

On March 19, 2018 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:44 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Dr. Edward T. Dressler and Bernard F. Pettit
Region II: Dawn R. Heine, 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 Board Members was absent: **Linda C. Fazzini**

The following Student Representative was absent: **Nandini Patel**

ANNOUNCEMENTS

There were no announcements.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

Clinton Fetterman, Limerick Township, stated that he hoped tonight would be the culmination of what seems like a very long journey and that the Board could see that there was still support for the expansion of the performing arts wing and the athletic wing. Mr. Fetterman commented that they are still behind this, in support of this and looking forward to it. He expressed that he hopes that they are all celebrating at the end of the meeting tonight.

Joe Ciresi, Limerick Township, said he wanted to speak about the motions on the agenda tonight regarding the high school expansion. He stated that they worked for 6 years to get this high school expansion on the agenda. He expressed that he is excited to see this come to pass. Mr. Ciresi commented that the Board worked extremely hard to get this project to where it is and to see it come in under where we thought it would be is a great thing. He stated that he wanted to applaud every Board Member on their vote this evening. Mr. Ciresi added that he wanted to take a minute to thank Mr. Cooper who spent countless years here in the district and for his service to Spring-Ford. Mr. Ciresi stated that Mr. Cooper will be retiring and he cannot thank him enough for the time he put into the district. Mr. Ciresi commented that Mr. Cooper was a great guy to work with and he will be missed. Mr. Ciresi urged and hoped that the Board Members will vote the right way and in favor of the expansion. Mr. Ciresi stated that he looked forward to the ribbon cutting when the project is done.

Gail Wellington, Limerick Township, stated that she wants to reiterate what she said at the town hall meeting and that the high school means something to more than just

the students and their parents. She commented that the quality of life that the sports, music and theater programs bring to senior citizens and everyone else that live in the township is important. She stated that it is a fabric of our community and the things we love. She expressed that they love to listen to the band, go to the sporting events and possibly see their grandchildren play, or see the shows. Mrs. Wellington stated that it is so important that we continue to provide the resources necessary to develop this. Mrs. Wellington added that as the owner of a commercial property as well as a home it is a fact that we have these things that attract people to this community and increases our property values. She urged the Board to continue what they had started and let this happen quickly.

Adreina Erwin, Linfield, stated that she has three things to say; education, progress, liability and that people move to our district because of the schools.

II. ACTION ITEMS

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

- A. The Board approved **Resolution 2018-02** commending **Brandon Meredith** for winning the 2018 Pioneer Athletic Conference (PAC) 120 Pound Weight Class Wrestling Championship and qualifying for the PIAA District Championship and the PIAA State Championship. **(Attachment A1)**
- B. The Board approved **Resolution 2018-03** commending **Joseph Milano** for winning the 2018 Pioneer Athletic Conference (PAC) 160 Pound Weight Class Wrestling Championship and qualifying for the PIAA District Championship. **(Attachment A2)**
- C. The Board approved **Resolution 2018-04** commending **Chase Smith** for winning the 2018 Pioneer Athletic Conference (PAC) 182 Pound Weight Class Wrestling Championship and qualifying for the PIAA District Championship and the PIAA State Championship. **(Attachment A3)**
- D. The Board approved **Resolution 2018-05** commending the **Spring-Ford High School Wrestling Team** and their coaches, **Timothy Seislove, Michael Busa** and **Brendan Zimmie** for winning the 2018 Pioneer Athletic Conference (PAC) Wrestling Championship. **(Attachment A4)**
- E. The Board approved **Resolution 2018-06** commending **Carson Hilliard** for winning the 2018 Pioneer Athletic Conference (PAC) 200 Meter Freestyle Swimming Championship and qualifying for the PIAA District Championships. **(Attachment A5)**
- F. The Board approved **Resolution 2018-07** commending **Carson Huff** for winning the 2018 Pioneer Athletic Conference (PAC) 200 Meter Individual Medley Swimming Championship and qualifying for the PIAA District Championship. **(Attachment A6)**

- G. The Board approved **Resolution 2018-08** commending **Carson Huff** for winning the 2018 Pioneer Athletic Conference (PAC) 100 Meter Backstroke Swimming Championship and qualifying for the PIAA District Championship and the PIAA State Championship. **(Attachment A7)**
- H. The Board approved **Resolution 2018-09** commending **Carson Hilliard, Carson Huff, Cory Laing** and **Matthew Skilton** for winning the 2018 Pioneer Athletic Conference (PAC) 400 Meter Freestyle Relay Championship and qualifying for the PIAA District Championship. **(Attachment A8)**
- I. The Board approved **Resolution 2018-10** commending the **Spring-Ford High School Girls' Basketball Team** and their coaches, **Michael McDaniel, John Murtin, Daniel Brittingham, Katie Druckenmiller, Philip Roche, Marissa Moley** and **Randal Doaty** for winning the 2018 Pioneer Athletic Conference (PAC) Girls' Basketball Championship. **(Attachment A9)**

III. PRESENTATIONS

Mr. McDaniel introduced each individual athlete being recognized for winning PAC Championships. Each athlete was presented with a resolution in recognition of their accomplishment. Mr. McDaniel had each athlete on the wrestling team and the coaches introduce themselves. The Board acknowledged them on their success this past season.

- A. Presentation of **Resolution 2018-02** commending **Brandon Meredith** for winning the 2018 Pioneer Athletic Conference (PAC) 120 Pound Weight Class Wrestling Championship and qualifying for the PIAA District Championship and the PIAA State Championship. **(Attachment A1)**
- B. Presentation of **Resolution 2018-03** commending **Joseph Milano** for winning the 2018 Pioneer Athletic Conference (PAC) 160 Pound Weight Class Wrestling Championship and qualifying for the PIAA District Championship. **(Attachment A2)**
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Dr. Weidenbaugh thanked the Board and Administration for the opportunity to be here this evening. She stated that they are going to talk about how 9th grade gets students future ready for learning. Dr. Weidenbaugh indicated that tonight the students and teachers accompanying her will talk a little bit about the modernized learning program and also about the Western Montgomery Career and Technology Center. A short video clip regarding those two topics was shown. Students spoke of how modernized learning helped them become a future ready learner. Students spoke of the use of Google Docs, Google Presentation, Google Classroom and Google Earth. They commented on how modernized learning helps them collaborate with peers and teachers, how they can get

instant feedback on quizzes they take through Quizlet which helps them in preparing for a big test. Students who also attend the Western Center spoke of how they appreciate the hands on learning aspect of the programs offered there. They commented that they appreciated that their teachers at the Western Center have real experience and success in the field they are teaching. Students also spoke of the overall life skills they learn through the programs they are studying and how this will help them in their future careers.

