

On May 10, 2021, the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:33 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

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  
Acting Superintendent: Robert W. Rizzo  
Chief Financial Officer: James D. Fink  
Solicitor: Mark Fitzgerald, Esq.  
Student Reps.: Eshika Seth

The following Student Representative participated via Zoom: **Allison McVey**

## **ANNOUNCEMENTS**

Mrs. Zasowski reminded everyone in attendance in-person to continue to wear their masks and socially distance as well as the process for making public comments during the meeting. She advised that the board met in an executive session prior to the meeting regarding personnel.

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

**Michael Lebieczinski, Royersford**, spoke about Item D3 questioning the goal of the Inclusive Excellence Plan and wondering how the success of the plan would be measured. He asked the board to ask questions and engage in debate before voting on this motion.

## **II. ACTION ITEMS**

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

- A. The Board approved **Resolution #2021-10** commending **Jessica Pan** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Band. **(Attachment A1)**
- B. The Board approved **Resolution #2021-11** commending **Ryan Henkels** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All-State Orchestra. **(Attachment A2)**
- C. The Board approved **Resolution #2021-12** commending **Aiden Rizzo** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All-State Orchestra. **(Attachment A3)**
- D. The Board approved **Resolution #2021-13** commending **Samuel Brown** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All-State Concert Band. **(Attachment A4)**
- E. The Board approved **Resolution #2021-14** commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All-State Concert Band. **(Attachment A5)**

- F. The Board approved **Resolution #2021-15** commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Choir. **(Attachment A6)**
- G. The Board approved **Resolution #2021-16** commending **Sunidhi Srinivas** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Choir. **(Attachment A7)**
- H. The Board approved **Resolution #2021-17** commending **Owen Wright** for being selected for the Pennsylvania Music Educators Association 2021 District 11 Choir. **(Attachment A8)**

Mrs. Zasowski read a revised motion for Item I.

Mr. DiBello made a motion to approve the revised motion for Item I and Mrs. Fazzini seconded it. The motion passed 9-0. The revisions are reflected below in the approved motion.

- I. The Board approved an independent contract with **Crystal Stubbs**, Certified School Psychologist, to provide psychology services for the 2020-2021 school year and the 2021-2022 school year. Services will be provided for a total of 35 hours per week for (29) 27 weeks (~~plus an additional 40 hours during the summer~~) at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed a total of (~~\$73,850.00~~) \$66,150.00.

Mrs. Fazzini made a motion to approved Item J and Mr. Jackson seconded it.

Mrs. Melton asked for the number and types of devices to be purchased and Mr. Catalano explained that the purchase was for 600 Chrome Books, 600 Tablets and 100 carts which will provide a device for every student in grades K-4.

Mr. DiBello asked if the funding was coming from the older grants we received or coming from the new grants we will be receiving and Mr. Catalano replied it will come from the ESSER 3 Grant.

- J. The Board approved the purchase of Technology equipment for grades K-4. The quotes were received through government contracts, the total cost shall not exceed \$950,000.00 and shall be funded from the ESSER Grant.

### III. PRESENTATIONS

Mr. McDaniel apologized that he was unable to be present at the meeting last month when athletic teams and athletes were recognized and stated that he would like to speak about those teams and individuals and provide the statistics on their successful seasons.

Mr. McDaniel introduced the 8<sup>th</sup> Grade Boys' Basketball Team and recognized them on their undefeated season.

- A. Recognition of the **8<sup>th</sup> Grade Boys' Basketball Team** and their **Coach Richard Harrison** on their Undefeated Season.

Mr. McDaniel introduced the 9<sup>th</sup> Grade Boys' Basketball Team and recognized them on their undefeated season.

- B. Recognition of the **9<sup>th</sup> Grade Boys' Basketball Team** and their **Coach Michael Siuchta** on their Undefeated Season.

Dr. Colyer introduced the 3<sup>rd</sup> Quarter Students of the Quarter and Eshika Seth presented them with a certificate in recognition of this honor.

- C. **Dr. Robert Colyer**, Senior High School Principal, **Eshika Seth** and **Allison McVey**, Student Representatives to the School Board, to recognize the following students on being named the third quarter **“Students of the Quarter”**.

