treatment, that:</p> <ol style="list-style-type: none"> <li>1. Renders a child chronically and severely anxious, agitated, depressed, socially withdrawn, psychotic or in reasonable fear that the child's life or safety is threatened.</li> <li>2. Seriously interferes with a child's ability to accomplish age-appropriate developmental and social tasks.</li> </ol>
23 Pa. C.S.A. Sec. 6303	<p><b>Serious Physical Neglect</b> - any of the following when committed by a perpetrator that endangers a child's life or health, threatens a child's well-being, causes bodily injury or impairs a child's health, development or functioning:</p> <ol style="list-style-type: none"> <li>1. A repeated, prolonged or egregious failure to supervise a child in a manner that is appropriate considering the child's developmental age and abilities.</li> <li>2. The failure to provide a child with adequate essentials of life, including food, shelter or medical care.</li> </ol>

<p>23 Pa. C.S.A. Sec. 6303</p>	<p><b>Sexual Abuse or Exploitation</b> - includes any of the following:</p> <ol style="list-style-type: none"> <li>1. The employment, use, persuasion, inducement, enticement, or coercion of a child to engage in or assist another individual to engage in sexually explicit conduct, which includes, but is not limited to, the following: <ol style="list-style-type: none"> <li>a. Looking at the sexual or other intimate parts of a child or another individual for the purpose of arousing or gratifying sexual desire in any individual.</li> <li>b. Participating in sexually explicit conversation either in person, by telephone, by cell phone, by computer or by a computer-aided device for the purpose of sexual stimulation or gratification of any individual.</li> <li>c. Actual or simulated sexual activity or nudity for the purpose of sexual stimulation or gratification of any individual.</li> <li>d. Actual or simulated sexual activity for the purpose of producing visual depiction, including photographing, videotaping, computer depicting, filming or through the use of a personal electronic device.</li> </ol> <p>The conduct described above does not include consensual activities between a child who is fourteen (14) years of age or older and another person who is fourteen (14) years of age or older and whose age is within four (4) years of the child's age.</p> </li> <li>2. Any of the following offenses committed against a child: rape; statutory sexual assault; involuntary deviate sexual intercourse; sexual assault; institutional sexual assault; aggravated indecent assault; indecent assault; indecent exposure; incest; prostitution; sexual abuse; unlawful contact with a minor; or sexual exploitation.</li> </ol>
<p>23 Pa. C.S.A. Sec. 6303</p>	<p><b>Student</b> - an individual enrolled in a district school under eighteen (18) years of age.</p>
<p>23 Pa C.S.A. 6311</p>	<p><b>Volunteer</b> - an unpaid adult individual, who, on the basis of the individual's role as an integral part of a regularly scheduled program, activity or service is a person responsible for the child's welfare or has direct contact with children.</p>
<p>3. Delegation of Responsibility 23 Pa. C.S.A. 6344 24 P.S. 111</p>	<p>In accordance with Board policy, the Superintendent or designee shall:</p>

<p>Pol. 302, 304 24 P.S. 111 23 Pa C.S.A. 6344</p> <p>23 Pa C.S.A. 6344.3 23 Pa C.S.A. 6344.4 Policy 309</p> <p>23 Pa C.S.A. 6344.4</p> <p>Policy 916</p> <p>4. Guidelines</p>	<ol style="list-style-type: none"> <li>1. Require each candidate for employment, to submit an official child abuse clearance statement and state and federal criminal history background checks (certifications) as required by law.</li> <li>2. Require each applicant for transfer or reassignment to submit the required certifications unless the applicant is applying for a transfer from one position as a district employee to another position as a district employee of this district and the applicant's certifications are current.</li> </ol> <p>School employees and independent contractors shall obtain and submit new certifications every sixty (60) months. Independent contractors whose employees are working with the school district must also comply with the requirements of the Child Protective Services Law and applicable provisions of the Public School Code of 1949.</p> <p>Certification requirements for volunteers are addressed separately in Board Policy 916.</p> <p>The Superintendent or designee shall annually inform students, parents/guardians, independent contractors, volunteers and staff regarding the contents of this Board policy.</p> <p>The Superintendent or designee shall annually notify district staff, independent contractors, and volunteers of their responsibility for reporting child abuse in accordance with Board policy and administrative regulations</p> <p><u>Aiding and Abetting Sexual Abuse</u></p> <p>School employees, acting in an official capacity of the school district, are prohibited from assisting another school employee, contractor or agent in obtaining a new job if the school employee know, or has probable cause to believe, that such school employee, contractor or agent engaged in sexual misconduct regarding a minor or student.</p> <p>This prohibition applies only to assistance that extends beyond performance of normal processing of personnel matters including routine transmission of files or other information.</p> <p>This prohibition shall not apply if:</p> <ol style="list-style-type: none"> <li>1. The relevant information has been properly reported to law enforcement</li> </ol>
--	---

