

On April 20, 2020 the Zoom Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:31 p.m. with the following in attendance virtually:

Region I: Wendy Earle, Linda C. Fazzini and Dr. Margaret D. Wright
Region II: Clinton L. Jackson and David R. Shafer
Region III: Thomas J. DiBello, Christina F. Melton and Diane C. Sullivan
Presiding Officer: Colleen Zasowski
Superintendent: Dr. David R. Goodin
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Julianna Lelli and Eshika Seth

ANNOUNCEMENTS

Mrs. Zasowski reminded everyone of the process for the school board meeting.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. PRESENTATION

Mr. Fink provided an update on the 2020-2021 Budget which included where the budget was back in February, the changes that have taken place and where it stands as of now. He advised that as the budget stands today the district is looking at a 4.36% tax increase.

Mr. DiBello explained that the plan is to hold a special Finance Committee meeting in order to continue to work on the budget. He asked the Board for their recommendation on where they would like to see the budget with regards to the tax increase. He stated that the Finance Committee would then work to come up with recommendations on how to get down to that number and then the entire Board would need to determine what they are comfortable with cutting from the budget.

After much discussion it was requested that this should go back to the Finance Committee meeting and that the various scenarios be shown of what a 0%, 1%, 2%, 3%, etc. tax increase would look like and what would need to be cut to get down to those percentages. It was decided that the Finance Committee would meet on Thursday night at 6:30 PM and that it would be advisable for all Board Members to be in attendance.

A. **Mr. James D. Fink**, Chief Financial Officer, to present the 2020-2021 Proposed Final Budget.

III. BOARD AND COMMITTEE REPORTS

Curriculum/Technology Linda Fazzini 2nd Mon. 7:30 p.m.

Mrs. Fazzini reported on the Curriculum/Technology Committee meeting that took place via Zoom on April 7, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Community Relations Colleen Zasowski 1st Tues. 7:30 p.m. (alt. months)

Mrs. Zasowski reported on the Community Relations Committee meeting that took place via Zoom on April 7, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Finance Thomas DiBello 2nd Tues. 6:30 p.m.

Mr. DiBello reported on the Finance Committee meeting that took place via Zoom on April 14, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Property Clinton Jackson 2nd Tues. 7:30 p.m.

Mr. Jackson reported on the Curriculum/Technology Committee meeting that took place via Zoom on April 14, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Asst. Superintendent Rpt. Robert Rizzo

Mr. Rizzo reported on the Governor Wolf's closing of Pennsylvania Schools and how Spring-Ford pulled together to launch an online learning delivery system. He expressed pride in the end product and stated that although there have been some bumps along the way, the entire Spring-Ford Team is committed to overcoming obstacles and providing the best learning environment for our students and their families. Mr. Rizzo explained how the grading of work will be handled and emphasized that the district will remain flexible with a focus on using assessments formatively to provide feedback to allow students to grow. He spoke about the work of the Technology Department with the deployment of over 850 Chromebooks to students, 100 laptops to staff and 22 data cards to those families without internet connectivity. Mr. Rizzo reported that Chief Boyer and his team have been delivering devices to those families who are unable to visit the deployment site. He next added that he is excited to share that the next layer of instruction will be rolled out through Microsoft Teams and explained that his forum but supports the districts commitment of providing a safe online environment for students. Mr. Rizzo also advised that students will begin to see scheduled office hours by their teachers in case they need help or a more personal connection to their class which is otherwise difficult in an asynchronous environment. He spoke of how attendance is being taken via students answering a question of the day. Administrators and teachers will tally attendance and contact anyone that may be absent for the day as an additional layer to ensure we are 100% connected with our families. Mr. Rizzo reported that the attendance rate for the first 7 days of online learning averaged around 98.6% and that week 3's attendance was at 98.73%. Mr. Rizzo advised that all of the district facilities are shut down until the Governor's orders allows them to reopen. He added that the facilities are regularly monitored by our school police and that essential staff are the only ones that can gain access to our facilities and they are limited in how long they are in the buildings. He reported that the lunch distribution has been going very well at the 3 district sites of Royersford, Spring City and the 5/6/7 Grade Center. The lunch distribution numbers have been climbing and the district is distributing to approximately 300 students daily with approximately 12,000 meals being handed out as of April 17th. Mr. Rizzo acknowledged the teachers, instructional assistants for all they are doing to help students and families through these difficult times. He also gave credit to the Curriculum Department led by Dr. Kelly Murray for all of their amazing work and tireless efforts. He next extended Kudos to the Technology Department led by Mr. Robert Catalano for their efforts in turning around devices and aiding in the transformation to on-line learning. Mr. Rizzo commented that the best-laid plans fail without properly communicating with all of the stakeholder groups and he acknowledged Ms. Erin Crew and her department for never wavering in their commitment to connect the district and the commu-

nity. He stated that frequent and timely communication goes a long way to calm nerves and help us move forward. He thanked everyone and lastly expressed how proud he was of the Spring-Ford family and community.

Solicitor's Report Mark Fitzgerald

Mr. Fitzgerald reported that there has been some federal legislation enacted with regards additional sick and family medical leave for qualified employees of the district. He added that Act 13 was enacted which effectively closed down school for the year along with a number of other directives. He stated that virtual/online learning has evolved and the legal issues that come with this have been prevalent and consistent whether it be FERPA and privacy related issues, special education related issues, inconsistent guidance from PDE on how to implement a continuity of learning, or labor related issues. Mr. Fitzgerald commented that these will be issues that any school district will be trying to address as we go through the remainder of the 2019-2020 school year. Mr. Fitzgerald stated that more than likely by the time we meet next month there will be an additional significant amount of legal issues to consider. He advised that with regards to the Senior Tax Rebate Program, he will be sharing additional information with Mr. Fink so that he can share it with the Finance Committee and the Board-at-large as determined necessary. Mr. Fitzgerald suggested that with regards to the agenda, he would like to have Mrs. Leiss or Mr. Fink go back and determine which contracts/appointments may be contingent upon a reopening this summer. He stated that an example would be the additional ESY appointments as we are not sure that our buildings will be open for an ESY Program this summer and what that program will look like. He suggested that language be added to the motions for next week stating that they are contingent upon the reopening of schools.

IV. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the March 23, 2020 Virtual Board Meeting minutes. **(Attachment A1)**

V. PERSONNEL

Mr. Shafer recognized Marion Pergine for her long tenure in the district and he thanked her for her years of service.

A. Resignations

1. **Lynn Marie Keene**; Instructional Assistant, Limerick Elementary School, for the purpose of retirement. Effective: June 11, 2020.
2. **Lindsay N. Miller**; Special Education Teacher, Senior High School. Effective: April 7, 2020.
3. **Marion Pergine**; Level II - Administrative Assistant, Senior High School – 9th Grade Center, for the purpose of retirement. Effective: June 19, 2020.
4. **Abigail E. Pilgermayer**; Speech Therapist, Limerick Elementary School. Effective: May 22, 2020.
5. **Susan F. Yaroach**; Support Technician, Senior High School. Effective: April 7, 2020.

B. Leave of Absence

1. **Ashley E. Fogarty**; Special Education Teacher, Senior High School – 9th Grade Center, for a child-rearing leave of absence per the Professional Agreement. Effective: On or about June 12, 2020 through the end of the second marking period of the 2020-2021 school year.

- C. Administration recommends approval of the following Professional Staff for the 2020 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday 8:30 AM to 3:45PM; June 29, 2020 through August 6, 2020. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education Budget.

1. **Tara L. Grant**

- D. Administration recommends approval of ten (10) additional Special Education Teachers at a rate of \$40.00/hour for the 2020 Extended School Year Program (ESY) due to the ESY calendar modifications and an increased number of students participating in the Extended School Year Program due to the mandated school closure.

