

On January 16, 2018 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

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

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

ANNOUNCEMENTS

There were no announcements.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATIONS

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

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

III. BOARD AND COMMITTEE REPORTS

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

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

Policy **Colleen Zasowski** **2nd Mon. 7:30 p.m.**

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

February 19, 2019

Community Relations

Colleen Zasowski

2nd Mon. 6:30 p.m. (alt. months)

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

Finance

Thomas J. DiBello

2nd Tues. 6:30 p.m.

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

Property

Thomas J. DiBello

2nd Tues. 7:30 p.m.

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

Asst. Superintendent Rpt. Dr. Allyn J. Roche

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

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

Solicitor's Report Mark Fitzgerald

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

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

IV. MINUTES

There were no questions or comments.

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

V. PERSONNEL

There were no questions or comments.

A. Resignations

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

B. Temporary Professional Employee

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

C. Support Employees

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

D. Tenure Status

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

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

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

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

VI. FINANCE

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

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

B. Checks:

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

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

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

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

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

E. Administration recommends approval of the following independent contracts:

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

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

VII. PROGRAMMING AND CURRRICULUM

There were no questions or comments.

- A. Administration recommends approval of the 2019 Cool School Program to run from June 24, 2019 – July 18, 2019. This program will be open to all elementary students. Approximately 40 teachers will instruct the courses and their reimbursement will be at the contract established rate of \$30.00 per hour plus benefits. A stipend of \$5,000.00 will be paid to **Kristin A. Landis** as the Coordinator of the Cool School Program. There will be no cost to the district as all expenses will be covered by the student tuition fees.

VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS

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

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

The following individuals are recommended for attendance at the following:

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

DISTRICT OFFICE

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

IX. OTHER BUSINESS

There were no questions or comments.

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

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

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

X. BOARD COMMENT

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

XI. PUBLIC TO BE HEARD

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

XII. ADJOURNMENT

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

Respectfully submitted,

Erin Crew
Assistant Board Secretary

Diane Fern
Board Secretary

On January 22, 2019 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:42 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I:	Dr. Edward T. Dressler and Kelly J. Spletzer
Region II:	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:	Stephen Kalis, Esq.
Student Reps.:	Nandini M. Patel and Julianna Lelli

The following Board Members were absent: Linda C. Fazzini,

ANNOUNCEMENTS

Nandini announced that the Great Kindness Challenge was returning to Spring-Ford. She advised that the Great Kindness Challenge is held across the country from January 28 through February 1st and provides the opportunity for our students to care for each other in ways that go above and beyond their normal interactions. Nandini stated that as a result of this there is a noticeable impact on the school's culture with a decrease in bullying and an increase in compassion, unity and respect. She urged families to participate in this at home as well. Nandini invited everyone to visit the Great Kindness Challenge website to find more information.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATIONS

Dr. Moyer thanked the Board for their vision and support of the schools and the school programs. Dr. Moyer stated that the theme for Brooke this year is "Brooke Elementary.....A Great Place to Bee". He reported that he was joined here this evening by Mrs. Katie Bates, School Counselor, and some Brooke Elementary School students to speak about their Character Counts Program. A video was shown providing an overview of the program. Mrs. Bates introduced the students who were in the video. The students then handed out the personalized Character Counts postcards they had created for each of the Board Members as a thank you for all they do.

A. **Dr. Robin Moyer**, Principal and **Ms. Katie Bates**, School Counselor, to present on Brooke Elementary's "**Character Counts**" Program.

Mr. Seislove, thanked the school board and administration for allowing student athletes to come out tonight and be recognized. Mr. Seislove spoke of each team's undefeated season and invited the athletes and coaches present to come forward and introduce themselves so they could be recognized for their accomplishment.

- B. **Timothy Seislove**, Middle School Athletic Coordinator, to recognize the following teams on their Undefeated Seasons.

9th Grade Football
7th/8th Grade Football (Blue)
8th Grade Boys' Soccer

8th Grade Girls' Soccer
8th Grade Girls' Soccer (Gold)
7th Grade Boys' Soccer (Blue)

III. **BOARD AND COMMITTEE REPORTS**

Mr. DiBello announced that the Board met in an executive session prior to the meeting tonight and received a security update from Chief David Boyer.

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

Policy **Colleen Zasowski** **2nd Mon. 7:30 p.m.**
Mrs. Zasowski reported on the Policy Committee Meetings held on November 12, 2018 and January 17, 2019. The minutes from these meetings will be posted on the district website once approved at the committee level.

Extracurricular **Christina Melton** **2nd Mon. 6:30 p.m. (alt. months)**
Mrs. Melton reported on the Extracurricular Committee Meeting held on January 17, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

Finance **Thomas J. DiBello** **2nd Tues. 6:30 p.m.**
Mr. DiBello reported on the Finance Committee Meeting held on January 8, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

Property **Thomas J. DiBello** **2nd Tues. 7:30 p.m.**
Mr. DiBello reported on the Property Committee Meeting held on January 8, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche reported that school safety continues to be a top priority for everyone in each of our schools and across the Spring-Ford Area School District. He stated that everyone of us plays a key role regarding the safety of students, parents, faculty, staff, administrators, visitors and the entire community. Dr. Roche commented that he is happy to share that Spring-Ford is taking another positive and progressive step toward overall school and community safety and added that many may have seen the new "Bleeding Control" kits that have been installed in each school building generally located near the building defibrillator. He advised that the kits are also referred to as "Stop the Bleed" kits and the purpose of the kits are to be available in the unfortunate situation where someone is bleeding and emergency personnel may not be readily available. He provided a description of the "Stop the Bleed" movement saying today we live in a world where terrorism, the actions of unstable people, and the dangerous impulses of friends and relatives are very real and becoming increasingly more frequent. BleedingControl.org is an initiative of the American College of Surgeons and the Hartford Consensus and contains diagrams, news, videos, and other resources contributed by a variety of other private and nonprofit partners to help prepare you in the event you are witness to one of these unspeakable events. Dr. Roche stated that Spring-Ford is fortunate to have our Police Officers trained to teach our faculty, staff and administrators on how to use the Stop the Bleed kits. Later this month, all

administrators and an additional 50 faculty and staff members will be trained on how to use the Stop the Bleed kits. The goal is to train as many faculty, staff, administration and employees as possible – if not all employees. He added that additional trainings will be available during the rest of this school year and into the 2019-20 school year as well. Dr. Roche commented that we know this is not the most pleasant of trainings, but it is very important as this training may save lives and can be used anytime – not just during an individual's time at Spring-Ford. Dr. Roche next reported that on January 14, 2019, the Safe 2 Say Something Program was launched by the PA Office of the Attorney General in partnership with Sandy Hook Promise. He advised that the program is first a training program focused on youth violence prevention as well as signs and signals of individuals who might be at risk of hurting themselves or others. He added that secondly, the training is also about the importance of everyone speaking up and saying something about what you have witnessed, what you heard might happen or if you know someone who needs help. Dr. Roche stated that everyone, from students in the intermediate, middle and high school need to know that it is Safe to Say Something to avoid any future incidents or anyone getting hurt. He added that finally, the third part of the training is to explain the anonymous reporting system that is now available for anyone to report and submit tips to trained professionals across the state to filter the information and determine if the information is a life safety concern or a non-life safety concern. Dr. Roche reported that when a tip is reported to the Crisis Center, the Spring-Ford Response Team will be notified and further action will be taken. The Safe to Say Something reporting system can be accessed from the Say Something mobile application, website (www.saysomething.net) or by calling 1-844-5-SAYNOW. He added that in addition, the RAM WATCH program will continue internally at Spring-Ford and the information that is submitted into RAM WATCH will be directed to the building administration team, as it has since the beginning of the program. The training for this program will be done in assemblies for students in grades 5 through 12 during the month of February. Dr. Roche advised that both he and Chief Boyer will be leading the training for all of the Spring-Ford students and faculty. He stated that both of the initiatives he spoke about are ones that we hope never have to be used but are important to the overall safety of our school community.

