

On February 20, 2018 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:51 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Dr. Edward T. Dressler, Linda C. Fazzini and Bernard F. Pettit
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.:

The following Board Member was not seated at the start of the meeting: **Clinton L. Jackson** (7:53 p.m.)

The following Student Representatives were absent: **Nandini M. Patel** and **Taylor Stevens**

ANNOUNCEMENTS

Mrs. Fern announced that students in grades 7 through 12 are invited to the Spring-Ford STEM Fair this Thursday, February 22nd at 6:30 in the 9th Grade Center. She advised that students will be able to learn about STEM pathways that exist through everyday course offerings at Spring-Ford and visit with post-secondary and industry partners to learn about STEM related careers. Mrs. Fern added that the STEM Fair will highlight 3 specific areas for students and families such as everyday STEM initiatives, courses and programs available at Spring-Ford, colleges and universities with STEM degree programs and certifications and also students will have the opportunity to meet with STEM industry representatives.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEM

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

A. Professional Employee

1. **Veronica Arriaga-Orts**; Spanish Teacher, 7th Grade Center, replacing Rachel Munoz who resigned. Compensation has been set at \$47,571.00, BS, Step 3, prorated with benefits per the Professional Agreement. Effective: To be determined.

III. PRESENTATION

Mr. Fink presented a PowerPoint that showed the original organizational chart for the Business Office, the organizational chart as it is today and the proposed chart for the immediate future due to attrition within the department. He spoke of the streamlining of

the various positions within the department from the original model and how it would look in the future model.

Mr. DiBello commented that a few years ago the Board moved forward to develop the Business Office to have a more modern structure in place. He added that with the new concept presented this evening the department is still down one position. Mr. DiBello asked if Mr. Fink found the department to operate more efficiently and Mr. Fink replied far more efficiently and spoke of the more efficient way of doing things currently. Mr. DiBello spoke of the presentation they made 2 years ago at the PSBA conference on this modern concept for a school business office and how those in attendance were impressed with this idea. Mr. DiBello felt the new department structure looked great and he asked Mr. Fink if there was any anticipation on growing the department any bigger. Mr. Fink responded that he did not see this happening anytime in the near future. Mr. DiBello commented that when they discussed this 2 years ago they knew that when people retired or moved on that they would realign the office.

A. **Jim Fink**, Chief Financial Officer, to provide an Update on the Business Office.

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report **Taylor Stevens/Nandini Patel**
Report next week.

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

Mrs. Heine reported that the Curriculum/Technology Committee met on February 6th and began the meeting with the good news of Dan Leopold being invited to the NASA Research Facility. She advised that Mr. Leopold was there last week and she is sure we will hear more about his adventure soon. Mrs. Heine advised that they discussed the PSSA follow up and the presentation that was slotted for the Board meeting next week on the new Future Ready PA Index. The committee received an update that the Journeys Program was going very well. She added that professional development in grades 5-7 was ongoing and that 8th grade English meetings continue to occur monthly. Mrs. Heine next reported that math coaching is continuing and that Glencoe training is also continuing for 7th and 8th grade teachers. Mrs. Heine advised that there is a resource for Earth and Space Science for 5th and 6th grade on the agenda for approval. The committee also discussed 2 audits that will be taking place the first being a McKinney-Vento audit and the second being a federal programs audit. Mrs. Heine reported that the Pre-K Readiness Program is now a budgeted item. The committee also discussed the Raptor System with regards to the change in PA driver's licenses that now have 2-D images on them which the current scanners do not work with so as a result we were forced to purchase new scanners. Mrs. Heine advised that previous to the new scanners being installed the office staff had to enter the license information manually. She added that most of the meeting centered around a discussion on the presentation of the future plans for the modernized learning project and through this there were a lot of questions and discussion items that were raised and this presentation will be brought back to the committee next month so that they can make some determinations before it is presented to the full Board.

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

Colleen reported that the Policy Committee met on February 12th and had a productive meeting. She advised that they reviewed Policy 103 and 104 which are based on non-discrimination in school and classroom practices and non-discrimination in employment practices. Mrs. Zasowski invited Mrs. Leiss to their March Policy Committee meeting to

discuss some of the specific changes and language in the PSBA draft policies. Mrs. Zasowski reported that Mr. Fink was in attendance at the meeting to aid in the discussion on the Use of Facilities Policy. She stated that Mr. Fink reviewed the numbers that had been calculated from the information and input from the Facilities Department. She next advised that the costs were explained for the service fees per hour for each specific facility location and that these fees are different from the rental fees. Mrs. Zasowski further explained that a service fee is for an employee's compensation including all taxes and retirement fees as well as the cost for consumable items such as electricity, water, sewer and cleaning costs. She added that the committee members also reviewed the 4 categories that all groups fall under for facility management. The committee members, before the next meeting have been asked to bring back a draft of the potential rental charges for further discussion. Mrs. Zasowski stated that once they have all of the information and they come to some type of agreement then they will bring it to the full Board. She advised that with regards to Policy 249 on bullying and cyber bullying, the committee hopes to have feedback from his security committee to share at their March meeting. The committee deferred the review of Policy 806 regarding child abuse to the March meeting since the February agenda was packed. Mrs. Zasowski stated that depending on the path that the Modernized Learning Program takes, there will be some policies that will need to be updated and possibly some others that will need to be created as well. Mrs. Zasowski advised that the committee had discussed bringing Policies 906 and 906.1 forward for a first reading but she would like to request that they be pulled back to the committee for further review and clarification of the language so that it can be brought forward again in March.

Community Relations Colleen Zasowski 2nd Mon. 6:30 p.m. (alt. months)

Mrs. Zasowski reported that the Community Relations Committee met on February 12th and discussed some training that was taking place. She advised that Erin Crew held 3 sessions for teachers during the November in-service day on website training. Ms. Crew also provided some parent training at the Evans Elementary Home and School meeting. Ms. Crew has reached out to other parent groups and offered training to them as well. Mrs. Zasowski commented that most of the meeting was spent talking about website accessibility and Ms. Crew provided a detailed presentation regarding recent changes made to the Americans with Disabilities Act. Mrs. Zasowski gave a brief summary of the ADA Act and how that relates to our website accessibility. She advised that while the district is actively looking to achieve the goal of an AA rating there is room for improvement. Ms. Crew shared information with the committee on two companies who will regularly monitor the website to check for and assure that we are ADA compliant and the committee asked her to go back to the companies and obtain pricing information as well as to find out what our local school districts are doing. Mrs. Zasowski reminded everyone that RAM Watch is a rebranding of the Friend Watch initiative. She added that it is more Spring-Ford friendly and wanted to make sure that it is communicated that this is the same program using the same form but now just under the name RAM Watch. Mrs. Zasowski advised that they also discussed some upcoming events and wanted everyone to be aware of them such as the 3rd Vex Robotics Fair, QPR Training, the STEM Fair and the 5K. Ms. Crew also shared with the committee that 3 of the district's publications were submitted for the Annual Pennsylvania School Public Relations Association Communications Contest and those were the new website, the Ram Review newsletter and the Welcome to Spring-Ford promo video. Mrs. Zasowski informed the Board that the winners will be announced in April.

Mr. DiBello stated that at the next meeting he would like the Community Relations Committee to think about and discuss the use of social media for getting information out when things occur in the district. He commented that when no information is relayed then it results in a lot of misinformation which leads to rumors and things going crazy. He recommended that possibly the

Community Relations Committee develop a process to have in place so that when something happens in the district that would warrant the students possibly texting their parents, we take a proactive stance by getting something out from the district letting parents know that the district is fully aware of the incident and is looking into it.

Mrs. Zasowski commented that this goes back to the training she attended back in October where they specifically talked about using social media to get in front of the issue before it becomes something bigger, or blown out of proportion, or false information is relayed. She added that they should be preventive and proactive.

Mr. DiBello said he did not feel that the district needed to go into detail just that they are aware of an incident, are looking into it and on top of it.

Finance

Thomas J. DiBello

2nd Tues. 6:30 p.m.

Tom DiBello reported that the Finance Committee met on February 13th and began the meeting by reviewing the monthly reports and they talked about the importance of having the monthly Board reports posted on the secure shared drive so that Board Members can access the reports before the Finance Committee meeting. Mr. DiBello reported that in reviewing the reports they found the cash balances to be in really good shape. He added that unfortunately they will start to decrease over the next couple of months as the majority of the revenue has been received. He added that the financials are on target for the current budget. The committee discussed the 3 settlements agreements that appear on this month's agenda. The committee also were informed that the audit had been completed and they will be talking in the next month or so about some funds that came out ahead of the budget so they will need to determine where to move these funds to. Mr. DiBello advised that the income taxes were trending nicely due to a better economy, the self-funded insurance is trending on budget and food services is doing better with sales being up. Mr. DiBello informed everyone that in May they determine in looking at food costs if there is a need to increase lunch prices. Mr. DiBello reported that through the financial reports they found that the expenses thus far are about \$1 million less than last year. Mr. DiBello stated that they feel they will end the year on target. Mr. DiBello commented that the committee discussed that for the March meeting they will be far enough along in the budget to be able to compare budget versus actual. He advised that the bids for the high school expansion project will be coming in on March 8th and the next Finance and Property Committee meetings will be on March 13th. He requested that Mr. Fink and his staff bring the different scenarios in order to discuss the financing options for the project so that the Board can make a decision on whether to go or not go with this project. Mr. DiBello invited the entire Board to attend both the Finance and the Property Committee meetings on March 13th in order to go through the details on the project with regards to the funding and financing and discuss the bid openings. He also requested that Mrs. Fern send out a reminder prior to that date to all of the Board Members in an effort to have everyone in attendance. Mr. DiBello commented that the Finance Committee also discussed the debt cliff coming in 2023-24 school year which is very important to understand and will be discussed in greater detail at the March meetings with regards to the expansion project.

Dr. Dressler asked if Mr. DiBello could expand a little bit on the expansion and it being paid for from part bond and part from the debt service. Mr. DiBello replied that it was a great question but asked if the discussion could be held until the March Finance meeting so that the numbers could be presented at that time.

Property

Thomas J. DiBello

2nd Tues. 7:30 p.m.

Mr. DiBello reported that the Property Committee met on February 13th and received an update on the high school expansion project with regards to the bids coming back and opened on March 8th. He advised that the bids will be presented at the March Property Committee meeting and encouraged the Board to come to both the Finance and Property meetings as they would like, if it the desire is to move forward with the project, to put at least the hallway portion of the project on the March Work Session agenda for approval as the timing is critical for this work to begin to get it to a certain point before the start of the new school year. The committee reviewed the Capital Reserve Plan. Mr. DiBello stated that about 8 years ago they created a 20 year Capital Projects Plan which is used each year when working on the budget. The committee discussed the Oaks chiller project, the 9th grade windows project, the roof coating at the high school, a new storage copy room at the Flex Building, and flooring at the 5/6 Grade Center to be replaced. Mr. DiBello reported that in addition they discussed the 2018-19 school budget with regards to the high school project. The committee spoke about the paper recycling dumpsters located at the buildings that the schools and residents use and the fact that they are not being services properly which is resulting in papers blowing around and the district receiving complaints. Mr. DiBello relayed that district staff are having to clean up the areas around the dumpsters and there has been a suggestion to relocate the dumpsters for a short period of time until the company that services them gets caught up and can service them properly. Mr. DiBello next reported that they are looking at posting signs for the sports fields as there is a lot of unauthorized usage. He spoke of one of the district's fields was torn up due to wet and muddy conditions and a group of approximately 20 or so people who used the field for an organized game. Mr. DiBello reported that they are looking into signs with better verbiage regarding no trespassing.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche announced that beginning today and on display for the next 30 days on the Spring-Ford website, parents, faculty, staff, school board members and the community at large can review and provide feedback on the District's Special Education Plan Report. He explained that the Special Education Plan Report is a mandatory action plan that describes the District's commitment to ensure that a quality education will be provided to each of its students with a disability eligible for special education, over the upcoming three years. Dr. Roche advised that as part of the requirements, the draft plan must be made available to the faculty, staff and the public for at least 30 days to review and for questions, comments and/or suggestions. The draft plan is available for public review and comment from today until March 22, 2018 with potential approval at the March School Board action meeting. Once approved, it will be in place from July 1, 2018 – June 30, 2021. Dr. Roche thanked all of the volunteers who gave of their time and professionalism to be part of the planning and guidance to complete this plan. Dr. Roche specifically thanked the Special Education Supervisors for their leadership as well as Mrs. Melton and Mrs. Fazzini for signing on to help even before they were sworn in as School Board Members. Dr. Roche reminded parents of children turning five-years old by August 31st, 2018 that kindergarten registration begins on February 26th, 2018 and ends on March 23rd, 2018. He encouraged parents to visit the Spring-Ford website for registration information and added that if parents were unsure of their elementary school or unable to select an appointment time they should call the district registrar at 610-705-6120. Dr. Roche invited parents and children in grades K-6 to come out and attend the Spring-Ford Literacy Night on March 20th, 2018 at Upper Providence Elementary School from 6:30 p.m. to 8:00 p.m.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald stated that he wanted to comment on something in Mrs. Zasowski's report from the Policy Committee meeting with regards to policies 103 and 104. He advised that these two policies are being rolled out state-wide with regards to merging discrimination and harassment. He stated that he had the opportunity to review this for another client and although there will be some questions regarding implementation his will make it easier to understand whether something is a harassment issue or a discrimination issue and whether it is a student or employee issue. Mr. Fitzgerald spoke about the website access issue and stated that he had a client go through tens of thousands of dollars' worth of damages on having access issues and how it is monitored from a school district perspective. Mr. Fitzgerald stated that as directed as last month's meeting, he reviewed the PSSA Resolution with regards to Senate Bill 2 and did not make any modifications as from a legal perspective it checks out. Mr. Fitzgerald informed that half his school clients will be approving the resolution while the other half have chosen not to.

V. MINUTES

There were no questions.

- A. Administration recommends approval of the January 16, 2018 Work Session minutes. **(Attachment A1)**
- B. Administration recommends approval of the January 22, 2018 Board Meeting minutes. **(Attachment A2)**

VI. PERSONNEL

There were no questions.

A. Resignations

- 1. **Molly A. Bowe**; Level IV Secretary, District Office. Effective: February 23, 2018.
- 2. **Talia Frisco**; Instructional Assistant, Limerick Elementary School. Effective: February 5, 2018.
- 3. **Deborah Kovach**; Food Service, 8th Grade Center, for the purpose of retirement. Effective: March 30, 2018.
- 4. **Suzanne Mosebrook**; Registered Nurse, Limerick Elementary School. Effective: February 14, 2018.

B. Leaves of Absence

- 1. **Joan E. Kenney**; Speech Teacher, 7th Grade Center, for child-rearing leave per the Professional Agreement. Effective: April 20, 2018 through the first marking period of the 2018-2019 school year.
- 2. **Andrea Sandberg**; Elementary Teacher, Brooke Elementary, for an unpaid leave of absence per Board Policy. Effective: January 29, 2018 for approximately 8 weeks.

C. Support Employees

1. **Kristen M. Monastero**; Instructional Assistant, 7th Grade Center, replacing Ashley Miller who resigned. Compensation has been set at \$17.36 (degree rate) with benefits, per the Instructional Assistants' Plan. Effective: February 26, 2018
2. **Richard S. Prevete**; Audio Visual Technician, Senior High School, replacing Tyler Emel who resigned. Compensation has been set at \$23.00 an hour with benefits. Effective: To be determined.

- D. Administration recommends approval of the attached extra-curricular contracts for the 2017-2018 school year. **(Attachment A3)**

VII. FINANCE

Mr. Dehnert asked about Items I and J and why Fox Rothschild was not the legal firm involved with this and Mr. Fink explained that it was due to a conflict of interest. Mr. Dehnert asked what the tax impact was for these two items and Mr. Fink replied this was for the 2 Target stores in the district; one in Oaks which will result in a tax impact of \$38,000.00 and the second in Limerick with a tax impact of \$17,000.00.