VI. FINANCE

There were no questions or comments.

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

B. Checks:

1. General Fund Checks
Check No. 209992 – 210147 \$1,280,597.76
2. Food Service Checks
Check No. 1847 – 1853 \$ 2,146.27
3. General Fund, Food Service, & Capital Reserve and Projects ACHs
ACH 192001088 – 192001269 \$2,321,120.44
4. Wires
201900061 – 201900073 \$1,573,769.93

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

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

D. Administration recommends approval of the following independent contracts:

1. **Capstone Academy - East Norriton, PA.** Provide additional related services for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$1,300.00.
2. **Montgomery County Intermediate Unit – Norristown, PA.** Provide school-based ACCESS Program billing services for the 2020-2021 school year at an amount equal to 8.5% of the ACCESS dollars earned by the district. Funding will be paid from the Medical ACCESS dollars received.

E. Administration recommends adoption of the Proposed Final Budget for the 2020-2021 school year in the amount of \$174,196,107.00. The proposed final budget must be approved thirty (30) days prior to the final budget adoption scheduled for May 25, 2020. The proposed final budget will be available for public inspection at least twenty (20) days prior to the date of the meeting at which the proposed final budget will be considered for adoption as the final budget.

VII. PROGRAMMING AND CURRICULUM

Mrs. Melton asked about Item B wondering what the additional amount would be for the extension of the 2020 ESY Program. Mr. Rizzo advised that he will have that amount filled in for next week's board agenda.

A. Administration recommends approval of the following new textbooks and curricular resources. Funding will come from the Curriculum Budget and shall not exceed \$3,500.00.

Course

1. **K & 1**

(\$3,500.00)

Textbook

Heggerty Phonemic Awareness Curriculum
(13 Kindergarten Kits and 27 Grade 1 Kits)

B. Administration recommends approval of the revised 2020 Extended School Year Program from June 29, 2020 to August 6, 2020, Monday through Thursday, 8:30 AM to 3:45 PM for staff and 9:00 AM – 3:15 PM for students. Original board approval occurred at the January 27, 2020 Board Meeting and was for June 29, 2020 through July 29, 2020 Monday through Thursday 8:30 AM to 2:30 PM. Funding will be from the Special Education Budget.

VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

The following individuals are recommended for attendance at the following:

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

HIGH SCHOOL

A. **Brent Kissel**, Art Teacher, to attend “*Advanced Placement Summer Institute in Art and Design*” at Goucher College in Baltimore, MD from June 21, 2020 through June 25, 2020. Mr. Kissel will be teaching Advanced Placement 2D Design starting in the fall of 2020 and needs to be AP Certified in order to teach this class. The total cost of this summer institute is \$2,736.00 (registration, mileage, lodging and meals). No substitute is needed.

IX. OTHER BUSINESS

There were no questions or comments.

- A. Board approval is needed to designate **Thomas J. DiBello** as the district's representative to continue to serve on the **Montgomery County Intermediate Unit Board of Directors**. Mr. DiBello's currently serves in this capacity and his term is up on June 30, 2020. The appointment is for a 3-year term expiring June 30, 2023.
- B. The following policies are submitted as a second reading for approval at next week's meeting:
 - 1. Policy #138 – PROGRAMS: Language Instruction Education Program for English Learners (**Attachment A2**)
 - 2. Policy #220 – PUPILS: Student Expression/Distribution and Posting of Materials (**Attachment A3**)
 - 3. Policy #702.2 – PROPERTY: Crowdfunding (**Attachment A4**)

X. INFORMATIONAL ITEM

Dr. Goodin spoke about the comments made by Dr. Val Arkoosh, Montgomery County Commissioner, with regards to not holding any regular graduation ceremonies, saying that all Montgomery County Schools are looking into alternatives to their formal graduation ceremonies. Dr. Goodin advised that information has been communicated out to parents today so that the district can make the experience as personal for them as we possibly can. He added that Dr. Nugent and his team put together an alternative plan with graduation taking place in a more virtual format with each student being provided a chance to walk across the stage and receive their diploma. Dr. Goodin stated that the logistics for this are still being worked out.

Board discussion took place on the authority of Val Arkoosh to make this determination for school districts. Mr. Fitzgerald said he would look into this but felt the district should proceed as if she does have this authority and have provisions in place. Dr. Wright stated that this is a heated topic and what was in the best and safest interest of students is what should be followed. The Board agreed.

- A. The district has not used the 3 built in snow/emergency days from the approved 2019-2020 calendar, therefore, the last day for students is Wednesday, June 10, 2020, the last day for teachers is Thursday, June 11, 2020 and graduation will take place on June 12, 2020. Additional information on the Class of 2020 Commencement will follow, once it is determined.

XI. BOARD COMMENT

Mr. Jackson questioned what the Board Member opinions were with regards to the budget and Mr. DiBello suggested that if there is something in particular a Board Member would like to see discussed that they email the Finance Committee including him and Jim Fink with their ideas for reducing the budget so that the meeting can be streamlined.

Mr. Shafer expressed that he would rather not email the suggestions but rather have the Board Members come to the Finance Committee Meeting on Thursday night prepared to discuss their ideas. He commented that he wanted to recognize the teachers and the administration for their dedication to students. Dr. Wright and Mrs. Zasowski agreed.

XII. PUBLIC TO BE HEARD

Joy Crowle, Collegeville, thanked the Board and the District for everything they do for the kids in the good times and bad. She suggested that with regards to graduation that a date be picked in July/August to have a normal graduation, if the state allows it. She added that she would like to see as many senior activities held at the end of July to mid-August and possibly even a senior prom. Ms. Crowle advised that Boyertown and Perkiomen Valley have set dates for this pending the state being open and everything being safe. Dr. Goodin replied that he is not sure our facilities will be open and right now we are having to prepare contingency plans for the Extended School Year Program this summer just in case we are not allowed in buildings and social distancing is still in play. He stated that as of now the graduation plans we have will be held on June 12th with the possibility of holding an event for seniors later in the summer if we are allowed to do so. He added that they are looking at all opportunities to do what we can for the senior class and he assured her that he will take her comments under advisement.

Nicholas Tier, Collegeville, thanked Mr. Fink for his fantastic presentation saying it makes the budget very clear as to what the district is facing. He asked if any consideration had been given to the savings the district may have incurred as a result of not having to operate our buildings for the next couple of months and if the impact this might have on the gap would be discussed at the upcoming Finance Committee meeting. Mr. DiBello replied that this is something that was brought up at the previous Finance Committee meeting and Mr. Fink and his staff will be looking at the small savings that may occur. Mr. DiBello added that many of our services are contracted services so there is a catch as to what we can and cannot do. He added that the district cannot realize anything as a surplus in the budget until we go through the budget audit and finalize the budget for this year which does not happen until September or October. Mr. DiBello added that in previous years if there was a surplus it was rolled into the Capital Reserve and then that is rolled back into the following budget so that is how the surplus from the previous year is utilized.

Kim Huston, Royersford, thanked the administration for the work being done during this difficult time. Ms. Huston stated that she wanted to voice her concerns and support of the comments made by Ms. Crowle. She stated that the Class of 2020 parents are hoping that in addition to some of the activities that could possibly be planned later in the summer that one thing as part of them could be a senior prom. She commented that she understands that it depends on what happens with the state that our hands could be tied but she just wanted to put this idea out there. Mrs. Zasowski commented that we cannot do this right now and she is not sure what this would look like down the road as it was not favorable comments that we heard today from Val Arkoosh with regards to gathering now or at any point into the summer.