Solicitor's Report Stephen Kalis

There was no formal report. Mr. Kalis reminded the Board that his firm is assisting the Policy Committee with regards to Policy 815 and 815.1 which were referenced in the Policy Committee report earlier tonight.

Dr. Dressler advised that during the Curriculum and Technology Committee meeting it was reported that the Science in Motion Program is alive and well. He stated that it is well funded by the state. Dr. Dressler reported that he spoke with Dr. Victor Tortorelli who runs the program out of Ursinus College and he has 3 facilitators available to provide experimental equipment to the multitude of schools that they are handling. Dr. Dressler stated that the amount of equipment they have covers 5 pages on their website. He expressed that he hoped that Spring-Ford will take full advantage of this now that it appears this program appears to be appreciated by the Department of Education.

IV. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the November 19, 2018 Work Session minutes. **(Attachment A1)**

- B. Administration recommends approval of the November 26, 2018 Board Meeting minutes. **(Attachment A2)**
- C. Administration recommends approval of the December 3, 2018 Board Reorganization Meeting Minutes. **(Attachment A3)**

V. PERSONNEL

There were no questions or comments.

A. Resignations

1. **Maria Carroll**; 7th Grade Club #9, 7th Grade Center. Effective: December 12, 2018.
2. **Jacqueline A. Cody**; Science Teacher, 7th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
3. **Marilyn Erb**; Social Studies Teacher, 7th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
4. **Michele D. Fonte**; Instructional Support Teacher, Upper Providence Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
5. **Brittany L. Harrington**, Instructional Assistant, Senior High School. Effective: January 25, 2019.
6. **Sandra Lee Hoff**; Elementary Teacher (.5) and Gifted Teacher (.5), Brooke Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
7. **Jeffrey J. Mast**; Social Studies Teacher, 8th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
8. **Barbara C. O'Brien**; Library Science Teacher, Senior High School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
9. **Louise A. Plush**; English Teacher, 7th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
10. **Susan M. Purtell**; Special Education Teacher, Brooke Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
11. **Laura M. Tuturice**; Part-time Food Service (4 hours/day), 8th Grade Center. Effective: December 17, 2018.
12. **Carol A. Vogt**; Reading Specialist, Upper Providence Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
13. **Diana M. Ward**; Family & Consumer Science Teacher, Senior High School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.

B. Leave of Absence

1. **Katherine Macel**; Speech & Language Therapist, Limerick Elementary School, for an unpaid leave of absence per Board Policy. Effective: April 11, 2019 through May 22, 2019.

C. Professional Employee

1. **Robyn J. Michael**; Elementary School Counselor, Royersford Elementary School, replacing Virginia M. Prevost. Compensation has been set at MS, Step 10, \$67,021.00 (prorated) with benefits per the Professional Agreement. Effective: To be determined.

D. Support Employees

1. **Brittany L. Berry**; Instructional Assistant, Evans Elementary School, replacing Carli R. Ducko who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: January 2, 2019.
2. **Amy L. Bonner**; Registered Nurse, Limerick Elementary School, replacing Erin J. Lewandoski who had a change of status. Compensation has been set at \$27.25 an hour with benefits per the Registered Nurses' Plan. Effective: December 17, 2018.
3. **Benjamin E. Eubanks**; Part-time Food Service (3 hours/day), Spring City Elementary School, replacing Clarisse Boyer who had a change of status. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: January 2, 2019.
4. **Robert R. Greenwood**; School Police Officer, Senior High School, replacing Timothy J. Keaveney who resigned. Compensation has been set at \$28.60 an hour with benefits. Effective: January 7, 2019.
5. **Jessica M. Kemp**; Level II - Administrative Assistant, District Office, replacing Deborah A. Smith who had a change of status. Compensation has been set at \$18.65 an hour with benefits per the Secretarial Plan. Effective: January 2, 2019.
6. **Deborah A. Oliver**; Level III - Secretary (10 month), 5/6/7th Grade Center, replacing Laura Piland who had a change of status. Compensation has been set at \$16.20 an hour with benefits per the Secretarial Plan. Effective: January 22, 2019.
7. **Michael R. Poteete**; Part-time Food Service (4 hours/day), Oaks Elementary School, replacing Mary M. Cass who resigned. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: January 22, 2019.

E. Change of Status

1. **Sydney E. McGill**; Level III – Secretary to Level II – Administrative Assistant, District Office-Human Resources. Compensation has been set at \$18.65 an hour with benefits per the Secretarial Plan. Effective: January 29, 2019.

F. Substitute Employees

1. **Jessica A. Lydon** Athletic Trainer Substitute \$40.00/hour
2. **Michele J. Monaco** Athletic Trainer Substitute \$40.00/hour

G. Administration recommends approval of the 2019 Extended School Year Program (ESY) and the positions identified below to be held at the 5/6th Grade Center. The program will be held June 20, 2019 through July 25, 2019; Monday through Thursday from 8:30 AM to 2:30 PM.

1. Thirty (30) Special Education Teachers at a rate of \$40.00/hour.
2. Eight (8) Special Education Teachers-Tutors at a rate of \$40.00/hour.
3. Five (5) Special Education Teachers with WILSON experience for individual students as per the students' ESY IEP's at a rate of \$40.00/hour.
4. Four (4) Speech Therapists at a rate of \$40.00/hour.
5. One (1) Behavior Specialist at a rate of \$40.00/hour.
6. One (1) School Counselor at a rate of \$40.00/hour.
7. One (1) Certified School Nurse at a rate of \$40.00/hr.
8. Fifty-Five (55) Instructional Assistants. Rates will vary between \$16.36-\$20.63/hr. depending on experience and educational degree.

H. Administration recommends approval of the attached extra-curricular contracts for the 2018-2019 school year. **(Attachment A4)**

VI. FINANCE

There were no questions or comments.