9<sup>th</sup> Grade – **Elijah Vivian**  
10<sup>th</sup> Grade – **William Corry**  
11<sup>th</sup> Grade – **Nina Aquilante**  
12<sup>th</sup> Grade – **Alexa Prince**

#### **IV. BOARD AND COMMITTEE REPORT**

**Curriculum/Technology Linda Fazzini 1<sup>st</sup> Tues. 6:30 p.m.**

Mrs. Fazzini reported on the meeting that took place on April 6, 2021. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

**Community Relations Colleen Zasowski 1<sup>st</sup> Tues. 7:30 p.m.**

Mrs. Zasowski reported on the meeting that took place on April 6, 2021. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

**WMCTC DiBello/Earle/Zasowski 1<sup>st</sup> Mon. 7:00 p.m.**

Mrs. Zasowski reported that Joint Operating Committee of the Western Center met on May 3<sup>rd</sup> and reviewed where they are currently. She stated that the biggest take away from the meeting was the discussion on enrollment for 9<sup>th</sup> graders and then 10-12. Mrs. Zasowski advised that she asked about the curriculum for 9<sup>th</sup> graders and whether it differed from the curriculum of the 10<sup>th</sup> graders and the response was that the Western Center does work to differentiate the instruction for those students coming in at the 9<sup>th</sup> grade level from that at the 10<sup>th</sup> grade level. She added that this differentiating of instruction will allow for those students who have more experience under their belts due to coming in at the 9<sup>th</sup> grade level the opportunity in future years to be able to participate in a co-op experience.

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

Mr. DiBello reported that the MCIU Board Meeting was held last week. He spoke about the Harrisburg School District which the IU was tasked with taking over the management of in order to take it from a struggling district with low marks to an appealing school district. He advised that the Superintendent of the Harrisburg School District provided an update and reported that all areas are improving on or ahead of schedule. Mr. DiBello added that the MCIU has put in place a Diversity, Equity and Inclusion Steering Committee and they have started conducting their meetings to see how the IU can improve practices and provide support to all the member school districts.

**PSBA Liaison David Shafer**

Mr. Shafer reported that the PSBA/PASA Conference will be held in person from September 27 through September 29, 2021 at the Kalahari Resort in the Poconos. He advised that the call for the presentation application deadline is due 6/18/2021. Mr. Rizzo commented that he shared this information was shared with the Leadership Team last week and they are already working on submitting proposals.

**Acting Supt. Rpt. Robert Rizzo**

Mr. Rizzo reported that Governor Wolf announced the lifting of orders last Tuesday. He stated that while this is exciting as it marks the entrance into a new phase of community connection

and normalcy, it does come with some caveats. He shared that while the order goes away on May 31<sup>st</sup>, the health code remains which is where the language regarding contact tracing, quarantining and isolating resides. Mr. Rizzo added that we will still be required to contact trace and quarantine close contacts with no revised definition of close contacts, the masking order will still be in effect and although not mandated, social distancing is still strongly recommended. He next reported that the Spring-Ford Area School District is conducting a series of campus climate checks to obtain feedback from students, faculty and staff about many aspects of sexual harassment such as awareness of existing programs and knowledge of how to recognize sexual harassment. Mr. Rizzo advised that next week students in grades 7-12 will be sent a Title IX Climate Survey which will be optional and all responses will be anonymous. He noted that any parent wishing to preview the survey may do so by going to the Title IX page of the district website under Human Resources. He stated that the Office for Civil Rights (OCR) approved the survey and requires that the district conduct a series of climate checks. Mr. Rizzo reported that Special Education Supervisor Katie Davis had taken the lead on the Parent Advisory Committee Initiative. He commented that she attended a two-day workshop entitled, Family Engagement and is in the process of gathering information from other school districts. He advised that the plan is to gather information as well from families on how to best solicit parent input, set up parent focus groups, create a Google form to garner areas of interest, and find the best modality to receive information. He relayed that the parent advisory committee along with Mrs. Davis will be working on building a more robust parent resource hub on the district's website for parents/guardians of students with special needs, create opportunities for parent meetings throughout the 2021-2022 school year either monthly or quarterly via virtual Q&A type sessions, in-person meetings with potential childcare being provided via student groups in order to assist parents, and potentially bringing in guest speakers throughout the year. Mr. Rizzo thanked the Board for their commitment to the students by approving the 2021-2022 Plan. He stated that this allows us to move forward and take a proactive approach towards doing what is best for students. Mr. Rizzo advised that he is meeting with the Steering Team and sub-committee chairs to discuss the needs and considerations for next year. He added that the district is analyzing each need previously mentioned by prioritizing based on a 1 to 3 system with 1 being the highest priority and 3 being "nice to have". He reported that his administrative cabinet met last week to discuss the steps required to utilize the ESSER Funds and ensure that we follow the prescribed steps.