XIII. ADJOURNMENT

Mrs. Melton made a motion to adjourn and Mr. Jackson seconded it. The motion passed 9-0. The meeting adjourned at 9:11 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On March 23, 2020 the Virtual Board Meeting of the Board of School Directors of the Springfield Area School District was called to order at 7:30 p.m. with the following in attendance via Zoom:

Region I:	Wendy Earle, Linda C. Fazzini and Dr. Margaret D. Wright
Region II:	Clinton L. Jackson and David R. Shafer
Region III:	Thomas J. DiBello, Christina F. Melton and Diane C. Sullivan
Presiding Officer:	Colleen Zasowski
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Julianna Lelli and Eshika Seth

ANNOUNCEMENTS

Mrs. Zasowski thanked everyone for joining the meeting this evening via this format and working together to support the district administration, teachers, support staff, parents, students and community members. She noted that presentations and committee reports have been suspended for this evening's meeting but should the virtual platform work well and if the shutdown continues then the plan may be to hold committee meetings via the online format as well going forward. Mrs. Zasowski reported that the Board met in a virtual executive session tonight at 6:30 p.m.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no public comments related to agenda items only.

II. ACTION ITEM

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

- A. The Board approved temporarily suspending Section 2 Paragraph 2 of **Policy #006 LOCAL BOARD PROCEDURES: Meetings** during the term of the Governor's Statewide Shutdown due to the Coronavirus (COVID-19). **(Attachment A1)**

III. MINUTES

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

- A. The Board approved the February 18, 2020 Work Session minutes. **(Attachment A2)**
- B. The Board approved f the February 24, 2020 Board Meeting minutes. **(Attachment A3)**

IV. PERSONNEL

Mr. DiBello made a motion to approve Items A-Q and Mr. Jackson seconded it. Mrs. Zasowski commented that she had asked about Item Q was advised that if there is no season then the extracurricular contracts will not be paid. The motion passed 9-0.

A. Resignations

1. **Amanda A. Gill**; Behavioral Specialist, Evans Elementary School. Effective: To be determined, but will not exceed April 21, 2020.
2. **Victoria L. Sayko**; Instructional Assistant, Spring City Elementary School for the purpose of retirement. Effective: The last day of the 2019-2020 school year.
3. **James S. Westlake**; Music Teacher, Oaks Elementary School for the purpose of retirement. Effective: April 17, 2020.
4. **James S. Westlake**; Senior Elementary Band Director – 4th Grade. Effective: April 17 2020.

B. Leave of Absence

1. **Meredith L. Bozzuto**; English Teacher, Senior High School-9th Grade Center for a child-rearing leave of absence per the Professional Agreement. Effective: On or about April 27, 2020 through the 2020-2021 school year.

C. Professional Staff

1. **Lauren Nealon**; Elementary Teacher, Royersford Elementary School, replacing Rachel M. Friend who resigned. Compensation has been set at MS, Step 2, \$50,500.00 prorated with benefits per the Professional Agreement. Effective: To be determined.

D. Support Staff

1. **Karen Beasley**; Assistant Payroll Specialist, District Office replacing Dorothy M. Williams who retired. Compensation has been set at \$20.50/hour with benefits per the Administrative Support Benefits Summary. Effective: February 25, 2020.
2. **Devon A. Berryann**; Instructional Assistant, Limerick Elementary School, replacing Danitza E. Lerten who retired. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: March 9, 2020.
3. **Janine M. Justice**; Instructional Assistant, Royersford Elementary School. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: March 9, 2020

- E. The Board approved **Christopher R. Talley** to be hired as the 2020 Extended School Year Coordinator. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), not to exceed 210 hours. Effective: April 1, 2020.

- F. The Board approved **Kiera M. Phillips** to be hired as the Coordinator of the 2020 Cool School Program with a stipend of \$5,000.00.

- G. The Board approved the following Professional Staff for the 2020 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday 8:30 AM to 2:30 PM; June 29, 2020 through July 29, 2020. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education Budget.

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|------------------------------------|-------------------------------------|
| 1. Gabrielle V. Adelsberger | 22. Alice B. Hollingsworth |
| 2. Ashley L. Brod | 23. Joan E. Kenney |
| 3. Krista M Brooke | 24. Patricia M. Konschak |
| 4. Mary K. Burkholder | 25. Gina L. Lasky |
| 5. Kathryn A. Calvert | 26. Kevin M. Lewis |
| 6. Laura E. Camp | 27. Jacquelyn M. Lippincott |
| 7. Katherine M. Cieszkowski | 28. Jessica A. Mayer |
| 8. Hannah Z. Coath | 29. Jaclyn A. McDermott |
| 9. April Collins | 30. Barbara J. McGuigan |
| 10. Karen M. DeLange | 31. Kara C. McQuaid |
| 11. Grace Donovan | 32. Abigail E. Pilgermayer |
| 12. Allison L. Dorn | 33. Lauren N. Raugh |
| 13. Wayne F. Downs | 34. Gary W. Rhodenbaugh, Jr. |
| 14. Jennifer L. Elliott | 35. Shana L. Savard |
| 15. Shannon L. Farley | 36. Elizabeth Shields |
| 16. Allison L. Fauerbach | 37. Jenifer P. Smith |
| 17. Chelsea K. Flynn | 38. Mollie M. Smith-Wood |
| 18. Catherine J. Garger | 39. Kyle J. Smolsky |
| 19. Kathleen D. Gebhard | 40. Johannah M. Timbario |
| 20. Maura F. Groff | 41. Greta L. Verma |
| 21. Brenda Haydt | |

- H. The Board approved the following Support Staff for the 2020 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday 8:30 AM to 2:30 PM; June 29, 2020 through July 29, 2020. Compensation for new employees will be set at \$16.36/hour. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education Budget.

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|---------------------------------|----------------------------------|
| 1. Mary Abraham | 20. Naomi L. Keen |
| 2. Jennifer M. Baker | 21. Sally A. Knab |
| 3. Nancy T. Birtch | 22. Alexander M. Kraft |
| 4. Lauren M. Boylan | 23. Doreen D. Krebs |
| 5. Ronda I. Brisbois | 24. Colleen Kriebel |
| 6. Bruce Cartwright | 25. Adrianna Martinez |
| 7. Maryann Christy | 26. Viola S. McCollum |
| 8. Janet T. Copenhaver | 27. Patricia A. McCormick |
| 9. Kelley A. Costello | 28. Laura B. McQuaid |
| 10. Angie L. Cressman | 29. Marisa Moley |
| 11. Debra A. DeMitis | 30. Sherri K. Molishus |
| 12. Lisa J. Denner | 31. Trisha L. Santangelo |
| 13. Judy Denning | 32. Natalie A. Stark |
| 14. Paula T. Donatelli | 33. Alyssa D. Touey |
| 15. Vanessa G. Donatelli | 34. Erin R. Ward |
| 16. Shannon L. Dusko | 35. Tiffany S. Williams |
| 17. Dana Freas | 36. Kathryn E. Wilson |
| 18. Angeline T. Fusco | 37. Patricia A. Young |
| 19. Laura Gilmore | |

- I. The Board approved the following Certified School Nurse to be hired for the 2020 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday 8:30 AM to 2:30 PM; June 29, 2020 through July 29,

2020. Compensation will be set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from the Special Education Budget.

1. **Erin J. Lewandoski**

- J. The Board approved hiring the following Support Staff as substitutes for the 2020 Extended School Year Program. The program will be held at the 5/6/7 Grade Center Monday through Thursday 8:30 AM to 2:30 PM; June 29, 2020 through July 29, 2020. Compensation will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education Budget.