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

B. Checks:

1. General Fund Checks
Check No. 205455 – 205963 \$ 1,833,829.56
2. Food Service Checks
Check No. 1290 – 1421 \$ 140,214.81
3. Capital Reserve Checks
Check No. 2049 \$ 1,372.50
4. Capital Projects
Reserve Fund: Check No. 21 – 26 \$ 14,745.54
Bond Fund: Check No. 20 - 25 \$ 1,295,697.90
5. General Fund, Food Service, & Capital Reserve ACHs
ACH 181900660 – 181900916 \$ 2,660,343.80
6. Procurement Payments and Wires
20180186 - 20180197 \$ 1,278.99

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

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

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

1. **Musicopia – Philadelphia, PA.** Provide a Bucket Drumming Mini-Artist in Residency Program for fourth grade students at Spring City Elementary. There is no cost to the district for this program as it is being funded by the Robert L. and Agnes Cook Bard Foundation.
2. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide 3 one-hour presentations for the kindergarten classes at Brooke Elementary School entitled “Winter Secrets – Animals in Winter”. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$330.00.
3. **Stephanie Grace – Douglasville, PA.** Provide a total of 3 musical assemblies at Upper Providence Elementary (2) and Spring City Elementary (1) promoting positive messages in conjunction with Aavidum. Funding will be paid by the Upper Providence Home and School Association (\$500.00) and Spring City Elementary Professional Services Budget (\$250.00) and shall not exceed a total of \$750.00.
4. **Robyn Burckhardt, Art’s Alive – Spring City, PA.** Provide an Artist-in-Residency Program at Upper Providence Elementary in connection with the Clay Tile Mosaic Mural in the Courtyard Area. Funding will be paid by the Upper Providence Home and School Association and shall not exceed \$1,050.00.
5. **The National Theatre for Children – Minneapolis, MN.** Provide 2 assemblies for students at Upper Providence Elementary entitled “The Conservation Caper”. There is no cost to the district for this assembly.
6. **Shua Life Skills, Ron Shuali – Highland Park, NJ.** Provide 2 assemblies for students at Limerick Elementary in conjunction with building confident, healthy and calm learners. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$1,250.00.
7. **Full Effect Productions – Cliffwood, NJ.** Provide 2 assemblies for students at Upper Providence Elementary entitled “The Magic of Sharks”. Funding will be paid by the Upper Providence Elementary Home and School Association and shall not exceed \$990.00.
8. **The Montgomery County SPCA – Conshohocken, PA.** Provide a presentation for second grade students at Royersford Elementary School entitled “Pet Care”. There is no cost to the district for this presentation.

E. Administration recommends approval of the following independent contracts:

1. **Kim Hogan – Bethlehem, PA.** Provide an Artist-in-Residency Program for students at Spring City Elementary in connection with a glass mosaic mural project which will be displayed in the building for all to view. Funding will be paid from the Spring City Elementary Professional Services Budget and shall not exceed \$3,190.00.
2. **Chester County Intermediate Unit – Downingtown, PA.** Provide PCA services for a special needs student as per the IEP. Services will be provided for 6.4 hours per day for 140 days at a rate of \$32.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$29,120.00.
3. **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 \$25,235.60.
4. **Devereux PA Children's Behavioral Health Services, Mapleton – Malvern, 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 \$20,448.00.
5. **Lakeside Educational Network – North Wales, PA.** Provide a one-to-one instructional assistant and tutoring services as part of the Lakeside Mobile Support Program for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$10,595.00.
6. **Chester County Intermediate Unit – Downingtown, PA.** Provide a Psychiatric Evaluation, 3 Psychological Evaluations and a Personal Care Assistant for special needs students. Funding will be paid from the Special Education Budget and shall not exceed \$38,741.24.
7. **Personal Health Care, Inc. – Valley Forge, PA.** Provide Nursing services during the school day and during transportation to and from school 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 \$33,840.00.
8. **Chester County Intermediate Unit (The Learning Center) – Downingtown, 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 \$31,661.74.
9. **The Pathway School – Jeffersonville, PA.** Provide Educational services for a special needs student during the remaining 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$49,500.00.
10. **Behavior Interventions, Inc. – King of Prussia, PA.** Provide Registered Behavior Technician (RBT) services for a special needs student for the remainder of the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$19,320.00.

11. **Kara Canale – Collegeville, PA.** Provide Psychological services for students who require initial psychoeducational evaluations and/or reevaluations. Services will be provided for 15 hours per week for 12 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$12,600.00.
 12. **Education Alternatives for ABA, LLC. – King of Prussia, PA.** Provide increased Direct Trained PCA support services for a special needs student for the remainder of the school year as per the IEP. Services will be provided at an increased rate of \$35.00 per hour to accommodate certification needed to meet the student's needs. This is an amendment to the contract originally approved in August for a rate of \$32.00 per hour. In addition, Education Alternatives will provide up to an additional 100 hours of Behavior Supervision and support at a rate of \$95.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$11,615.00.
- F. Administration recommends approval of the Preliminary General Fund Budget for the 2019-2020 school year in the amount of \$170,897,412.00.
- G. Administration recommends approval to file with the Department of Education the 2019-2020 referendum exceptions for Special Education Expenditures (Approximately \$2.4 million) and Retirement Contributions (Approximately \$25,000.00), for a total estimated amount of \$2,425,000.00. These referendum exceptions represent approximately 2.2% and could be used for allowable millage over the Act 1 State Index cap amount of 2.3%. Exceptions are permitted due to the recognition that there are extraordinary district expenses above the rate of inflation.
- H. Administration recommends approval of the 2019-2020 Montgomery County Intermediate Unit's Member Services Budget in the amount of \$1,518,580.00. This amount represents no increase over the 2018-2019 overall budget amount. Spring-Ford's share for 2019-2020 is \$118,045.00 which is a \$1,138.00 increase over last year's amount.
- I. Administration recommends approval of a three-year agreement with MyPayment Network (SchoolPay) for providing merchant services and software used to accept payments online. The initial set up fee is \$2,500.00 and annual service fees of \$850.00 per year (waived for year one). Other fees are to be passed on to the payers.

VII. PROPERTY

There were no questions or comments.

- A. Administration recommends approval of the service contract for district-wide mowing for the third year of a three-year option with Black Forest Landscaping and Snowplowing, Inc., as per the RFP. The total cost for Year 3 is \$1,333.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the General Maintenance Budget.

VIII. PROGRAMMING AND CURRICULUM

There were no questions or comments.

- A. Administration recommends approval of the following new curricular resources for the 2019-2020 school year. Funding will come from the Curriculum Budget and shall not exceed **\$52,500.00**.

Course

1. 10th Grade Social Studies
(\$50,000.00)

Textbook

World History & Geography
Modern Times, c.2018
*6 years online access for all
Students and teachers*

**All teacher materials have been provided free of charge for the purchase above*

2. Accounting (10-12 Center)
(\$2,500.00)
- Accounting: An Integrated
Approach, 6th Edition

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. Allyn R. Roche**, Assistant Superintendent, **Elizabeth Leiss**, Director of Human Resources, **David Krakower**, Supervisor of Special Education, to attend the *"Greater Philadelphia Teacher Job Fair"* at the Oaks Expo Center in Oaks, PA on April 3, 2019. The total cost of this conference is \$425.00 (registration). No substitutes are needed.
- B. **Michael McDaniel**, Director of Athletics, to attend the *"PreK-12 Title IX Administrator Certification Course"* in Lansdale, PA from January 27 through January 29, 2019. The total cost of this course is \$899.00 (registration). No substitute is needed.
- C. **Katie Davis**, **Amy Hiller** and **Christine Raber**, Special Education Supervisors, to attend the *"2019 PDE Bureau of Special Education Annual Conference"* at the Hershey Lodge and Convention Center in Hershey, PA from March 11 through March 13, 2019. The total cost of this conference is \$1,464.00 (registration, mileage, lodging and meals). No substitutes are needed.
- D. **Edward Koneski**, Grounds Foreman, and **Gregory Detwiler**, Grounds Crew, to attend *"The 2019 Eastern PA SportsTurf Conference"* at the Maple Shade Conference Center in East Earl, PA on January 16, 2019. The total cost of this conference is \$170.00 (registration). No substitutes are needed.