Alison Dorn and Nick Tier spoke on behalf of teachers and provided their perspective on the modernized learning program. They relayed that they are able to give students who need enrichment what they need and being able to reach students who may be advancing at different levels. They expressed that modernized learning helps them know their students better. Ms. Dorn and Mr. Tier both felt that the professional development they received was greatly helpful and played a role in their classes. Mr. Tier also spoke of the advantage of having a professional learning community amongst those teachers who are involved in the cohort and the benefit of this as the program grows and more teachers are added to the cohort.

Mr. DiBello congratulated everyone on the presentation. He commented that he felt the program was phenomenal and indicated that next week there would be a presentation on modernized learning with respect to what is next and where we go from here. Mr. DiBello stated that everywhere you go students have their faces on their cell phones and it is great to see students not only utilizing their cell phones but learning how the technology in their phones can help them in the educational process.

Mrs. Heine commented it is invaluable to her to hear that teachers are able to see the instantaneous results of their students. She added that it is also great to hear students say that through these results they are able to focus their studies where they really need to focus them. Mrs. Heine stated that in hearing Ms. Dorn and Mr. Tier talk about the importance of the professional development they received is very reassuring that they have rolled out this program the proper way.

E. **Dr. Theresa Weidenbaugh**, Principal, **Allison Dorn** and **Nicholas Tier**, Teachers, **Tyler Guignard**, **Anshika Gupta**, **Kylie Jones**, **Sylmira Kailey**, **Joshua Rheame**, and **Mackenzie Savage**, Students, to present on the 9th Grade Center “Future Ready Learners”.

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 March 14th and began their meeting with the good news that the Future Planning Center hosted a new event for Career Month entitled Career Trends. She advised that Mrs. Parker, Chair of the Science Department, provided an overview of her department which included how she works with all grades in the district on science, the many co-curricular opportunities that our students have in science and the variety of science classes that the district offers. Mrs. Heine advised that the committee also had a modernized learning presentation and that there will be a presentation to the full board at next week’s meeting. She reported that the committee next discussed class rank and that this will be presented to

the full board at the April Work Session. The committee received English/Language Arts updates regarding the upcoming Federal Programs audit, literacy night, kindergarten screenings and the pre-kindergarten program. Mrs. Bast reported to the committee that classroom visits have continued and that the data assessment review for mid-year has taken place and the results were shared with building principals. Mrs. Heine advised that it was relayed that monthly professional development is occurring in grades 5-7, that there has been a review of the assessment process and that there will be some changes in writing for grades 3-6. She added that 8th grade English meetings have been occurring monthly to provide professional development and discuss the revision of the curriculum documents. Mrs. Heine reported that the committee next received math updates regarding the CPM training for Algebra and that there were 2 full days of coaching for Algebra 1 and Geometry completed in February and March. She added that there was a full day Everyday Math training that took place at the MCIU and that it was well received by teachers. Mrs. Heine advised that there has been ongoing planning meetings for the implementation of the new Glencoe Science resource at the 5-8 level. She added that data analysis and the sharing of the information with teachers and principals continues. Mrs. Heine commented that the committee next moved onto the discussion of Technology where Mr. Catalano provided an update on the new help desk and inventory management software. Mr. Catalano reported that after evaluating 4 different possibilities to replace our current help desk and inventory applications that Fresh Service was chosen. It is believed that this will greatly improve department efficiencies and help support our growing infrastructure. The committee also discussed the Time and Attendance Project and were advised that the project is moving along nicely and is on schedule to be rolled out at the District Office and Maintenance Office the week of April 9th as a test deployment. Following the testing it will be rolled out to other buildings in different phases with full deployment anticipated by July 1st. Mrs. Heine commented that the Network Infrastructure E-Rate Project was discussed next and that E-Rate rules state that we cannot officially begin the project until April 1st although some project planning meetings will be taking place with the first meeting on March 15th.

Mr. DiBello reported that 5 students won a computer competition that was held at the Montgomery County Intermediate Unit and 3 are moving on to the state competition. He commented that this just demonstrates that the students we have at Spring-Ford are incredible and it is fun to watch the success going on in the district.

Policy

Colleen Zasowski

2nd Mon. 7:30 p.m.

Mrs. Zasowski reported that the Policy Committee met on March 12th and spoke about Policy 103 – Nondiscrimination in School and Classroom Practices. She added that Mrs. Leiss was present and participated in the discussion concerning the changes to the policy as well as the introduction of Policy 104 – Nondiscrimination in Employment Practices. Mrs. Zasowski advised that Mrs. Leiss as the Human Resource Director serves as the district's compliance officer and shared an overview of the procedures and practices in addressing any of the concerns as well as the impact of the proposed PSBA changes to the policies. Mrs. Zasowski reported that Dr. Roche shared an update from a discussion he had with our attorney in terms of a request for the School Board to be made aware of any violations of these policies and additional conversations are still happening with specific input to come from the attorney that will be brought back to the April meeting. Mrs. Zasowski reported that the committee spent a lot time and conversations continued on the Use of Facilities Policy specifically on rental charges versus service fees. She added that she shared with the committee her attempt at establishing a fee schedule and charges based on the numbers previously discussed in meetings and Dr. Roche will follow up with

Mr. Cooper and his department in terms of looking at other costs associated with the rentals. She advised that this will also come back to the committee for further discussion in April. Mrs. Zasowski continued that policy on bullying and cyber-bullying was reviewed by a committee of parents and administrators and a few slight working changes were suggested but the recommendation was that the policy be moved forward for a first reading tonight. Mrs. Zasowski reported that the policy on Anonymous Communications was updated and then brought back to provide some additional clarity reviewed but the committee did not have enough time to fully review it so this will also return to the April agenda. Mrs. Zasowski advised that Dr. Roche had informed the committee that they will see a revised policy on class rank from the Curriculum and Technology Committee as they have been working on a major revision to the policy and it will come to them for review of those changes. Mrs. Zasowski advised that Title I Parent Involvement and Child Abuse are two policies that need to be reviewed but there was not adequate time so these will be on the April committee agenda as well.