- 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. 202234 – 202661 \$1,549,265.83
2. Food Service Checks
Check No. 656 – 727 \$ 94,470.93
3. Capital Reserve Checks
Check No. 2020 - 2023 \$ 285,878.55
4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800443 - 171800549 \$1,402,400.78

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

- Skyward Reports
 - General Fund Check Register
 - Food Service Check Register
 - Capital Reserve Check Register
 - ACH Check Register
 - Summary Revenue Report
 - Summary Expense Report

- 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. **All For Kidz – Lynnwood, WA.** Provide a character education program assembly for students in grades K-4 at Brooke Elementary entitled “The NED Show”. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$2,000.00.
 2. **Benmore Enterprises – Bushkill, PA.** Provide two assemblies for students in second grade at Limerick Elementary entitled “Dino Dig”. Funding will be paid by the Limerick Home and School League and shall not exceed \$525.00.
 3. **Musicopia – Philadelphia, PA.** Provide a mini Artist in Residency Program for fourth grade students at Spring City Elementary on “Bucket Drumming” with Leon Jordan. There is no cost to the school district as all funding will be paid by the Bard Foundation and the Pennsylvania Council on the Arts.
 4. **Musicopia – Philadelphia, PA.** Provide an assembly for students at Spring City Elementary entitled “Afro-Cuban Trio” featuring Leana Song. There is no cost to the school district as all funding will be paid by the Bard Foundation and the Pennsylvania Council of the Arts.
 5. **Musicopia – Philadelphia, PA.** Provide an assembly for students at Spring City Elementary entitled “Bollywood Dancing” featuring Swati Chaturvedi. There is no cost to the school district as all funding will be paid by the Bard Foundation and the Pennsylvania Council of the Arts.
- E. Administration recommends approval of the following independent contracts:
1. **Timothy School – Berwyn, PA.** Provide school year services for a special needs student as per the IEP. Services will be provided at a tuition rate of \$41,416.00 for the remainder of the school year. In addition, the Timothy School will provide a 1-1 assistant at a rate of \$193.50 per day for 105 days for a total of \$20,317.50. Funding will be paid from the Special Education Budget and shall not exceed a total of \$61,733.50.
 2. **Chester County Intermediate Unit – Downingtown, PA.** Provide Educational services for four special needs students as per their IEPs. The CCIU schools that will be providing services are TCHS-Pickering and TCHS Brandywine. Funding will be paid from the Special Education Budget and shall not exceed \$60,167.16.
 3. **Spring-Ford Family Practice (Pottstown Medical Specialists, Inc.) – Pottstown, PA.** Perform state mandated school physical examinations, provide standing orders and consultation regarding school-based medical issues during the 2017-2018 school year as requested by parents/guardians. Funding will be paid from the General Fund and shall not exceed \$18.00 per student physical.
 4. **A Fresh Start Fitness – Pottstown, PA.** Provide kid inspired workouts that build self-esteem and educates students about health and nutrition at Evans Elementary. Funding will be paid from the General Fund and shall not exceed \$1,200.00.

- F. Administration recommends approval of the 2018-2019 Montgomery County Intermediate Unit's Member Services Budget in the amount of \$1,518,580.00. This amount represents no increase over the 2017-2018 overall budget amount. Spring-Ford's share for 2018-2019 is \$116,906.00 which is a \$1,766.00 increase over last year's amount.
- G. Administration recommends approval to hereby agree to accept 80% of the principal amount owed for rollback taxes for tax years 2011 through and including tax year 2016 for the property located on Swamp Pike in Limerick Township and further identified as tax parcel number 37-00-05125-11-2 to resolve a claim made by the property owner. The Board of School Directors shall not reduce the total amount of principal owed for rollback taxes for the above-noted property by an amount greater than \$15,764.09. There will be no abatement of any interest and penalty owed whatsoever for any year at issue. The Board of School Directors also hereby authorizes Fox Rothschild to enter into an agreement, if necessary, memorializing the foregoing.
- H. Administration recommends approval to authorize Fox Rothschild LLP to enter into an agreement for the property located at 328 N. Lewis Road (Condo Unit 2) in Limerick Township and further identified as tax parcel No. 37-00-01519-00-1 setting the assessment of the property at \$513,950 for tax year 2018 (school tax year 2018-19) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- I. Administration recommends approval to authorize Hughes, Kalkbrenner & Ozorowski, LLP to enter into an agreement for the property located at 1820 Ridge Pike in Limerick Township and further identified as tax parcel No. 61-00-04423-00-7 setting the assessment of the property at \$6,457,380 for tax year 2016 (school tax year 2016-2017); \$6,445,890 for the tax year 2017 (school tax year 2017-2018); and \$6,216,090 for the tax year 2018 (school tax year 2018-2019) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- J. Administration recommends approval to authorize Hughes, Kalkbrenner & Ozorowski, LLP to enter into an agreement for the property located at 200 Mill Road in Upper Providence Township and further identified as tax parcel No. 61-00-03682-03-7 setting the assessment of the property at \$6,283,160 for tax year 2016 (school tax year 2016-2017); \$6,271,980 for the tax year 2017 (school tax year 2017-2018); and \$6,048,380 for the tax year 2018 (school tax year 2018-2019) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.

VIII. PROPERTY

Mr. DiBello explained that Items D-F have blank lines and the information will be coming in and filled in prior to next week's meeting or those motions will be pulled from the agenda.

Mr. Cooper confirmed this was correct and that he had the majority of the information already

- A. Administration recommends approval for WTI, as per the plans and specifications, to re-coat the sloped metal roof Phase I at Spring-Ford Area High School for a total cost of \$447,839.21. This will be completed thru AEPA/KPN proposal #5033168. Work will be completed over the summer of 2018. Funding will come from the Capital Reserve.

- B. Administration recommends approval to process a new purchase order for the increased costs incurred by Turf Track and Court for the extra work that was performed to complete the 9th Grade Center artificial turf field. This cost includes mileage, drawing reproductions and change order clarification for a total cost of \$358.12. Funding will come from the Capital Reserve.
- C. Administration recommends approval to award to R.J. McCarville the contract to replace the folding operable doors at Brooke Elementary School for the lowest RFP of \$19,997.00 and rejecting all others. Funding will come from the Capital Reserve.
- D. Administration recommends approval to retain _____ engineer to draw up specifications and place out to bid the replacement of the Oaks Elementary chiller. The costs shall not exceed \$20,000.00. Funding will come from the Maintenance Budget.
- E. Administration recommends approval to retain engineer _____ to develop costs and plans to create a new storage copy room at the Flex Building and place out to bid for a total cost of \$_____. Funding will come from the Capital Reserve.
- F. Administration recommends approval to retain _____ architect to draw up specifications/drawings and bids for the replacement of windows at the 9th Grade Center for a total cost of \$_____. Funding will come from the Capital Reserve.

IX. PROGRAMMING AND CURRICULUM

There were no questions.

- A. Administration recommends approval of the following new curricular resources for 2018-2019. Funding will be made from the 2017-2018 Curriculum Budget and shall not exceed \$120,000.00.

<u>Course</u>	<u>Textbook</u>	<u>Publisher</u>
1. 5 th & 6 th Grade Science	Earth & Space Science 6 yr. consumable and online access for all students and teachers	Glencoe McGraw Hill PO Box 182605 Columbus, OH 43218
<i>All Teacher Materials have been provided free of charge for the purchase above</i>		

- B. Administration recommends approval to award to the lowest bidder, Omega Systems of West Lawn, PA, for the low bid of \$1,069,579.98 for the final phase of the E-Rate Networking Project, rejecting all other alternative bids and all other contractor's bids. Funding will come from the Capital Reserve. The E-Rate Category 2 Rebate Program (approximately 40% of the total cost), as well as the Technology Operating Budgets of 2018-2019 through 2022-2023 will replenish the Capital Reserve.

X. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mr. Dehnert asked about Item H and how many students were involved. Dr. Roche replied that the number was not known as of yet as we needed to wait to see who qualified. Mr. Dehnert asked why 3 people needed to attend and accompany the students and Dr. Roche replied that each of the directors works with a specific music group and they will accompany their own students. He added that if a director has none of their students qualify for the all-state competition then the teacher will not be attending this event.

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, **Catherine Gardy**, K-12 Literacy Supervisor, to attend the *"PAFPC 2018 Annual Conference"* at the Hershey Lodge and Convention Center from April 29, 2018 through May 2, 2018. The total cost of this conference is \$1,691.00 (registration, mileage, lodging and meals) to be paid from Federal Program Funds. No substitutes are needed.
- B. **Erin Crew**, Manager of Communications/Marketing, to attend the *"PenSPRA Symposium"* at Shippensburg University on April 12 and April 13, 2018. The total cost of the conference is \$350.00 (registration, mileage and lodging). No substitute is needed.
- C. **Rachael Fenys**, Accountant, to attend *"Elements of School Law and Organization"* in Kulpsville, PA on May 10, 2018. The total cost for this conference is \$165.00 (registration and mileage). No substitute is needed.
- D. **Michael McDaniel**, Athletic Director, to attend the *"Pennsylvania State Athletic Directors Association Annual Conference"* in Hershey, PA from March 20, 2018 through March 23, 2018. The total cost for this conference is \$982.00 (registration, mileage, lodging and meals). No substituted is needed.
- E. **Gwendolyn Phillips**, School Police Officer, to attend *"Mid-Atlantic Association of Women in Law Enforcement: Sandy Hook Tragedy"* at the Radisson Hotel in King of Prussia, PA on March 19, 2018. The total cost for this conference is \$112.72 (registration, mileage, meals). No substitute is needed.

HIGH SCHOOL

- F. **Alison Reichwein**, Technology Education Teacher, to attend *"PLTW Refresher Day"* at Bucknell University in Lewisburg, PA on March 13, 2018. The total cost for this conference is \$342.00 (registration and one day of substitute coverage).
- G. **Bradley J. Seltzer**, Teacher, to attend the *"AP Summer Institute"* at the Montgomery County Intermediate Unit in Norristown, PA from July 30, 2018 through August 2, 2018. The total cost for this conference is \$975.00 (registration). No substitute is needed.
- H. **Seth Jones**, Band Director, **Emily McGranahan**, Orchestra Director, and **Yvonne O'Dea**, Choral Director, to attend the *"PMEA All-State Annual Conference and Inservice Convention"* in Lancaster, PA from April 18 through April 21, 2018. Mr. Jones, Ms. McGranahan and Mrs. O'Dea will accompany students who have qualified for All-State Ensembles. The total cost of the conference is \$4,338.00 (registration, mileage, lodging, meals and 3 days of substitute coverage for the 3 teachers).

DISTRICT-WIDE

- I. **Cathy Bradfield** and **Laura McNeil Murphy**, Certified School Nurses and Department Chairs, to attend *"PA School Nurse Association Conference"* in State College, PA from April 13, 2018 through April 15, 2018. The total cost for this conference is \$1,858.00 (registration, mileage, lodging, meals and one day of substitute coverage for each).

XI. OTHER BUSINESS

There were no questions.

- A. Administration recommends approval of **Genevieve M. Brooks** for Early College Admission. Genevieve is a strong student ranked well within the top twenty-five percent of her class and meets the qualification under the Spring-Ford Guidelines for Early College Admissions. The High School Guidance and Professional Staff feel that Genevieve will succeed in college and endorse her application.
- B. Administration acknowledges the acceptance of the donation from the Evans Elementary Home and School Association in the amount of approximately \$25,000.00 for the purchase and installation of a permanent hard structure pavilion including the purchase of 6 picnic tables to be placed under the steel structure. The Home and School Association will pay the vendor directly for this project. The work will be completed over the summer. There will be no cost to the district.
- C. Administration acknowledged the acceptance of the donation of approximately \$8,006.59 from the A Team to be used towards the purchase of supplies and equipment for use in the K-12 Special Education classrooms. The A Team is an Autism Support Network comprised of parents, educators and community autism service providers who offer supportive and informational resources for families caring for children/adults on the autism spectrum.
- D. Administration recommends approval of the 2018-2019 school calendar. **(Attachment A4)**
- E. Administration recommends approval for all Spring Athletic Teams/Individuals that qualify for post season play to be granted permission for overnight travel, when deemed necessary by the Athletic Department, and approved by the Superintendent or their Designee. The School Board will be notified of this travel and Board approval will be sought at the next scheduled Board meeting. Funding will be paid from the Athletic Budget.
- F. The following policies are submitted as a second reading for approval at next week's meeting:
 - 1. Policy #121 – PROGRAMS: Field Trips/Educational Trips **(Attachment A5)**
 - 2. Policy #213 – PUPILS: Assessment of Student Progress **(Attachment A6)**
- G. The following policies are submitted as a first reading:
 - 1. Policy #906 – COMMUNITY: Public Complaints **(Attachment A7)**
 - 2. Policy #906.1 – COMMUNITY: Anonymous Communications **(Attachment A8)**

XII. DISCUSSION ITEM

Mr. DiBello stated that he had not heard any news on Senate Bill 2 as far as if it is on the floor or where it is at and none of the Board Members had an update. Mr. DiBello asked if any Board Members had any thoughts on supporting or not supporting the resolution.

Mr. Dehnert expressed that he was not in favor of the language as it sounded more like a proclamation from a king and was not direct in exactly what we were in opposition to. He also felt that it was not pertinent to Spring-Ford as Senate Bill 2 targeted those districts that perform below 15%.

Mr. DiBello replied that PSBA resolutions are written with multiple tones associated to them and that resolutions do not really have an impact on our legislators. He stated that calls from residents are what gets legislators to respond. Mr. DiBello added that he is neutral on this resolution and is fine with whatever the Board wants to do with regards to moving forward or not moving forward with it.

Mrs. Fazzini agreed that resolutions do not matter much to legislators but that they do sometimes keep a tally as far as the mailings and the phone calls they receive. She added that she believes that if a school board takes a stand one way or another then we may have more of a chance of having people in the school district write or call their legislators.

Mr. Pettit stated that we must really publicize the Board's stance to the public and he agreed that resolutions by themselves are not really given a whole lot of consideration by our legislators but calls from their constituents do. Mr. Pettit urged residents to make their voices heard if they have a strong opinion.

Mr. Dehnert commented that he felt if the average resident read this resolution they would not have any idea what it was about.

Mr. DiBello stated that Senate Bill 2 does not impact Spring-Ford and he questioned what the next step is as they are starting to lay a foundation towards a voucher program. Mr. DiBello suggested that the Board possibly sit this one out and watch to see what the next step may be.

Mrs. Melton commented that she will be attending the MCIU Legislative meeting tomorrow night and will bring back to the Board any information she receives regarding this.

Mr. DiBello recommended that the Board put this resolution on hold until next week to see what Mrs. Melton may find out.

A. Resolution 2018-01 Opposing Senate Bill 2 (**Attachment A9**)

XIII. BOARD COMMENT

Mr. Dehnert spoke about school security and suggested that the district look into putting an armed police officer in every building. He expressed that he felt the only way to stop a gun is with a gun.

Mrs. Fazzini disagreed with Mr. Dehnert's statement saying she did not believe that statistically this was correct. She suggested that they look into the validity of this before putting armed security in the buildings.

Mr. Dehnert stated that he felt that they should relook at security for the district with regards to the changes that occur as a result of shootings. He felt that simply having a door that someone must be buzzed into would not prevent someone from getting into a building with a gun. Mr. Dehnert urged the Board to be proactive rather than reactive.

Mr. DiBello felt that it was a valid request to look into the cost of putting armed police officers in every building. Mr. DiBello reminded the Board that they did a full security analysis about 2 years ago and they made a lot of improvements. He added that he was not sure if it was time to do another one or not.

Mr. Dehnert suggested that the district could potentially look into having some type of metal bar in place that could come down and prevent someone from coming into a classroom door if they were to get into the building.

Mrs. Melton said that possibly another security review or audit may be helpful in order to find the right balance and find what security devices are available. Mrs. Melton felt that a professional in this area would be helpful.

Mr. DiBello asked if the recommendation from the Board was to do a full security analysis again.

Dr. Goodin pointed out that this was just done 2 years ago and the district is still operating off of this. Dr. Goodin stated that his recommendation is that they not do a new analysis as the one they have is very comprehensive and there are still some things that we have to put in place from that document. Dr. Goodin indicated that he had a discussion today with another security measure they are going to put in place. He indicated that in the five-year staffing plan they had allotted for an increase in officers and are looking at adding another one. Dr. Goodin stated that having armed security in a building may make everyone feel better but it may not increase the amount of security that you actually have in a building.

Mr. Jackson asked if Dr. Goodin could send a copy of the security plan to the Board Members and Mr. DiBello replied that the minimum places this plan is distributed the better. He added that it is not made readily available and that he is not sure why the Board would want to make it available as it is really on a need to know basis.