HIGH SCHOOL

- E. **Douglas Reigner**, House Principal, and **Carol Scheck**, Business Teacher/FBLA Advisor, to attend *"Future Business Leaders of America-State Leadership Competition and Conference"* at the Hershey Lodge and Convention Center from April 8, 2019 through April 10, 2019. Ms. Scheck will attend on April 8th and 9th while Mr. Reigner will attend on April 9th and 10th and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$1,067.00 (registration, lodging, and 2 days of substitute coverage for Ms. Scheck).
- F. **Khrystin Herb**, SAP Coordinator, to attend the *"PASAP-PAMLE Conference"* in State College, PA from February 23, 2019 through February 26, 2019. The total cost of the conference is \$599.00 (mileage, meals and 2 days of substitute coverage).

EVANS

- G. **Laura McNeil Murphy**, Certified School Nurse, to attend “PA School Nurse Association Conference” in State College, PA from March 29, 2019 through March 31, 2019. The total cost of the conference is \$1,072.76 (registration, mileage, lodging, meals and 1 day 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 #006 – LOCAL BOARD PROCEDURES: Meetings (**Attachment A5**)
 2. Policy #217 – PUPILS: Graduation Requirements (**Attachment A6**)
- B. Administration recommends approval of the overnight trip request for **Douglas Reigner**, House Principal, and **Carol Scheck**, Business Teacher and FBLA Advisor to accompany students qualifying for the Future Business Leaders of America State Competition in Hershey, PA from April 8th through April 10th, 2019. Students will travel by district transportation. The cost of the trip is estimated to be \$425.00 per student for registration, lodging and meals. Students will miss 3 days of school and will be responsible for any missed work. The total cost to the district is for the transportation costs and 2 days of substitute coverage for Ms. Scheck.
- C. Administration recommends approval of the overnight trip request for **Robert Swier**, Business Education Teacher, and **Kaylee Wallis**, English Teacher, to accompany students qualifying for the DECA State Competition in Hershey, PA from February 20th through February 22nd, 2019. Students will travel via chartered transportation. The cost of the trip is estimated to be \$400.00 per student for registration, transportation, lodging and meals. Students will miss 3 days of school and will be responsible for any missed work. The total cost to the district is for 3 days of substitute coverage for Mr. Swier and Ms. Wallis.
- D. Administration recommends approval of the 2019-2020 school calendar. (**Attachment A7**)
- E. The following policy is listed as a first reading:
1. Policy #815.1 – OPERATIONS: District-Issued Devices: Student Use, Rights and Responsibilities (**Attachment A8**)

XI. INFORMATIONAL ITEM

There were no questions or comments.

- A. Effective January 1, 2019, the IRS mileage rate will be **58 cents per mile** which is an increase from the 2018 rate of 54.5 cents per mile.

XII. BOARD COMMENT

Dr. Dressler commented that the Phoenixville School District had voted to push back the school start times by about 30 – 45 minutes beginning in the 2019-2020 school year. Dr. Dressler stated that he has raised this issue here and believes that Dr. Goodin was going to take a look at this. Dr. Dressler felt that they should reconsider their point of view on this to see if there is any way to make some adjustments. Dr. Dressler added that this is

a wave that is sweeping across the country and Spring-Ford will either be on that wave or left behind.

The remaining Board Members were not in agreement with pursuing this. Mr. DiBello suggested that if there were parents who were in favor of this and want to see it addressed that they attend a Board meeting and speak about it during the public comment section of the meeting.

Nandini commented that both she and Julianna attended a student held meeting a week ago and they were able to speak with students from Phoenixville and Pottstown. She reported that the Phoenixville students had talked about the start times being pushed back next year. Nandini stated that by staying in touch with these students they will be able to bring forward the pros and cons from a student's point of view.

Mr. Jackson stated that this is not a simple matter and that a lot of time and work must go into evaluating this.

Mrs. Heine pointed out that Spring-Ford's start times are right in the mean and not as early as some districts.

Dr. Dressler commented that the CDC has indicated that later start times are more healthful for many issues related to high school students welfare.

Mr. Dehnert stated that he did not see this problem being put forth by Administration so he did not see a reason for moving forward with it.

Dr. Dressler added that reports have said that later start times can help students avoid injuries in sports, avoid some possible suicides, car accidents and all the other issues that people look at in reference to this.

The Board told Dr. Dressler to bring forth the data and have those parents who wish to talk about this come to the next meeting and speak about their concerns. It was cautioned that there will also be people with an opposing opinion who may come out to speak on why they do not want the start times changed.

XIII. PUBLIC TO BE HEARD

Dennis Rees, Upper Providence Township, stated that he has had 2 children go through the district and stated that he had personal experience of getting children up and out. He stated that we talk about bringing information to the Board and he felt appropriate information would be to turn around and look backwards at what the school district has done than think that this has to be changed to prevent some of the things stated. Mr. Rees felt that this was somewhat folly in his opinion.

XIV. ADJOURNMENT

Mrs. Melton made a motion to adjourn and Mr. Dehnert seconded it. The motion passed 8-0. The meeting adjourned at 8:56 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On January 28, 2019 the Board Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:37 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:
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Nandini M. Patel and Julianna Lelli

The following Board Member was absent: **Kelly J. Spletzer**

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Nandini announced that Advanced Placement registration is now open. She advised that interested high school students must register by February 22nd and are encouraged to check in with the Future Planning Center to learn more about Advanced Placement opportunities as well as opportunities in Global Studies and Dual Enrollment.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATIONS

Dr. Patschke stated that this year she has the honor of being the Principal of Spring City Elementary. She added that she shares this honor with our Teacher on Assignment, Mrs. Sue Choi. Dr. Patschke advised that Mrs. Choi provides daily leadership at Spring City under her guidance and the guidance of the rest of the district.

Mrs. Choi thanked everyone for the opportunity to be here this evening. She stated that their presentation is about community connections and building connections which helps to build relationships. Spring City Elementary students and staff highlighted the various building activities that foster connections while pictures of these events were displayed.

A. **Dr. Melissa Patschke**, Principal, and **Mrs. Sue Choi**, Teacher on Special Assignment, to present on Spring City Elementary's "**Recognition of Our Veterans**".

Dr. Goodin spoke about January being School Director Recognition Month and he commented on the School Board Members and the amount of time they dedicate to the district. He asked the Spring City Students to hand out gifts on behalf of the district to each of the School Board Members. A video was shown providing an overview of the work the School Board has supported throughout the district.