Extracurricular

Mark Dehnert

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

Mr. Dehnert reported that the Extracurricular Committee met on March 12th for a very lengthy meeting due to the presentations that took place. The first presentation was on the middle school second teams. Mr. Dehnert read the list of teams that were being considered for the addition of a second team. He reported that the cost to run all of the second teams would be around \$116,000. The committee asked Mr. McDaniel to provide a recommendation for a pilot program to get some of the teams started for the 2018-2019 school year. The committee is recommending that the Board give approval to have a pilot program for the 2018-2019 school year for second teams in the following sports; 7th Grade Baseball, 7th Grade Boys' Basketball, 7th Grade Girls' Basketball, and 7th Grade Boys' Soccer. Mr. McDaniel is going to look into the choice between moving forward with the pilot program for 7th Grade Girls' Field Hockey or 7th Grade Girls' Soccer as well as re-configuring the Football Team 2 7th/8th Grade Teams. Mr. Dehnert advised that the cost of the pilot program is estimated at \$46,000. He added that there was also a recommendation to add a co-ed bowling team at the high school for the 2018-2019 school year and the cost for this would be around \$20,000. The committee also viewed a presentation on Middle School Intramurals. It was reported that the participation and attendance for the middle school intramurals was very good with an average of about 22 students per day. He added that most of the students who participate are not involved with any school teams so this provides them the chance to be involved in some sports. Mr. Dehnert stated that one of significant things mentioned was that the teacher advisors for the clubs work significantly more hours than their contracts require them to which he commented is very commendable as it gives students more opportunities to come out and play. The next presentation was on 7th Grade Student Council and he reported that for this year the student council was changed from an election of the representatives to a club. He added that there are 24 representatives that participated and one of their big fundraisers was for Project Outreach where they raised \$900. The committee next saw a presentation on the 7th Grade Winter Play entitled "The Scariest Play Ever" which revealed that 53 students auditioned, 30 students in the cast and 6 students on the stage crew. Mr. Dehnert reported that the Spring Play is entitled "Backstage" which revealed that 43 students auditioned, 25 are in the cast and 5 are in the stage crew. The committee next viewed a presentation by the Indoor Percussion that indicated that they have about 5 competitions each year involving 6 staff members which includes 3 volunteers and 33 students on the team. The Indoor Percussion Team reported that they won the gold medal at the Cavalcade of Bands. Mr. Dehnert advised that the committee had a discussion on the activity fees and whether that amount should be changed and that Mr. McDaniel will be polling his peers at the next PAC meeting and will provide his findings to the committee. The final topic discussed was in regards to school spirit and how to get more students to

increase their participation at sporting events and Mr. McDaniel advised that he will speak to Dr. Nugent about possibly bringing back the Spirit Club.

Mr. DiBello commented that he thought the second teams program was ready to roll and wondered why we are going back to doing a pilot program. Mr. Dehnert replied that they are not going to do all of the sports in the first year but rather a pilot program starting with 7th grade sports and then depending on the success roll it out to the 8th grade teams the following school year. Mr. DiBello asked Mr. McDaniel about the pilot program that was to take place in the spring and questioned what happened with that. Mr. McDaniel replied that they had discussed the spring but when they polled the conference they were not able to get games that quick and it was thought to be better to come in at the beginning of a schedule. Mr. DiBello asked if anything was being done in the fall and Mr. McDaniel replied that this is when they were talking about beginning the pilot program. Mr. Dehnert added that they are planning on doing Boys' Soccer and either Field Hockey or Soccer for Girls. Mr. DiBello commented that this all started for two main reasons which was the amount of kids on a football team and the amount of kids being cut from the baseball team. He added that it seemed like the whole purpose of starting this was being pushed off. Mr. McDaniel responded that the Football Program under Coach Brubaker has indicated that they want to go with 2 teams with 7/8th grades combined. He explained that with the 7th grade program we had 5 games scheduled and ended up with 3 as some schools did not end up with teams. Mr. McDaniel added that it was felt that there was more of a need to combine the two teams as they can put the second team right into a bye into the 8th grade schedule and get 8 games. Mr. McDaniel further explained that with baseball they tried to do this in the spring but some teams indicated they could get us a game while others said no and we may have ended up with 3 or 4 games in total. Mr. DiBello confirmed that the goal is to do football in the fall and baseball in the spring and Mr. McDaniel confirmed this was correct.

Finance

Thomas J. DiBello

2nd Tues. 6:30 p.m.

Mr. DiBello reported that the Finance Committee met on February 28th and began the meeting with the review of the monthly reports. He advised that some of the highlights are that real estate assessments increased by about \$9 million, earned income taxes are trending and it appears that we are going to hit the \$10 million mark, self-funded insurance has seen a little bit higher claims which is probably due to the flu season, food service reports are reflecting higher costs in food and supplies and the district will be looking to see if there was possibly an inventory count issue with this or not. Mr. DiBello advised that the district will also be looking at current lunch prices as is the practice every couple of years. He added that the committee did a brief preliminary look at the budget and they are still looking at a \$3.6 million budget gap. Mr. DiBello pointed out that the special education costs continue to rise which is mandated by the state. He added that the district is mandated to pay about \$30 million in expenses and the state give us back about \$5.2 million to cover everything they are mandating onto us so the district is left to come up with roughly \$25 million. Mr. DiBello reported that the main topic of the meeting was regarding the high school expansion project where they did focus, from a finance perspective, only on the numbers. He advised that the committee reviewed the numbers from the town hall meeting that was held roughly a year ago and those numbers were anticipated to be at about \$10.5 - \$12 million. Mr. DiBello informed everyone that the current annual debt service is at about \$14.9 million. He added that the actual debt service payment is about \$14.2 million which leaves about a \$700,000 favorable budget. Mr. DiBello reported that they did review the total bids and with everything included it came to \$10.89 million which includes all of the soft costs and all other fees. Mr. DiBello advised that the recommendation from Mr. Fink the CFO is to

utilize \$3.4 million from the Capital Reserve and procure a 15 year bond for the remaining \$7.5 million. He added that this approach will keep the budget line item at approximately \$14.5 million and will not increase the budget for this project and will also keep adequate funds in the Capital Reserve. Mr. DiBello advised that he mentioned to the Finance Committee and everyone agreed that this should be put as an action item on the agenda this evening because the hallway expansion needed to be started as soon as we can and every week is critical.

Property

Thomas J. DiBello

2nd Tues. 7:30 p.m.