1. **Deborah S. Barth**
2. **Shannon E. Dauphin**
3. **Susan J. Kelly**
4. **Joanna B. Shanley**

K. **Tenure Status**

1. **Allison L. Dorn**

- L. The Board approved the Spring-Ford Area School District Act 93 Plan, effective July 1, 2020 to June 30, 2022.
- M. The Board approved the Spring-Ford Area School District Custodian Benefit Summary, effective July 1, 2020 to June 30, 2022.
- N. The Board approved the Spring-Ford Area School District Food Service Benefit Summary, effective July 1, 2020 to June 30, 2022.
- O. The Board approved the Spring-Ford Area School District Administrative Assistants, Secretaries and Copy Clerks Benefit Summary, effective July 1, 2020 to June 30, 2022.
- P. The Board approved the addition of the following Strings Jamboree positions to the Extra-Curricular listing under Fine Arts, effective with the 2020-2021 school year:
1. String Jamboree - High School Director (14 hours) = \$560.00 Stipend
 2. String Jamboree - 7/8 Grade Director (13 hours) = \$520.00 Stipend
 3. String Jamboree - 5/6 Grade Director (11 hours) = \$440.00 Stipend
 4. String Jamboree - 4th Grade Director (11 hours) = \$440.00 Stipend
- Q. The Board approved the attached extra-curricular contracts for the 2019-2020 school year. **(Attachment A4)**

V. **FINANCE**

Mrs. Melton made a motion to approve Items A-K and Mr. DiBello seconded it. Mrs. Zasowski spoke about Item D4 and E1-4 and advised that if these assemblies do not take place then no payment would be required. The motion passed 9-0.

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

B. Checks:

1. General Fund Checks
Check No. 209721 – 209991 \$2,399,225.01
2. Food Service Checks
Check No. 1838 – 1846 \$ 2,684.88
3. Capital Projects
Reserve Fund: Check No. 79 - 81 \$ 16,068.24
4. General Fund, Food Service, & Capital Reserve and Projects ACHs
ACH 192000961 – 192001087 \$2,467,875.60
5. Wires
201900054 – 201900060 \$ 994,197.02

C. The following monthly Board reports were approved:

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

D. The Board approved the following independent contracts:

1. **Dr. Kara Schmidt – Swarthmore, PA.** Conduct an independent educational evaluation for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$4,600.00.
2. **Chester County Intermediate Unit – Downingtown, PA.** Provide School Year and related services for two special needs students during the 2019-2020 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$50,681.30.
3. **Lakeside Educational Network – North Wales, PA.** Provide services through the Lakeside Mobile Support Program for a special needs student during the 2019-2020 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$13,854.00.
4. **National Circus Project – Westbury, NY.** Provide an Artist in Residence Program related to teaching students in grades 1-4 at Spring City Elementary the benefits of physical fitness and a variety of physical activities. Funding will be paid from the General Fund and shall not exceed \$4,660.00.

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

1. **Ari Paul Entertainment – Schwenksville, PA.** Provide an assembly for students at Oaks Elementary involving magic to encourage students to let their imagination take flight. Funding will be paid by the Oaks Elementary Parent Teacher Association and shall not exceed \$800.00.
 2. **Jesse Rothacker – Manheim, PA.** Provide a Reptile Presentation for students at Oaks Elementary teaching students about reptile homes, habitats and diet. Funding will be paid by the Oaks Elementary Parent Teacher Association and shall not exceed \$900.00.
 3. **Bodymetrix – Limerick, PA.** Provide an assembly for students at Oaks Elementary teaching students about the color of the rainbow as it relates to nutrients our bodies need to thrive. Funding will be paid through the Pottstown Area Health and Wellness Foundation Grant and shall not exceed \$500.00.
 4. **Dialed Action Agency, LLC. – Lincoln Park, NJ.** Provide an assembly for students at Brooke Elementary featuring a bicycle stunt show that addresses anti-bullying and bike safety. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$1,850.00.
- F. The Board approved transferring \$3,090,892.00 from the General Fund to the Capital Reserve Fund. The transfer includes the following: \$1,697,490.00 in accordance with the budgeted 5 year Technology Plan, and \$1,393,402.00 in accordance with the district's budgeted long-term Facilities Maintenance Plan.
- G. The Board of School Directors authorized Fox Rothschild LLP to enter into an agreement for the property located at 100 Cresson Blvd. in Upper Providence Township and further identified as tax parcel No. 61-00-01208-18-9 setting the assessment of the property at \$616,250 for tax year 2020 (school tax year 2020-21) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- H. The Board of School Directors authorized Fox Rothschild LLP to enter into an agreement for the property located at 197 Royersford Road in Limerick Township and further identified as tax parcel No. 37-00-04319-00-9 setting the assessments of the property at (i) \$712,600 for tax year 2019 (school tax year 2019-20) and (ii) \$690,200 for tax year 2020 (school tax year 2020-21) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- I. The Board of School Directors authorized Fox Rothschild LLP to enter into an agreement for the property located at 312-326 N. Lewis Road in Limerick Township and further identified as tax parcel No. 37-00-01516-00-4 setting the assessments of the property at (i) \$2,545,000 for tax year 2019 (school tax year 2019-20) and (ii) \$2,465,000 for tax year 2020 (school tax year 2020-21) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- J. The Board of School Directors authorized Fox Rothschild LLP to enter into an agreement for the property located at 300 Thoms Drive in Upper Providence Township and further identified as tax parcel No. 61-00-04470-34-7 setting the assessments of the property at (i) \$1,705,150 for tax year 2019 (school tax year 2019-20) and (ii) \$1,651,550 for tax year 2020 (school tax year 2020-21) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.

- K. The Board authorized the payment of non-essential support and confidential staff at their regular rate of pay for the time period of March 16, 2020 through March 29, 2020 only, in compliance with any applicable laws.

VI. **PROPERTY**

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

- A. The Board approved purchasing LED exterior light fixtures from Colonial Electric Supply for the 9th Grade Center and the 10-12 Grade Center. Funding will come from the Capital Reserve and shall not exceed \$35,473.00, COSTARS 008-223.
- B. The Board approved the carpet replacement by Franklin Flooring, Inc. at Spring City Elementary School. Funding will come from the Capital Reserve and shall not exceed \$24,944.00, COSTARS MRO 008-477.
- C. The Board approved the replacement of the basement wood floor by S.J. Thomas Company at the 8th Grade Center. Funding will come from the Capital Reserve and shall not exceed \$53,870.43, KPN Contract 201801JOCC-26.
- D. The Board approved the painting of the 9th Grade Center by S.J. Thomas Company. Funding will come from the Capital Reserve and shall not exceed \$498,500.00, KPN Contract 201801JOCC-26.

VII. **PROGRAMMING AND CURRICULUM**

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

- A. The Board approved the purchase of Chromebooks, cases and 4-year warranty as part of the District's ongoing Spring-Ford Learning Initiative for the 2020-2021 School Year. The three competing quotes were received through government contract via Costars. The total equipment cost shall not exceed \$875,000.00 and will be self-financed initially from the Capital Reserve Fund, and then repaid from the Technology Operating Fund over the next 4 years.
- B. The Board approved the purchase of networking equipment to support the Spring-Ford Learning Initiative. This will include access points, cabling, switches, material and labor off of the PEPPM bid and covered under the E-rate Program at a 40% refund rate. The total equipment upfront cost shall not exceed \$330,000.00 with 40% refund later in the year. This will be self-financed initially from the Capital Reserve Fund and then repaid from the Technology Operating Fund over the next 4 years.
- C. The Board approved the following new textbooks and curricular resources. Funding will come from the Curriculum Budget and shall not exceed \$154,564.20.