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

III. BOARD AND COMMITTEE REPORTS

Student Rep. Report Nandini Patel/Julianna Lelli

Nandini and Julianna reported on their building visits that took place in December at Royersford Elementary and in January at the 9th Grade Center. They spoke about the activities that were taking place at Royersford Elementary such as the gingerbread house contest, ice skating social and the kind wall. Nandini and Julianna next spoke about their visit to the 9th Grade Center and how they were able to visit all 3 lunch periods to speak to 9th grade students about the 10-12 Grade Center as well as observe some classrooms. They reported that their goal is to bridge the gap between the 9th Grade Center and the 10-12 Grade Center. Nandini and Julianna provided a summary of events that took place in December and January at all grade levels. They also reported that they met with student representatives along with superintendents and principals from Phoenixville High School, Pottstown High School and Pottsgrove High School where they discussed the process to become a student representative, how they present information to the school board, how they involve the entire district and how information is given out to the public. Nandini and Julianna expressed that they found the meeting to be a great experience.

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

Mrs. Heine reported on the Curriculum/Technology Committee held on January 9, 2019. The minutes from this meeting will be posted on the district website once approved at the committee level.

WMCTC Dehnert, Dressler, Heine 1st Mon. 7:00 p.m.

Dr. Dressler reported that the Joint Operating Committee met on January 7, 2019 where Mr. Moritzen gave his executive report. The Community Buffet was held on this same night and it was another sellout. Mr. Moritzen informed the JOC that they had 30 Western Center students participating in the Skills USA Competition hoping to move onto the state level. Dr. Dressler reported that 2/3 of the three school districts have completed their 9th grade tours and at that time there were approximately 135 applicants which is on par with what there have been in previous years. Dr. Dressler advised that since that time the numbers have grown to 176 applicants. He added that in terms of the budget, there was a meeting held by the Superintendents and Business Managers to review the budget prior to it being presented to the JOC. Dr. Dressler reported that Dr. Mike Curley from PDE had reviewed the Western Center programs and had nothing but glowing things to say about the job being done at the Western Center. Dr. Dressler advised that Dr. William Shirk is now the Superintendent of Record, Mrs. Heine was elected as the Board President and he was elected as the Board Secretary. He commented that the Western Center has seen amazing attendance records with a rate of 99% being reported. Dr. Dressler lastly added that the Western Center is looking into offering adult education programs and more information on this will follow.

Mrs. Zasowski felt that it would be helpful if a representative from the Western Center were able to attend the meeting that the district holds with 8th grade students regarding 9th grade course selections and Dressler said he could talk to Mr. Moritzen about it.

PSBA Liaison Dr. Edward Dressler

Dr. Dressler reported that PSBA is asking school districts to consider introducing their schools to their state legislators as part of the "Show Them What it Takes Project". He stated that the visits by the state representatives are set up through one of PSBA's six

advisory ambassadors. Dr. Dressler advised that districts are asked to contact the state legislators and invite them to come and learn about our programs through the PSBA Advisory Ambassador for our district, Larry Feinberg. Dr. Dressler suggested that we reach out to our local state representatives and invite them to come see the good work we are doing and find out what they may be able to help us with for future programs. Dr. Dressler asked for support on the district issuing the invite. Mr. DiBello expressed some opposition to this as invites had been sent in the past with no result. He agreed that if Dr. Dressler wanted to pursue this that it would be okay.

Legislative Committee Christina Melton 3rd Weds. 7:30 p.m.

Mrs. Melton reported that there was not a lot of activity right now as the committees are in the process of being formed at this point. She stated that most of the focus at this point is on the PA School's Work Program. Mrs. Melton explained that PA School's Work Program is an organization brought together to help direct funding and reach out to our legislators to express a need for public school funding. She advised that she will have a resolution to circulate to the Board for consideration next month supporting the initiative for continued increases in funding for the school systems across the state of Pennsylvania. She expressed that she felt it was important for us to come together with the other 499 districts in the state.

MCIU Thomas J. DiBello 4th Weds. 7:00 p.m.

Mr. DiBello reported that they met on January 23, 2019 and discussion took place on the remodeling of the old MCIU building for use by the Head Start Program, Early Intervention Program and the Pre-K Program as well as other additional programs that are being provided by the MCIU. He added that due to the success of the programming the enrollment numbers are growing so the old MCIU building must be utilized. Mr. DiBello stated that they are looking at remodeling ½ of the building and the cost is around \$8 - \$10 million which will be paid for by the cost of services provided by the Intermediate Unit as well as state funding.

Superintendent's Report Dr. David R. Goodin

Dr. Goodin reported that children living in the district who will be 5 years old as of August 31, 2019 are eligible to attend kindergarten next year. He reminded parents to beat the rush and make their registration appointments which will begin mid-February and end on March 29th. He added that additional information can be found on the district website. Dr. Goodin advised that the High School course scheduling for the 2019-2020 school year has begun and the course selection book can be found on the high school website. Dr. Goodin asked parents and students to familiarize themselves with the timeline for course selection which was sent via email by Dr. Nugent to all families. He stated that the course selection guide has a wealth of information including details about Dual Enrollment, Advanced Placement classes and our partnership with Arcadia University. Dr. Goodin thanked the Curriculum and Instruction Team, especially Heidi Rochlin, for helping to secure a \$35,000.00 grant to enhance our Ram QUEST courses in grades 1-6. He added that the grant was structured so that our Ram QUEST Team can experience new and innovative training and can obtain materials in order to further implement hands-on learning in their classrooms.

Solicitor's Report Mark Fitzgerald

Mr. Fitzgerald reported that on the agenda for approval tonight is Policy 006 Local Board Procedures. He explained that PSBA this past year proposed some significant modifications to the policy state-wide. He advised that his office reviewed the provisions and found that the changes are reflective of things being done legally that are required as well as practice that is currently in place with the Board. Mr. Fitzgerald stated that subsequently they will not see changes as it is really reflective of legal responsibilities in the first place.

IV. MINUTES

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

- A. The Board approved the November 19, 2018 Work Session minutes. **(Attachment A1)**
- B. The Board approved the November 26, 2018 Board Meeting minutes. **(Attachment A2)**
- C. The Board approved the December 3, 2018 Board Reorganization Meeting Minutes. **(Attachment A3)**

V. PERSONNEL

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

A. Resignations

- 1. **Maria Carroll**; 7th Grade Club #9, 7th Grade Center. Effective: December 12, 2018.
- 2. **Jacqueline A. Cody**; Science Teacher, 7th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 3. **Marilyn Erb**; Social Studies Teacher, 7th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 4. **Michele D. Fonte**; Instructional Support Teacher, Upper Providence Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 5. **Brittany L. Harrington**, Instructional Assistant, Senior High School. Effective: January 25, 2019.
- 6. **Sandra Lee Hoff**; Elementary Teacher (.5) and Gifted Teacher (.5), Brooke Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 7. **Jeffrey J. Mast**; Social Studies Teacher, 8th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 8. **Barbara C. O'Brien**; Library Science Teacher, Senior High School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 9. **Louise A. Plush**; English Teacher, 7th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 10. **Susan M. Purtell**; Special Education Teacher, Brooke Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 11. **Laura M. Tuteurice**; Part-time Food Service (4 hours/day), 8th Grade Center. Effective: December 17, 2018.

12. **Carol A. Vogt**; Reading Specialist, Upper Providence Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
13. **Diana M. Ward**; Family & Consumer Science Teacher, Senior High School, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.

B. Leave of Absence

1. **Katherine Macel**; Speech & Language Therapist, Limerick Elementary School, for an unpaid leave of absence per Board Policy. Effective: April 11, 2019 through May 22, 2019.