Mr. DiBello reported that the Property Committee met immediately following the Finance meeting and had a brief discussion on the ongoing projects such as the chiller at Oaks, the 9th Grade Center windows and the LED lighting installation which is ready for the summer. Mr. DiBello advised that the district secured a new ATV which is on site and functioning. He added that Mr. Cooper provided the committee with a detailed report on the bid openings which included the low bids and the alternates. Mr. DiBello indicated that there are some questions regarding prevailing wage, scheduling and sequence of work. He added that it was asked that all personnel working on the project will have clearances and will be issued some type of badge. Mr. DiBello advised that all of the lowest qualified bids have been placed on the agenda for this evening.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche reported that Wednesday, March 21st is Rock Your Socks Day. He added that this is a day held in recognition of individuals with Down Syndrome. Dr. Roche explained that it is held on 3/21 because individuals with Down Syndrome have 3 copies of the 21st chromosome while most people have just 2. He invited everyone to find and wear their most colorful, spunky socks in celebration of people with Down Syndrome. Dr. Roche shared that everyone should be extremely proud of our high school students that appropriately and respectfully participated in the March 14th school day and after school activities focused on the remembrance of the students from Parkland, Florida here at the 10-12 Center. Dr. Roche expressed that he felt that the district has a tremendous group of students that approached the administration about their hopes and goals for students to be able to participate in the national event. He stated that his point in bringing this up is to simply praise the student leaders as well as the additional students that met with the Dr. Nugent and Dr. Weidenbaugh to further discuss and share all aspects of the issue. He added that the High School Administration is extremely proud of the way all students participated in the day's events and everyone should be proud of the efforts and respectful conversations from our students on some sensitive topics.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald reported that as a follow up to the update from the Policy Committee with regards to Policy 103 and 104, Dr. Roche had reached out to him with regards to the frequency of Board updates on issues under these policies. Mr. Fitzgerald stated that he has suggested possibly a yearly compendium of summaries of issues that might have been brought up under those policies. He added that from his experience here a year or two ago we had to report to the Office of Civil Rights on a matter, so you could have dozens of matter that come up under these policies in a given year. Mr. Fitzgerald recommended that a summary of the claims and disposition probably on a yearly basis would be a good way to keep the Board apprised of activity under those policies. Mrs. Zasowski responded that generally the committee was in agreement with this except if there was to be a pattern of something that possibly they should be alerted to. Mr. Fitzgerald replied that if there was a pattern then he would have probably been brought in on whatever had occurred at that point whether it be an employment issue under 104

or a student or third party issue under 103 then this would cause an executive session to discuss those particular issues which may require some intervention in the employment issue of somebody if there was a pattern with an individual.

V. ACTION ITEMS

Mr. Pettit made a motion to approve Action Items A-F and Mrs. Heine seconded it. The motion passed 7-1 with Mr. Dehnert voting no.

- A. The Board approved the High School Additions Base Bid #1, #2 and #3 as per their bids to Perrotto Builders for the General Construction for their bid amount of \$6,465,000.00 accepting alternates #1, #8, and #9 and rejecting all other alternates and bids, contingent upon receipt of all governmental approvals required for the project, and further contingent upon the receipt of the appropriate performance and payment bonds, certificates of insurance, and signed Standard Form of Agreement between Owner and the Contractor, all in compliance with the contract. The Board reserves the right to rescind this award, without liability to the above-referenced Contractor(s), prior to the execution of the Standard Form of Agreement between Owner and Contractor by the School District if within sixty (60) days of the date of this motion.
- B. The Board approved the High School Additions Base Bid #1, #2 and #3 as per their bids to JBM Mechanical, Inc. for the HVAC contractor for their bid amount of \$893,000.00 accepting alternate #1 rejecting all other alternates and bids, contingent upon receipt of all governmental approvals required for the project, and further contingent upon the receipt of the appropriate performance and payment bonds, certificates of insurance, and signed Standard Form of Agreement between Owner and the Contractor, all in compliance with the contract. The Board reserves the right to rescind this award, without liability to the above-referenced Contractor(s), prior to the execution of the Standard Form of Agreement between Owner and Contractor by the School District if within sixty (60) days of the date of this motion.
- C. The Board approved the High School Additions Base Bid #1, #2 and #3 as per their bids to Stan-Roch Plumbing for the Plumbing Contractor for their bid amount of \$184,000.00 accepting alternate #1 rejecting all other alternates and bids, contingent upon receipt of all governmental approvals required for the project, and further contingent upon the receipt of the appropriate performance and payment bonds, certificates of insurance, and signed Standard Form of Agreement between Owner and the Contractor, all in compliance with the contract. The Board reserves the right to rescind this award, without liability to the above-referenced Contractor(s), prior to the execution of the Standard Form of Agreement between Owner and Contractor by the School District if within sixty (60) days of the date of this motion.
- D. The Board approved the High School Additions Base Bid #1, #2 and #3 as per their bids to McCarty & Son Inc for the Electrical Contractor for their bid amount of \$580,652.00 accepting alternate #1 rejecting all other alternates and bids, contingent upon receipt of all governmental approvals required for the project, and further contingent upon the receipt of the appropriate performance and payment bonds, certificates of insurance, and signed Standard Form of Agreement between Owner and the Contractor, all in compliance with the contract. The Board reserves the right to rescind this award, without liability to the above-referenced Contractor(s), prior to the execution of the Standard Form of Agreement between Owner and Contractor by the School District if within sixty (60) days of the date of this motion.

- E. The Board approved the High School Additions Base Bid #1, #2 and #3 as per their bids to Anchor Fire Protection Co, Inc. for the Fire Protection Contractor for their bid amount of \$149,850.00 accepting alternate #1 rejecting all other alternates and bids, contingent upon receipt of all governmental approvals required for the project, and further contingent upon the receipt of the appropriate performance and payment bonds, certificates of insurance, and signed Standard Form of Agreement between Owner and the Contractor, all in compliance with the contract. The Board reserves the right to rescind this award, without liability to the above-referenced Contractor(s), prior to the execution of the Standard Form of Agreement between Owner and Contractor by the School District if within sixty (60) days of the date of this motion.
- F. The Board approved the additional soft costs which shall include, without limitation, obtaining any additional permits, bond financing costs, legal costs, Furniture, Fixtures, and Equipment, and Construction Contingency not to exceed \$1,484,104 relating to the construction of the High School Additions. Note the Board has previously approved soft costs in the amount of \$1,131,896.00.

VI. MINUTES

There were no questions.

- A. Administration recommends approval of the February 20, 2018 Work Session minutes. **(Attachment A10)**

VII. PERSONNEL

There were no questions.

A. Resignation

- 1. **Arlene Gerstlauer**; Instructional Assistant, 9th Grade Center, for the purpose of retirement. Effective: June 14, 2018.

B. Leave of Absence

- 1. **Suzanne Bowman**; Art Teacher, Upper Providence Elementary School, for child-rearing leave per the Professional Agreement. Effective: May 26, 2018 through the first marking period of the 2018-2019 school year.

C. Support Employees

- 1. **Naomi L. Keen**; Instructional Assistant, Limerick Elementary School, replacing Talia Frisco who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: March 12, 2018.
- 2. **Theresa A. Morris**; Part-time Food Service (3 hr./day), Senior High School-9th Gr., replacing Sarah Fusco who had a change of assignment. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: March 15, 2018.
- 3. **Mary R. Newett**; Administrative Assistant - Accounts Receivable, District Office. Compensation has been set at \$17.65 an hour with benefits per the Secretarial Plan. Effective: March 6, 2018.

D. Changes of Status

1. **Rachael Fenyus**; Staff Accountant to Senior Accountant, District Office, replacing Mary C. Quintrell who is retiring. Salary has been set at \$65,000.00 prorated with benefits. Effective: April 3, 2018.
2. **Laura MarieTuturice**; Part-time, Food Service (3 hours/day) to Part-time, Food Service (4 hours/day) replacing Deborah Kovach who is retiring. Salary has been set at \$12.91 an hour. Effective: April 3, 2018.