	<p>officials and any other authority required by federal, state or local law and the matter has been officially closed or the prosecutor or law enforcement officials notified school officials that there is insufficient information to establish probable cause.</p> <ol style="list-style-type: none"> <li>2. The school employee, contractor or agent has been acquitted or otherwise exonerated of the alleged misconduct.</li> <li>3. The case or investigation remains open and no charges have been filed against, or indictment of, the school employee, contractor or agent within four (4) years of the date on which the information was reported to the law enforcement agency.</li> </ol>
24 P.S. 1205.6 Policy 333, 818	<p><u>Training</u></p> <p>The school district, and independent contractors of the school district, shall provide their employees who have direct contact with children with mandatory training on child abuse recognition and reporting. The training shall include, but is not be limited to, the following topics:</p> <ol style="list-style-type: none"> <li>1. Recognition of the signs of abuse and sexual misconduct and reporting requirements for suspected abuse and sexual misconduct.</li> </ol>
24 P.S. 2070.1a	<ol style="list-style-type: none"> <li>2. Provisions of the Educator Discipline Act, including mandatory reporting requirements.</li> <li>3. District policy related to reporting of suspected abuse and sexual misconduct.</li> <li>4. Maintenance of professional and appropriate relationships with students.</li> </ol>
24 P.S. 1205.6	<p>Employees are required to complete a minimum of three (3) hours of training every five (5) years.</p>
23 Pa. C.S.A. 6344	<p><u>Report</u></p> <p>School employees, independent contractors and volunteers shall make a report of suspected child abuse if they have reasonable cause to suspect that a child is the victim of child abuse under any of the following circumstances:</p> <ol style="list-style-type: none"> <li>1. The school employee, independent contractor or volunteer comes into contact with the child in the course of employment, occupation and the practice of a profession or through a regularly scheduled program, activity or service.</li> </ol>

	<p>2. The school employee, independent contractor or volunteer is directly responsible for the care, supervision, guidance or training of the child.</p> <p>3. A person makes a specific disclosure to a school employee, independent contractor or volunteer that an identifiable child is the victim of child abuse.</p> <p>4. An individual fourteen (14) years of age or older makes a specific disclosure to a school employee, independent contractor or volunteer that s/he has committed child abuse.</p>
23 Pa. C.S.A. 6344	A child is not required to come before the school employee, independent contractor or volunteer in order for that individual to make a report of suspected child abuse.
23 Pa. C.S.A. 6344	A report of suspected child abuse does not require the identification of the person responsible for the child abuse.
23 Pa C.S.A. 6318	Any person who, in good faith, makes a report of suspected child abuse, regardless of whether the report is required, cooperates with an investigation, testifies in a proceeding, or engages in other action authorized by law shall have immunity from civil and criminal liability related to those actions.
23 Pa C.S.A. 6319	Any person required to report child abuse who willfully fails to do so may be subject to disciplinary action and criminal prosecution.
18 Pa. C.S.A. 4906.1	Any person who intentionally or knowingly makes a false report of child abuse or intentionally or knowingly induces a child to make a false claim of child abuse may be subject to disciplinary action and criminal prosecution.
18 Pa C.S.A. 4958	Any person who engages in intimidation, retaliation, or obstruction in the making of a child abuse report or the conducting of an investigation into suspected child abuse may be subject to disciplinary action and criminal prosecution.
23 Pa C.S.A. 6320	The district shall not discriminate or retaliate against any person for making, in good faith, a report of suspected child abuse.
	<u>Reporting Procedures</u>
23 Pa C.S.A. 6305 23 Pa C.S.A. 6311	School employees, independent contractors or volunteers who suspect child abuse shall immediately make a written report of suspected child abuse using electronic technologies ( <a href="http://www.compass.state.pa.us/cwis">www.compass.state.pa.us/cwis</a> ) or an oral report via the statewide toll-free telephone number (1-800-932-0313). A person making an initial oral report of suspected child abuse must also submit a written