C. Professional Employee

1. **Robyn J. Michael**; Elementary School Counselor, Royersford Elementary School, replacing Virginia M. Prevost. Compensation has been set at MS, Step 10, \$67,021.00 (prorated) with benefits per the Professional Agreement. Effective: To be determined.

D. Support Employees

1. **Brittany L. Berry**; Instructional Assistant, Evans Elementary School, replacing Carli R. Ducko who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: January 2, 2019.
2. **Amy L. Bonner**; Registered Nurse, Limerick Elementary School, replacing Erin J. Lewandoski who had a change of status. Compensation has been set at \$27.25 an hour with benefits per the Registered Nurses' Plan. Effective: December 17, 2018.
3. **Benjamin E. Eubanks**; Part-time Food Service (3 hours/day), Spring City Elementary School, replacing Clarisse Boyer who had a change of status. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: January 2, 2019.
4. **Robert R. Greenwood**; School Police Officer, Senior High School, replacing Timothy J. Keaveney who resigned. Compensation has been set at \$28.60 an hour with benefits. Effective: January 7, 2019.
5. **Jessica M. Kemp**; Level II - Administrative Assistant, District Office, replacing Deborah A. Smith who had a change of status. Compensation has been set at \$18.65 an hour with benefits per the Secretarial Plan. Effective: January 2, 2019.
6. **Deborah A. Oliver**; Level III - Secretary (10 month), 5/6/7th Grade Center, replacing Laura Piland who had a change of status. Compensation has been set at \$16.20 an hour with benefits per the Secretarial Plan. Effective: January 22, 2019.

7. **Michael R. Poteete**; Part-time Food Service (4 hours/day), Oaks Elementary School, replacing Mary M. Cass who resigned. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: January 22, 2019.

New Support Employee

8. **Lori A. Stumpfrock**; Staff Accountant, Administration Building, replacing Samuel A. Mersky who resigned. Compensation has been set at \$50,000.00 prorated with benefits. Effective: January 29, 2019.

E. Change of Status

1. **Sydney E. McGill**; Level III – Secretary to Level II – Administrative Assistant, District Office-Human Resources. Compensation has been set at \$18.65 an hour with benefits per the Secretarial Plan. Effective: January 29, 2019.

F. Substitute Employees

1. **Jessica A. Lydon** Athletic Trainer Substitute \$40.00/hour
2. **Michele J. Monaco** Athletic Trainer Substitute \$40.00/hour

- G. The Board approved the 2019 Extended School Year Program (ESY) and the positions identified below to be held at the 5/6th Grade Center. The program will be held June 20, 2019 through July 25, 2019; Monday through Thursday from 8:30 AM to 2:30 PM.

1. Thirty (30) Special Education Teachers at a rate of \$40.00/hour.
2. Eight (8) Special Education Teachers-Tutors at a rate of \$40.00/hour.
3. Five (5) Special Education Teachers with WILSON experience for individual students as per the students' ESY IEP's at a rate of \$40.00/hour.
4. Four (4) Speech Therapists at a rate of \$40.00/hour.
5. One (1) Behavior Specialist at a rate of \$40.00/hour.
6. One (1) School Counselor at a rate of \$40.00/hour.
7. One (1) Certified School Nurse at a rate of \$40.00/hr.
8. Fifty-Five (55) Instructional Assistants. Rates will vary between \$16.36-\$20.63/hr. depending on experience and educational degree.

- H. The Board approved the attached extra-curricular contracts for the 2018-2019 school year. *Designates new additions since the work session (**Attachment A4**)

VI. FINANCE

Mr. Dehnert made a motion to approve Items A-I and Mrs. Heine 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. 205455 – 205963 \$ 1,833,829.56

2.	<u>Food Service Checks</u>	
	Check No. 1290 – 1421	\$ 140,214.81
3.	<u>Capital Reserve Checks</u>	
	Check No. 2049	\$ 1,372.50
4.	<u>Capital Projects</u>	
	Reserve Fund: Check No. 21 – 26	\$ 14,745.54
	Bond Fund: Check No. 20 - 25	\$ 1,295,697.90
5.	<u>General Fund, Food Service, & Capital Reserve ACHs</u>	
	ACH 181900660 – 181900916	\$ 2,660,343.80
6.	<u>Procurement Payments and Wires</u>	
	20180186 - 20180197	\$ 1,278.99

C. The following monthly Board reports were approved:

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

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

1. **Musicopia – Philadelphia, PA.** Provide a Bucket Drumming Mini-Artist in Residency Program for fourth grade students at Spring City Elementary. There is no cost to the district for this program as it is being funded by the Robert L. and Agnes Cook Bard Foundation.
2. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide 3 one-hour presentations for the kindergarten classes at Brooke Elementary School entitled “Winter Secrets – Animals in Winter”. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$330.00.
3. **Stephanie Grace – Douglasville, PA.** Provide a total of 3 musical assemblies at Upper Providence Elementary (2) and Spring City Elementary (1) promoting positive messages in conjunction with Aavidum. Funding will be paid by the Upper Providence Home and School Association (\$500.00) and Spring City Elementary Professional Services Budget (\$250.00) and shall not exceed a total of \$750.00.
4. **Robyn Burckhardt, Art’s Alive – Spring City, PA.** Provide an Artist-in-Residency Program at Upper Providence Elementary in connection with the Clay Tile Mosaic Mural in the Courtyard Area. Funding will be paid by the Upper Providence Home and School Association and shall not exceed \$1,050.00.
5. **The National Theatre for Children – Minneapolis, MN.** Provide 2 assemblies for students at Upper Providence Elementary entitled “The Conservation Caper”. There is no cost to the district for this assembly.

6. **Shua Life Skills, Ron Shuali – Highland Park, NJ.** Provide 2 assemblies for students at Limerick Elementary in conjunction with building confident, healthy and calm learners. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$1,250.00.
7. **Full Effect Productions – Cliffwood, NJ.** Provide 2 assemblies for students at Upper Providence Elementary entitled “The Magic of Sharks”. Funding will be paid by the Upper Providence Elementary Home and School Association and shall not exceed \$990.00.
8. **The Montgomery County SPCA – Conshohocken, PA.** Provide a presentation for second grade students at Royersford Elementary School entitled “Pet Care”. There is no cost to the district for this presentation.

E. The Board approved the following independent contracts:

1. **Kim Hogan – Bethlehem, PA.** Provide an Artist-in-Residency Program for students at Spring City Elementary in connection with a glass mosaic mural project which will be displayed in the building for all to view. Funding will be paid from the Spring City Elementary Professional Services Budget and shall not exceed \$3,190.00.
2. **Chester County Intermediate Unit – Downingtown, PA.** Provide PCA services for a special needs student as per the IEP. Services will be provided for 6.4 hours per day for 140 days at a rate of \$32.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$29,120.00.
3. **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 \$25,235.60.
4. **Devereux PA Children’s Behavioral Health Services, Mapleton – Malvern, 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 \$20,448.00.
5. **Lakeside Educational Network – North Wales, PA.** Provide a one-to-one instructional assistant and tutoring services as part of the Lakeside Mobile Support Program for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$10,595.00.
6. **Chester County Intermediate Unit – Downingtown, PA.** Provide a Psychiatric Evaluation, 3 Psychological Evaluations and a Personal Care Assistant for special needs students. Funding will be paid from the Special Education Budget and shall not exceed \$38,741.24.
7. **Personal Health Care, Inc. – Valley Forge, PA.** Provide Nursing services during the school day and during transportation to and from school 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 \$33,840.00.