E. Substitutes

- | | |
|------------------------------|----------------------------|
| 1. Kristen M. Cathers | Food Service Substitute |
| 2. Michelle I. Davis | Office/Clerical Substitute |
| 3. Michele E. Kucher | Office/Clerical Substitute |
| 4. Debbie Rymarowicz | Office/Clerical Substitute |

F. Personnel Information Item

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

1. **Lindsay Y. Silcox**

G. Administration recommends approval of the attached extra-curricular contracts for the 2017-2018 school year. **(Attachment A11)**

H. Administration recommends approval of the following Teacher for the Pre-K Summer Readiness Program. Compensation will be set at \$40.00 per hour.

1. **Jessica A. Mecleary**

I. Administration recommends approval of the following Instructional Assistant for the Pre-K Summer Readiness Program. Compensation will be set at \$19.98 per hour.

1. **Debra J. Mohr-Kehs**

VIII. FINANCE

Mr. Pettit commented on Item E saying this is an example of the great work being done by the Home and School Associations and expressed appreciation for the assistance they provide throughout the year.

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. 202662 – 202952 \$1,592,981.23

2. Food Service Checks
Check No. 728 – 791 \$ 86,544.28
 3. Capital Reserve Checks
Check No. 2024 - 2026 \$ 291,379.71
 4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800550 - 171800635 \$ 1,479,800.91
- 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 **Resolution 2018-11** appointing the Controller, Staff Accountant and Accounts Receivable Specialist to act as liaisons between the Spring-Ford Area School District and Berkheimer for the express purpose of providing and or transmitting any and all tax information and records, or any part thereof, relating to the collection of taxes. (**Attachment A12**)
- E. Administration recommends approval of the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:
1. **Benmore Enterprises – Bushkill, PA.** Provide an assembly entitled “Rocks, Minerals, and Fossil Show” for third grade students at Brooke Elementary along with two dig work-shops. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$525.00.
 2. **Dialed Action Sports Team – Lincoln Park, NJ.** Provide a Launch Ramp BMX Stunt Show teaching bicycle safety and responsible choices for students in grades 1-4 at Upper Providence Elementary. Funding will be paid by the Upper Providence Elementary Home and School Association and shall not exceed \$1,850.00.
 3. **Eric Geoffrey Belcher – Philadelphia, PA.** Provide two juggling shows entitled “Give & Take Jugglers” for students at Upper Providence Elementary. Funding will be paid by the Upper Providence Elementary Home and School Association and shall not exceed \$1,200.00.
 4. **Michael P. O’Neill/Batfish Books – Palm Beach Gardens, FL.** Provide two full-day assemblies at Royersford Elementary and Upper Providence Elementary for all students on photography, marine wildlife, conservation, storytelling and writing. Funding will be split between the Royersford Parent Teacher Organization (\$1,500.00) and the General Fund (\$1,500.00) and shall not exceed a total of \$3,000.00.

5. **Quiver Farm – Pennsburg, PA.** Provide a traveling farm experience for students at Upper Providence Elementary School. Funding will be paid from the General Fund and shall not exceed \$750.00.

F. Administration recommends approval of the following independent contracts:

1. **MHCC, Inc./SE Regional MH Services Coordination Office – Norristown, PA.** Provide Youth Mental Health First Aid Training for 90 participants district-wide. Funding will be paid from the Pottstown Area Health and Wellness Grant and shall not exceed \$4,500.00.
2. **Behavior Interventions – King of Prussia, PA.** This contract represents an adjustment to the current contract between the district and Behavior Interventions. Personal Care Assistant services being provided to a special needs student will change to Registered Behavior Technician services. Funding will be paid from the Special Education Budget and shall not exceed a total of \$12,000.00 which is the difference in cost for the remainder of the school year.
3. **The Vanguard School – Malvern, PA.** Provide Extended School Year services for 2 special needs students as per their IEPs. A two-week summer L.I.F.E. Program will be provided at a rate of \$3,040.00 per student. Funding will be paid from the Special Education Budget and shall not exceed a total of \$6,080.00.
4. **Variety Club Camp and Developmental Center – Worcester, PA.** Provide Extended School Year services for 4 special needs students as per their IEPs. Variety Club will provide 7 weeks of ESY support programming for each student for a total cost of \$17,680.00. In addition, Variety Club will provide 35 sessions of speech services, 21 sessions of Occupational Therapy and 7 sessions of Physical Therapy for a total cost of \$4,410.00. Lastly, Variety Club will provide 1 individual assistant at a total cost of \$3,250.00. Funding will be paid from the Special Education Budget and shall not exceed a grand total of \$25,340.00.
5. **Pediatric Therapeutic Services, Inc. – Conshohocken, PA.** Provide 2 full-time Speech Clinicians for 8 weeks for special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$40,200.00.
6. **The Lincoln Center Leadership Academy – Audubon, PA.** Provide Educational services for the remainder of the 2017-2018 school year for a special needs student as per the IEP. Services will be provided at a cost of \$219.44 per day. Funding will be paid from the Special Education Budget and shall not exceed a total of \$15,361.00.
7. **Cristaldo Associates, Inc. – Blue Bell, PA.** Provide Interpreting services for up to 10 meeting hours at a cost of \$100.00 per hour (\$1,000.00). In addition, \$65.00 will be paid for travel expenses for a maximum of 5 meetings (\$325.00). Funding will be paid from the Special Education Budget and shall not exceed \$1,325.00.
8. **Humanus Corporation – King of Prussia, PA.** Provide Psychological services for the remainder of the 2017-2018 school year for students requiring psychoeducational evaluations and/or reevaluations. Services will be provided for 37.5 hours per week for 16 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$42,000.00.

9. **Chester County Intermediate Unit (CCIU) – Downingtown, PA.** Provide an Occupational Therapy Evaluation for a special needs student who attends TCHS Pickering as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$510.00.
10. **Chester County Intermediate Unit (CCIU) – Downingtown, PA.** Provide a Reading Evaluation for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$585.38.
11. **Substitute Teacher Service (STS) – Aston, PA.** Provide Professional Staff, Instructional Assistant and Registered Nurse substitute services effective July 1, 2018 through June 30, 2020.

VII. **PROPERTY**

Mr. Dehnert asked about Item A wondering if the new high school flooring was going to be redone too as part of this since it was only a couple of years old and Dr. Goodin replied no.

Mr. Fitzgerald asked that with regards to Items A-B the wording “award of bids shall be consistent with state law” be added at the end of each motion. Mrs. Fern confirmed that she would add this wording to the motions for next week’s agenda.