#### **Nurse's Report                      Trisha Smith**

Mrs. Smith reported that the nurses processed 27 positive cases since her last report of which 10 were possibly infectious while at school. She advised that as a result they had to contact trace and quarantine 75 individuals.

Mrs. Smith was asked if the nurses were seeing fewer cases and she replied yes that the number had decreased. An inquiry was made as to how many nurses the district has on staff and the response was 18. She was next asked if a high school senior or junior was fully vaccinated and were two or more weeks out from having received that final dose, was it necessary for them to quarantine if they are deemed to be a close contact and Mrs. Smith replied no and advised that the nurses are tracking this as parents are being asked to provide the immunization card showing the vaccination. She and that as long as fully vaccinated students were symptom free they could remain in school.

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

Mr. Fitzgerald reminded the board that as we head towards June 30<sup>th</sup>, we are supposed to see the state budget. He added that there are no less than 11 school code bills pending along with multiple changes to the Right to Know Law and a number of areas being addressed with the Charter School Law. Mr. Fitzgerald advised that he believes that the charter school issue may be coming to a head as the Governor fired the Charter School Appeals Board. He added that the Appeals Board are essentially the gatekeepers for the approval or denial of all charter throughout the state. Mr. Fitzgerald commented that as it stands right now, there is not a

single member of the board other than the Acting Secretary of Education to hear either renewals of charters or any new applications. Mr. Fitzgerald felt that there would be some interesting developments coming up in the next 4 to 5 days.

**V. MINUTES**

There were no questions or comments.

- A. Administration recommends approval of the April 12, 2021 Work Session minutes.  
**(Attachment A9)**

**VI. PERSONNEL**

Mrs. Earle commented on Item A2 saying she appreciates Mrs. Fern and expressed her thanks for the help provided when she was newly elected to the School Board. She wished Mrs. Fern much happiness in her retirement.

**A. Resignations**

1. **Joanne D. Camlin**; Elementary Teacher, Upper Providence Elementary School, for the purpose of retirement. Effective: August 23, 2021.
2. **Diane M. Fern**; Executive Secretary-Superintendent's Office, District Office, for the purpose of retirement. Effective: September 2, 2021.
3. **Dana Ignatovig**; Instructional Assistant, Extended School Year. Effective: May 3, 2021.
4. **Zoe D. Jacobs**; Instructional Assistant, Extended School Year. Effective: May 6, 2021.
5. **Alexander M. Kraft**; Instructional Assistant, Extended School Year. Effective: May 7, 2021.
6. **Louis M. Rizzo**; Co-Ed Fitness Intramural # 1- Grade 5-6. Effective: May 7, 2021.

**B. Professional Employee**

1. **Megan N. Yakupcin**; Special Education Teacher, Evans Elementary School, replacing Julie Grady who resigned. Compensation has been set at M+18, Step 7, \$67,886.00 with benefits per the Professional Agreement. Effective: August 25, 2021.

**C. Temporary Professional Employee**

1. **Joseph N. DiMino**; Chemistry Teacher, Senior High School, replacing Patricia J. Voorstad who retired. Compensation has been set at M, Step 1, \$52,250.00 with benefits per the Professional Agreement. Effective: August 25, 2021.

**D. Support Staff**

1. **Michael G. Leszkowicz Jr.**; Support Technician, 8<sup>th</sup> Grade Center, replacing Bernadette J. Crenshaw who had a change of status. Compensation has been set at \$19.60/hour with benefits per the Support Technician Benefit Summary. Effective: May 17, 2021.