8. **Chester County Intermediate Unit (The Learning Center) – Downingtown, 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 \$31,661.74.
 9. **The Pathway School – Jeffersonville, PA.** Provide Educational services for a special needs student during the remaining 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$49,500.00.
 10. **Behavior Interventions, Inc. – King of Prussia, PA.** Provide Registered Behavior Technician (RBT) services for a special needs student for the remainder of the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$19,320.00.
 11. **Kara Canale – Collegeville, PA.** Provide Psychological services for students who require initial psychoeducational evaluations and/or reevaluations. Services will be provided for 15 hours per week for 12 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$12,600.00.
 12. **Education Alternatives for ABA, LLC. – King of Prussia, PA.** Provide increased Direct Trained PCA support services for a special needs student for the remainder of the school year as per the IEP. Services will be provided at an increased rate of \$35.00 per hour to accommodate certification needed to meet the student's needs. This is an amendment to the contract originally approved in August for a rate of \$32.00 per hour. In addition, Education Alternatives will provide up to an additional 100 hours of Behavior Supervision and support at a rate of \$95.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$11,615.00.
- F. The Board approved the Preliminary General Fund Budget for the 2019-2020 school year in the amount of \$170,897,412.00.
- G. The Board approved filing with the Department of Education the 2019-2020 referendum exceptions for Special Education Expenditures (Approximately \$2.4 million) and Retirement Contributions (Approximately \$25,000.00), for a total estimated amount of \$2,425,000.00. These referendum exceptions represent approximately 2.2% and could be used for allowable millage over the Act 1 State Index cap amount of 2.3%. Exceptions are permitted due to the recognition that there are extraordinary district expenses above the rate of inflation.
- H. The Board approved the 2019-2020 Montgomery County Intermediate Unit's Member Services Budget in the amount of \$1,518,580.00. This amount represents no increase over the 2018-2019 overall budget amount. Spring-Ford's share for 2019-2020 is \$118,045.00 which is a \$1,138.00 increase over last year's amount.
- I. The Board approved a three-year agreement with MyPayment Network (SchoolPay) for providing merchant services and software used to accept payments online. The initial set up fee is \$2,500.00 and annual service fees of \$850.00 per year (waived for year one). Other fees are to be passed on to the payers.

VII. PROPERTY

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

- A. The Board approved the service contract for district-wide mowing for the third year of a three-year option with Black Forest Landscaping and Snowplowing, Inc., as per the RFP. The total cost for Year 3 is \$1,333.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the General Maintenance Budget.

VIII. PROGRAMMING AND CURRRICULUM

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

- A. The Board approved the following new curricular resources for the 2019-2020 school year. Funding will come from the Curriculum Budget and shall not exceed **\$52,500.00**.

Course

1. 10th Grade Social Studies
(\$50,000.00)

Textbook

World History & Geography
Modern Times, c.2018
6 years online access for all students and teachers

**All teacher materials have been provided free of charge for the purchase above*

- | | |
|--|--|
| 2. Accounting (10-12 Center)
(\$2,500.00) | Accounting: An Integrated
Approach, 6 th Edition |
|--|--|

IX. NEW CONFERENCE/ WORKSHOP RECOMMENDATIONS

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

The following individuals are approved for attendance at the following:

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

DISTRICT OFFICE

- A. **Dr. Allyn R. Roche**, Assistant Superintendent, **Elizabeth Leiss**, Director of Human Resources, **David Krakower**, Supervisor of Special Education, to attend the "*Greater Philadelphia Teacher Job Fair*" at the Oaks Expo Center in Oaks, PA on April 3, 2019. The total cost of this conference is \$425.00 (registration). No substitutes are needed.
- B. **Michael McDaniel**, Director of Athletics, to attend the "*PreK-12 Title IX Administrator Certification Course*" in Lansdale, PA from January 27 through January 29, 2019. The total cost of this course is \$899.00 (registration). No substitute is needed.
- C. **Katie Davis**, **Amy Hiller** and **Christine Raber**, Special Education Supervisors, to attend the "*2019 PDE Bureau of Special Education Annual Conference*" at the Hershey Lodge and Convention Center in Hershey, PA from March 11 through March 13, 2019. The total cost of this conference is \$1,464.00 (registration, mileage, lodging and meals). No substitutes are needed.

- D. **Edward Koneski**, Grounds Foreman, and **Gregory Detwiler**, Grounds Crew, to attend *"The 2019 Eastern PA SportsTurf Conference"* at the Maple Shade Conference Center in East Earl, PA on January 16, 2019. The total cost of this conference is \$170.00 (registration). No substitutes are needed.

HIGH SCHOOL

- E. **Douglas Reigner**, House Principal, and **Carol Scheck**, Business Teacher/FBLA Advisor, to attend *"Future Business Leaders of America-State Leadership Competition and Conference"* at the Hershey Lodge and Convention Center from April 8, 2019 through April 10, 2019. Ms. Scheck will attend on April 8th and 9th while Mr. Reigner will attend on April 9th and 10th and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$1,067.00 (registration, lodging, and 2 days of substitute coverage for Ms. Scheck).
- F. **Khrystin Herb**, SAP Coordinator, to attend the *"PASAP-PAMLE Conference"* in State College, PA from February 23, 2019 through February 26, 2019. The total cost of the conference is \$599.00 (mileage, meals and 2 days of substitute coverage).

EVANS

- G. **Laura McNeil Murphy**, Certified School Nurse, to attend *"PA School Nurse Association Conference"* in State College, PA from March 29, 2019 through March 31, 2019. The total cost of the conference is \$1,072.76 (registration, mileage, lodging, meals and 1 day of substitute coverage).

New Conference and Workshop

- H. **Jessica Saloky**, Modernized Learning Coach, to attend *"PETE & C"* in Hershey, PA from February 10, 2019 through February 13, 2019. Ms. Saloky will be taking the place of Robert Catalano who was previously approved to attend. The total cost of this conference is \$1,008.52 (registration, mileage, lodging and meals). No substitute is needed.

X. OTHER BUSINESS

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

- A. The following policies were approved:

1. Policy #006 – LOCAL BOARD PROCEDURES: Meetings (**Attachment A5**)
2. Policy #217 – PUPILS: Graduation Requirements (**Attachment A6**)

- B. The Board approved the overnight trip request for **Douglas Reigner**, House Principal, and **Carol Scheck**, Business Teacher and FBLA Advisor to accompany students qualifying for the Future Business Leaders of America State Competition in Hershey, PA from April 8th through April 10th, 2019. Students will travel by district transportation. The cost of the trip is estimated to be \$425.00 per student for registration, lodging and meals. Students will miss 3 days of school and will be responsible for any missed work. The total cost to the district is for the transportation costs and 2 days of substitute coverage for Ms. Scheck.

C. The Board approved the overnight trip request for **Robert Swier**, Business Education Teacher, and **Kaylee Wallis**, English Teacher, to accompany students qualifying for the DECA State Competition in Hershey, PA from February 20th through February 22nd, 2019. Students will travel via chartered transportation. The cost of the trip is estimated to be \$400.00 per student for registration, transportation, lodging and meals. Students will miss 3 days of school and will be responsible for any missed work. The total cost to the district is for 3 days of substitute coverage for Mr. Swier and Ms. Wallis.