Mr. Dehnert questioned the recommendations that were in the plan 2 years ago and why we have not done all of the improvements that were recommended. He asked what the delay was. Dr. Goodin replied that the security report was very positive and complimentary on what security measures we have in place. Mr. Dehnert stated that if there were improvements in the original document we should do them and Dr. Goodin responded that they were not necessarily improvements but things that were suggested. He stated that you must weigh those things out to determine if they are really necessary.

Mr. DiBello commented that if he remembers correctly we did very well on the report. He added that there were some things that they recommended we do immediately and those things were done. There were also suggestions made and as you continue to enhance buildings you can add some of those ideas or make changes. Mr. DiBello stated that we need to look at what unmanned doors may be left opened by students and who may be leaving people into a building without them going through protocol. Mr. DiBello stated that he thought that with society the way it is today we may want to consider having an armed security officer in every building but we need to also keep in mind that with the situation that occurred in Florida there was an armed security officer in the building. Mr. DiBello commented that there are a lot of things that you can do for security and it is up to administration to make sure we are staying abreast of those things.

Mr. Dehnert stated that there may be lessons to be learned from the incident that occurred in Florida last week and he wondered how we learn those lessons and how they can be communicated.

Mr. DiBello pointed out that in the Florida situation the doors to the building were not locked and the intruder was able to walk right in the building and pull the fire alarm.

Mrs. Melton commented that in the morning our doors are not locked down until after the students arrive and she suggested that at those times we may need to have some type of oversight over the doors.

Mrs. Zasowski stated that we have to learn from things that happen and she would like to see a cursory plan in order to determine what we may need to do next. She added that we always need to check ourselves. She stated that the schools function well and are supposed to be a safe zone but sometimes things get lax and we cannot allow that to happen.

Mr. DiBello asked that Board for their directive and whether they wanted administration to find out the cost to have armed guards at every building as well as having a cursory review done of our current security practices. The Board indicated their desire to have administration look into this. Mr. DiBello asked for a proposal to be brought back for approval next week.

Mrs. Melton asked for a plan to address students coming into the building during the morning hours and access to doors.

Dr. Goodin stated that it is impossible to have the doors secured in the morning as there are 1800 students entering in the morning. He stated that they could put metal detectors at the doors and it will take a while to get the students in. Mrs. Melton suggested possibly teachers who know the kids and know who should be coming in and may possibly recognize a stranger trying to enter the building. Dr. Goodin replied that his concern is not with the people he does not know but rather with the students themselves and what they may be bringing in with them. He indicated that he will check to see how many doors students have access to during the morning hours.

Mr. Pettit commented that with the Florida incident the event happened when the students were getting ready to leave at the end of the day.

Dr. Dressler commented that a more immediate threat for our students is the Opioid epidemic. He commented that nowadays experimenting with drugs can kill you. He stated that this epidemic covers all economic classes. He wanted to make sure the district gets word out to the students that this is not something they can fool around with.

Dr. Roche provided information on the programs that take place in the district for parents and students.

Mrs. Heine added that this crisis is also addressed at the teacher level. She felt that the district does a pretty good job of getting the word out and although we cannot prevent every single situation we need to prevent as much as possible.

Mrs. Zasowski spoke about the prom season coming up and the SNAP Post Prom event. She stated that we talk about staying away from alcohol but maybe we also need to urge students to stay away from drugs as well.

February 20, 2018

Mr. DiBello announced that the Board met in an executive session before tonight's meeting to discuss a personnel issue.

XIV. PUBLIC TO BE HEARD

There were no comments.

XV. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Melton seconded it. The motion passed 9-0. The meeting adjourned at 9:21 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

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

Region I: Dr. Edward T. Dressler and Linda C. Fazzini
Region II: Dawn R. Heine, Clinton L. Jackson and Colleen Zasowski
Region III: Mark P. Dehnert and Christina F. Melton
Presiding Officer: Thomas J. DiBello
Superintendent: Dr. David R. Goodin
Chief Financial Officer: James D. Fink
Solicitor: Kyle Berman, Esq.
Student Reps.: Taylor Stevens and Nandini M. Patel

The following Board Member was absent: **Bernard F. Pettit**

ANNOUNCEMENTS

Taylor announced that the Great Kindness Challenge in Spring-Ford will kick-off in 5 days. She advised that schools across the district as well as the District Office will spread kindness throughout the community from January 22nd to January 26th. More information can be found on the district website or on each individual school's webpage.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were none.

II. BOARD AND COMMITTEE REPORTS

Student Rep. Report Taylor Stevens/Nandini Patel

Nandini reported that the second marking period will come to an end on January 25th and that mid-terms will be taking place for all high school students from January 22nd to the 25th. Nandini advised that registration to take AP tests will be open until February 7th and if anyone has any questions they can contact Mrs. Bowlby and/or Mrs. Falco in the Future Planning Center. Nandini next reported that beginning this month, monthly discussions will be held with Dr. Nugent and Dr. Weidenbaugh and two students from each of the four grade levels. The purpose for these meetings are that it will provide both students and administration an opportunity to come together and discuss what changes they would like to see and also to provide the administration with an in-depth look at all students.

Finance

Thomas J. DiBello

2nd Tues. 6:30 p.m.

Mr. DiBello reported that the Finance Committee met on January 9th where they went through the monthly reports which show that we are on target and in a few budget areas we are trending ahead of schedule which is a good thing. He added that as we get further into the year some of the expenditures will catch up to the revenue coming in. Mr. DiBello reported that for the rest of the meeting since there were new Board Members present it was thought that it would be beneficial to have Mr. Fink and staff to go through the budget, the budget process and get into detail on the seven-year rolling budget forecast. They

also discussed the 20 year Maintenance Plan which is also known as the Capital Project Plan and discussed the five-year rolling Technology Plan. The committee also received an update on the PSERS rate which has been set by the state and for the first time in 3 or 4 years they came in slightly less than what had originally been projected. Mr. DiBello stated that he had asked about the finalizing of the audit and was advised that it should be concluded in the next month or so and at that point we will be able to see what funds may be left over from last year's budget year.

Dr. Dressler asked about PSERS and whether their financial situation had improved considerably with regards to the stock market success recently. Mr. Fink replied that he has not gotten the official report back from PSERS but his guess would be that it had something to do with why they dropped the rate.

Property

Thomas J. DiBello

2nd Tues. 7:30 p.m.

Mr. DiBello reported that the Property Committee met following the Finance Committee meeting and went through old business and got an update on the high school project from Crabtree. The update indicated that the drawings are ready to be recorded at the court house and the staging area for contractors' will near the performing arts additional parking area. He added that submittal and delivery timelines were discussed and we are on target for getting the packets out to bid. Mr. DiBello reported that the goal from the Property Committee standpoint is to come to the full board in the March or April timeline to review the bids and determine if and how we are going to proceed forward. He added that they should keep in mind that this is the last stop gate as far as if it will be a go or no go decision. Mr. DiBello reported that they received an update on the auditorium lighting project will be completed January 19th. He added that the Capital Reserve Plan will be projected out to 2035 and will be ready for the February Property Committee meeting for review. Mr. DiBello reported that they discussed other projects, some that are on the agenda for review this evening, such as the sewer pit project at Spring City Elementary, 5/6 Grade Center Phase II Roof Project and Brooke folding partitions. He advised that the state came out with new thresholds on bids which is something that is done on a yearly basis. He added that each year when the thresholds change we have had to revise our policy as in the past it listed what the state thresholds were. Mr. DiBello advised that going forward we will be changing our policy to read "to be in alignment with state thresholds" which will prevent us from having to revise the policy every time the state changes the thresholds. Mr. DiBello reported that other projects discussed were the replacement of the carpet at the 5/6/7 building, the window replacement at the 9th Grade Center, LED lighting replacement at Oaks and Limerick Elementary, the repairs to Ram Stadium with the cost of the repairs being split with the Spring City American Legion, the Oaks chiller, the 8th Grade Center fire alarm, and the high school roof recoating for the science wing.

Superintendent's Report Dr. David R. Goodin

Dr. Goodin gave a shout out to the Western Center on their hiring of a new chef about 2 years ago. He reported that the district office held a luncheon there and the food was exceptional. He added that Chef Arnt has taken the program to a whole new level. Dr. Goodin advised that the district will be holding its strategic planning meeting for the community and the board on January 31st at the high school. The purpose is to help gather information on the district's strengths, weaknesses and priorities moving forward. He advised that this is done every cycle when the strategic plan is due.

Mrs. Zasowski commented on the Western Center saying she had the privilege to tour the school today and see what they are doing over there which is much more than she knew.

She stated that she really wanted to commend them on everything they are doing and feels they should be super excited about the Sports Management Program. Mrs. Zasowski added that she is happy to be joining the Board over there and is looking forward to doing exciting things at the Western Center.

Solicitor's Report Kyle Berman

There was no report.

Mr. DiBello announced that the Board met in an Executive Session prior to this evening's meeting to discuss a personnel item.

III. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the November 20, 2017 Work Session minutes. **(Attachment A1)**
- B. Administration recommends approval of the November 27, 2017 Board Meeting minutes. **(Attachment A2)**
- C. Administration recommends approval of the December 4, 2017 Board Reorganization Meeting minutes. **(Attachment A3)**

IV. PERSONNEL

Mr. Dehnert asked about Item F and how much money is collected at the building level that the Accounts Receivable position would collect. Mr. Fink replied that currently the budget numbers are around \$375,000 per year and in addition there is about another \$375,000 that is collected through facilities rentals. Mr. Dehnert asked if the facility rentals are coming through the buildings and Mr. Fink replied no it currently is a process that has a lot of tentacles and no clear focus point. Mr. Fink added that the idea here is to bring it to a clear focus point with one person in control to safeguard the assets and ensure that the facility is being rented in accordance with the policy. Mr. Dehnert asked how the \$375,000 is primarily broken out and Mr. Fink replied gate admissions, non-athletic extra-curricular fees, parking permits, student activities, summer school, Cool School tuition and all of these types of items. Mr. Dehnert stated that he is not in favor of adding administration when possibly we can improve the process. He added that he did not feel there was an educational benefit to this position being done today and possibly it could be done better through process, automation and other improvements rather than just hiring someone who is going to cost the district with benefits about \$60,000 - \$70,000.

Dr. Goodin pointed out that the Business Office did reduce 2 positions since Mr. Fink took over the department. He added that as Mr. Fink has been going through and reconfiguring job duties to ensure we are running as efficiently as possible Mr. Fink did come to him about 6 months ago and advise that there was a need to add this position back. Mr. Dehnert asked if it was not a net one position as one was added back as a secretary had retired and the position was replaced with an accountant. He added that the justification was that the money from the positions being reduced could better be used for a professional person. Mr. Fink explained that the district replaced a secretarial position with an accountant position and in addition to that the department eliminated 2 other positions. Mr. Dehnert asked which positions they were and Mr. Fink replied a secretary and a census position that did a small portion of child accounting and a small portion of facilities. Mr. Dehnert asked how the work was completed once these two positions left and Mr. Fink replied that some of the work

they performed was unnecessary and some was duplication of duties which through process changes was able to be eliminated. Mr. Fink advised that he would like to bring back one of the positions but with a different skill set that he is looking for with this position than what we had prior.

Mrs. Zasowski asked if this position would be covering facilities going forward as in who is using the facilities and managing the income that is coming in and Mr. Fink replied that this position would be the focal point going forward in making sure that the use of facilities policy currently in place as well as the new one going forward are being followed as well as all paperwork for liability has been received.

Mr. Dehnert clarified that when he commented earlier that he did not mean to indicate it was an administrator position but rather administrative position.

Dr. Dressler commented that he wanted to comment on Mr. Cooper's announcement of his retirement and acknowledge the fine work he has done over all his years here. He stated that Mr. Cooper will certainly be missed for his expertise and expressed hope that the district will be able to find someone to fill his large shoes. Dr. Dressler wished Mr. Cooper all the best and stated that it will be tough to replace him and thanked him for all of his hard work.

Mr. Dehnert commented that Mr. Cooper plays a very important position in the district and has a very valuable part of the district. Mr. Dehnert asked if a plan had been formulated to replace Mr. Cooper as of yet and Dr. Goodin replied that once the Board accepts the resignation the position will be posted and he is already meeting with Mr. Cooper, Mr. Ziegler, Ms. Whitmore and Mr. Carson in order to make sure that all of the projects that are on the schedule are getting done and that there is a smooth transition. Mr. Dehnert suggested that in addition to just posting the position we actually try and recruit someone that is in the Philadelphia area that is doing this role somewhere else and is successful there as opposed to just posting the job and hoping that they apply. Dr. Goodin stated that they would try and steal somebody else.

A. Resignations

1. **Lori L. Blackburn**; Executive Secretary, District Office. Effective: January 12, 2018.
2. **Francine D. Caputo**; School Psychologist, Evans Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
3. **Stephanie Comptain-Bain**; Lacrosse Coach-Girls' (1/2 contract), Senior High School. Effective: January 12, 2018.
4. **Bruce Cooper**; Director of Planning, Operations and Facilities, for the purpose of retirement. Effective: April 4, 2018.
5. **Denise M. Emel**; Computer Club, 5/6th Grade Center, for the purpose of retirement. Effective: November 27, 2017.
6. **Denise M. Emel**; Business Education – Elementary Teacher, 5th/6th Grade Center, for the purpose of retirement. Previously approved November 26, 2017. *Revised Effective Date: To coincide with the end of the 2017-2018 first semester.*
7. **Tyler Emel**; Audio-Visual Communications Technology, Senior High School. Effective: December 19, 2017.

8. **Zachary Fisher**; Assistant Wrestling Coach, 7th/ 8th/ 9th Grades. Effective: September 29, 2017.
9. **Joanne E. Garro**; Elementary Teacher, Limerick Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
10. **Susan S. Hess**; Media Specialist, Limerick and Spring City Elementary Schools, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
11. **Regina C. Hoff**; Elementary Teacher, 5/6th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
12. **Joan E. Kenney**; Lacrosse Coach, 8th Grade Center. Effective: December 5, 2017.
13. **Rachael Munoz**; Spanish Teacher and Spanish Club Advisor, 7th Grade Center. Effective: December 5, 2017.
14. **Kathryn A. Pogwist**; Reading Specialist, Royersford Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
15. **Ellen D. Reilly**; English Teacher, Senior High School – 9th Grade, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
16. **William B. Racich**; Health & Physical Education Teacher, 8th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
17. **Margaret A. Stackhouse**; Business Teacher, Senior High School – 9th Grade, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.

B. Temporary Professional Employee

1. **Emily M. McCallister**; Special Education Teacher, Spring-City Elementary School. Compensation has been set at MS, Step 1, \$46,900.00, prorated with benefits per the Professional Agreement. Effective: January 2, 2018.

C. Support Staff Employees

1. **Teresa I. Bickley**; Instructional Assistant, Oaks Elementary School, replacing Dana Freas who resigned. Compensation has been set at \$17.36 (degree rate), with benefits per the Instructional Assistants' plan. Effective: December 11, 2017.
2. **Monika A. Scavello**; Instructional Assistant, Upper Providence Elementary School, replacing Michelle Albanese who resigned. Compensation has been set at \$17.36 (degree rate), with benefits per the Instructional Assistants' plan. Effective: January 2, 2018.

D. Status Change

1. **Andrew T. Rothermel**; Media Communication Assistant to Media Communication Manager, replacing Steven E. Bonetz. Salary has been set at \$55,000.00, prorated with benefits. Effective: January 23, 2018.

E. Personnel Information Item

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

1. **Kathryn L. Ellor**

- F. Administration recommends approval of the attached job description for an Accounts Receivable Specialist. **(Attachment A4)**

- G. Administration recommends approval of the attached extra-curricular contracts for the 2017-2018 school year. **(Attachment A5)**

V. FINANCE

There were no questions or comments.