**E. Change of Status**

1. **Michael J. Barber**; Custodian, Senior High, to Head Custodian, Limerick Elementary School, replacing Karen Boyer who retired. Compensation has been set at \$22.96/hour plus \$1.25/hour head custodian stipend with benefits per the Custodial Benefit Summary. Effective: July 1, 2021.
2. **Philip P. Leddy**; 10-Month House Principal, 5/6<sup>th</sup> Grade Center, to 12-Month House Principal, 5/6<sup>th</sup> Grade Center, replacing Jennifer M. Rinehimer who had a change of status. Compensation has been set at \$117,600.00, prorated with benefits per the Act 93 Agreement. Effective: July 1, 2021.
3. **Aaron G. Scott**; Junior Network Systems Administrator, District Office, to Network Systems Administrator, District Office, replacing Robert Cywinski who retired. Compensation has been set at \$74,000.00, prorated with benefits per the Administrative Support Benefit Summary. Effective: July 6, 2021.

- F. Administration recommends approval of the following Support Staff as an Instructional Assistant for the 2021 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 24, 2021 through July 29, 2021. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds. The appointments and payments herein shall be contingent upon the ability as determined by administration to provide such ESY offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania.

1. **Lorella M. Edwards**

- G. Administration recommends approval of the following Music Teacher for the 2021 Summer Instrumental Program. Compensation will be set at \$30.00/hour and will be funded through student tuitions collected for the lessons. There will be no cost to the district.

1. **Brett M. Slifer**

- H. Administration recommends approval for **Erin Hughes** and **Sarah Toback** to be hired as 2021 Summer R.A.M.S. Coordinators. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), not to exceed 140 hours each. Funding will be paid from the ESSER Grant. Effective: June 1, 2021.

- I. Administration recommends the approval of the following Professional Staff as Teachers for the 2021 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the ESSER Grant.

1. **Sharon A. Abrams**
2. **Beverly Albright**
3. **Erik B. Ammon**
4. **Celeste D. Baumgardner**
5. **Kris R. Bautsch**
6. **Mary K. Blank**
7. **Mary K. Burkholder**
8. **Daniel R. Butterweck**
9. **Christopher D. Cameron**

10. **Maria Carroll**
11. **Stephanie M. Cooper**
12. **Maria L. Cottman**
13. **Jessica M. Craig**
14. **Rachel M. Custer**
15. **Sheila Egleston**
16. **Kathryn L. Ellor**
17. **Christa J. Ellsesser**
18. **Maureen E. Faulkner**

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|-------------------------------|-----------------------------|
| 19. Alexandra I. Fritsch      | 38. Kourosh Parsia          |
| 20. Laura E. Goodhart         | 39. Kiera M. Phillips       |
| 21. Rachelle Hafer            | 40. Jeannine Plitnick       |
| 22. Keith A. Heffner          | 41. Cheryl A. Rabinowitz    |
| 23. Lauren M. Henzie          | 42. Shawn Riordan           |
| 24. Eric J. Hill              | 43. Gina M. Romanelli       |
| 25. Susanne M. Hunsberger     | 44. Anne M. Schwenk         |
| 26. Kristen J. Johnson        | 45. Georgeiann C. Sklenarik |
| 27. Mary E. Jones             | 46. Holly Smith             |
| 28. Marlene Kimble            | 47. Megan M. Stauffer       |
| 29. Julie M. Korchowsky       | 48. Maria A. Talone         |
| 30. Brian J. Kraeer           | 49. Shayne M. Tobin         |
| 31. Leah L. Keyser            | 50. Jacqueline M. Trianosky |
| 32. Marisa Lacy               | 51. Susan L. Trimble        |
| 33. Sara T. Lansdown-Flannery | 52. Kaylee J. Wallis        |
| 34. Nicholas J. Latch         | 53. Katelyn M. Walsh        |
| 35. Jennifer D. McGlade       | 54. Rachel M. Weigel        |
| 36. Samantha J. Mutchnick     | 55. Christi M. Wichner      |
| 37. Marilyn T. Nepps          | 56. Amanda L. Zatko         |

## VII. FINANCE

Mrs. Zasowski advised that Item M will be revised for next month's meeting as the correct dollar amount should be \$30,000.00. She asked if the budget was still at 3% and what the status was on this. Mr. DiBello stated that as directed by the board they are at 3%. She inquired as to whether the board wanted to continue to move forward with this and there were no comments made regarding this.