- A. Administration recommends approval to receive RFPs for the sanding/refinishing and cleaning/recoating gym floors district-wide, as needed. Funding will come from the 2018-2019 Maintenance Budget. The work will be completed over the summer of 2018.
- B. Administration recommends approval to receive RFPs for district-wide paving, blacktop seal coating, sidewalk and curbing repairs, as needed. Funding will come from the 2018-2019 Maintenance Budget.

VIII. **PROGRAMMING AND CURRICULUM**

There were no questions.

- A. Administration recommends approval of the 2018 Summer Instrumental Lesson Program to be held at the 7th Grade Center for students in grades 4-12. The program will run in conjunction with the district’s summer school programs, 4 days a week for 5 weeks, Monday, June 25 through Thursday, July 26, 2018. Lessons will be offered to students on a tuition basis at a cost of \$22.00 per half-hour private lesson. Teachers will be paid at the current summer school salary rate of \$30.00 per hour plus benefits. There will be no cost to the district as all expenses will be covered by the student tuition fees.

IX. **CONFERENCE/ WORKSHOP RECOMMENDATIONS**

There were no questions.

The following individuals are recommended for attendance at the following:

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

- A. **Stacey Bogus**, Teacher, to attend “*Advanced Placement Summer Institute: Advanced Placement U.S. Government & Politics*” at the Montgomery County Intermediate Unit in

Norristown, PA from July 30 through August 2, 2018. The total cost for this training is \$975.00 (registration). No substitute is needed.

- B. **Stephanie Compton**, Behavior Specialist, to attend "*Working with Emotional Problems in Youth*" at the Chester County Intermediate Unit on May 15, 2018. The total cost for this conference is \$125.00 (registration). No substitute is needed.
- C. **Jaclyn Ritter**, Teacher, to attend "*Advanced Placement Summer Institute: Advanced Placement Capstone Research*" at Goucher College in Baltimore, MD from July 9 through July 13, 2018. The total cost for this training is \$2,045.00 (registration, mileage, lodging and meals). No substitute is needed.

DISTRICT-WIDE

- D. **Joseph Nugent**, HVAC Technician, to attend "*Proasys Legionella Bacterial and Legionnaires Disease Seminar*" in Harleysville, PA on March 20, 2018. The total cost for this seminar is \$25.00 (registration). No substitute is needed.
- E. **Robert Catalano**, Director of Technology, **Mary Davidheiser**, Controller, **Rachael Fenyus**, Staff Accountant, **Carol Ganister**, PIMS and Data Specialist, **Melody Hendricks**, Executive Secretary, **Joseph Mayo**, Information Systems Administrator, **Sydney McGill**, Secretary, and **Mary Newett**, Administrative Assistant, to attend "*PA Skyward User Group Conference 2018*" in Harrisburg, PA on April 18 and/or April 19, 2018. The total cost of this conference is \$2,001.90 (registration, mileage, lodging and meals). No substitutes are needed.

X. OTHER BUSINESS

There were no questions.

- A. Administration recommends approval for the Spring-Ford Area School District Graduation Commencement to be set for the evening of Wednesday, June 13, 2018 at 7:00 PM in Coach McNelly Stadium. In the event of bad weather, commencement will be moved indoors to the High School 10-12 Grade Center.
- B. The following policy is submitted as a first reading:
 - 1. Policy #249 – Bullying and Cyber Bullying (**Attachment A13**)

XI. INFORMATIONAL ITEM

There were no questions.

- A. The district, to date, has used the 3 built in snow/emergency days and, as of now, will be using one of the pre-determined make up days (Wednesday, March 28, 2018) from the approved 2017-2018 calendar. The tentative last day for students remains Wednesday, June 13, 2018 and the tentative last day for teachers remains Thursday, June 14, 2018, barring no additional snow/emergency days occurring for the rest of the 2017-2018 school year.

XII. BOARD COMMENT

There were no comments.

XIII. PUBLIC TO BE HEARD

Gail Wellington, Limerick, commented that soon spring will be sprung. She stated that she hoped that the district is thinking seriously about the spotted lantern fly epidemic and expressed her concern for the 9th Grade Center Arboretum as well as the other trees on district property. She commented that this is something we need to be on top of or we could have a big mess.

Mr. DiBello stated that next Monday will be Bruce Cooper's last meeting after 20+ years in the district. Mr. Cooper clarified that it has been 25 years and approximately 500 Board meetings. Mr. DiBello added that it has been probably close to a dozen projects or so and he invited anyone in the neighborhood to stop by next week's meeting and wish Bruce Cooper a healthy, successful farewell as he will be missed.

XIV. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 8-0. The meeting adjourned at 8:54 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

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Dr. Allyn J. Roche
Assistant Superintendent

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RESOLUTION #2018-02

The Spring-Ford Area School District Board of Education commends Brandon Meredith, a member of the Spring-Ford High School Wrestling Team and Spring-Ford Wrestling Head Coach Timothy Seislove and Assistant Coach, Michael Busa and Volunteer Coach Brendan Zimmie and,

Whereas, the Spring-Ford High School Wrestling Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Brandon Meredith, a member of the Spring-Ford High School Wrestling Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference 120 pound weight class and,

Whereas, Spring-Ford High School's Brandon Meredith won the Pioneer Athletic Conference Boys' 120 pound weight class with a pin at three minutes and twenty seconds and qualified for the PIAA District Championships and the PIAA State Championships,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 120 Pound Weight Class Champion, Brandon Meredith, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **19th** day of **March 2018**.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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RESOLUTION #2018-03

The Spring-Ford Area School District Board of Education commends Joseph Milano, a member of the Spring-Ford High School Wrestling Team and Spring-Ford Wrestling Head Coach Timothy Seislove and Assistant Coach, Michael Busa and Volunteer Coach Brendan Zimmie and,

Whereas, the Spring-Ford High School Wrestling Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Joseph Milano, a member of the Spring-Ford High School Wrestling Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference 160 pound weight class and,

Whereas, Spring-Ford High School's Joseph Milano won the Pioneer Athletic Conference Boys' 160 pound weight class with a 3-1 decision and qualified for the PIAA District Championships and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 160 Pound Weight Class Champion, Joseph Milano, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this 19th day of March 2018.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-04

The Spring-Ford Area School District Board of Education commends Chase Smith, a member of the Spring-Ford High School Wrestling Team and Spring-Ford Wrestling Head Coach Timothy Seislove and Assistant Coach, Michael Busa and Volunteer Coach Brendan Zimmie and,

Whereas, the Spring-Ford High School Wrestling Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Chase Smith, a member of the Spring-Ford High School Wrestling Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference 182 pound weight class and,

Whereas, Spring-Ford High School's Chase Smith won the Pioneer Athletic Conference Boys' 182 pound weight class with a 4-3 decision and qualified for the PIAA District Championships and PIAA State Championships,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 182 Pound Weight Class Champion, Chase Smith, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **19th** day of **March 2018**.