Course

Textbook

- 1. AP Spanish
(\$4,928.12)

Temas 2nd Edition, Vista
(30 student textbooks, 2 teacher guides
and digital licenses for 7 years)

- 2. French 4 & 5
(\$10,344.08)

Controverses, Cengage
(35 student textbooks, 2 teacher guides
and 105 digital licenses for 7 years)

- | | |
|--------------------------------------|--|
| 3. AP Microeconomics
(\$7,549.70) | Economics for the AP Course 3 rd Edition,
Bedford, Freeman & Worth
(35 student textbooks plus study guides
and digital licenses for 6 years) |
| 4. AP Psychology
(\$16,450.30) | Psychology for the AP Course 3 rd Edition,
Bedford, Freeman & Worth
(35 student textbooks and 105 digital licenses
for 6 years) |
| 5. K-12 Music
(\$115,292.00) | SmartMusic, FAME (Feierabend), Sight Reading
Factory, Music K-8
(Includes professional development, teacher
resources and classroom supplies) |

VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mrs. Fazzini made a motion to approve Items A-F and Mrs. Earle seconded it. Mrs. Zasowski advised that if the conferences do not take place that the district is not liable for any costs and Dr. Goodin confirmed this was correct. The motion passed 9-0.

The following individuals were approved for attendance at the following:

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

DISTRICT-OFFICE

- A. **Kelly Murray**, Director of Curriculum and Instruction, to attend and present at the “*ASCD Conference on Teaching Excellence*” in Aurora, Colorado on June 25, 2020. The total cost of this conference is \$1,764.43 (transportation, lodging and meals). No substitute is needed.
- B. **Dr. Kathleen Kotch** and **Douglas Reigner**, Principals, to attend “*PA Educational Leadership Summit*” at the Lancaster Marriott at Penn Square in Lancaster, PA from August 2, 2020 through August 4, 2020. The total cost of this conference is \$1,410.00 (registration, mileage and lodging). No substitutes are needed.
- C. **Catherine Gardy**, Literacy Curriculum Supervisor, to attend “*Which Strategies Work Best When?*” at the Montgomery County Intermediate Unit in Norristown, PA on April 1, 2020. The total cost of this conference is \$200.00 (registration). No substitute is needed.
- D. **Mark Smith**, Payroll Specialist, **Karen Beasley**, Assistant Payroll Specialist, **Tracy Bogucki**, Food Service/Child Accounting Administrative Assistant, **Jessica Kemp**, Child Accounting Administrative Assistant, to attend the “*2020 Keystone State Skyward User Group*” in Harrisburg, PA on April 21, 2020. The total cost for this conference is \$840.00 (registration and mileage). No substitutes are needed.
- E. **Katie Davis**, Special Education Supervisor, and **Melody Bish**, School Psychologist, to attend “*School Refusal: It Is Not An Anxiety Disorder; It’s Not Even A Psychiatric Diagnosis, It’s A Behavior. How To Conceptualize It And How To Address It*” at the MCIU in Norristown, PA on April 24, 2020. The total cost of this conference is \$260.00 (registration). No substitutes are needed.

HIGH SCHOOL

- F. **Susan Miscavage**, Social Studies Teacher, to attend "*University of Pittsburgh College in High School Teacher Orientation & Training*" at the University of Pittsburgh on May 15, 2020. The total cost of this training is \$849.48 (transportation, lodging and meals). No substitute is needed.

IX. OTHER BUSINESS

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

- A. The Board approved **Resolution 2020-01** urging the Pennsylvania General Assembly to revise the Charter School Funding Systems for regular and special education. **(Attachment A5)**
- B. The Board approved all 2019-2020 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.
- C. The following policies were approved:
1. Policy #150 – PROGRAMS: Title I – Comparability of Services **(Attachment A6)**
 2. Policy #808 – OPERATIONS: Food Services **(Attachment A7)**
- D. The following policies are submitted as a first reading:
1. Policy #138 – PROGRAMS: Language Instruction Education Program for English Learners **(Attachment A8)**
 2. Policy #220 – PUPILS: Student Expression/Distribution and Posting of Materials **(Attachment A9)**
 3. Policy #702.2 – PROPERTY: Crowdfunding **(Attachment A10)**

X. BOARD COMMENT

Mr. DiBello reminded everyone that the Board will have to focus on working on the budget soon as there has not been any relief provided on timelines as of yet. Mrs. Melton suggested possibly diving into the budget deeply during the Finance Committee meeting or scheduling an additional meeting for this purpose. She stated that these are trying times and that the Board just wants to be diligent in making sure that the budget and potential tax increase is held to a minimum. Mr. DiBello added that they are always diligent in their work and that the budget is where it is as of now. He stated that the whole Board needs to give guidance to the Finance Committee and a recommendation to the Administration on whatever their projected goal may be for the budget. He commented that there is not much if any lead way that can be cut or taken out of the budget. Mrs. Zasowski questioned whether they were going to provide direction before there is a budget presentation or how would it be preferred that this discussion take place. Mr. DiBello stated that the original plan was to do a budget presentation at the March Finance Committee meeting. He added that if the Board determines at this point that they want to make changes to the budget then right now it would come down to

making some cut. Mrs. Zasowski asked if the Board would like to schedule a meeting specifically pertaining to the budget or can it wait for the April Work Session. Mr. DiBello advised that if they wait until the April Work session then they will not have a budget done in time to be advertised in May. He added that this can certainly be done as they have a month built into the schedule but they worked very hard to get away from doing it this way. Mr. DiBello commented that this does not have to be decided tonight as he just wanted to put this on everyone's radar.

Mrs. Earle expressed that she was amazed and very impressed with the administrative staff at the reaction to the chaos going on. She added that their response has been incredible with regards to how quickly and innovatively they have put things into operation. Dr. Goodin thanked her for her comments and stated that last week and so far this week we have been operating under an enrichment framework providing enrichment activities that were non-graded. He advised that coming this Monday, March 30th, they will have rolled out and communicated to students and families what our online education will look like for the duration of the closure. Dr. Goodin stated that they are working with teachers to set up the Google Classrooms and this information will be communicated out by the end of the week so that students will be able to start attending classes where attendance will be taken and the activities will be subject to grading. Dr. Goodin gave credit to the Curriculum Department and stated that they have done a phenomenal job in putting this plan together. Dr. Goodin reported that the closure as of now is going until April 6th and that all activities and events that were scheduled to take place during this closure are cancelled. He added that they will do their best to try and reschedule any event cancelled as a result of the closure but it will depend on how long the closure lasts. Mrs. Zasowski asked how the results of the technology survey went and he advised that there were close to 8,000 responses and that there are some students and families that they will have to give special focus to as these families may not have internet access or devices. Mrs. Zasowski applauded the level of communication that the district has provided and said it was very much appreciated.

Mrs. Melton said she wanted to give a shout out to the teachers, the food service staff, Dr. Murray and her staff and Erin Crew as their efforts have been outstanding. She stated that she is proud to be a part of this organization and this district.

Dr. Wright stated that she too is hugely impressed with the work Dr. Goodin and his staff have done in all aspects of this as it has been difficult. She questioned the online work beginning on Monday being graded work and whether it was keeping in line with FAPE and IDEA and if the state has this piece figured out. Dr. Goodin replied that it is a work in progress and we are doing the best we can to anticipate FAPE issues that may or may not arise. He added that the special education supervisors have been very diligent about trying to provide teletherapy and other resources in order to meet our obligations to our students and their IEPs. Dr. Goodin stated that the district also has contingency plans in case we do have difficulty in servicing students. Dr. Wright how difficult and how innovative the district must be in order to meet the needs of the special education student population and she expressed her thanks for all of the efforts the district is putting into this. Dr. Goodin credited all of the staff and in particular his Administrative Team for all of the hours they have put in solving problems that they have never had to tackle before.