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

B. Checks:

- |   |                 |
|---|-----------------|
| 1. <u>General Fund Checks</u>   |                 |
| Check No. 212677 – 212840   | \$ 815,603.75   |
| 2. <u>Food Service Checks</u>   |                 |
| Check No. 2129 – 2136   | \$ 620.69       |
| 3. <u>Capital Projects</u>  |                 |
| Reserve Fund: Check No. 88 - 89   | \$ 2,424.17     |
| 4. <u>General Fund, Food Service, Capital Reserve &amp; Projects ACHs</u> |                 |
| ACH 202101685 – 202101895   | \$ 3,374,338.29 |
| 5. <u>Wires</u>   |                 |
| 202000124 – 202000136   | \$ 2,780,947.78 |
| 6. <u>Procurement Payments</u>  |                 |
| 200000175 – 200000229   | \$ 21,624.92    |

- C. The following monthly Board reports are submitted for your approval:
- Skyward Reports
    - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Scholarships, Wires and Procurement)
    - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)
    - Wires Register (General Fund, Food Service, Capital Reserve, and Capital Projects)
- D. Administration recommends approval of the following independent contracts:
1. **Eric Belcher, Give and Take Jugglers – Philadelphia, PA.** Provide a total of four assemblies for students at Upper Providence Elementary School. Funding will be paid by the Upper Providence Home and School Association and shall not exceed \$2,800.00.
  2. **Capstone Academy – East Norriton, PA.** Approval of additional funding to provide related services for special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$53,426.00.
  3. **Carlos Wiley - Boalsburg, PA.** Provide consultative services for the district with respect to the District's Equity, Diversity, and Inclusion initiatives, including the creation and implementation of an Inclusive Excellence Plan for the District during the 2021-2022 school year. The total cost shall not exceed \$10,000.00 and will be paid from Title II Funds.
- E. Administration recommends approval of **Resolution 2021-18** for the adoption of the 2021-2022 General Fund Budget in the amount of \$179,676,136.00 which represents a tax increase of 3.0% (millage 29.0316). (**Attachment A10**)
- F. Administration recommends approval of **Resolution 2021-19** for the 2021-2022 Homestead and Farmstead Exclusion. (**Attachment A11**)
- G. Administration recommends approval of a confidential settlement and release agreement **#2021-02** with the parents of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$66,490.00.
- H. Administration recommends approval to renew the district's agreement with **Aramark** to manage the District Food Service Program for the 2021-2022 fiscal year. This renewal is the second of four one-year renewals to the Food Service Management Agreement of 2019-2020. The renewal is consistent with the terms of the district's original RFP as approved by the Pennsylvania Department of Education. Aramark will continue to provide management services and will fill positions upon attrition of Spring-Ford Food Service Employees.
- I. Administration recommends approval to continue with the legal services, for the 2021-2022 fiscal year, of **Fox Rothschild LLP** at a blended hourly rate of \$195.00 per hour for those services listed in the Agreement. Items not covered under the Agreement of Services Letter will be billed at the established rates under the Miscellaneous Matters and Rates as outlined in the Fox Rothschild Agreement. There is no increase from last year's rates.



- J. Administration recommends the approval of the High School Activities Accounts for the 2020-2021 school year. Each activity group has completed signature records and a listing of officers.
- K. Administration recommends the approval of the 8<sup>th</sup> Grade Center Activities Accounts for the 2020-2021 school year. Each activity group has completed signature records and a listing of officers.
- L. Administration recommends the approval of the 7<sup>th</sup> Grade Center Activities Accounts for the 2020-2021 school year. Each activity group has completed signature records and a listing of officers.
- M. Administration recommends the approval of the purchase of a NewTek TriCaster TC2 for use in the Steve Bonetz TV Studio as part of the RCTV long-term refresh plan. This equipment will replace the current TriCaster 8000, which will be repurposed in the RCTV Mobile Production Trailer. Funding will be paid from Capital Reserve and shall not exceed \$25,000.00.