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RESOLUTION #2018-05

The Spring-Ford Area School District Board of Education commends Spring-Ford Wrestling Coach Timothy Seislove and his Assistant Coach Michael Busa and volunteer coach, Brendan Zimmie for winning the Pioneer Athletic Conference Championship with a league record of 8 wins and 0 losses and,

Whereas, the Spring-Ford High School Wrestling Team is a member of the Pioneer Athletic Conference,

Whereas, the Spring-Ford High School Wrestling Team under the guidance, leadership, and direction of both its coaches and captains was able to win the PAC Wrestling Tournament with a score of 210 points,

Whereas, the Spring-Ford High School Wrestling Team won their eleventh PAC Championship and an overall record of 20-5,

Whereas, the Spring-Ford High School Wrestling Team's varsity and junior varsity players all contributed and played a significant role in having a successful and outstanding wrestling season.

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the players and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals and the new records set by the Spring-Ford High School Wrestling Team demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **19th** day of **March 2018**.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-06

The Spring-Ford Area School District Board of Education commends Carson Hilliard, a member of the Spring-Ford High School Swimming Team and Spring-Ford Swimming Head Coach Mark Agnew and Assistant Coaches, Gregory Huff and Melinda Borgnis and,

Whereas, the Spring-Ford High School Swimming Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Carson Hilliard, a member of the Spring-Ford High School Swimming Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference 200 Meter Freestyle and,

Whereas, Spring-Ford High School's Carson Hilliard won the Pioneer Athletic Conference Boys' 200 freestyle with a time of 1:45.61 and qualified for the PIAA District Championships and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 200 Meter Freestyle Champion, Carson Hilliard, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this 19th day of March 2018.

By: _____
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RESOLUTION #2018-07

The Spring-Ford Area School District Board of Education commends Carson Huff, a member of the Spring-Ford High School Swimming Team and Spring-Ford Swimming Head Coach Mark Agnew and Assistant Coaches, Gregory Huff and Melinda Borgnis and,

Whereas, the Spring-Ford High School Swimming Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Carson Huff, a member of the Spring-Ford High School Swimming Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference 200 Meter Individual Medley and,

Whereas, Spring-Ford High School's Carson Huff won the Pioneer Athletic Conference Boys' 200 Meter Individual Medley with a time of 2:00.44 and qualified for the PIAA District Championships and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 200 Meter Individual Medley Champion, Carson Huff, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this 19th day of March 2018.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-08

The Spring-Ford Area School District Board of Education commends Carson Huff, a member of the Spring-Ford High School Swimming Team and Spring-Ford Swimming Head Coach Mark Agnew and Assistant Coaches, Gregory Huff and Melinda Borgnis and,

Whereas, the Spring-Ford High School Swimming Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Carson Huff, a member of the Spring-Ford High School Swimming Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference 100 Meter Backstroke and,

Whereas, Spring-Ford High School's Carson Huff won the Pioneer Athletic Conference Boys' 100 Meter Backstroke with a time of 52.93 seconds and qualified for the PIAA District Championships and the PIAA State Championships,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 100 Meter Backstroke Champion, Carson Huff, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **19th** day of **March 2018**.

By: _____
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RESOLUTION #2018-09

The Spring-Ford Area School District Board of Education commends Carson Hilliard, Carson Huff, Cory Laing and Matthew Skilton, members of the Spring-Ford High School Swimming Team and Spring-Ford Swimming Head Coach Mark Agnew and Assistant Coaches, Gregory Huff and Melinda Borgnis and,

Whereas, the Spring-Ford High School Swimming Team is a member of the Pioneer Athletic Conference and PIAA District One and PIAA State Association and,

Whereas, Carson Hilliard, Carson Huff, Cory Laing and Matthew Skilton, members of the Spring-Ford High School Swimming Team, under the guidance, leadership, and direction of their coaches were able to win the Pioneer Athletic Conference 400 Meter Freestyle Relay and,

Whereas, Spring-Ford High School's Carson Hilliard, Carson Huff, Cory Laing and Matthew Skilton, won the Pioneer Athletic Conference Boys' 400 Meter Freestyle Relay with a time of 3:19.10 and qualified for the PIAA District Championships and,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the student-athletes and,

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2018 Pioneer Athletic Conference 400 Meter Freestyle Relay Champions Carson Hilliard, Carson Huff, Cory Laing and Matthew Skilton, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **19th** day of **March 2018**.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-10

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

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The Spring-Ford Area School District Board of Education commends Spring-Ford Girls' Basketball Coach Michael McDaniel and his Assistant Coaches John Murtin, Daniel Brittingham, Kate Druckenmiller and volunteer coaches, Philip Roche, Marissa Moley and Randal Doaty for winning the Pioneer Athletic Conference Championship with a league record of 14 wins and 1 loss,

Whereas, the Spring-Ford High School Girls' Basketball Team is a member of the Pioneer Athletic Conference,

Whereas, the Spring-Ford High School Girls' Basketball Team under the guidance, leadership, and direction of both its coaches and captains were able to win the PAC Final Six Semi-finals over Methacton 58-39 and the PAC Final Six Championship Game over Perkiomen Valley by a score of 54-45,

Whereas, the Spring-Ford High School Girls' Basketball Team won their seventh PAC Championship and an overall record of 24-5,

Whereas, the Spring-Ford High School Girls' Basketball Team's varsity and junior varsity players all contributed and played a significant role in having a successful and outstanding basketball season.

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the coaching staff for creating a disciplined and caring environment for the players and,

Further resolved, that the achievements, the recognition, the accomplishments, the goals and the new records set by the Spring-Ford High School Girls' Basketball Team demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **19th** day of **March 2018**.

By: _____
Thomas J. DiBello
Board President

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Region I

Colleen Zasowski
Region II

RESOLUTION #2018-11

A RESOLUTION OF THE GOVERNING BOARD OF SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF LOCAL TAXES FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.