	<p>electronic report within forty-eight (48) hours after the oral report. Upon receipt of an electronic report, the electronic reporting system will automatically respond with a confirmation, providing the district with a written record of the report.</p>
<p>23 Pa. C.S.A. 6305 23 Pa. C.S.A. 6311 23 Pa. C.S.A. 6313</p>	<p>A school employee, independent contractor or volunteer who makes a report of suspected child abuse shall immediately, after making the initial report, notify the school principal and if the initial report was made electronically, also provide the principal with a copy of the report confirmation. The school principal shall then immediately notify the Superintendent or designee that a child abuse report has been made and if the initial report was made electronically, also provide a copy of the report confirmation.</p>
<p>23 Pa. C.S.A. 6305 23 Pa. C.S.A. 6311 23 Pa. C.S.A. 6313</p>	<p>When a report of suspected child abuse is made by a school employee, independent contractor or volunteer as required by law, the school district is not required to make more than one (1) report. An individual otherwise required to make a report who is aware that an initial report has already been made by a school employee, independent contractor or volunteer is not required to make an additional report. The person making an initial oral report is responsible for making the follow-up written electronic report within forty-eight (48) hours, and shall provide the school principal with a copy of the report confirmation promptly after the written electronic report has been filed. The principal shall in turn provide a copy of the report confirmation to the Superintendent or designee.</p>
<p>23 Pa. C.S.A. 6314</p>	<p>When necessary to preserve potential evidence of suspected child abuse, a school employee may, after the initial report is made, take or cause to be taken photographs of the child who is the subject of the report. Any such photographs shall be sent to the county agency at the time the written report is sent or within forty-eight (48) hours after a report is made by electronic technologies or as soon thereafter as possible. The school principal shall be notified whenever such photographs are taken.</p>
<p>24 P. S. 1302.1-A 24 P.S. 1303-A 22 Pa Code 10.2 22 Pa Code 10.21 22 Pa Code 10.22</p>	<p>If the Superintendent or designee reasonably suspects that conduct being reported involves an incident required to be reported under the Safe Schools Act, the Superintendent or designee shall inform local law enforcement, in accordance with applicable law, regulations and Board policy.</p>
	<p><u>Investigation</u></p>
<p>23 Pa C.S.A 6311 23 Pa. C. S.A. 6346</p>	<p>The school principal shall facilitate the cooperation with the Department of Human Services of the Commonwealth or the county agency investigating a report of suspected child abuse, including permitting authorized personnel to interview the child while in attendance at school.</p>

	<p>Upon notification that an investigation involves suspected child abuse by a school employee, the principal shall immediately implement a plan of supervision or alternative arrangement that has been approved by the Superintendent for the school employee under investigation. The plan of supervision or alternative arrangement shall be submitted to the county agency for approval.</p>
--	---

# SPRING-FORD AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: TITLE I PARENT AND  
FAMILY ENGAGEMENT

ADOPTED: March 22, 2004

REVISED:

**REVIEWED: September 12, 2018**

<p>1. Purpose</p> <p>2. Definition</p> <p>3. Authority 20 U.S.C. Sec. 6318</p>	<p style="text-align: center;"><b>918. <u>TITLE I PARENT and FAMILY ENGAGEMENT</u></b></p> <p>The Board recognizes that <b>meaningful parent and family engagement</b> contributes to the achievement of <b>state</b> academic standards by students participating in Title I reading and mathematics support programs. The Board views the education of students as a cooperative effort among the school, parents <b>and family members</b>, and community.</p> <p><b>Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.</b></p> <p><b>The Board directs the district and each of its schools with a Title I program to:</b></p> <p style="padding-left: 40px;"><b>Conduct outreach to all parents and family members.</b></p> <p style="padding-left: 40px;"><b>Include parents and family members in development of the districts overall Title I Plan and process for school review and improvement.</b></p> <p style="padding-left: 40px;"><b>Include parents and family members in development of the Title I Parent and Family Engagement Policy. The Title I Parent and Family Engagement policy shall be:</b></p> <ol style="list-style-type: none"> <li><b>1. Distributed in writing to all parents and family members.</b></li> <li><b>2. Incorporated into the district's Title I Plan.</b></li> <li><b>3. Posted to the district's publicly accessible website.</b></li> <li><b>4. Evaluated annually with parent and family involvement.</b></li> <li><b>5. Provide opportunities and conduct meaningful collaborations with parents and family members in the planning and implementation of Title I programs, activities and procedures.</b></li> </ol>
--	--