Mr. DiBello asked Julianna Lelli, Student Representative to the Board, what she was hearing from the kids in the district. Julianna replied that from her friends in the senior class, they would like to be back in school as soon as possible as they are missing all of the end of year senior stuff going on. She added that she had not heard much from elementary students but her cousins who are in elementary school have indicated that

they are very bored. Dr. Goodin commented that the district also wants to get kids back in school and undoubtedly the seniors but we have to stay closed as long as the state mandates is necessary but the hope is that it will not go too long.

Ms. Sullivan asked if the district had heard from any parents who are now being forced to work from home and the fact that there may only be one computer in the household which will present a problem for the student and parent to both share the one device.

Dr. Goodin replied that the District has worked on a plan to deploy laptops to those families who have indicated a need through the survey.

XI. PUBLIC TO BE HEARD

The public submitted questions posted via a chat forum, no identifying information was provided through this format so it is not possible to list the requestor's information. The Board randomly addressed some of the questions asked. Responses to many questions will be compiled and will be put into a FAQ sheet which will be posted on the district's website to provide parents with the information they are seeking.

The "Raise Your Hand" feature was opened up and members of the public were then able to be called upon one by one to verbally identify themselves and ask their question.

Judy Denning, Royersford, commented that she is speaking on behalf of a lot of the instructional assistants are experiencing great anxiety over what their role is going to be. She stated that they are wondering how they will be able to work and be paid beyond March 30th as many of their families depend on them for their income and insurance to survive. She added that they are looking for some reassurance somewhere that this will be addressed and taken care of. Mrs. Zasowski thanked her for her comment and stated that these concerns will be addressed as they have more information available.

Srini D, Phoenixville, thanked everyone for all of the hard work they are doing. He asked if it would be possible to have a Q & A on a weekly basis so that the public can ask questions or could there be a place set up on the website for them to post questions that can then be consolidated and responded to via FAQ's. Dr. Goodin responded that on the bottom of the website where the directions on how to access this meeting were posted the public can find an email address entitled "Board Comment" and all of the questions going into that email address are being checked. He added that from the questions coming in during the meeting tonight and those posed to this email address, the FAQ will be developed based upon this information.

Michelle Bolonski, Limerick, expressed her appreciation for the work being done. She commented that she is a parent whose daughter was not in school on Thursday, the last day before the closure. Ms. Bolonski stated that all her daughter's belongings including textbooks are in her locker. She commented that some of the assignments coming through involve textbooks and things that her daughter would normally have home with her and she asked if there would be efforts to have the textbooks online. Dr. Murray advised that one of the things they are stressing with the teachers as they roll out the online learning will be flexibility as families throughout the district are in various positions with regards to resources. She added that this is conveyed in the guidelines provided to teachers so flexibility is practiced throughout with teachers, students and families.

Eshika Seth, Student Representative, asked what was happening with grades since we were nearing the close of the 3rd marking period. Dr. Goodin replied that in the discussions he has had the solution has been to split the difference by moving the date of the close of the 3rd as well as the beginning date for the start of the 4th marking period.

Kara Carty, Limerick, asked how the end of the year will be determined and Mr. DiBello replied that as of now we are operating under the current school calendar but this could change based on the directives given by the state. She asked about graduation and whether there would be a ceremony. Mr. DiBello responded that we are operating under the current calendar and as we get closer to year's end then those determinations can be made based on the guidance, directions and mandates we get from the state. Dr. Goodin added that because this whole thing is very fluid there are things that we cannot answer at this point.

Staci Silar, Collegeville, stated that she is a university professor and wanted to advise the district that a lot of online publishers are allowing free online access for students to textbooks. She suggested that possibly the Curriculum Committee could look into this. She thanked everyone in the district for all of their hard work.

Leighann Graham, Limerick, thanked Dr. Goodin for all of the information provided thus far but was wondering, as a working parent of a special needs student, how the materials will be delivered to students with IEPs from a technology perspective knowing that some students in the Special Education Program need additional assistance. Dr. Goodin replied that everything will be online and that the Special Education Supervisors are aware that there are some students who will need special accommodations so they are working on this. He added that the supervisors will be communicating with the families of those students needing special accommodations. Dr. Goodin advised that learning support teachers will be included in the Google Classrooms. He stated that the Special Education Supervisors will each be working with their student's families to make sure that the students are being serviced. Ms. Graham commented that she would like to see the topic of digital access for special education students revisited in the future in terms of what access is being provided and how these students can be instructed digitally. Dr. Murray advised that the Curriculum Department is working with the Special Education Supervisors, the teachers and the families to make sure that we are understanding each student's needs and how it is going to look in this medium.

A question was posted on how parents can gain access to the medication their student has secured in their child's school nurse's office. Dr. Goodin advised that the District's overall message has been that parents should contact their medical provider and ask for a new prescription that can be filled so that the student has the medication on hand at home during the school closure.

Heather Gally, Royersford, asked if families will have pre-access to the Google Classrooms and if there will be a test run for attendance so that everyone is not trying to log in on Monday to find that it is not working. Dr. Murray stated that there will be flexibility and this is being stressed with teachers. She advised that the attendance piece will not be a hard timeline but rather a question posed on the page in the Google Classroom that students will log in during the day and answer the question which will account for their attendance for the day. Dr. Murray stated that this is going to be asynchronous instruction as some families may need to work in the morning while others in the afternoon or evening. She again stressed that flexibility is going to be the key. Dr. Murray stated that there will not be a test run and that families will receive their login information and everything will be operational come Monday.

The topic of parents gaining access to their student's medication in the nurse's office resumed with discussion taking place on some families insurance not allowing for another prescription, the cost involved for some to get the second prescription filled, the impact of opening up a building for this purpose and keeping the building closed for students to access items in their lockers. After much discussion it was determined that Dr. Goodin would look into this, look into the legalities of it, get a count on the number of prescriptions held in the nurse's office and work out a plan for those prescription medications currently secured in the nurse's office.

Mrs. Melton expressed her appreciation for the public participation in tonight's meeting and the comments and questions provided. She stated that there are so many things that we don't know as this is revolving on a daily basis and is a moving target. She stated that she appreciated everyone's patience as we continue to navigate the waters with them. Dr. Wright concurred with Mrs. Melton's statements.

Mrs. Zasowski thanked the Board Members and everyone involved in working on this new platform and trying to support our community right now.

XII. ADJOURNMENT

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

Respectfully submitted,

Diane M. Fern
School Board Secretary

Book	Policy Manual
Section	100 Programs
Title	Language Instruction Education Program for English Learner
Code	138
Status	1st reading
Adopted	May 28, 2013
Last Revised	

Purpose

In accordance with the Board's philosophy to provide quality educational programs to all district students and to increase the English language proficiency of students who are English Learners (EL), the district shall provide an effective Language Instruction Educational Program (LIEP) that meets the needs of English Learners. The goal of the LIEP shall be to demonstrate success in increasing English language proficiency and student academic achievement so that EL students can attain the academic standards adopted by the Board and achieve academic success. EL students shall be identified, assessed and provided appropriate instruction in accordance with the LIEP, and shall be provided an equitable opportunity to achieve their maximum potential in educational programs and extracurricular activities, consistent with federal and state laws and regulations. [\[1\]\[2\]\[3\]\[4\]\[5\]](#)

Authority

The Board shall approve a LIEP to provide English Language Development instruction (ELD) to EL students as part of the approved curriculum, in order to develop the English language proficiency of EL students. The district shall provide EL students with both planned ELD instruction and modifications in content instruction and assessments for all curricular areas, based on the provisions of the LIEP. The LIEP shall be thoughtfully and deliberately planned and evaluated in accordance with state and federal laws and regulations, and shall meet the needs of the district's EL students. The LIEP shall be based on effective research-based theory, implemented with sufficient resources and appropriately trained staff, and shall meet the following requirements: [\[1\]\[2\]\[3\]\[4\]\[5\]\[6\]](#)

1. Aligned to state academic content standards for the appropriate grade levels of EL students.
2. Include ELD instruction delivered by properly certified English as a Second Language (ESL) teachers, and other certified content area teachers working in conjunction with

ESL certified teachers.