#### VIII. PROGRAMMING AND CURRICULUM

Dr. Wright asked about Items J-L wondering about the benefits of using the IU and the negotiations that take place for the purchasing that we can do as a consortium. Mr. DiBello spoke of how the IU goes out and negotiates best pricing with different groups and then when we as a district go out to purchase something we then check with the IU to see if the pricing they have already pre-negotiated with their buying power makes sense for us to move in that direction or go out and get our own pricing. Mr. DiBello provided some examples of times when we were able to achieve better pricing on our own as opposed to going through the IU Consortium.

- A. Administration recommends the approval of the **English Language Tutoring Plan**. This plan offers small group tutoring for English Learners (ELs) over the summer. The total cost shall not exceed \$20,000.00 and will be paid from ESSER Grant Funds.
- B. Administration recommends the renewal of **NWEA MAP**. This is a three-year contract which will be paid in equal portions annually. The annual cost is \$57,500.00 for a total not to exceed \$172,500.00. This is a budgeted item to be paid for from the Curriculum Budget.
- C. Administration recommends the renewal of **Discovery Education Streaming Plus Package**. This resource is purchased through the Montgomery County Intermediate Unit at a discounted consortium price. Discovery Education provides access to K-12 digital content for multiple content areas. The purchase shall not exceed \$16,000.00 and will be paid from the 2021-2022 Curriculum Budget.
- D. Administration recommends the renewal of **Nearpod**. This is for one-year district digital licenses which includes access to academic content as well as Social Emotional Learning resources. The total cost shall not exceed \$33,000.00 and will be paid from the Curriculum Budget.
- E. Administration recommends the approval of purchases from **Hand2Mind, Lakeshore, and School Specialty** for Brooke Elementary for the purpose of Title I Math instructional resources and supplies. The total cost shall not exceed \$3,400.00 and will be paid from Title I Funds.

- F. Administration recommends the approval of purchases from **Hand2Mind, Lakeshore, School Specialty, and Scholastic** for Royersford Elementary for the purpose of Title I Reading and Math instructional resources and supplies. The total cost shall not exceed \$5,700.00 and will be paid from Title I Funds.
- G. Administration recommends the approval of purchases from **Hand2Mind and Lakeshore** for Spring City Elementary for the purpose of Title I Reading and Math instructional resources and supplies. The cost shall not exceed \$2,300.00 and will be paid from Title I Funds.
- H. Administration recommends the approval of purchases from **Hand2Mind, Lakeshore, School Specialty, Kurtz Bros., Nasco, and Charles J. Becker & Bros., Inc.** for the 5/6 Intermediate Building for the purpose of Title I Reading and Math instructional resources and supplies. The total cost shall not exceed \$8,400.00 and will be paid from Title I Funds.
- I. Administration recommends the purchase of **Smart Panels** from Visual Sound as part of the Smart Panel Project. Quotes were received through Co-Stars. The total cost shall not exceed \$500,000.00 and will be funded from the Capital Reserve to be repaid from the Technology Budget.
- J. Administration recommends the renewal of the contract with the MCIU for **RWAN Services** (Internet Connection) for the 2021-2022 school year. Funding will come from the Technology Budget and shall not exceed \$43,000.00.
- K. Administration recommends the renewal of the contract with the MCIU for **Safari Montage** for the 2021-2022 school year. Funding will come from the Technology Budget and shall not exceed \$12,000.00.
- L. Administration recommends the renewal of the contract with the MCIU for **E-Rate Services** for the 2021-2022. Funding will come from the Technology Budget and shall not exceed \$10,000.00.
- M. Administration recommends the renewal of the contract for **Assessment Builder** from PowerSchool for the 2021-2022 school year. Funding will come from the Technology Budget and shall not exceed \$7,000.00.
- N. Administration recommends the renewal of the contract for **Performance Tracker** from PowerSchool for the 2021-2022 school year. Funding will come from the Technology Budget and shall not exceed \$15,000.00.