<p><b>4. Accessibility</b></p> <p><b>5. Delegation of Responsibility</b></p>	<ol style="list-style-type: none"> <li>6. Use findings of annual evaluations to design <b>evidenced-based</b> strategies for more <b>effective parent and family engagement</b> and to revise, if necessary, the <b>Title I Parent and Family Engagement</b>.</li> <li>7. Involve parents <b>and families</b> in the activities of schools served under Title I.</li> </ol> <p><b>The district and each of its schools with a Title I program shall provide communications, information and school reports to parents and family members who are migrants or who have limited English proficiency, a disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.</b></p> <p>The Superintendent or designee shall ensure that the district's Title I Parent <b>and Family Engagement Policy</b>, plan and programs comply with the requirements of federal law.</p> <p><b>The Superintendent or designee shall ensure that the district and its schools with Title I programs provide opportunities for the informed participation of parents and family members by providing resources, information and school reports in an understandable and uniform format or, upon request, in another format. Such efforts shall include:</b></p> <ol style="list-style-type: none"> <li>1. <b>Providing communications in clear and simple language.</b></li> <li>2. <b>Posting information for parents and family members on the district's website.</b></li> <li>3. <b>Including a telephone number for parents and family members to call with questions.</b></li> <li>4. <b>Partnering with community agencies which may include libraries, recreation centers, community based organizations and faith-based organizations to assist in sharing information.</b></li> <li>5. <b>Provide language access services to families with limited English proficiency through on-site or telephonic translation and interpretation services, as appropriate.</b></li> </ol> <p><b>The building principal and/or Title I staff shall notify parents and family members of the existence of the Title I program and provide:</b></p> <p><b>An explanation of the reasons supporting their child's selection for the program.</b></p> <ol style="list-style-type: none"> <li>1. <b>A set of goals and expectations to be addressed.</b></li> <li>2. <b>A description of the services to be provided.</b></li> <li>3. <b>A copy of this policy and the School-Parent and Family Compact.</b> <ul style="list-style-type: none"> <li>• <b>Parents and family members shall actively carry out their responsibilities in accordance with this policy and the School-Parent and Family Compact. At a minimum, parents and family members shall be expected to:</b></li> </ul> </li> </ol>
--	--

<p>6. Guidelines 20 U.S.C. Sec. 6318</p>	<ul style="list-style-type: none"> <li>• <b>Volunteer in their child’s classroom.</b></li> <li>• <b>Support their child’s learning</b></li> <li>• <b>Participate, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time.</b></li> </ul> <p>An annual meeting of parents of participating Title I students shall be held to explain the goals and purposes of the Title I program <b>and inform them of their right to be involved.</b> Parents <b>and family</b> shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents <b>and family</b> shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.</p> <p>In addition to the required annual meeting, additional parent meetings shall be held at various times of the day and evening. At these meetings, parents shall be provided:</p> <ol style="list-style-type: none"> <li>1. <b>Timely</b> information about programs provided under Title I.</li> <li>2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet <b>according to the academic standards.</b></li> <li>3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.</li> <li>4. Opportunities to submit parent <b>and family</b> comments about the program to the district level.</li> </ol> <p>If sufficient, Title I funding may be used to facilitate parent <b>or family</b> attendance at meetings through payment of transportation and child care costs.</p> <p>Opportunities shall be provided for parents to meet with the classroom and Title I teachers to discuss their child's progress.</p> <p>Parents <b>and family</b> may be given guidance as to how they can assist at home in the education of their child.</p> <p><b>To ensure the continuous engagement of parents and family members in the joint development of the Title I Plan and with the school support and improvement process, the district shall:</b></p> <ol style="list-style-type: none"> <li>1. <b>Establish meaningful ongoing two-way communication between the district, staff, and parent and family members.</b></li> <li>2. <b>Communicate with parent and family members about the plan and seek</b></li> </ol>
--	--