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

B. Checks:

1. General Fund Checks
Check No. 201689 – 202233 \$3,229,070.26
2. Food Service Checks
Check No. 539 – 655 \$ 141,884.68
3. Capital Reserve Checks
Check No. 2018 - 2019 \$ 92,121.72
4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800285 - 171800442 \$2,241,643.96
5. Procurement Payments
201700120 – 201700164 \$ 30,578.74

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

- Skyward Reports
 - General Fund Check Register
 - Food Service Check Register
 - Capital Reserve Check Register
 - ACH Check Register
 - Procurement Check Register
 - Summary Revenue Report
 - Summary Expense Report

- D. Administration recommends approval of the Preliminary General Fund Budget for the 2018-2019 school year in the amount of \$165,080,371.00.
- E. Administration recommends approval to file with the Department of Education the 2018-2019 referendum exceptions for Special Education Expenditures (Approximately \$1,130,890.00) and Retirement Contributions (Approximately \$358,800.00), for a total estimated amount of \$1,489,690.00. These referendum exceptions represent approximately 1.5% and could be used for allowable millage over the Act 1 State Index cap amount of 2.4%. Exceptions are permitted due to the recognition that there are extraordinary district expenses above the rate of inflation.
- F. Administration recommends approval of the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:
1. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide four assemblies for kindergarten students at Oaks Elementary entitled “Winter Secrets”. Funding will be paid by the Oaks Elementary Parent Teacher Association and shall not exceed \$440.00.
 2. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide three assemblies for kindergarten students at Limerick Elementary entitled “Winter Secrets”. Funding will be paid by Limerick Elementary Home and School League and shall not exceed \$330.00.
 3. **Marion Blumenthal Lazan – Hewlett, NY.** Provide two assemblies for students in grades 5 through 7 entitled “Four Perfect Pebbles”. Funding will be split between the 5th/6th Grade Home and School Association and the 7th Grade Home and School Association and shall not exceed a total of \$1,880.00.
 4. **Art’s Alive/Robyn Burckhardt – Spring City, PA and Denise Romano Bright – Sellersville, PA.** Provide an Artist in Residence Program for all students at Evans Elementary to design and create a painted mural to be displayed in the upper hallway at Evans Elementary School. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$3,920.00.
 5. **Adam Lehrhaupt – Line Lexington, PA.** Provide three 45-minute presentations for students in grades 1-4, two mini presentations for kindergarten students and a book signing for all students at Brooke Elementary. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$1,500.00.
- G. Administration recommends approval of the following independent contracts:
1. **Mobile Ed Productions, Inc. – Redford, MI.** Provide a state-of-the-art, hands-on children’s “STEAM Museum” focused on STEAM (Science, Technology, Engineering, Art and Math) education for students at Royersford Elementary. Funding will come from the Royersford Elementary School Assembly Budget and shall not exceed \$1,195.00.
 2. **Art’s Alive/Robyn Burckhardt – Spring City, PA and Jessica Liddell – Narbeth, PA.** Provide and Artist in Residence Program for all students at Spring City Elementary to design and create a mosaic tile mural to be installed in the courtyard at Spring City

Elementary School. Funding will be split between the Spring City Home and School Association (\$3,050.00) and the Spring City Assembly Budget (\$2,000.00) and shall not exceed a total of \$5,050.00.

3. **Humanus Corporation – King of Prussia, PA.** Provide Psychological Services for special needs students who require initial psychoeducational evaluations and/or re-evaluations as per their IEPs. Services will be provided for 37.5 hours per week for 20 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$52,500.00.
4. **Kara Canale – Collegeville, PA.** Provide Psychological Services for special needs students who require initial psychoeducational evaluations and/or re-evaluations as per their IEPs. 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.

VI. PROPERTY

There were no questions or comments.

- A. Administration recommends approval of the service contract for district-wide mowing for the second year of a three-year option with Black Forest Landscaping and Snowplowing Inc., as per the RFP. The total cost for Year 2 is \$1,321.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the 2018-2019 General Maintenance Budget.
- B. Administration recommends approval of the continuation of the contract for district-wide cleaning services for Year 3 of a three-year RFP with Interstate Maintenance Corporation of Horsham, PA. The total cost of Contract #1 is \$796,588.92 beginning June 1, 2018 through May 31, 2019. Contract #2 is \$29.26 per hour per employee and contract #3 will be billed at \$26.00 per hour per employee. Funding will come from the 2018-2019 General Maintenance Budget.
- C. Administration recommends approval for annual repairs at Ram Stadium to be completed by Hummer Turfgrass Systems Inc. The costs are split on an annual basis between the Spring-Ford Area School District and the Spring City American Legion. Spring-Ford's portion of the annual repairs and upgrades is a total of \$3,936.00. Funding will come from the 2017-2018 Maintenance Budget.
- D. Administration recommends approval of a contract with WTI of Beachwood, Ohio, the lowest bidder through the State KPN process, for the replacement of the flat roof area at the 5/6 Grade Center side of the Flex Building. Funding will come from the Capital Reserve and shall not exceed a total cost of \$187,093.12. The work will be completed over the summer of 2018.
- E. Administration recommends approval to purchase new LED efficiency lighting to replace the old high sodium pressure lighting in the parking lots at Oaks Elementary School and Limerick Elementary School due to age and inefficiency. The lights will be purchased through Co-Stars Purchasing Agency. Funding will come from the Capital Reserve and shall not exceed \$43,000.00. The work will be completed over the summer of 2018 by in-house staff.

- F. Administration recommends approval for Tyco Simplex Grinnell of Allentown, PA to upgrade and replace the fire alarm system at the 8th Grade Center for a total cost of \$69,826.53 as per their quotation through the Pennsylvania State Contract #4400015469. Funding will come from the Capital Reserve. The work will be completed over the summer of 2018.
- G. Administration recommends approval to go out to bid and/or receive RFPs for the Maintenance Department service contracts district-wide for the 2018-2019 school year. All of these bids and RFPs will be placed on the May or June 2018 Board Agenda for approval. Funding will come from the 2018-2019 Maintenance Budget.
- H. Administration recommends approval to purchase a new energy efficient chiller from Trane Equipment through a US Communities Contract #15-JLP-023/12-10012-17-001,002,003 to replace the old inefficient outdated chiller at Oaks Elementary School. The disconnection and reconnection which includes the wiring and piping will be completed by in-house staff over the summer of 2018. Funding shall be paid from the Capital Reserve Fund and shall not exceed \$131,000.00.

VII. 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. **Linda C. Fazzini**, School Board Member, to attend *"PSBA New School Director Training"* at Upper Merion Area Middle School in King of Prussia, PA on December 15, 2017. The total cost of this conference is \$185.00 (registration and mileage). No substitute is needed.
- B. **Carol Ganister**, PIMS and Data Specialist, to attend *"PDE Data Summit"* in Hershey, PA from March 24, 2018 through March 28, 2018. The total cost of this conference is \$777.60 (mileage, lodging and meals). No substitute is needed.
- C. **Dr. Allyn Roche**, Assistant Superintendent, **Elizabeth Leiss**, Director of Human Resources, and **David Krakower**, Special Education Supervisor, to attend *"Delaware Valley Education Consortium Teacher Job Fair"* at the Greater Philadelphia Expo Center in Oaks, PA on April 4, 2018. The total cost of this job fair is \$425.00 (registration). No substitutes are needed.
- D. **Catherine Gardy**, K-12 Literacy Supervisor, **Wendy Taylor**, Instructional Literacy Coach K-6, and **Megan Wilmarth**, Instructional Literacy Coach 7-12, to attend *"Tackling Text and Evidence Based Writing"* at the Montgomery County Intermediate Unit in Norristown, PA on January 18, 2018. The total cost of this conference is \$225.00 (registration). No substitutes are needed.
- E. **Rachael Fenyus**, Staff Accountant, to attend *"Elements of Leadership and Management"* in Harrisburg, PA on April 10, 2018. The total cost of this conference is \$225.00 (registration and mileage). No substitute is needed.
- F. **Gregory Detwiler**, Lead Ground Maintenance, to attend the *"2018 Penn State Crops Conference"* in Allentown, PA on January 18, 2018. The total cost of the conference is \$20.00 (registration). No substitute is needed.

HIGH SCHOOL

- G. **Douglas Reigner**, House Principal, and **Ashley Bilotti**, Business Teacher and FBLA Advisor, to attend "*Future Business Leaders of America-State Leadership Competition and Conference*" at the Hershey Lodge and Convention Center from April 9, 2018 through April 11, 2018. Ms. Bilotti will attend on April 9th and 10th while Mr. Reigner will attend on April 10th and 11th and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$1,039.00 (registration, lodging including meals, and 2 days of substitute coverage for Ms. Bilotti).

VIII. OTHER BUSINESS

Mr. Dehnert questioned Item A with regards to the method of travel being changed from a flight to a bus ride. He expressed his concern with the students being on a long bus ride for a short trip and their ability to be able to perform after the long bus ride. Mr. Dehnert questioned whether the \$200 savings was worth it. He stated that in March there was also the danger of bad weather for driving.

Dr. Dressler agreed with Mr. Dehnert and commented that their option would be to vote against this.

Dr. Goodin responded that he was not sure it was the Board's decision on how they travel down to Florida as it is the band's and the booster's decision.

Mr. DiBello stated that what the Board is voting on is the cost to the district which is the cost for substitute coverage.

Mr. Dehnert commented that the Board approves the trip based on a set of circumstance which were that they were going to fly to Florida. He added that they were not just approving the substitute coverage. Mr. Dehnert again expressed concern over the students travelling by bus and potentially being tired and not performing well.

Dr. Dressler said he also is concerned over the safety issue with taking a bus to Florida.

Mrs. Zasowski questioned Item B with regards to a discussion they had about a student who was afraid of flying and they approved for the student to go by car. She asked if Item B was the student now flying and Dr. Goodin clarified that Item B was a different student who would be asking permission to travel by air with family due to health issues that would make the trip by bus impossible. He clarified that the previous discussion was in regards to a different student who would now be travelling by bus with the rest of the band.

Dr. Goodin added that the bus would leave at night and travel through the night getting the students there in the morning. Mr. Dehnert disputed the timeframe for leaving and arriving. Mr. Dehnert asked if the school district was liable if there were an accident. Dr. Goodin pointed out that the same would hold true if the band flew. Mr. Dehnert questioned if the students and parents were on board with this and Dr. Goodin replied yes.

Dr. Roche reported that he recently met with Mr. Jones, Ms. O'Dea and Ms. McGranahan on issues related to the trip such as student medications and at no point was there any conversation about anyone being upset about driving to Florida. He added that for whatever reason the decision was made to travel by bus and the Music Association is on board with this, chaperones are in place and everyone is ready to go. Dr. Roche offered to get more information, if necessary, for the Board for next week.

Mr. DiBello stated that he believes the change was due to the number of people who committed to going. Dr. Roche said he believes it is over 200 easy. Mr. Dehnert asked how many busses it would take if 200 were going and Dr. Roche replied 4 if you have 50-60 on a bus.

Mrs. Melton stated that she believes the numbers are closer to 300 if you put together the band, the vocal and the instrumental departments. Dr. Goodin advised that he can get the count for the Board for next week. Mrs. Melton added that there would be a couple trailers going as well to transport the instruments and equipment.

Mr. Jackson asked about Item B and if this is related to this trip. Dr. Goodin replied that this item has to do with a student having a medical issue and not being able to ride the bus for 15-16 hours so the parents have requested permission to be able to accompany and fly their student down to Orlando. Mr. Jackson asked what the district's legal exposure was for something like this and Dr. Goodin replied that this has already been run through legal and the Board only needs to approve the waiver that Fox Rothschild prepared for the parents to be able to do it.

Mr. DiBello noticed Clinton Fetterman entering the meeting and advised that there was some Board concern over the changing of the trip from flying to going by bus. He asked Mr. Fetterman to provide some information relating to this.

Mr. Fetterman stated that he is from Limerick Township and is the President of the Music Association and is running the trip to Disney with the Music Department. He commented that he did all of the research in working with a travel agent and stated that they normally would fly but they have over 300 people who have signed up for this trip. He stated that travelling with such a large group plus the fact that they are travelling in March during March Madness they found that many of the charter flights are used up by basketball teams and the trip costs were going over \$1600. Mr. Fetterman explained that groups over 300 rarely travel by air but rather go by bus so they will be travelling with 7 busses to Disney World. Mr. DiBello asked what the estimated time of travel was and Mr. Fetterman replied about 20 hours with stops and switching drivers. Mr. DiBello asked how the parent approval was and Mr. Fetterman replied 98% are fine with the change and the ones who cannot travel by bus were pointed to contact Dr. Goodin for the waiver that the Board will have to approve. Mr. DiBello asked if they have ever done a trip like this before by bus and Mr. Fetterman replied yes to Nashville which was 18 hours. Mr. DiBello asked how the kids handled it and Mr. Fetterman replied that they were tired had the rest of the day to rest once they arrived and then were off and running the next day. Mr. DiBello stated that the main concern from the Board perspective is the length of time the students are on the bus and the impact on their ability to perform after that long drive plus the impact educationally when they return home and have to return to school. Mr. Fetterman explained that they will be arriving back at Spring-Ford around 6PM on Tuesday and will be returning to school on the next morning.

Dr. Dressler asked if the anticipation was that there would be about 6 busses travelling and Mr. Fetterman replied yes plus 1 truck with the equipment and uniforms.

Mr. Dehnert indicated that Mr. Fetterman had answered his questions but he is concerned that the students won't be at their peak performance after a long day of travel. Mr. Fetterman responded that the kids are pretty durable and when they

travelled to Nashville they took almost every award there. He stated that the kids are awesome and have travelled before and performed well.

Mrs. Melton commented that this is pretty common with this group as all of these ensembles travel a lot and are used to being on a bus.

- A. Administration recommends approval of the revised overnight trip request from the Music Department to Orlando, Florida in March 2018 originally approved at the May 22, 2017 Board Meeting. Due to the number of participants, the Music Department will now be travelling by chartered bus rather than air which will decrease the cost from \$1,400.00 to \$1,200.00. As a result of the change in travel plans the Music Department will be leaving on the evening of Wednesday, March 14, 2018 rather than the morning of Thursday, March 15, 2018. Students will not miss any additional class time. Mr. Joseph Perry, 8th Grade Music Teacher and Co-Director for the Vocal Ensemble, will also be accompanying the Music Department on the trip so there will be a need for 3 days of substitute coverage for Mr. Perry. The total cost to the district for substitute coverage will now be \$2,304.00.
- B. Administration recommends approval of a Parent Permission and Release of Liability Waivers for a parent requesting permission to personally transport their child to and from the Music Department's trip to Orlando, Florida in March 2018 due to medical reasons.
- C. Administration recommends approval of the overnight trip request for **Douglas Reigner**, House Principal, and **Ashley Bilotti**, Business Teacher and FBLA Advisor to accompany students qualifying for the Future Business Leaders of America State Competition in Hershey, PA. Students will travel by district transportation. The cost of the trip is estimated to be \$400.00 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 substitute coverage for Ms. Bilotti. Ms. Bilotti's substitute coverage is listed under Conferences and Workshops.
- D. Administration recommends approval of the overnight trip request for **Seth Jones** (High School Band Director), **Yvonne O'Dea** (High School Choral Director) and **Emily McGranahan** (High School Orchestra Director) to accompany students qualifying for the Pennsylvania Music Educator's Association All-State Convention in Lancaster, PA from April 18, 2018 through April 21, 2018. Qualifying students and directors will travel by district van. The total cost of the trip is estimated to be \$375.00 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 substitute coverage for all three teachers. Substitute costs will be listed on the agenda under conferences once it is determined if all three teachers have students that qualify.
- E. Administration acknowledges the acceptance of the donation from the Evans Elementary Home and School Association in the amount of \$5,563.35 for the purchase of 13 iPads, corresponding cases and service agreements for the Ram QUEST Program at Evans Elementary School. There will be no cost to the district.
- F. The following policies are submitted as a second reading for approval at next week's meeting:
 - 1. Policy #246 – PUPILS: Student Wellness (**Attachment A6**)
 - 2. Policy #334 – ADMINISTRATIVE EMPLOYEES: Sick Leave (**Attachment A7**)
 - 3. Policy #534 – CLASSIFIED EMPLOYEES: Sick Leave (**Attachment A8**)

4. Policy #610 – FINANCES: Purchases Subject to Bid (**Attachment A9**)
5. Policy #611 – FINANCES: Purchases Budgeted (**Attachment A10**)
6. Policy # 707.1 – PROPERTY: Community Use of School Grounds and Playgrounds (**Attachment A11**)
7. Policy #707.2 – PROPERTY: Use of All-Weather Track by District Residents (**Attachment A12**)

IX. BOARD COMMENT

Mrs. Melton commented that the MCIU Legislative meeting is tomorrow night but one thing did come out today regarding Senate Bill 2, the education savings account bill and allowing folks to utilize the 529 Plan for private education. Mrs. Melton stated that PSBA sent out an action request for school districts to stand up against this. Mrs. Melton said she does not have a lot of background or information but anticipates that she will get more tomorrow. She added that she just wanted to give everyone a heads up and it is anticipated that a vote will occur in the next week or two.