#### IX. CONFERENCES AND WORKSHOPS

There were no questions or comments.

- A. **Khrystin Herb**, SAP Coordinator, to attend the virtual *“Social-Emotional Learning Symposium”* on May 5, 2021. The total cost of this conference is \$25.00 (registration). No substitute is needed.
- B. **Kati Ellor**, Autistic Support, to attend the virtual/asynchronous *“VB MAPP Web Based Training”*. The total cost of this conference is \$149.00. No substitute is needed.
- C. **Kati Ellor**, Autistic Support, to attend the virtual *“Essentials for Living Training”* on May 24 and May 25, 2021. The total cost of this training is \$482.00 (registration and two days of substitute coverage).

**X. OTHER BUSINESS**

Mr. DiBello asked how Item D works from a board secretary standpoint and wondered if a temporary board secretary could be appointed until Mrs. Fern's position is filled in the future. Mr. Fitzgerald explained that the board secretary position is a four-year appointment and that at one time when Mrs. Fern was out the board had appointed a temporary board secretary so this could take place again with the caveat that it is subject to the board permanently filling the position.

A. The following policies are submitted as a second reading for approval at the next Board Meeting:

1. Policy #703 – PROPERTY: Sanitary Management (**Attachment A12**)
2. Policy #704 – PROPERTY: Maintenance (**Attachment A13**)
3. Policy #708 – PROPERTY: Lending of School Owned Equipment And Books (**Attachment A14**)
4. Policy #710 – PROPERTY: Use of Facilities By Staff (**Attachment A15**)
5. Policy #805 – OPERATIONS: Emergency Preparedness and Response (**Attachment A16**)
6. Policy #901 – COMMUNITY: Public Relations Objectives (**Attachment A17**)
7. Policy #902 – COMMUNITY: Publications Program (**Attachment A18**)
8. Policy #905 – COMMUNITY: Citizen Advisory Committees (**Attachment A19**)
9. Policy #908 – COMMUNITY: Persons in Parental Relations (**Attachment A20**)
10. Policy #909 – COMMUNITY: Municipal Government Relations (**Attachment A21**)
11. Policy #912 – COMMUNITY: Relations with Educational Institutions (**Attachment A22**)
12. Policy #913 – COMMUNITY: Non-School Organizations/Groups/Individuals (**Attachment A23**)
13. Policy #914 – COMMUNITY: Relations With Intermediate Unit (**Attachment A24**)

B. Administration recommends approval of the Parent Permission and Release of Liability Waiver for the parents of a Spring-Ford student requesting permission to personally transport their child home from the Music Department's approved trip to Orlando, Florida in March 2022.

C. Board approval is needed for the appointment of **James D. Fink**, Chief Financial Officer, to the Office of Board Treasurer of the Spring-Ford Area School District Board of Directors for the term of one (1) year, effective July 1, 2021.

D. Board approval is sought for the resignation of **Diane M. Fern** as the Board Secretary of the Spring-Ford Area School District Board of Directors, effective June 30, 2021.

**XI. BOARD COMMENT**

Mrs. Zasowski asked Mr. Rizzo if there was any update on graduation tickets and he advised that Dr. Colyer sent out a notification last week to the senior families that the ticket count would not be two as originally thought but rather somewhere in the 4-6 tickets per graduate range but that it will really come down to how many we can comfortably fit while still being cognizant of social distancing to a certain degree.

Mr. DiBello asked for clarification saying if the restriction for capacity is lifted then he does not believe there is a requirement for social distancing. Mr. Rizzo confirmed this was correct saying that it came down to required versus recommended. Mr. Rizzo spoke about the stadium capacity and said that there are many factors being taken into account and whether we want to provide an opportunity for those families that may not be comfortable in a crowded environment. Mr. DiBello stated that he wanted to make sure that the message we are delivering is not conflicting as far as what is being stated by the Governor.

Mrs. Melton asked if county has weighed in at all and Mr. Rizzo replied that all the local superintendents found out about this at the same time and there was not a lot of clarity provided. He indicated that districts decided they are going to follow the Department of Health and PDE's recommendations. Mr. Rizzo advised that he received word that the superintendents will be receiving another update tomorrow.