	<p>their input and participation through the use of newsletters, the district website, email, telephone, parent and teacher conferences, and home visits if needed.</p> <ol style="list-style-type: none"><li>3. Train personnel on how to collaborate effectively with parents and family members with diverse backgrounds that may impede their participation, such as limited literacy or language difficulty.</li><li>4. Analyze and share the results of the Title I Parent/Family Survey.</li><li>5. Post school performance data on the district's website.</li><li>6. Distribute and discuss the School-Parent and Family Compact.</li><li>7. Host various parent and family nights at each school building with a Title I program.</li><li>8. Establish and support active and engaged Title I parent and family advisory councils. The council will include a majority of parents and family members of students participating in Title I programs, as well as the building principal, teachers or other appropriate staff, students, and community members. The purpose of the council shall be to focus on improved student achievement, effective classroom teaching, parent/family/community engagement in the educational process, and to facilitate communications and support.</li><li>9. Actively recruit parents and family members to participate in school review and improvement planning.</li><li>10. Assign district representatives to be available to work collaboratively with parents and family members, and to conduct school-level trainings to promote understanding of school data, comprehensive plans and the budgeting process.</li><li>11. Invite participation of parents and family members at the regular comprehensive planning committee meetings, Title I budget meetings and school improvement plan meetings to obtain input and propose school improvement initiatives.</li></ol> <p>If the Title I Plan is not satisfactory to parents and family members, the district shall submit any parent or family member comments with the plan when the school makes the plan available to the Board.</p>
--	---

	<p><b><u>Building Capacity for Parent and Family Engagement</u></b></p> <p><b>The District shall provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve academic achievement and school performance through:</b></p> <ol style="list-style-type: none"> <li><b>1. Providing assistance to parents and family members in understanding such topics as the academic standards, state and local academic assessments, the requirements of parent and family involvement, how to monitor a child's progress and work with teachers to improve the achievement of their children.</b></li> <li><b>2. Providing material and training to help parents and family members work with their children to improve academic achievement and to foster parent and family engagement, such as:</b> <ol style="list-style-type: none"> <li><b>A. Scheduling trainings in different locations on a variety of topics including how to support their child in school, literacy, school safety, cultural diversity and conflict resolution.</b></li> <li><b>B. Using technology, including education about the harms of copyright piracy, as appropriate.</b></li> <li><b>C. Providing information, resources, and materials in a user friendly format.</b></li> <li><b>D. Providing, as requested by a parent or family member, other reasonable support for parent and family engagement activities.</b></li> <li><b>E. Training on how to use the parent portal as a tool to monitor grades and achievement.</b></li> </ol> </li> <li><b>3. Educating teachers, specialized instructional support personnel, principals, and other school leaders and staff, with the assistance of parents, and family members on the value and usefulness of contributions of parents and family members and in how to reach out to, communicate with, and work with them as equal partners, implement and coordinate parent and family programs, and build ties between parents and family members and the school.</b></li> <li><b>4. To the extent feasible and appropriate, coordinating and integrating Title I parent and family involvement efforts and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members in more fully participating in the education of their children. Examples include:</b> <ol style="list-style-type: none"> <li><b>A. Engage the PTO to actively seek out and involve parents and family members through regular updates, information sessions and</b></li> </ol> </li> </ol>
--	---