Mr. Dehnert stated that he believes there are 2 bills; one which is federal and relates to 529 and Senate Bill 2 is regarding accounts that would be set up for students of low achieving districts in the bottom 15%. Mr. Dehnert stated that PSBA wants districts to come out against this but it really does not affect us because we are not in the bottom 15%.

Mr. DiBello commented that the bill is really taking one more step towards school vouchers. Mr. DiBello stated that short-term he agrees with Mr. Dehnert that it does not impact Springfield but long-term depending on where school vouchers go that is where it could potentially impact us. Mr. DiBello said if you have students that are going to come into your district and bringing only a percentage of money from their existing district that percentage will not cover the full cost to educate that student. He added that if it does not cover the full student cost then who makes up the difference.

Mr. Dehnert stated that he thought the bill was regarding private schools not public schools.

Mr. DiBello replied that he is just saying that this is just one of the first steps toward school vouchers and it will be interesting to follow. Mr. DiBello said he believes the reason PSBA is saying to come out against it is because they recognize that although it does not impact a majority of the public schools from our perspective, it is just one more step towards where school vouchers are going.

X. PUBLIC TO BE HEARD

There were no comments from the public.

XI. ADJOURNMENT

Mr. Dehnert made a motion to adjourn and Mrs. Melton seconded it. The motion passed 9-0. The meeting adjourned at 8:42 p.m.

Mr. DiBello announced that the Board would be heading into an executive session following tonight's meeting to discuss a legal matter.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On January 22, 2018 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:35 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I:	Dr. Edward T. Dressler, Linda C. Fazzini and Bernard F. Pettit
Region II:	Dawn R. Heine, Clinton L. Jackson and Colleen Zasowski
Region III:	Mark P. Dehnert and Christina F. Melton
Presiding Officer:	Thomas J. DiBello
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Taylor Stevens

The following Student Representative was late: **Nandini M. Patel (arrived at 7:36 p.m.)**

ANNOUNCEMENTS

Taylor announced that the district is looking for a new logo to be used for RAM Watch - *formerly known as Friend Watch*. She commented that RAM Watch is designed for any student, or parent, to notify school officials of a friend who may be in need of help or may be considering self-harm. RAM Watch allows a safe and anonymous way to watch out for those friends. Taylor advised that the student-created logo should relay a sense of trust while incorporating Spring-Ford pride. Taylor reported that additional information regarding contest details and submission deadline can be found by visiting the Spring-Ford website.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATION

Dr. Patschke commented she, several staff members and students were here tonight to present on The Great Kindness Challenge which is taking place nationwide in hundreds of schools by thousands of children. Dr. Patschke stated that the students present tonight represent the Upper Providence Student Council. She added that each of the students have written a personal note to a School Board Member to thank them for all that they do. The students then presented each Board Member along with Dr. Goodin and Dr. Roche with the notes of thanks that they had written.

The Upper Providence Superheroes next identified their superhero name and spoke about how they inspire the students and staff to spread kindness. The first superhero was Captain Kindness who provided history on The Great Kindness Challenge and how the acts of kindness have grown since its inception at Upper Providence Elementary. Students came forward and spoke about why The Great Kindness Challenge is important to them, one thing that they have accomplished from the checklist and how they find value in the kindness task they accomplished. The next superhero was Gratitude Girl who expressed that she felt that The Great Kindness Challenge counter-acts all of the reports you hear about bullying. She added that this initiative encourages children to be kind to one

another which directly counteracts the negative things. Gratitude Girl spoke about how they kick-off The Great Kindness Challenge at Upper Providence with a school assembly. She spoke about the various challenges they do from year to year during this challenge. Students spoke about the Kindness Cart and how it helps them to check things off of their checklist as it contains art supplies and materials that they can use to make things for others such as cards, bookmarks, super-hero masks and many other things. Mindful Man was the next superhero to speak and he spoke about the Unity Days that occur throughout the year. He explained that the Unity Days encompass elements of teamwork which are grade level based. Students spoke about the Spirit Days that take place throughout the week during The Great Kindness Challenge such as Team Kindness Day and Kindness Rocks Day. Captain Kindness commented that at the end of The Great Kindness Challenge they like to have a celebration of all of the kind acts that they have accomplished. He added that last year they ended the week with a Pokémon dance party to celebrate the 4,983 acts of kindness they completed. This year the goal is to achieve over 5,000 acts of kindness. Mindful Man reported that this year their Kindness Unity Day focused on a book entitled "Superheroes of Service" which is based on a story of a former Upper Providence Elementary student, Katie Nesspor, who is now a senior in high school. Katie's story of service began following the earthquakes in Haiti. He spoke of how Katie led the effort to raise money so that the author of the book could travel back to Haiti so that he could find his grandmother who he was unable to make contact with following the earthquake. Upon seeing the devastation in Haiti, Katie was moved to do what she could to help with the relief efforts such as helping in the effort to rebuild houses. Katie upon returning to the U.S. made jewelry which she sold and donated the proceeds back to the relief funds. Mindful Man reported that at the end of The Great Kindness Challenge week, students will be asked to complete a 21 +1 good deeds in addition to the 50 great kindness acts that students were asked to do. He added that all of these efforts are to show students about paying it back and that kindness matters. Dr. Patschke thanked the students for coming out tonight and being a part of the presentation.

Dr. Roche acknowledged and thanked the UPE staff, Dr. Patschke and the students for the presentation this evening.

Mrs. Zasowski stated that she thinks this is a nice thing that they are doing at Upper Providence and stated that many people do not realize the effect this can have on the other people around you. She added that she liked the checklist so she printed it out and put it on her refrigerator for her own children. She commented on one check point on the list which was smiling at other people and stated that sometimes you do not know that a smile can have a positive effect someone's entire day. She thanked them for sharing their presentation tonight.

Mrs. Heine thanked them for trying to achieve a higher goal each and every year saying she knows that each year it gets more difficult to achieve. She stated that they did a great job of putting all of this together and she likes that it is spreading throughout the district this year with UPE being used as the model. Mrs. Heine agreed with Mrs. Zasowski saying that the checklist is amazing and a great tool to keep in mind not only this week but every day as doing the little things really does make a difference.

Mr. DiBello asked how many students there were at UPE and Dr. Patschke replied just over 430. He stated that they are averaging about 10-11 acts of kindness per student. Mr. DiBello asked if they are noticing that at this point students are just doing it without thinking about it and Dr. Patschke replied that this has changed the culture in the sense that they have always had a base of positivity but what she sees is the empowerment of

student voices. Dr. Patschke stated that not only do they coach the students on this but she would like to applaud every parent because that is where it starts and school staff just reinforce what the students are already taught in their homes. Dr. Patschke stated that she knows the students will grow up to be one of the amazing students at the high school as well as part of our community. Mr. DiBello commended them on a great presentation and added that this is why we invite our schools to come to board meetings and present on what is taking place in their buildings. He thanked them for the presentation.

- A. Presentation by **Dr. Melissa Patschke**, Upper Providence Elementary School Principal, **Jessica Hauseman**, **Steven Mest**, Guidance Counselors, **Brian Aikens**, Teacher, **Johnny Brisson**, **Chase Fleming**, **Anne Gentilotti**, **David Judish**, **Olivia McGill**, **Arul Moorthy**, **Hali Patel**, **Keira Polinski**, **Jenna Ricketts**, **Jacob Sprague** and **John Starcevic**, Students, to present on "The Great Kindness Challenge".

Dr. Roche stated that January is School Director Recognition Month and a time where we pause to salute a group of 9 people who spend dozens of hours each month voluntarily leading our district. He spoke of the commitment they make to the district. Dr. Roche stated that Spring-Ford is very fortunate to have 9 dedicated and energetic Board Members. Dr. Roche stated that we could never thank them enough for their time, sacrifices, professionalism and commitment to the district. He asked everyone to join him in a round of applause to recognize the 2018 School Board Directors. Dr. Roche asked the students to assist him in presenting a small token of appreciation to each of the Board Members. He asked that the Board pause before opening their bags and referenced a previous Board Meeting prior to the teacher contract settlement when Mrs. Zasowski had made a comment regarding the t-shirts the teachers were wearing and that she felt that the Board should have shirts as well as they were all on the same page wanting the best for the district and the teachers. Dr. Roche invited the Board Members to open their bags and said that he hoped with this recognition that they feel the heartfelt recognition and appreciation for all they do and that everyone feels fortunate to be part of the Spring-Ford community. He asked that the Board put their new t-shirts on and have their pictures taken with the UPE students. He thanked the Board for all they do.

Mr. DiBello thanked Dr. Roche for the recognition and stated that as a School Board Member he has found that it is an interesting position but what makes it worthwhile is when there are presentations like the one tonight. Mr. DiBello commented that he is glad to be a part of the School Board and looks forward to the upcoming year as he knows there will be a lot of exciting things taking place in 2018.

- 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**

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

Mrs. Heine reported that the Curriculum and Technology Committee met and approved putting forth the approval of an AP 3D Studio Art Course for the 2019-2020 school year. She stated that the reason this is on the agenda early is due to the end of the course requirements and so much detail that is needed that the students will need more than a full year to put together a portfolio which will be the culmination of the class. Mrs. Heine stated that they are excited to add another AP class to the course selections for students. Mrs. Heine reported that the committee also discussed moving forward for

placement on the agenda the approval to work with the MCIU to bring a Pre-K Counts Program to the district. She advised that the only cost to the district is the use of the classroom(s) as the entire program is run by the MCIU. She added that they even go out to help to find the kids who may be in need of this type of program. Mrs. Heine added that this program will be contingent upon a grant and hopefully the MCIU will get the grant. She commented that we are looking for it to occupy 2 classrooms and the schools are to be determined. She advised that they will get more details if the grant is obtained and it is moving forward.

Mr. DiBello asked how many AP courses the district will offer with the addition of the new course that is on the agenda tonight and Mrs. Bast replied that she believes this brings us to 26. Mr. DiBello commented that this was a mission that was started back around 2009 when we were offering 11 AP courses and a goal was put in place more courses. He added that this a reason why Spring-Ford has been successful with being on the AP Honor Rolls over the last several years. Mr. DiBello stated that sitting on the IU Board the Pre-K Counts Program is something that they took over for 2 years now. Mrs. Bast confirmed that the program began in the Norristown School District and in the second year it expanded to the North Penn School District so next year it will be the start of the 3rd year. Mr. DiBello stated that it has been very successful in the other two districts and it is exciting that it is being brought to Spring-Ford.

Policy

Colleen Zasowski

2nd Mon. 7:30 p.m.

Mrs. Zasowski thanked Dr. Roche for the words he said and for the t-shirt. She added that sometimes you say things and you do not know if they will make a difference but she is glad it stuck as that is how she truly feels.

Mrs. Zasowski reported that the Policy Committee met on January 17th and reviewed the PSBA Policy 103 and 104 as well as the current Spring-Ford policies on non-discrimination in school and classroom practices. Mrs. Zasowski explained that PSBA wants us to look at what we have now and make some adjustments in terms of not discriminating. The committee has some homework to do to review the policies and bring feedback back to the next meeting in February. She stated that they also spent some time on the Use of Facilities Policy which the review of this policy has been ongoing. Mrs. Zasowski advised that they reviewed the numbers provided to them by Mr. Fink, looked at the draft of the rental fee and service charges. She stated that they made the distinction between these two items and added that they have invited Mr. Fink to come to the February meeting and provide clarification on some of the numbers. Mrs. Zasowski reported that they moved a few items to a first reading on the agenda such as field trips, educational trips, and assessment of student progress. She added that they also discussed bullying and cyber bullying and Dr. Goodin shared with the Committee that he has formed an anti-bullying committee who will review the policy and provide some feedback to the Policy Committee in February or March. Mrs. Zasowski stated that they did defer the policies on public complaints, anonymous communications and child abuse to the February agenda as they spent a lot of time on the other agenda items.

Extracurricular

Mark Dehnert

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

Mr. Dehnert reported that the Extracurricular Committee met on January 17th where there were 2 presentations. The first presentation was by Ram Buddies who explained that the goal of the club is to provide opportunities for students, encourage the strengthening of social skills and a chance to establish positive peer relationships. Mr. Dehnert added that the club has activities for special needs students and gives a chance for students in the club and special needs students to interact and make friends. He added that the club has many

monthly activities which mainly includes playing various games with the mentors and buddies. Mr. Dehnert advised that the club also does plan some bigger activities such as going to a Reading Phillies game, having lunch and meeting with the football team. Mr. Dehnert reported that the second presentation was on the middle school second teams and a review of the fall/winter athletics. Mr. Dehnert commented that a lot of the discussion centered around what sports to include for second teams in 7th and 8th grade. At the meeting, Mr. McDaniel and Mr. Racich went over the numbers for the total kids who tried out for the different middle school teams with regards to how many made it and how many were cut. Mr. Dehnert reported that the perspective teams for next year would be 7th grade baseball, softball, boys' and girls' basketball, girls' soccer, and 8th grade football. Mr. Dehnert advised that the estimated cost if all of these teams were added would be around \$100,000 but the major challenge would be facilities and having enough fields and gym space. The action to be taken before the next meeting is for Mr. McDaniel and Mr. Racich is for them to come back with a pilot program to get a couple teams started for the next school year to see how it goes. Mr. Dehnert commented that the committee also discussed adding extracurricular activities and the conclusion was that there was not a lot of interest from the building principals as far as what they see for adding any new extracurricular activities at the elementary level.

WMCTC

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

Dr. Dressler reported that the Joint Operating Committee met via a phone session on January 8th due to the bad weather. Mr. Moritzen gave his monthly report. Dr. Dressler advised that The Skills USA competition will be held in March and he provided a brief explanation on what this competition is. Dr. Dressler stated that enrollment numbers for next year show that there are 157 applicants thus far compared to 120 from this time last year. He advised that March 15th is the deadline to apply for the program. Dr. Dressler commented that the Western Center tiny house will be on display at the RV Show taking place in Harrisburg in the fall and a new tiny house will be started by students in the fall as well. He also reported that the community dinner buffet for February will take place on the 5th with the theme "Taste of New England". Dr. Dressler stated that the Western Center will also be hosting a tea on February 7th and he cautioned everyone to get their reservations as soon as possible as the dinner and tea are very popular events.

PSBA Liaison

Dr. Edward Dressler

Dr. Dressler reported that PSBA had made some adjustments in their organization as they once had 15 sections throughout the state and they have now reduced that down to 8. PSBA has also initiated a Keystone Purchasing Network Program that we will be able to utilize in order to be able to get pre-bid contract offers. Dr. Dressler advised that the Spring Legal Roundup Program will be held on March 5th at Central Montco Technical High School and many important topics will be covered such as safety in youth sports, furloughs and suspensions, school meals, transgender students and charter schools. Dr. Dressler commented that the nation's annual report card on schools in the country gives our schools a grade 74.5 or a "C" grade. He added that this evaluation is done by the Education Week Research Center. Dr. Dressler stated that Pennsylvania had an average of 80.4 which equates to a B- average. Dr. Dressler commented that the U.S. Secretary of Education, Mrs. DeVos, has initiated a program called "Every Student Succeeds" and every state must submit a plan. He added that our plan has been approved and that this program replaces the "No Child Left Behind" one. Dr. Dressler stated that some of the issues this will deal with will be how well schools are preparing students for jobs after graduation, reducing absenteeism, and reducing the amount of time spent on testing. Dr. Dressler reported that PSBA has asked all school districts to consider adopting a resolution to stop Senate Bill 2 which enhances the prospect of a

voucher system. Dr. Dressler advised the Board that he placed a sample resolution at each of their seats so they could read it over and perhaps consider adopting it or one similar to it. Dr. Dressler asked how the Board would go about adopting this resolution if they were in favor of it.

Mr. Fitzgerald recommended that nothing be done tonight so that he would have time to review it and the Board would have time to fully understand it. Mr. Fitzgerald stated that possibly they could act on it next month.

Mr. DiBello asked if this was something that the Board would be receptive to approving.