D. The Board approved the 2019-2020 school calendar. **(Attachment A7)**

E. The following policy is listed as a first reading:

1. Policy #815.1 – OPERATIONS: District-Issued Devices: Student Use, Rights and Responsibilities **(Attachment A8)**

XI. INFORMATIONAL ITEM

There were no comments.

A. Effective January 1, 2019, the IRS mileage rate will be **58 cents per mile** which is an increase from the 2018 rate of 54.5 cents per mile.

XII. BOARD COMMENT

There were no comments from the Board.

XIII. PUBLIC TO BE HEARD

There were no comments from the public.

XIV. ADJOURNMENT

Mr. Dehnert made a motion to adjourn and Mrs. Melton seconded it. The motion passed 8-0. The meeting adjourned at 8:29 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

**2018-2019 EXTRACURRICULAR CONTRACTS
FEBRUARY 2019**

	Contract Title	Season	Last	First	Stipend
1	Co-Ed Fitness Intramural # 19 - Grade 7	Year	Calvin	Krista L.	\$402.00
2	8 th Gr. Club #14	Spring	Ehnot	Jane D.	\$402.00
3	Co-Ed Fitness Intramural # 2 - Grade 5-6	Winter	Finnegan	Maura K.	\$402.00

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: DISTRICT-ISSUED DEVICES:
STUDENT USE, RIGHTS AND
RESPONSIBILITIES

ADOPTED:

REVISED:

REVIEWED: January 17, 2019

	<p style="text-align: center;">815.1. DISTRICT-ISSUED DEVICES: STUDENT USE, RIGHTS AND RESPONSIBILITIES</p>
1. Purpose	<p>The Board of School Directors recognizes the need to establish regulations for student use of District-Issued Devices consistent with the educational mission of the school district.</p>
2. Definitions	<p><i>Device</i> – refers to an identified Laptop, Tablet or other device issued by the District to a specific District student for use in connection with the academic program. This includes, but is not limited to, Laptop/Device issued by the District in connection with the Modernizing Learning Initiative, Spring-Ford Learning Initiative, Individualized Education Programs and Service Agreements for identified students with special needs, and other educational purposes.</p> <p><i>Modernizing Learning Initiative/Spring-Ford Learning Initiative</i> – The goal of Modernizing Learning is to maximize student engagement and increase differentiation in the classroom. The District initiative is to provide students with 21st Century learning environments both at home and in school, and to give all students increased access to technology resources and devices.</p> <p><i>Network Administrator</i> - an Information System Professional responsible for the day-to-day maintenance and upkeep of SFASD-Network.</p> <p><i>Remote Access of Devices</i> – a situation where a District employee or agent, using client management software, accesses a Device issued to a student and in the student's possession. Software maintenance, which will download software and configuration changes automatically when a student connects to the SFASD-Network with the Device, does not constitute remote access of the Device.</p> <p><i>SFASD-Network</i> – refers to the District's wide area network which permits the following uses, among others, by authorized students:</p> <ol style="list-style-type: none"> a. Internet access; b. Network shared resources such as printers; and

<p>3. Authority</p>	<p>c. Network folder shares and backup folders.</p> <p><i>Software maintenance</i>- any software or configuration changes sent out to all Devices, even if it only affects certain Devices, that is necessary for the maintenance and security of the SFASD-Network and to ensure that only authorized software is installed on the Devices.</p> <p><i>System Integrity</i> – refers to the maintenance of accurate and consistent information throughout the SFASD-Network.</p> <p><u>Rules for District Issued Devices</u></p> <ol style="list-style-type: none"> 1. The Superintendent or designee shall provide formal notification to district parents and guardians whose child is eligible to be issued a Device before distribution containing information relating to specific policies and procedures regarding district issued Devices. 2. Each student and the student’s parent or guardian must sign an agreement for the Device detailing the terms and conditions set forth in this and other policies and acknowledging receipt of Guidelines for use of the Device. 3. The restrictions set forth in Policy No. 815, SFASD-Network: Student Use, Rights and Responsibilities apply in their entirety to district issued Devices whether or not the device is connected to SFASD-Network. 4. A student does not need to be asked for permission prior to remote software maintenance or to resolve a technical issue with a Device. Software maintenance may involve the correction of altered code or programming and in some cases may remove files from the Device if the files are deemed to be a threat to the operation or security of the SFASD-Network or are stored in unauthorized software. 5. Student files and documents stored on district issued Device may be viewed in the following circumstances: <ol style="list-style-type: none"> a. After the Device has been returned by the student to the District: <ol style="list-style-type: none"> 1. At the end of a school year; or 2. Any other time the student has been reasonably notified of the need to permanently return the Device. b. If the District has a reasonable suspicion that the student is violating District Policies, Rules, and Student Handbook, authorized District administrators may take immediate custody of the Device and review student files. “Reasonable suspicion” means reasonable grounds
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<p>4. Delegation of Responsibility</p>	<p>exists that the search will uncover evidence that the student violated the law or school rules or District policies. The scope of the search must be reasonably related to the violation which justified the search. Under no circumstances will a District employee access a Device remotely for the purpose of this subsection.</p> <p>c. Pursuant to Policy 815, that sets forth the ability of the District to access or review such files.</p> <p>d. Teachers and other school personnel may provide assistance to a student in locating that student's files in the presence of and at the request of the requesting student.</p> <p>6. In the event that the parent/guardian or student refuse to sign the required agreement for Device use, the Superintendent or designee shall be responsible for ensuring that the District uses its best efforts to make necessary accommodations for the student to ensure that the student's education is not adversely affected.</p> <p>7. The Superintendent shall establish regulations ensuring:</p> <p>a. adequate and timely training in connection with use of Devices of students to whom Devices are issued; and</p> <p>b. periodic orientations for parents and guardians of students to whom Devices are issued.</p> <p><u>Sanctions</u></p> <p>A student's failure to abide by the rules and regulations of this policy will subject the student to the usual disciplinary procedures of the District as established in the applicable Student Code of Conduct or in District policies. Students may also have access to their Device limited during the school day if deemed appropriate.</p> <p>Parents, guardians and students may also be held financially responsible for all uninsured damage, loss or theft of the Device while the Device is in the possession, custody or control of student.</p> <p>Any theft of District-Issued Device must be accompanied by a written police report. All repairs to technology devices will be facilitated by the District technology staff. No outside vendors or other individuals are authorized to make repairs to District technology and Devices.</p> <p>The Superintendent of Schools and/or a designee shall create guidelines as cross-referenced below which describe how the policy will be implemented.</p>
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	<p>References:</p> <p>Policy No. 815, SFASD-Network: <i>Acceptable Use of Electronic Communications System - Student Use, Rights and Responsibilities</i></p> <p>Policy 345, 445, 545 – SFSD Staff-Student Communication/Relations</p> <p>Policy No. 224, <i>Care of School Property</i></p> <p>Policy No. 249, <i>Bullying and Cyber Bullying</i></p> <p>Policy No. 237 Electronic Communications</p> <p>Policy No. 218 Student Discipline</p>
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