WHEREAS, Act No. 511 of the 1965 General Assembly of the Commonwealth of Pennsylvania (53 P.S. §6901 et seq.), enacted December 31, 1965, and effective January 1, 1966, authorizes certain political subdivisions, including **SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY**, to provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY, has entered into contractual agreement with **BERKHEIMER** of Bangor, Pennsylvania, whereby and whereunder SPRING-FORD AREA SCHOOL DISTRICT appointed Berkheimer to collect **certain local taxes**; and

WHEREAS, said Act 511 specifically mandates that any information gained by the appointed tax officer, his agents or by any other official or agent of the taxing district, as a result of any declarations, returns, investigations, hearings or verifications required or authorized by the taxing municipality's ordinance or resolution, be kept confidential, except for official purposes; and

WHEREAS, any person who divulges any information which is confidential under the provisions of any ordinance or resolution, upon conviction may be subject to fines and/or imprisonment, upon conviction, and dismissal from office or discharge from employment; and

WHEREAS, Berkheimer requires passage of a resolution by the governing body of **SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY** specifying that said confidential information is needed for official purposes and absolving Berkheimer from any liability in connection with the release of said confidential information;

RESOLUTION 2018-11
PAGE 2

NOW, THEREFORE, BE IT RESOLVED that:

1. **SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY** hereby **appoints the Controller as its authorized representative to make requests** upon and receive any and all tax information and records **from Berkheimer**, relative to the collection of taxes for SPRING-FORD AREA SCHOOL DISTRICT, as desired and deemed necessary by SPRING-FORD AREA SCHOOL DISTRICT, to be used for official purposes only; and

2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and records, or any portion thereof, relating to the collection of taxes for the SPRING-FORD AREA SCHOOL DISTRICT, upon request, to the Senior Accountant and the Accounts Receivable Specialist at AR@spring-ford.net as the authorized contact representative for it.

3. **SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY** hereby saves harmless, indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information.

RESOLVED, ENACTED AND ADOPTED at a meeting held on the **26th** day of **March, 2018**.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Thomas J. DiBello
Board President

Dawn R. Heine
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Linda C. Fazzini
Region I

Clinton L. Jackson
Region II

Christina F. Melton
Region III

Bernard F. Pettit
Region I

Colleen Zasowski
Region II

RESOLUTION #2018-11

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3. **SPRING-FORD AREA SCHOOL DISTRICT, MONTGOMERY COUNTY** hereby saves harmless, indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information.

RESOLVED, ENACTED AND ADOPTED at a meeting held on the **26th** day of **March, 2018**.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary

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 Fenyus**, 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

**2017-2018 EXTRACURRICULAR CONTRACTS
MARCH 2018**

	Contract Title	Season	Last Name	First Name	Contract Rate
1	Volunteer Asst. Baseball Coach-Boys-HS	Spring	Clarke	Cody B.	Volunteer
2	7 th Gr. Club #15	Spring	Crist	Barbara	\$402.00
3	Reading Olympics – 5/6 (5th Grade)	Year	Crist	Barbara	\$402.00
4	Reading Olympics – 5/6 (6th Grade)	Year	Crist	Barbara	\$402.00
5	Asst. Lacrosse Coach-Boys'-HS	Spring	Czapor	Kevin M.	\$4,609.61
6	Costumer/Make-Up Designer HS (Both) (1/2 Contract-Spring)	Spring	Dougherty	Sharon A.	\$400.00
7	Intermediate/Middle Strings Ensemble - 6th Grade	Year	Ficca	Amanda N.	\$443.00 (20%)
8	Intermediate/Middle Strings Ensemble - 5th Grade	Year	Ficca	Amanda N.	\$443.00 (20%)
9	JV "B" Lacrosse Coach-Boys' (9th Grade)	Spring	Kelly	Corey	\$3,186.00
10	Asst. Tennis Coach-Boys'-HS	Spring	Kissel	Brent E.	\$3,592.00
11	Volunteer Assistant Football Coach - HS	Spring	Wei He	Michael	Volunteer

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: BULLYING AND CYBER
BULLYING

ADOPTED: May 27, 2008

REVISED: January 28, 2015

REVIEWED: March 12, 2018

	249. BULLYING AND CYBER BULLYING
1. Purpose	The Spring-Ford Area School District is committed to providing all students and employees with a safe and civil educational environment, free from harassment or bullying. Spring-Ford Area School District recognizes that bullying interferes with the learning process, and may present an obstacle to the academic, vocational, and social/emotional development of students.
2. Authority SC 1303.1-A Pol. 218, 220, 248	All forms of bullying and cyber bullying by school district students are prohibited. Anyone who engages in bullying or cyber bullying in violation of this policy shall be subject to appropriate discipline.
3. Definitions	<p>Bullying shall mean a pattern of repeated intentional harmful behavior by a person or a group of persons that involves an imbalance of power (physical or social) toward a less powerful person or persons. This may include a wide variety of behaviors, with deliberate intent to hurt, embarrass, exclude or humiliate the other person(s). Researchers have identified three (3) forms of bullying:</p> <ol style="list-style-type: none"> 1. Physical – the most commonly known form; includes hitting, kicking, spitting, pushing and taking personal belongings. 2. Verbal – includes taunting, malicious teasing, name-calling, and making threats. 3. Psychological or Relational – involves spreading rumors, manipulating social relationships, and engaging in social exclusion or intimidation. <p>Cyber bullying shall mean all forms of verbal and psychological bullying that occur using technology or on the Internet through e-mail, instant messaging, text messages, on-line gaming, social media (ex. Twitter, Facebook) or personal profile web sites. Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student, teacher or employee of the district by sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or web site postings (including blogs). Cyberbullying can include the</p>

<p>4. Delegation of Responsibility</p>	<p>creation of false or misrepresentative webpages, website postings and/or social media accounts by students or staff members about other students or staff members. All forms of cyber bullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the district, offenders shall be the subject of appropriate discipline.</p> <p>Each staff member shall be responsible to make their best efforts to maintain an educational environment free of bullying and cyber bullying.</p> <p>Each student shall be responsible to respect the rights of his/her fellow students and all school district employees, school board members and the community at large and to ensure an atmosphere free from all forms of bullying and cyber bullying.</p> <p>Students shall be encouraged to report bullying or cyber bullying complaints to school district employees and their parents/guardians. Parents/Guardians are encouraged to report suspected bullying to a building administrator.</p> <p>All employees who receive a complaint alleging bullying or cyber bullying shall investigate to determine if bullying or cyber bullying is indicated. If the employee suspects that bullying or cyber bullying has occurred, a referral must be submitted to a building administrator. Employees who witness acts of bullying shall respond appropriately to ensure observed acts of bullying cease and to teach students that bullying is not acceptable behavior.</p> <p>A building administrator or his/her designee will inform parents/guardians as appropriate.</p>
<p>5. Guidelines Pol. 218, 233</p>	<p>Students who are found to have bullied others may receive counseling, a parental conference, detention, suspension, expulsion, loss of school privileges, and/or exclusion from school-sponsored activities.</p> <p>Depending upon the severity of a particular situation, a building administrator may also take appropriate steps to further ensure student safety. Such steps may include the implementation of a safety plan; separating and supervising the students involved; providing employee support for students as needed; and reporting incidents to law enforcement, if appropriate.</p>

References:

School Code – 24 P.S. Sec. 1302-A, 1303.1-A

State Board of Education Regulations – 22 PA Code Sec. 12.3

Board Policy – 218, 220, 233, 248