Mr. Dehnert expressed that he was not in favor of the resolution and that if it was something that they would consider then there needed to be something explaining what Senate Bill 2 was. Mr. Dehnert added that he had no issue with Senate Bill 2 as it would not affect our district. Dr. Dressler asked how it would not affect us and Mr. Dehnert explained that Senate Bill 2 is limited to those school districts that are below 15% in achievement and Spring-Ford is nowhere near that low. Mr. Dehnert stated that Spring-Ford as most other districts in the state would not have to worry about this. Dr. Dressler commented that from what he read in the PSBA notice Senate Bill 2 is legislation to establish educational savings accounts or vouchers to use at private schools or with private vendors. Dr. Dressler stated that his understanding was that it was to support a voucher program and was not sure how it did not apply to us. Mr. Dehnert brought up that it does not tell you what is in Senate Bill 2 and he read the bill which is limited to schools that are 15% or below in achievement in the state. Mr. Dehnert added that a person could take what the state portion for the education of a student and put it into an account which can be used towards paying to attend another school.

Mrs. Melton commented that from the Montgomery County Legislative Committee it was communicated that it was focused on the lowest 15% and families would have to apply for an education savings account and if approved a fund is created for them under their name with PDE. Mrs. Melton added that right now funding is looking to be around \$5,700.00 per year. She stated that if a student chooses to move onto a private school then those dollars would be earmarked for that child's education. Mrs. Melton advised that this is a first step to the expansion of vouchers and will continue to build so we need to look at this. She added that while Senate Bill 2 does not directly impact Spring-Ford today, if we don't ban with other districts against this then possibly 2-3 years from this there will likely be a bill that may impact us.

Dr. Dressler asked where they go with this and what committee would be appropriate to look at this for consideration.

Mr. Fitzgerald stated that he is seeing that there is a general desire to bring the resolution back so he will take a look at it from a legal perspective. He advised that he will share it with Mrs. Fern and Dr. Roche to make sure it is good to go for the agenda next month and whether it is supported or not will be up to the Board.

Mr. Dehnert asked that the Board be provided with a better explanation of Senate Bill 2 so that everyone understands the bill, what the resolution is about, and knows what they are voting for or against.

Mrs. Melton stated that she has summaries that she received from the Montgomery County Intermediate Unit Legislative Committee and she will share that with the Board along with some pros and cons of Senate Bill 2.

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

Mrs. Melton reported that the Legislative Committee did not meet due to weather but a summary was sent to all committee members. She stated that a key area was the focus on Senate Bill 2 and the United States Department of Education approving Pennsylvania's plan under the Every Student Succeeds Act. Mrs. Melton noted with regards to the Tax Cuts and Jobs Act at the federal level and the impact this will likely have on schools with the 529 expansion and allowance to utilize 529 funds for K-12 private schools. Mrs. Melton stated that there were some questions regarding tax loopholes and the fact that contributions to 529 accounts are tax deductible.

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

Mr. DiBello reported that the MCIU Board will have their first meeting of the year on January 24th.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche announced that this Friday, January 26th, Spring-Ford has the distinct honor of hosting the District Choir Concert. He explained that the District Choir is a group of 170 students from 38 different school districts who auditioned and advanced to be a part of this group. Dr. Roche advised that Mrs. O'Dea is taking a lead role with hosting this concert with a brand new commissioned piece of music that will be a part of the concert. He added that there will be a guest conductor coming in from North Carolina. It is anticipated that there will be a large audience of over 600 but there is always room for additional attendees. The concert will take place at 7:30 p.m. this Friday night in the 10-12 Auditorium. Dr. Roche next recognized and thanked the following employees for their time, dedication and commitment to the Spring-Ford Area School District. He then wished them much happiness in their well-deserved retirement and announced each retiring staff member from this month's agenda along with the years of service to the district. Dr. Roche reported that the combined years of service for these retiring employees is 317 total years of Spring-Ford experience. He congratulated them and stated that there will be some big holes to fill.

Alison Brick - 13 years
Francine Caputo - 20 years
Bruce Cooper - 25 years
Denise Emel - 13 years
Joanne Garro - 19 years
Heidi Greenwald - 20 years
Susan Hess - 25 years
Regina Hoff - 25 years

Kathryn Pogwist - 42 years
Mary Quintrell - 39 years
Ellen Reilly - 16 years
William Racich - 40 years with the
SFSD
Margaret Stackhouse - 20 years
with the SFSD

Mrs. Melton advised that this Saturday the Color Guard will be hosting an event here at Spring-Ford with over 30 Color Guard Units competing. She reported that it starts at 5:00 and will more than likely be a late night due to the number of units attending. She invited everyone to come out for this great event with huge participation from students, parents and community members.

Mr. DiBello stated that Spring-Ford has an amazing staff and anytime you have someone retiring it is bittersweet as we are happy for them but sad to see them go. He spoke of

the retirement of Bruce Cooper saying that he has worked closely with Bruce over the last 8+ years. He stated that it is bittersweet as he knows Bruce has worked hard his whole life and it is time for him to sit back and enjoy. Mr. DiBello stated that the district is certainly going to miss Mr. Cooper and his dedication to the district, his dedication to the facilities and all of the capital projects that have gone on and are going on in the district. Mr. DiBello commented that he will miss conversations with Mr. Cooper and the Property Committee meetings. Mr. DiBello stated that he knows Mr. Cooper will leave the district in good hands with the people he has working with him as he has been an excellent mentor to those who work in his department and they will be able to pick the ball up and not leave the district in a negative situation.

Mrs. Zasowski spoke of Mr. Cooper's professionalism in all of the meetings he attends and stated that it has been wonderful. She added that she thinks that he is a fine example of the kindness that was spoken about earlier in the presentation. Mrs. Zasowski stated that Mr. Cooper is one of the kindest men here and she will miss him.

Mr. Cooper thanked the Board, the administration, the principals, the teachers and everyone he has walked through the buildings with. He stated that it has been great to work here and he is proud of the buildings. Mr. Cooper recognized the staff he has saying they can take over and handle it as he has tried to mentor them to the point they are at today. Mr. Cooper added that his staff is doing a great job and they all have the Spring-Ford pride in their hearts. Mr. Cooper expressed his appreciation to all and said it is hard for him to leave.

Mr. Pettit thanked Mr. Cooper and stated that it has been a great pleasure working with him and added that Mr. Cooper's dedication to the district is just incredible. Mr. Pettit thanked Mr. Cooper for his years of service.

Mrs. Heine commented that it was quite an extensive list that Dr. Roche read and she wanted to thank all of the teachers, Mr. Cooper and Mr. Racich. She stated that 317 years of experience walking out the door between now and the end of the school year is a lot of time, a lot of effort, a lot of dedication and she thanked each of the retirees for this.

Solicitor's Report Mark Fitzgerald

Mr. Fitzgerald reported that the federal government reopened and one of the agreements of the government reopening was with regards to the extension of the Excise Tax under the Affordable Care Act which is a very real issue for an employer like Spring-Ford. He added that the tax from healthcare plans was to be triggered in 2020 and this has been punted now an additional 2 years to 2022. Mr. Fitzgerald felt that it would be eventually removed from the law but this was a big deal today as we were within a year of the triggering language. Mr. DiBello stated that he believed it was better known as the Cadillac Tax and he agreed that hopefully it was going to work its way out.

IV. MINUTES

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

- A. The Board approved the November 20, 2017 Work Session minutes. **(Attachment A1)**
- B. The Board approved the November 27, 2017 Board Meeting minutes. **(Attachment A2)**

C. The Board approved the December 4, 2017 Board Reorganization Meeting minutes.
(Attachment A3)

V. PERSONNEL

Mr. Dehnert asked that Item F be separated. Mr. Pettit made a motion to approve Items A-E and G and Mr. Dehnert seconded it. The motion passed 9-0.

Mrs. Heine made a motion to approve Item F and Mr. Pettit seconded it.

Mr. Dehnert asked if this position was not created then what harm would come to the district, what would happen with collecting the money, and would things fall through the cracks? Mr. Dehnert asked what the downside was saying we have been collecting this for some time now through other means so if we do not do this what would happen.

Mr. Fink explained that for the past two and one half years we have gone through a lot of analysis on the operations and the work flow throughout the district and this has come up as an item for internal control purposes mainly. He stated that there are a number of funds that flow through the buildings in various ways and having the proper checks and balances is important. Mr. Fink commented that last week Mr. Dehnert spoke about the possibility of changing a process to solve this and he advised that this position is a result of a change in process to better safeguard the assets of the district, of the activity funds and all of those areas.

Mr. Dehnert asked if internal control issues were ever mentioned on any of the audits we had and Mr. Fink replied that it was not. Mr. Dehnert observed that there were two people retiring from the business office and he questioned whether or not they should take a pause to determine how those two positions would be replaced in conjunction with adding another position to possibly rethink how we do 2 or 3 positions.

Mr. Fink explained that one of the positions leaving is that of Mrs. Quintrell who has been with the district 39 years and we applaud the years of service and the dedication she has had and has been extremely important to himself and Mrs. Davidheiser providing all of the history of the business office. The second position is that of Mrs. Mackowiak who has resigned and was the payroll specialist so this position would be filled by a payroll specialist. Mr. Fink added that Mrs. Quintrell handled things of general accounting matters, things that have to do with audits, overseeing the workflow in the department and certain payroll aspects having to do with PSERS. Mr. Fink advised that the position they are talking about now has nothing to do with these areas. He added that Spring-Ford is a \$160,000,000.00 company and needs the right people in the right places to make it hum right.

The motion passed 7-2 with Mr. Dehnert and Mr. Jackson voting no.

A. Resignations

1. **Lori L. Blackburn;** Executive Secretary, District Office. Effective: January 12, 2018.
2. **Francine D. Caputo;** School Psychologist, Evans Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
3. **Stephanie Comptain-Bain;** Lacrosse Coach-Girls' (1/2 contract), Senior High School. Effective: January 12, 2018.

4. **Bruce Cooper**; Director of Planning, Operations and Facilities, for the purpose of retirement. Effective: April 4, 2018.
5. **Denise M. Emel**; Computer Club, 5/6th Grade Center, for the purpose of retirement. Effective: November 27, 2017.
6. **Denise M. Emel**; Business Education – Elementary Teacher, 5th/6th Grade Center, for the purpose of retirement. Previously approved November 26, 2017. *Revised Effective Date: To coincide with the end of the 2017-2018 first semester.*
7. **Tyler Emel**; Audio-Visual Communications Technology, Senior High School. Effective: December 19, 2017.
8. **Zachary Fisher**; Assistant Wrestling Coach, 7th/ 8th/ 9th Grades. Effective: September 29, 2017.
9. **Joanne E. Garro**; Elementary Teacher, Limerick Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
10. **Susan S. Hess**; Media Specialist, Limerick and Spring City Elementary Schools, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
11. **Regina C. Hoff**; Elementary Teacher, 5/6th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
12. **Joan E. Kenney**; Lacrosse Coach, 8th Grade Center. Effective: December 5, 2017.
13. **Rachael Munoz**; Spanish Teacher and Spanish Club Advisor, 7th Grade Center. Effective: December 5, 2017.
14. **Kathryn A. Pogwist**; Reading Specialist, Royersford Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
15. **Ellen D. Reilly**; English Teacher, Senior High School – 9th Grade, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
16. **William B. Racich**; Health & Physical Education Teacher, 8th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
17. **Margaret A. Stackhouse**; Business Teacher, Senior High School – 9th Grade, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.

New Resignations

18. **Alison J. Brick**; Elementary Teacher, Oaks Elementary School, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.

19. **Heidi L. Greenwald**; Special Education Teacher, 5/6th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2017-2018 school year.
20. **Donna M. Mackowiak**, Assistant Bookkeeper, District Office. Effective: February 2, 2018.
21. **Mary C. Quintrell**; Bookkeeper, District Office, for the purpose of retirement. Effective: April 3, 2018.

B. Temporary Professional Employee

1. **Emily M. McCallister**; Special Education Teacher, Spring-City Elementary School. Compensation has been set at MS, Step 1, \$46,900.00, prorated with benefits per the Professional Agreement. Effective: January 2, 2018.

C. Support Staff Employees

1. **Teresa I. Bickley**; Instructional Assistant, Oaks Elementary School, replacing Dana Freas who resigned. Compensation has been set at \$17.36 (degree rate), with benefits per the Instructional Assistants' plan. Effective: December 11, 2017.
2. **Monika A. Scavello**; Instructional Assistant, Upper Providence Elementary School, replacing Michelle Albanese who resigned. Compensation has been set at \$17.36 (degree rate), with benefits per the Instructional Assistants' plan. Effective: January 2, 2018.

D. Status Change

1. **Andrew T. Rothermel**; Media Communication Assistant to Media Communication Manager, replacing Steven E. Bonetz. Salary has been set at \$55,000.00, prorated with benefits. Effective: January 23, 2018.

E. Personnel Information Item

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

1. **Kathryn L. Ellor**

F. The Board approved the attached job description for an Accounts Receivable Specialist. **(Attachment A4)**

G. The Board approved the attached extra-curricular contracts for the 2017-2018 school year. **(Attachment A5)**

VI. FINANCE

Mr. Dehnert made a motion to approve Items A-G and Mr. Jackson seconded it.

Mr. Pettit expressed deep appreciation for the Home and School Associations and the Parent Teacher Associations on being so helpful in their support of the district.

The motion passed 9-0.

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. <u>General Fund Checks</u>	
Check No. 201689 – 202233	\$3,229,070.26
2. <u>Food Service Checks</u>	
Check No. 539 – 655	\$ 141,884.68
3. <u>Capital Reserve Checks</u>	
Check No. 2018 - 2019	\$ 92,121.72
4. <u>General Fund, Food Service, & Capital Reserve ACHs</u>	
ACH 171800285 - 171800442	\$2,241,643.96
5. <u>Procurement Payments</u>	
201700120 – 201700164	\$ 30,578.74

C. The following monthly Board reports were approved:

- Skyward Reports
 - General Fund Check Register
 - Food Service Check Register
 - Capital Reserve Check Register
 - ACH Check Register
 - Procurement Check Register
 - Summary Revenue Report
 - Summary Expense Report

D. The Board approved the Preliminary General Fund Budget for the 2018-2019 school year in the amount of \$165,080,371.00.

E. The Board approved filing with the Department of Education the 2018-2019 referendum exceptions for Special Education Expenditures (Approximately \$1,130,890.00) and Retirement Contributions (Approximately \$358,800.00), for a total estimated amount of \$1,489,690.00. These referendum exceptions represent approximately 1.5% and could be used for allowable millage over the Act 1 State Index cap amount of 2.4%. Exceptions are permitted due to the recognition that there are extra-ordinary district expenses above the rate of inflation.

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

1. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide four assemblies for kindergarten students at Oaks Elementary entitled "Winter Secrets". Funding will be paid by the Oaks Elementary Parent Teacher Association and shall not exceed \$440.00.

2. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide three assemblies for kindergarten students at Limerick Elementary entitled “Winter Secrets”. Funding will be paid by Limerick Elementary Home and School League and shall not exceed \$330.00.
 3. **Marion Blumenthal Lazan – Hewlett, NY.** Provide two assemblies for students in grades 5 through 7 entitled “Four Perfect Pebbles”. Funding will be split between the 5th/6th Grade Home and School Association and the 7th Grade Home and School Association and shall not exceed a total of \$1,880.00.
 4. **Art’s Alive/Robyn Burckhardt – Spring City, PA and Denise Romano Bright – Sellersville, PA.** Provide an Artist in Residence Program for all students at Evans Elementary to design and create a painted mural to be displayed in the upper hallway at Evans Elementary School. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$3,920.00.
 5. **Adam Lehrhaupt – Line Lexington, PA.** Provide three 45-minute presentations for students in grades 1-4, two mini presentations for kindergarten students and a book signing for all students at Brooke Elementary. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$1,500.00.
- G. The Board approved the following independent contracts:
1. **Mobile Ed Productions, Inc. – Redford, MI.** Provide a state-of-the-art, hands-on children’s “STEAM Museum” focused on STEAM (Science, Technology, Engineering, Art and Math) education for students at Royersford Elementary. Funding will come from the Royersford Elementary School Assembly Budget and shall not exceed \$1,195.00.
 2. **Art’s Alive/Robyn Burckhardt – Spring City, PA and Jessica Liddell – Narbeth, PA.** Provide and Artist in Residence Program for all students at Spring City Elementary to design and create a mosaic tile mural to be installed in the courtyard at Spring City Elementary School. Funding will be split between the Spring City Home and School Association (\$3,050.00) and the Spring City Assembly Budget (\$2,000.00) and shall not exceed a total of \$5,050.00.
 3. **Humanus Corporation – King of Prussia, PA.** Provide Psychological Services for special needs students who require initial psychoeducational evaluations and/or re-evaluations as per their IEPs. Services will be provided for 37.5 hours per week for 20 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$52,500.00.
 4. **Kara Canale – Collegeville, PA.** Provide Psychological Services for special needs students who require initial psychoeducational evaluations and/or re-evaluations as per their IEPs. 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.