	<p>assistance with the identification of effective communication strategies.</p> <p><b>B. Train parents and family members to enhance the involvement of other parents and family members.</b></p> <p><b>C. Adopt and implement model approaches to improving parent and family engagement.</b></p> <p><b>D. Establish a district-wide parent and family advisory council to provide advice on all matters related to parent and family engagement in Title I programs.</b></p> <p><b>E. Engage community-based organizations and businesses in parent and family engagement activities.</b></p> <p><b><u>Coordinating Parent and Family Engagement Strategies</u></b></p> <p>The district shall coordinate and integrate Title I parent and family engagement strategies with other parent and family engagement strategies required by federal, state, and local laws by:</p> <ol style="list-style-type: none"> <li>1. Involving district and program representatives to assist in identifying specific parent and family member needs.</li> <li>2. Sharing data from other programs to assist in developing initiatives to advance academic achievement and school improvement.</li> </ol> <p><b><u>Annual Parent and Family Engagement Policy Evaluation</u></b></p> <p>The district shall conduct, with meaningful participation of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all district schools with a Title I program.</p> <p>The evaluation shall identify:</p> <ol style="list-style-type: none"> <li>1. Barriers to parent and family member participation, with particular attention to those who are migrants, are economically disadvantaged, have a disability, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.</li> <li>2. The needs of parents and family members to assist with the learning or their children, including engaging with school personnel and teachers.</li> <li>3. Strategies to support successful school and parent and family interactions.</li> </ol> <p>The evaluation shall be conducted through:</p> <ol style="list-style-type: none"> <li>1. Establishment of a schedule and process for the policy review and revision by parents and family members.</li> <li>2. An evaluation of the effectiveness of the content and communication methods through a variety of methods.</li> <li>3. A parent and family member and teacher survey designed to collect data on school level and district-wide parent and family engagement</li> </ol>
--	--



<p>Pol. 102</p>	<p>outcomes.</p> <ol style="list-style-type: none"> <li>4. <b>Focus groups.</b> Parents and family members, and community members, unable to attend the focus groups in person shall have the opportunity to participate in an alternate format.</li> <li>5. <b>Documentation of parent and family member input regarding Title I programs and activities from throughout the year.</b></li> <li>6. <b>A parent and family advisory council comprised of a sufficient number and representative group of parents and family members to adequately represent the needs of the district's Title I population.</b></li> </ol> <p><b>The district shall use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise, if necessary, the district's Title I Parent and Family Engagement Policy.</b></p> <p><u><b>School-Parent and Family Compact</b></u></p> <p>Each school in the district receiving Title I funds shall jointly develop with parents <b>and family members</b> of students served in the program a School-Parent <b>and Family Compact</b> outlining the manner in which parents, family members, the entire school staff, and students share responsibility for improved student achievement <b>and the means by which the school and parents and family members will build and develop partnerships to help children achieve the state's</b> academic standards. The compact shall:</p> <ol style="list-style-type: none"> <li>1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in the Title I program to meet the district's academic standards.</li> <li>2. <b>Describe</b> the ways in which parents <b>and family members</b> will be responsible for supporting their children's learning, such as monitoring attendance, homework completion, and television watching; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time.</li> <li>3. <b>Address the importance of ongoing two-way meaningful communication between parents/family members and teachers through, at a minimum, annual parent-teacher conferences at the elementary level, frequent reports to parents and family members on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities.</b></li> </ol> <p><u><b>Title I Funds</b></u></p> <p><b>Unless exempt by law, the district shall reserve at least one percent (1%) of its</b></p>
-----------------	---

<p>PA Code Title 22 Sec. 403.1</p> <p>20 U.S.C. Sec. 6318</p> <p>Board Policy 102</p>	<p><b>Title I funds to assist schools in conducting parent and family engagement activities. Parents and family members shall be involved in the decisions regarding how the Title I reserved funds are used for parent and family engagement activities.</b></p> <p><b>Not less than ninety percent (90%) of the reserved funds shall be distributed to district schools with a Title I program, with priority given to high need schools. The district shall use the Title I reserved funds to conduct activities and strategies consistent with this policy, including:</b></p> <ol style="list-style-type: none"> <li><b>1. Supporting schools and nonprofit organizations in providing professional development for the district and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members.</b></li> <li><b>2. Supporting programs that reach parents and family members at home, in the community, or at school.</b></li> <li><b>3. Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.</b></li> <li><b>4. Collaborating on providing subgrants to schools to enable such schools to collaborate with community-based or other organizations or employers with a record of success in improving and increasing parent engagement.</b></li> <li><b>5. Engaging in any other activities and strategies that the district determines are appropriate and consistent with this policy.</b></li> </ol> <p><b><u>Documentation of Parent and Family Engagement Practices</u></b></p> <p><b>Documentation to track the implementation of this policy is an essential part of compliance and may include, but not be limited to, sign-in sheets at workshops, meetings and conferences; schedules, training and informational materials; communication and brochures; and meeting notes.</b></p>
---	--