3. Incorporate the use of state assessments and ELD criteria.
4. Provide equitable access to content for EL students at all proficiency levels.
5. Provide equitable access to enrollment in courses or academic programs for which EL students are otherwise eligible.

The Board directs the LIEP to be evaluated for effectiveness based on student outcomes at least annually, and the results documented in accordance with state and federal laws and regulations, and state guidelines.[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)

The district's LIEP and evaluation results of the LIEP shall be made available to district staff working with EL students and people in parental relations of EL students.

The Board may address EL students and programs in the district's comprehensive planning process.[\[10\]](#)

The Board may contract with Montgomery County Intermediate Unit No. 23 for ELD services and programs.

Delegation of Responsibility

The Superintendent or designee shall implement and supervise a LIEP that ensures appropriate instruction in each school and complies with federal and state laws and regulations.

The Superintendent or designee shall ensure that the district complies with all federal and state laws and regulations, and program requirements, for ELD program funding, including required reports in the form prescribed by the state.[\[9\]](#)

The Superintendent or designee, in conjunction with appropriate stakeholders, shall develop administrative regulations regarding the LIEP and provision of services to EL students.

Guidelines

Identification and Placement of EL Students

The district shall establish procedures for identifying and assessing the needs of students whose dominant language is not English. In order to identify which students are potential English Learners, the Home Language Survey shall be completed for each student upon enrollment in the district, and shall be maintained as part of the student's education records.[\[1\]](#)[\[11\]](#)[\[12\]](#)

EL students shall be appropriately placed in accordance with the LIEP within the first thirty (30) days of the school year, or within fourteen (14) days of enrollment.[\[13\]](#)

Program Access

EL students shall have equitable access to and be encouraged to participate in all academic and extracurricular activities available to district students.[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)

Assessment

The district shall annually administer required assessments to EL students to measure students' English Language proficiency and progress in reading, writing, speaking and listening/understanding. Assessment results shall be maintained in the student's education records. People in parental relations may not opt students out of English language proficiency assessments.[\[9\]](#)

EL students shall participate in all annual state or locally required assessments, with accommodations where applicable, and meet established academic standards and graduation requirements, in accordance with law, regulations and Board policy.[\[4\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)[\[22\]](#)[\[23\]](#)[\[24\]](#)

Program Exit

The district shall include uniform provisions in the LIEP, in accordance with state required criteria, for:[\[8\]](#)[\[9\]](#)

1. Reclassifying EL students as former EL students when they attain English language proficiency.
2. Actively monitoring and reporting the progress of former EL students for a period of two (2) years following reclassification and program exit, and reporting students to the state in a monitor status for an additional two (2) years, to ensure students are meeting academic standards.
3. Redesignating former EL students as active EL students if they struggle academically based on persistent language barriers.

Staff Qualifications and Professional Development

Certified employees and appropriate support staff, when necessary, shall provide the LIEP. The district shall ensure that all teachers providing ELD instruction hold the appropriate certification and can demonstrate academic language proficiency both in English and in the language used for instruction in their classroom.[\[8\]](#)[\[25\]](#)

Non-ESL staff shall incorporate ELD into all classes for EL students, as well as provide supports, modifications and accommodations for curricular content to enable EL students to achieve academic standards.

The district shall provide appropriate training in ELD for all professional staff as part of the Professional Development Plan.[\[7\]](#)[\[26\]](#)

Special Education and Gifted Education Services

EL students may be eligible for special education services when they have been identified as a student with a disability and it is determined that the disability is not solely due to lack of instruction or proficiency in the English language.[\[27\]](#)[\[28\]](#)

EL students may be eligible for gifted education services, when identified in accordance with law, regulations and Board policy. The district shall ensure that assessment of a student for gifted education services screens for intervening factors, such as English language proficiency, that may be masking gifted abilities.[\[29\]](#)

Students participating in ELD instruction who are eligible for special education services shall continue receiving ELD instruction, in accordance with their Individualized Education Program (IEP) or Gifted Individualized Education Plan (GIEP), at the appropriate proficiency and developmental level.[\[27\]](#)[\[28\]](#)[\[29\]](#)

Parent/Family Engagement and Communication

Communications with people in parental relations shall be in the mode and language of communication preferred by the people in parental relations.[\[3\]](#)[\[30\]](#)[\[31\]](#)

Within thirty (30) days of the beginning of each school year, or within fourteen (14) days of enrollment during the school year, the district shall notify people in parental relations of students identified as EL about the process for identifying their children as EL, the results of that process, and the recommended program placement. The district shall also provide people in parental relations with detailed information regarding the LIEP, the benefits of ELD instruction for their children, and an explanation of the program's effectiveness.[\[6\]](#)

People in parental relations shall be regularly apprised of their child's progress, including achievement of academic standards and assessment results.[\[23\]](#)[\[32\]](#)

The district shall maintain an effective means of outreach to encourage parental involvement in the education of their children.[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[30\]](#)[\[31\]](#)

Parental Right to Opt Out of ELD Programs and Services -

People in parental relations of EL students have the right to refuse specialized programs and services that may be part of the LIEP for their child. A parent's/guardian's decision to refuse programs or services must be informed and voluntary; the district shall not influence a parent's/guardian's decision in any way, or make any program or placement determinations without parental notification and an opportunity to opt the student out of programs and services.[\[3\]](#)[\[6\]](#)

The district shall make a parental waiver form available for people in parental relations to opt their EL child out of ELD programs and services.

The district shall document all notifications made to people in parental relations regarding assessment and recommended placements and programs for EL students, and whether or not a parental waiver form is received. When a waiver form is not received from the person in parental relations, the district shall proceed with the recommended placement.

EL students who have a parental waiver for ELD programs and services shall be assessed on English language proficiency annually, and shall be provided with supports and accommodations to participate in general curricular and extracurricular programs, in order to meet academic standards and graduation requirements.[4][5][23]

People in parental relations of EL students who have been opted out of ELD programs and services shall be notified of their child's progress, including achievement of academic standards and assessment results, and shall be provided with opportunity and a form to opt their child back into ELD programs and services.[23][32]

Legal

1. 20 U.S.C. 6801 et seq

2. 22 PA Code 4.26

3. 42 U.S.C. 2000d et seq

4. Pol. 102

5. Pol. 103

6. 20 U.S.C. 6312

7. 20 U.S.C. 6812

8. 20 U.S.C. 6826

9. 20 U.S.C. 6841

10. Pol. 100

11. 22 PA Code 11.11

12. Pol. 200

13. 20 U.S.C. 6823

14. 20 U.S.C. 1703

15. Pol. 115

16. Pol. 122

17. Pol. 123

18. 22 PA Code 4.51

19. 22 PA Code 4.51a

20. 22 PA Code 4.51b

21. 22 PA Code 4.51c

22. 22 PA Code 4.52

23. Pol. 127

24. Pol. 217

26. Pol. 333

28. Pol. 113

29. Pol. 114

30. 20 U.S.C. 6318

31. Pol. 918

32. Pol. 212

20 U.S.C. 7011

20 U.S.C. 7801

34 CFR Part 200

Basic Education Circular, July 1, 2017: Educating English Learners (ELs)

Pol. 105.1

Book	Policy Manual
Section	200 Pupils
Title	Student Expression/Distribution and Posting of Materials
Code	220
Status	First reading

Purpose

The right of public school students to freedom of speech is guaranteed by the Constitution of the United States and the constitution of the Commonwealth. The Board respects the right of students to express themselves in word or symbol and to distribute and post materials in areas designated for posting as a part of that expression. The Board also recognizes that the exercise of that right must be limited by the district's responsibility to maintain a safe and orderly school environment and to protect the rights of all members of the school community.[\[1\]](#)

This policy addresses student expression in general and distribution and posting of materials that are not part of district-sponsored activities. Materials sought to be distributed or posted as part of the curricular or extracurricular programs of the district shall be regulated as part of the school district's educational program.