VII. PROPERTY

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

- A. The Board approved the service contract for district-wide mowing for the second year of a three-year option with Black Forest Landscaping and Snowplowing Inc., as per the RFP. The total cost for Year 2 is \$1,321.00 per mowing based on an average of twenty-three mowings per year. Funding will come from the 2018-2019 General Maintenance Budget.
- B. The Board approved the continuation of the contract for district-wide cleaning services for Year 3 of a three-year RFP with Interstate Maintenance Corporation of Horsham, PA. The total cost of Contract #1 is \$796,588.92 beginning June 1, 2018 through May 31, 2019. Contract #2 is \$29.26 per hour per employee and contract #3 will be billed at \$26.00 per hour per employee. Funding will come from the 2018-2019 General Maintenance Budget.
- C. The Board gave approval for annual repairs at Ram Stadium to be completed by Hummer Turfgrass Systems Inc. The costs are split on an annual basis between the Spring-Ford Area School District and the Spring City American Legion. Spring-Ford's portion of the annual repairs and upgrades is a total of \$3,936.00. Funding will come from the 2017-2018 Maintenance Budget.
- D. The Board approved a contract with WTI of Beachwood, Ohio, the lowest bidder through the State KPN process, for the replacement of the flat roof area at the 5/6 Grade Center side of the Flex Building. Funding will come from the Capital Reserve and shall not exceed a total cost of \$187,093.12. The work will be completed over the summer of 2018.
- E. The Board approved the purchase of new LED efficiency lighting to replace the old high sodium pressure lighting in the parking lots at Oaks Elementary School and Limerick Elementary School due to age and inefficiency. The lights will be purchased through Co-Stars Purchasing Agency. Funding will come from the Capital Reserve and shall not exceed \$43,000.00. The work will be completed over the summer of 2018 by in-house staff.
- F. The Board gave approval for Tyco Simplex Grinnell of Allentown, PA to upgrade and replace the fire alarm system at the 8th Grade Center for a total cost of \$69,826.53 as per their quotation through the Pennsylvania State Contract #4400015469. Funding will come from the Capital Reserve. The work will be completed over the summer of 2018.
- G. The Board gave approval to go out to bid and/or receive RFPs for the Maintenance Department service contracts district-wide for the 2018-2019 school year. All of these bids and RFPs will be placed on the May or June 2018 Board Agenda for approval. Funding will come from the 2018-2019 Maintenance Budget.
- H. The Board gave approval to purchase a new energy efficient chiller from Trane Equipment through a US Communities Contract #15-JLP-023/12-10012-17-001, 002,003 to replace the old inefficient outdated chiller at Oaks Elementary School. The disconnection and reconnection which includes the wiring and piping will be completed by in-house staff over the summer of 2018. Funding shall be paid from the Capital Reserve Fund and shall not exceed \$131,000.00.

VIII. PROGRAMMING AND CURRICULUM

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

- A. The Board approved the following new courses for the 2019-2020 school year. Board approval is requested so that administration may begin the process of planning for curriculum development, budgeting, and inclusion of the course in the student's course guide.

NEW COURSE FOR SPRING-FORD SENIOR HIGH SCHOOL 2019-2020**1. AP 3D Studio Art**

In an effort to meet the advancing needs of our students in a global world where critical thinking and problem solving skills are essential, the Art Department would like to add AP 3D Design to our current offerings. The addition of this course will enable us to offer our students the opportunity to earn college credit in the Humanities Department for students not majoring in art in college, and to earn 3D college credit in the Art Department for those pursuing an art degree. This class would enable students to develop mastery (i.e., "high quality") in concept (theme or idea), composition (elements and principles of art associated with the arrangement of artistic parts in order to achieve an effect), and execution (technical skills) of 3D design principles as they relate to art as an ongoing process.

Staffing

Current staff would be utilized if enrollment numbers warrant. As the program grows, we anticipate needing additional staff.

Cost	Start Up	Recurring
Training for 1 teacher	\$ 2,500.00	\$ 0.00
Materials	\$ 500.00	\$ 0.00
TOTAL	\$ 2,500.00	\$ 0.00

- B. The Board gave approval to work with The Montgomery County Intermediate Unit (MCIU) to bring a Pre K Counts Program to our School District. MCIU will seek grant funding to provide two Pre K classes to the district. This early intervention service for preschool aged children (ages 3-5) would be available for up to 40 eligible students, completely organized and implemented by the MCIU. There will be no cost to the school district as we need only to provide two classrooms for students attending the program. The MCIU has prepared the grant proposal and would seek funds on our behalf for the program to begin in the 2018-2019 school year.

IX. CONFERENCE/ WORKSHOP RECOMMENDATIONS

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

The following individuals were approved for attendance at the following:

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

DISTRICT OFFICE

- A. **Linda C. Fazzini**, School Board Member, to attend *"PSBA New School Director Training"* at Upper Merion Area Middle School in King of Prussia, PA on December 15, 2017. The total cost of this conference is \$185.00 (registration and mileage). No substitute is needed.
- B. **Carol Ganister**, PIMS and Data Specialist, to attend *"PDE Data Summit"* in Hershey, PA from March 24, 2018 through March 28, 2018. The total cost of this conference is \$777.60 (mileage, lodging and meals). No substitute is needed.
- C. **Dr. Allyn Roche**, Assistant Superintendent, **Elizabeth Leiss**, Director of Human Resources, and **David Krakower**, Special Education Supervisor, to attend *"Delaware Valley Education Consortium Teacher Job Fair"* at the Greater Philadelphia Expo Center in Oaks, PA on April 4, 2018. The total cost of this job fair is \$425.00 (registration). No substitutes are needed.
- D. **Catherine Gardy**, K-12 Literacy Supervisor, **Wendy Taylor**, Instructional Literacy Coach K-6, and **Megan Wilmarth**, Instructional Literacy Coach 7-12, to attend *"Tackling Text and Evidence Based Writing"* at the Montgomery County Intermediate Unit in Norristown, PA on January 18, 2018. The total cost of this conference is \$225.00 (registration). No substitutes are needed.
- E. **Rachael Fenys**, Staff Accountant, to attend *"Elements of Leadership and Management"* in Harrisburg, PA on April 10, 2018. The total cost of this conference is \$225.00 (registration and mileage). No substitute is needed.
- F. **Gregory Detwiler**, Lead Ground Maintenance, to attend the *"2018 Penn State Crops Conference"* in Allentown, PA on January 18, 2018. The total cost of the conference is \$20.00 (registration). No substitute is needed.

HIGH SCHOOL

- G. **Douglas Reigner**, House Principal, and **Ashley Bilotti**, Business Teacher and FBLA Advisor, to attend *"Future Business Leaders of America-State Leadership Competition and Conference"* at the Hershey Lodge and Convention Center from April 9, 2018 through April 11, 2018. Ms. Bilotti will attend on April 9th and 10th while Mr. Reigner will attend on April 10th and 11th and accompany those students who have advanced to the state level of competition. The total cost to attend this conference is \$1,039.00 (registration, lodging including meals, and 2 days of substitute coverage for Ms. Bilotti).

X. OTHER BUSINESS

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

- A. The Board approved the revised overnight trip request from the Music Department to Orlando, Florida in March 2018 originally approved at the May 22, 2017 Board Meeting. Due to the number of participants, the Music Department will now be travelling by chartered bus rather than air which will decrease the cost from \$1,400.00 to \$1,200.00. As a result of the change in travel plans the Music Department will be leaving on the evening of Wednesday, March 14, 2018 rather than the morning of Thursday, March 15, 2018. Students will not miss any additional class time. Mr. Joseph Perry, 8th Grade Music Teacher and Co-Director for the Vocal Ensemble, will also be accompanying the Music

Department on the trip so there will be a need for 3 days of substitute coverage for Mr. Perry. The total cost to the district for substitute coverage will now be \$2,304.00.

- B. The Board approved a Parent Permission and Release of Liability Waiver for a parent requesting permission to personally transport their child to and from the Music Department's trip to Orlando, Florida in March 2018 due to medical reasons.
- C. The Board approved the overnight trip request for **Douglas Reigner**, House Principal, and **Ashley Bilotti**, Business Teacher and FBLA Advisor to accompany students qualifying for the Future Business Leaders of America State Competition in Hershey, PA. Students will travel by district transportation. The cost of the trip is estimated to be \$400.00 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 substitute coverage for Ms. Bilotti. Ms. Bilotti's substitute coverage is listed under Conferences and Workshops.
- D. The Board approved the overnight trip request for **Seth Jones** (High School Band Director), **Yvonne O'Dea** (High School Choral Director) and **Emily McGranahan** (High School Orchestra Director) to accompany students qualifying for the Pennsylvania Music Educator's Association All-State Convention in Lancaster, PA from April 18, 2018 through April 21, 2018. Qualifying students and directors will travel by district van. The total cost of the trip is estimated to be \$375.00 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 substitute coverage for all three teachers. Substitute costs will be listed on the agenda under conferences once it is determined if all three teachers have students that qualify.
- E. The Board acknowledged the acceptance of the donation from the Evans Elementary Home and School Association in the amount of \$5,563.35 for the purchase of 13 iPads, corresponding cases and service agreements for the Ram QUEST Program at Evans Elementary School. There will be no cost to the district.
- F. The following policies were approved:
 - 1. Policy #246 – PUPILS: Student Wellness (**Attachment A6**)
 - 2. Policy #334 – ADMINISTRATIVE EMPLOYEES: Sick Leave (**Attachment A7**)
 - 3. Policy #534 – CLASSIFIED EMPLOYEES: Sick Leave (**Attachment A8**)
 - 4. Policy #610 – FINANCES: Purchases Subject to Bid (**Attachment A9**)
 - 5. Policy #611 – FINANCES: Purchases Budgeted (**Attachment A10**)
 - 6. Policy # 707.1 – PROPERTY: Community Use of School Grounds and Playgrounds (**Attachment A11**)
 - 7. Policy #707.2 – PROPERTY: Use of All-Weather Track by District Residents (**Attachment A12**)

New Other Business

- G. The following policies are submitted for a first reading:
 - 1. Policy #121 – PROGRAMS: Field Trips/Educational Trips (**Attachment A13**)
 - 2. Policy #213 – PUPILS: Assessment of Student Progress (**Attachment A14**)

XI. BOARD COMMENT

There were no comments by the Board.

XII. PUBLIC TO BE HEARD

There were no comments by the public.

XIII. ADJOURNMENT

Mr. DiBello reported that the Board will meet in an executive session immediately following tonight's meeting to discuss a legal matter.

Mr. Pettit made a motion to adjourn and Mrs. Melton seconded it. The motion passed 9-0. The meeting adjourned at 8:42 p.m.

Respectfully submitted,

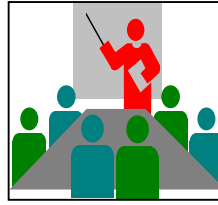
Diane M. Fern
School Board Secretary

**2017-2018 EXTRACURRICULAR CONTRACTS
FEBRUARY 2018**

	Contract Title	Season	Last Name	First Name	Contract Rate
1	Reading Olympics – Limerick Elementary	Year	Alba	Alice V.	\$402.00
2	Volunteer Boys Lacrosse Coach - HS	Spring	Baker	Charles E.	Volunteer
3	7 th Gr. Club #2- (1/2 Contract)	Year	Calvin	Krista L.	\$201.00
4	5/6 Club #14	Winter	Coletti	Alicia	\$402.00
5	Art Enrichment - HS	Year	Culp	Amy B.	\$402.00
6	Sound Production -HS (Both Fall & Spring Productions) (1/2 Contract)	Spring	Denning	Joshua C.	\$735.50
7	Asst. Track Coach-Girls' & Boys'-HS	Spring	Giovagnoli	Heather L.	\$4,190.55
8	Volunteer Assistant Baseball Coach - HS	Spring	Heffernan, Sr.	Michael A.	Volunteer
9	Reading Olympics – Limerick Elementary	Year	Hess	Susan S.	\$402.00
10	Softball Coach- (7th Grade Head)	Spring	Hoff	Daniel J.	\$2,772.00
11	Volunteer Assistant Baseball Coach - HS	Spring	Krause	Timothy J.	Volunteer
12	Volunteer Girls Lacrosse Coach- HS	Spring	Mensch	Erin L.	Volunteer
13	Volunteer Girls Basketball Coach - HS	Winter	Moley	Marissa R.	Volunteer
14	Asst. Lacrosse Coach-Boys'-HS	Spring	Monzo	Daniel A.	\$4,190.55
15	Volunteer Boys Lacrosse Coach - HS	Spring	Monzo	Zachary	Volunteer
16	Reading Olympics - Limerick Elementary	Year	Stringer	Jayna	\$402.00
17	Set Designer -All Productions-HS (1/2 Contract)	Spring	Swartz	Heidi G.	\$800.00
18	Volunteer Assistant Baseball Coach - HS	Spring	Vining	Louis	Volunteer
19	Reading Olympics – Limerick Elementary	Year	Williams	Kristin K.	\$402.00
20	Volunteer Assistant Middle School Boys & Girls Track Coach	Spring	Wright	Dean	Volunteer
21	Volunteer Asst. Wrestling Coach -HS	Winter	Zimmie	Brendan S.	Volunteer

**2018-2019
SPRING-FORD AREA SCHOOL DISTRICT
STUDENT SCHOOL CALENDAR**

DRAFT



Aug 22nd	W	Staff In-Service K-12
Aug 23rd	TH	Staff In-Service K-12
Aug 24th	F	Staff In-Service K-12
Aug 27th	M	First Day of School for Students
Aug 31st	F	No School for Students & 10 Month Employees
Sept 3rd	M	Labor Day (school closed)
Sept 10th	M	No School for Students & 10 Month Employees
Sept 19th	W	No School for Students & 10 Month Employees
Oct 8th	M	Staff In-Service K-12
Nov 6th	T	Staff In-Service K-12
Nov 19th	M	Parent Conferences K-12
Nov 20th	T	Parent Conferences K-12
Nov 21st	W	No School for Students & 10 Month Employees
Nov 22nd	TH	Thanksgiving Break (school closed)
Nov 23rd	F	Thanksgiving Break (school closed)
Dec 24th	M	Winter Break (school closed)
Dec 25th	T	Winter Break (school closed)
Dec 26th	W	Winter Break (school closed)
Dec 27th	TH	Winter Break (school closed)
Dec 28th	F	Winter Break (school closed)
Dec 31st	M	Winter Break (school closed)
Jan 1st	T	Winter Break (school closed)
Jan 21st	M	Martin Luther King Day (school closed)
Feb 15th	F	Conferences/In-Service
Feb 18th	M	President's Day (school closed)
Apr 17th	W	No School for Students & 10 Month Employees
Apr 18th	TH	Spring Break (school closed)
Apr 19th	F	Spring Break (school closed)
Apr 22nd	M	Spring Break (school closed)
May 21st	T	Staff In-Service K-12
May 27th	M	Memorial Day (school closed)
June 14th	F	Tentative Last Day for Students
June 17th	M	Tentative Last Day for Teachers

Legend

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

The 2018-2019 calendar has 3 emergency days built into it in the event of school cancellations. If additional days are needed, the following days will be converted into student/teacher school days: November 19, November 20, February 15, April 17 and/or April 18.

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

	Student Days		Teacher Days	12 month
	Elem	Second		
Aug	4	4	7	22 Jul
Sept	17	17	17	23 Aug
Oct	22	22	23	20 Sep
Nov	16	16	19	23 Oct
Dec	15	15	15	22 Nov
Jan	21	21	21	21 Dec
Feb	18	18	19	23 Jan
Mar	21	21	21	20 Feb
Apr	18	18	18	21 Mar
May	21	21	22	22 Apr
June	10	10	11	23 May
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: FIELD TRIPS/
EDUCATIONAL TRIPS

ADOPTED: March 25, 1991

REVISED: October 26, 2015

REVIEWED: January 17, 2018

	121. FIELD TRIPS/EDUCATIONAL TRIPS
1. Purpose SC 1361	<p>The Board recognizes that field trips/educational trips when used as a device for teaching and learning integral to the curriculum are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips/educational trips can:</p> <ol style="list-style-type: none"> 1. Supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools. 2. Arouse new interests among students. 3. Help students relate school experiences to the reality of the world outside of school. 4. Bring all resources of the community natural, artistic, industrial, commercial, governmental, and educational within the ambit of a student's learning experience. 5. Afford students the opportunity to study real things and real processes in their actual environment.
2. Definition	<p>For purposes of this policy, a field trip/educational trip shall be defined as any journey by pupils away from the school premises, under the supervision of a teacher, which is an integral part of an approved course of study and conducted for the purpose of affording a first-hand educational experience not available in the classroom.</p>
3. Authority SC 517, 1361	<p>The Superintendent or designee shall approve all field trips/educational trips for Grades K-12. Board approval is required for overnight trips.</p> <p>School buses ordinarily will be used for transportation. Commercial carriers may be used for certain trips. The use of private vehicles by staff members for transporting small groups of students may be authorized, provided the driver has required liability insurance. Transportation by students and parents will not be permitted. At the request of a parent/guardian, the Superintendent or designee may approve</p>

<p>Pol. 210</p> <p>4. Delegation of Responsibility</p>	<p>parent transportation for a field trip due to a documented medical issue or other unique situation.</p> <p>Students on field trips remain under the supervision and responsibility of this Board and are subject to its rules and regulations. Students who receive medications while at school as a part of their individualized health care plan shall be permitted to attend school sponsored overnight and/or school sponsored foreign travel trips and accommodations will be coordinated as listed in Policy 210 – Use of Medications.</p> <p>The Board does not allow any staff members to take student(s) on any field/educational trip without approval of the Superintendent or designee. The Board does not endorse, support or assume responsibility in any way for any staff member of this district who takes students on trips not approved by the Board or Superintendent.</p> <p>Each grade in each school in grades K through 8 should have at least one (1) regular field/educational trip annually, which includes all eligible students in that grade.</p> <p>The Superintendent shall prepare procedures for the operation of a field trip/educational trip which shall ensure that:</p> <ol style="list-style-type: none"> 1. The safety and well-being of students shall be protected at all times; with first-aid kits required on all field/educational trips; 2. Parental permission is sought and obtained before any student may be removed from a school for a field trip/educational trip; 3. The principal approves the purpose, itinerary, and duration of each proposed trip; and <p>The principal is responsible to notify parents of parental responsibility for transportation when the approved carrier cannot meet school transportation timelines.</p> <ol style="list-style-type: none"> 4. Teachers, with the approval of the principal, are allowed a considerable degree of flexibility and innovation in planning field trips/educational trips. <p><u>Field Trips/Educational Trips Other Than Overnight</u></p> <p>The following will control all field trips/educational trips which are scheduled during normal school hours, before and beyond the school day, and/or out of state.</p> <ol style="list-style-type: none"> 1. All students must have parent permission forms completed and signed.
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	<p>2. Field trips/educational trips for Grades K-12 must be planned in accordance with established guidelines.</p> <p><u>Overnight Field Trips/Educational Trips</u></p> <p>The following will control all field trips/educational trips of more than a single day in duration that are conducted in lieu of regular school programming:</p> <ol style="list-style-type: none">1. All students must have parent permission forms completed and signed.2. Approval must be secured from the Board at least six (6) months prior to the scheduled dates of the trip. No request for an overnight trip will be considered unless the trip is described in detail listing a complete itinerary and the plan for financing all necessary expenses.3. After approval, the trip sponsor or sponsors must conduct an evening meeting to which all parents of the students are to be invited. The primary purpose of the meeting will be to explain in detail the trip proposed, length of trip, cost of trip, and how the money will be raised. One (1) week after the meeting, approval of the trip by the parents will be requested in writing. If more than twenty-five percent (25%) of the parents of the children to be involved in the overnight trip reject the trip, it must be cancelled. <u>Four (4) months prior to the overnight field trip, seventy-five percent (75%) of the students must be committed by written permission and requested deposit to participate in the trip.</u>4. Forty (40) days prior to the trip, eighty percent (80%) of the anticipated expenses of the trip must be accumulated or the trip must be cancelled and the money refunded. Funds acquired through fund raising projects shall be expended for other approved field trips, instructional materials, or contracted instructional services approved by the building principal and Superintendent.5. The plan shall include explicit provisions for financing the necessary expenses of those students who would otherwise be financially unable to take part in the trip. <p><u>Specialized Field Trips/Educational Trips</u></p> <p>Exceptions to the timelines may be made by the Superintendent for trips which result from student academic or extracurricular competition.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 517</p> <p>Board Policy – 000, 103.1, 105, 113, 210, 210.1</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ASSESSMENT OF STUDENT
PROGRESS

ADOPTED: March 25, 1991

REVISED: April 24, 2017

REVIEWED: January 17, 2018

213. ASSESSMENT OF STUDENT PROGRESS	
1. Purpose Pol. 212, 216	The Board recognizes that a system of assessing student achievement can help the student, teachers, and parents/guardians to understand and monitor the student's progress toward personal educational goals (See Pol. 212 and 216).
2. Definition	<p>Assessment shall be the system of measuring and recording student progress and achievement which enables the student, parents/guardians and teachers to:</p> <ol style="list-style-type: none"> 1. Determine the students' attainment of established academic standards. 2. Learn the student's strengths and weaknesses. 3. Plan an educational and vocational future for the student in the areas of the greatest potential for success. 4. Know where interventions are needed to meet the expected performance level on standards. <p>Such assessment shall measure the student's progress on all course standards.</p>
3. Authority SC 1531, 1532	The Board directs that the instructional program of this district include a system of assessment for all pupils which is consistent with the educational goals of the district.
4. Delegation of Responsibility	<p>The Superintendent shall develop procedures for assessment which include the following:</p> <ol style="list-style-type: none"> 1. Each student should know what end result and achievements are expected at the outset of any course of study. 2. Each student should be kept informed of his/her personal progress during the course of a unit of study. 3. Methods of assessment shall be appropriate to the course of study and the maturity of students, including formative and summative assessments.

5. Guidelines

4. Assessment should effectively evaluate and provide feedback to students on their performance.
5. Students should be encouraged to evaluate their own achievements.
6. All reporting systems are subject to continual review and revision.

The progress report/report card is the communication to the home concerning the child's performance in school.

Elementary –

Spring-Ford Area School District uses a standards-based report card in grades K-4 and measures student performance on a 4-3-2-1 scale. The goal for students is to attain a “3” – consistently demonstrating mastery of grade level standards. Though some children may exceed and earn a “4”, this is not the expectation with standards-based grading. The elementary standards-based report cards and progress reports use the following indicators of progress:

	Descriptor	Explanation
4	Consistently Exceeds	Demonstrates at all times, requires little to no teacher assistance
3	Consistently Demonstrates	Demonstrates at this time, requires minimal teacher assistance
2	Developing	Demonstrates progress towards mastery, requires some teacher assistance
1	Area of Concern	Demonstrates difficulty with skills, requires constant teacher assistance

Intermediate –

In grades five and six, Spring-Ford Area School District utilizes progress reports that are standards-based and sent home periodically. Quarterly reporting is done on a report card using the grading scale below.

A	90-100	Excellent
B	80-89	Good
C	70-79	Average
D	65-69	Below Average

F Below 65 Failure

Honor Roll – Recognition on a Quarterly Basis

To be placed on Honor Roll, a student must earn a ninety percent (90%) or above grade point average with all grades of A, ninety percent (90%), or B, eighty percent (80%), in all major and minor subjects in the given marking period.

To be placed on the Distinguished Honor Roll, a student must earn a ninety-five percent (95%) or above grade point average with all As, ninety percent (90%), in major subjects and must not have more than one (1) B, eighty percent (80%), in his/her minor subjects in a given marking period.

Middle –

In grades seven and eight, Spring-Ford Area School District use this scale and adhere to the following procedures:

A	90-100	Excellent
B	80-89	Good
C	70-79	Average
D	65-69	Below Average
F	Below 65	Failure

Honor Roll – Recognition on a Quarterly Basis

To be placed on Honor Roll, a student must earn a ninety percent (90%) or above grade point average with all grades of A, ninety percent (90%), or B, eighty percent (80%), in all major and minor subjects in the given marking period.

To be placed on the Distinguished Honor Roll, a student must earn a ninety-five percent (95%) or above grade point average with all As, ninety percent (90%), in major subjects and must not have more than one (1) B, eighty percent (80%), in his/her minor subjects in a given marking period.

Extracurricular Eligibility

To be eligible to participate in an extracurricular activity, a student must maintain a seventy percent (70%) or above grade point average in his/her four (4) major subjects.

High School –

In grades 9-12, Spring-Ford Area School District will use this scale and adhere to the following procedures:

A	90-100	Excellent
B	80-89	Good
C	70-79	Average
D	65-69	Below average
F	Below 65	Failure

Honor Roll – Recognition on a Quarterly Basis

Each marking period, a student may earn a designation of “Honor Roll” or “Distinguished Honor Roll” on his or her report card.

To **qualify for** Honor Roll, a student must earn a ninety percent (90%) or **greater Grade Point Average (GPA) with marking period grades of A**, ninety to **hundred** percent (90%-**100%**), or **B**, eighty to **eighty-nine** percent (80%-**89%**), in all subjects.

To **qualify for** Distinguished Honor Roll, a student must earn a ninety-five percent (95%) or **greater GPA with marking period grades of A**, ninety to **hundred** percent (90%-**100%**), in **all** major subjects, **with no** more than one (1) **B**, eighty to **eight-nine** percent (80%-89%), in **all** minor subjects.

Weighting is not used in calculating honor roll GPA.

Senior Academic Recognition Banquet

Any senior who has earned a cumulative weighted grade point average (beginning in 9th grade) of ninety-five percent (95%) or above at the end of the third marking period of his/her senior year will be invited to the Academic Recognition Banquet.

Criteria For Weighted Grades

Advanced Placement and honors courses (grades 9-12) will receive additional grade weighting if the student achieves a seventy percent (70%) or above in the course.

Extracurricular Eligibility

To be eligible to participate in an extracurricular activity, a student must maintain a seventy percent (70%) or above grade point average in his/her four (4) major subjects.

213. ASSESSMENT OF STUDENT PROGRESS - Pg. 5

<p>School Code 1531, 1532</p> <p>PA Code Title 22 Sec. 4.51, 4.52</p>	
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLIC COMPLAINTS

ADOPTED: March 25, 1991

REVISED:

REVIEWED: February 12, 2018

	906. PUBLIC COMPLAINTS
1. Purpose	<p>Constructive criticism of the schools by residents is welcome when it is motivated by a sincere desire to improve the quality of the instructional program and to equip the schools of the district to perform their tasks more effectively.</p> <p>Criticisms can be most valuable when they represent the considered recommendations of public-spirited citizens and organizations who have studied all pertinent facts.</p>
2. Authority	<p>The Board places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or negative complaints and criticism. In recognition of the fact that complaints, although emanating from genuine concern and the good intentions of those who may originate them, may be erroneous and, therefore, damaging to the good reputation of an employee or employees, initial public expression of such complaints to the Board is not desired nor condoned.</p>
3. Delegation of Responsibility	<p>The administration is charged with the responsibility of developing appropriate procedures for handling complaints. Such procedures will provide, at the request of the complainant, review by the Board, Superintendent, or a staff member, of any criticism or complaint not considered to be adequately resolved through administrative action. A complaint made directly to the Board as a whole or to a Board member as an individual shall be referred to the Superintendent for study and possible resolution.</p> <p>In addition, posts and/or comments on social media websites or applications not directly made to the social media website and/or application of the District, will be disregarded and not acted upon. Any member of the public who wishes to use social media to provide comments on educational issues or other concerns must do so on the District's social media website or application. The District will not comment or follow-up on social media posts or comments that are not directed to the District, nor if they are anonymous and/or not constructive in nature. Concerns about student, staff and/or community safety and well-being will be addressed and may be forwarded to the appropriate authorities.</p>

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: ANONYMOUS
COMMUNICATIONS

ADOPTED: May 20, 2002

REVISED:

REVIEWED: February 12, 2018

	906.1. ANONYMOUS COMMUNICATIONS
1. Purpose 65 P.S. 271 et seq	The Board recognizes the value to school governance of public comment on educational issues and the importance of involving members of the public in Board meetings.
2. Authority	<p>The Spring-Ford Area Board of Education believes the public has the right to bring before the Board issues and concerns they may have about items on the agenda or about things in general which affect the District or their children.</p> <p>District employees and Board members receive many telephone calls, texts, e-mails, social media connections or comments and letters each day. On occasion, the caller or the author of the text, e-mail, post or comment and/or letter is anonymous. This type of communication is difficult, at best, for the District administrative staff to address. Accordingly, anonymous communications received by District employees and/or School Board members shall be discarded and not acted upon.</p> <p>In addition, posts and/or comments on social media websites or applications not directly made to the social media website and/or application of the District, will also be disregarded and not acted upon. Any member of the public who wishes to use social media to provide comments on educational issues or other concerns must do so on the District's social media website or applications. The District will not comment or follow-up on social media posts or comments that are not directed to the District, nor if they are anonymous and/or not constructive in nature. Anonymous concerns about student, staff and/or community safety and well-being will be addressed and may be forwarded to the appropriate authorities.</p>
3. Definition	For the purposes of this policy, the term Anonymous Communication shall mean any communication, regardless of the manner or medium by which it is transmitted (examples: telephone call, letter, e-mail, social media post/comment etc.), which does not identify the person or entity making the communication, or which appears to identify the person or entity making the communication but that person or entity cannot be independently verified to be a resident or taxpayer of the Spring-Ford Area School District.



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2018-01 OPPOSING ESA VOUCHER PROGRAMS (SB 2)

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Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

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WHEREAS, Pennsylvania school districts provide countless academic and extra-curricular opportunities for learning and growth of all students, preparing them for higher education and careers; and districts have continued to make steady gains in academic achievement, with Pennsylvania students consistently ranked in or near the top 10 nationally on the National Assessment of Educational Progress (NAEP) exams for reading and math; and Pennsylvania has been named a national leader in providing Science, Technology, Engineering and Math (STEM) education programs; and

WHEREAS, Pennsylvania also maintains a greater high school graduation rate and a larger percentage of students moving on to higher education than the national average; and

WHEREAS, more than 80% of Pennsylvania students enrolled in career and technical centers or programs are achieving at the competent or advanced level on industry-based skills assessments, enabling them to earn credentials leading to meaningful employment or college credit equivalencies at cooperating institutions; and

WHEREAS, public schools ensure that each student with a disability receives a Free Appropriate Public Education (FAPE) in compliance with federal and state law and regulations, with students and their families having the benefits of a system of procedural safeguards; and

WHEREAS, Education Savings Account (ESA) voucher programs such as those under Senate Bill 2 undermine Pennsylvania's responsibility to ensure every student in every community has equal access to public education; and schools targeted under Senate Bill 2 are already in under-resourced districts; and state money for ESAs would be deducted, on a per-student basis, from a school district's basic education subsidy; and not only would school districts' state aid be sent to unaccountable private schools, but such money could also be diverted to higher education, tutoring services and other "qualified education expenses," not even ensuring students receive full-time educational instruction; and

WHEREAS, the voucher program in Senate Bill 2 benefits families regardless of income or need, including students already enrolled in private schools or never having attended a targeted public school; and voucher systems in other states have been shown to be vulnerable to financial fraud and abuse; and

WHEREAS, unlike private schools, public school districts accept, educate and protect the rights of all children who come to their doors, as opposed to those institutions that can reject applicants based on any number of factors and are not required to uphold the rights of students with disabilities; and

WHEREAS, public schools are held to strict accountability standards that measure student achievement and academic progress, unlike private schools which are not required to use the same standard assessments and reporting requirements as public schools; and provisions under Senate Bill 2 would not require participating private schools to use the same standardized assessments, making comparison and evaluation of academic progress unachievable; and

NOW THEREFORE, BE IT RESOLVED that the Spring-Ford Area School District opposes Senate Bill 2 and any other legislation or any effort by the General Assembly to implement tuition vouchers or any other program that would have an effect of a tuition voucher program, and conveys the importance of supporting and improving the quality of all public schools in the Commonwealth.

Adopted this _____ day of _____, 2018.

School Board President

School Board Secretary