Definitions

Distribution means students issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours distribution, including technological distribution, that (1) does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; (2) threatens serious harm to the school or community; (3) encourages unlawful activity; or (4) interferes with another's rights is also covered by this policy.

Expression means verbal, written, technological or symbolic representation or communication.

Nonschool materials means any printed, technological or written materials meant for posting or general distribution that are not prepared as part of the curricular or approved extracurricular

programs of the district. This includes, but is not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.

Posting means publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned technology and the like. When email, text messaging or other technological delivery is used as a means of posting nonschool materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy. Off-campus or after hours posting, including technological posting, that (1) does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; (2) threatens serious harm to the school or community; (3) encourages unlawful activity; or (4) interferes with another's rights is also covered by this policy.

Authority

Students have the right to express themselves unless such expression is likely to or does (1) materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights.[\[1\]](#)

Student expression that occurs on school property or at school-sponsored events is fully governed by this policy. In addition, off-campus or after hours expression is governed by this policy if the student expression involved constitutes unprotected expression as stated in this policy and provided the off-campus or after hours expression: (1) does or is likely to materially or substantially interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; (2) threatens serious harm to the school or community; (3) encourages unlawful activity; or (4) interferes with another's rights.[\[1\]\[2\]\[3\]](#)

The Board requires that distribution and posting of nonschool materials shall occur only at the places and during the times set forth in written procedures. Such procedures shall be written to permit the safe and orderly operation of schools, while recognizing the rights of students to engage in protected expression.[\[1\]\[4\]](#)

Unprotected Student Expression

The Board reserves the right to designate and prohibit manifestations of student expression that are not protected by the right of free expression because they violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, school work, discipline, safety and order on school property or at school functions. While the following list is not intended to be exhaustive, such expression shall not be protected if it:

1. Violates federal, state or local laws, Board policy or district rules or procedures.
2. Is libelous, defamatory, obscene, lewd, vulgar or profane.[\[3\]](#)
3. Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.
4. Incites violence, advocates use of force or threatens serious harm to the school or community.
5. Is likely to or does materially or substantially interfere with the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions.
6. Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.
7. Violates written school district procedures on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Discipline for Engaging in Unprotected Expression

The Board reserves the right to prohibit the posting or distribution of nonschool materials containing unprotected expression and to prohibit students from engaging in other unprotected student expression, as well as to stop unprotected student expression when it occurs. The Board reserves the right to discipline students for engaging in unprotected expression. Where such expression occurs off campus and away from school functions, a nexus between the unprotected expression and a material and substantial disruption or foreseeable material and substantial disruption of the school program must be established.

Distribution of Nonschool Materials

The Board requires that students who wish to distribute or post nonschool materials on school property shall submit them at least one (1) school day in advance of planned distribution or posting to the building principal or designee, who shall forward a copy to the Superintendent.[\[1\]](#)

If the nonschool materials contain unprotected expression as stated in this policy, the building principal or designee shall notify the students that they may not post or distribute the materials because the materials constitute a violation of Board policy.

If notice is not given during the period between submission and the time for the planned distribution or posting, students may proceed with the planned distribution or posting, provided

they comply with written procedures on time, place and manner of posting or distribution of nonschool materials.

Students who post or distribute nonschool materials in compliance with this provision may still be ordered to desist such distribution if the materials are later found to be unprotected expression under this policy.

Students who distribute printed materials shall be responsible for clearing any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves.

Posting of Nonschool Materials

If a school building has an area where individuals are allowed to post nonschool materials, students may post such items as well, if the materials do not constitute unprotected expression and the items are submitted for prior review in the same manner as if the students were going to distribute them.

Such materials shall be officially dated, and the district may remove the materials within ten (10) days of the posting or other reasonable time as stated in the procedures relating to posting.

Review of Student Expression

School officials shall not censor or restrict nonschool materials or other student expression for the sole reason that it is critical of the school or its administration, or because the views espoused are unpopular or may make people uncomfortable.

Student-initiated religious expression is permissible and shall not be prohibited except as to time, place and manner of distribution, or if the expression involved violates some other part of this policy, e.g., because it is independently determined to be unprotected expression under the standards and definitions of this policy.

The review for unprotected expression shall be reasonable and not calculated to delay distribution.

Appeal of the reviewer's decision may be made to the Superintendent and then to the Board, in accordance with Board policy and district procedures.[5]

Delegation of Responsibility

The Superintendent shall assist the building principal in determining the designation of the places and times nonschool materials may be distributed in each school building. Such designations may take into account maintenance of the flow of student traffic throughout the school and shall limit distribution of nonschool materials to non-instructional times.

The building principal may determine disciplinary action for students who distribute or post nonschool materials in violation of this policy and district procedures, or who continue the manifestation of unprotected expression after a person in authority orders that they desist. Disciplinary actions shall be included in the disciplinary Code of Student Conduct.[6]

This Board policy and any procedures written to implement this policy shall be referenced in student handbooks so that students can access them for further information.

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Legal

1. 22 PA Code 12.9

2. 24 P.S. 511

3. 22 PA Code 12.2

4. 24 P.S. 510

5. Pol. 219

6. Pol. 218

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: 700 PROPERTY

TITLE: CROWDFUNDING

ADOPTED:

REVISED:

702.2. CROWDFUNDING	
Purpose	The Board recognizes that crowdfunding has become an increasingly popular method by which school districts can procure funding for specific projects and/or programs.
Authority	The Board permits district employees and eligible organizations to maximize opportunities to obtain resources for the benefit of students and the district; however, unregulated use of crowdfunding on behalf of the district can expose the district, the employee, and an organization to significant potential legal liability. The Board adopts this policy to effectively mitigate risks and establish parameters for the use of crowdfunding on behalf of the district. Organizations not granted formal recognition by the Board as an eligible organization shall not engage in crowdfunding on behalf of the district.
Delegation of Responsibility	<p>The Superintendent or designee shall approve crowdfunding sites for use by individuals and eligible organizations based on the criteria outlined in this policy and accompanying administrative regulations.</p> <p>The Superintendent or designee shall maintain a list of approved crowdfunding sites and update the list as needed.</p> <p>It shall be the responsibility of the Superintendent or designee to approve all crowdfunding requests.</p> <p>If the crowdfunding request is approved, the requester shall be responsible for:</p> <ol style="list-style-type: none"> 1. Preparing all materials and information related to the crowdfunding campaign. 2. Keeping district administrators apprised of the status of the campaign. 3. Following all applicable laws, Board policies, and administrative regulations, including the requirements, policies and/or regulations established by the crowdfunding site.
Guidelines	The Superintendent or designee shall establish administrative regulations for

Legal	<p>crowdfunding.</p> <ol style="list-style-type: none">1. Pol. 2292. Pol. 7023. Pol. 1224. Pol. 1235. Pol. 150 <ol style="list-style-type: none">14. Pol. 103.115. Pol. 113 <p><u>24 P.S. 2-216</u></p> <p><u>24 P.S. 1603-C</u></p>
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