Mr. Jackson asked Mr. Fitzgerald if he could add anything to this and he replied that Mr. Rizzo rightly described what was happening. He added that he believed that we are going to see more on this in the short-term and in the long-term with regards to government oversight but what we do will more than likely be a local decision and we will receive far less mandates so it will all be at our discretion on how we want to define what mitigation efforts we want to put in place. Mr. Jackson asked Mr. Rizzo what metric would be used to determine a separate group so that it is segregated from the rest of the body, for example would square footage be used? Mr. Rizzo stated that this is a tough one to gauge and they really do not know yet but at this point we at least want to consider it. He added that they are working quickly and daily on this.

Mr. Shafer asked how many graduation tickets students have received in the past and Mr. Rizzo stated that 6 has always been the max. Mr. Shafer acknowledged the administration and the faculty for the Summer R.A.M.S. Program and putting this together. He also thanked the 56 staff members on the agenda who agreed to come in over the summer to help our kids.

Dr. Wright reported that she had the pleasure of attending the Impact Awards and said it was lovely to see so many teachers honored by our student. She added that even though it was not the same type of event as in the past due to COVID restrictions, everyone did a wonderful job of honoring approximately 200 of our teachers. Mr. Rizzo explained that the idea of the Impact Awards is that graduating seniors are able to identify a teacher, a staff member, a custodian, or anyone working for the district who has really impacted their lives in some capacity. The Impact Awards event is when the teacher and the nominating student come out for this powerful, fun evening.

Mr. Jackson commented that he feels there is some misinformation circulating in the community regarding motions and he wanted to provide an explanation. He stated that a board member can make a motion at any time that would not be on the original agenda as every motion does not appear on the agenda and he provided examples of motions he could potentially make right now.

## **XII. PUBLIC TO BE HEARD**

**Anthony Frigo, Linfield**, commented on letter he circulated to board members today regarding BLM stickers being in schools and felt that those stickers did not belong in schools and were a violation of the first and fourteenth amendment.

Mr. Jackson expressed support of Mr. Frigo's position that they be removed. Mr. Rizzo advised that he would look into this and follow up with Mr. Frigo.

**Michael Lebieczinski, Royersford**, stated that in light of the updated CDC's and PA Department of Health mask guidance which announced that masks are now optional for athletes when training or competing. He questioned why Spring-Ford athletes are still required to wear masks.

Mr. DiBello asked Mr. Fitzgerald for clarification on what the Montgomery County Department of Health's stance was and he replied that they have not made any changes with regards to the mask mandate. Mr. DiBello advised that we are still required to follow what the mandates imposed by the Montco Department of Health and Mr. Fitzgerald confirmed this was correct. Mrs. Zasowski asked when the county may meet again and have these types of discussions and Mr. Fitzgerald replied that the meetings and the mandates seems to come out of the blue as they have not normally advertise these ahead of time.

**Erica Hermans, Royersford**, stated that the hiring of a superintendent is a key responsibility entrusted to a board as it is a decision that has wide-reaching and long-lasting impact. She felt that possibly Mr. Rizzo is the best candidate but that not putting him up against other candidates was a dereliction of the board's responsibilities.

Mrs. Zasowski disagreed saying the board has been met with a lot of struggles over the past 15 months and that she agrees with the motion made as there was no point in wasting any more taxpayer dollars, district resources, time or effort in looking for what we already have with Mr. Rizzo.

Mr. Jackson stated that each individual at the table made a conscious choice to run for school board and they are 9 individuals of a conforming board. He added that at the board meetings there is one vote per person and he recalled that the vote for Mr. Rizzo was 8-1 so this was the direction the board wanted to go.

Dr. Wright commented that this is not really supposed to be a back and forth but rather an opportunity for the community to make their comments. She questioned all of the statements that people make but yet this topic is the one that the board is choosing to dwell on. Dr. Wright recapped that Ms. Hermans was expressing her point of view about the way this was presented and felt that if it was on the agenda then it is better for the community.

Mrs. Earle agreed with Dr. Wright saying that every board meeting she has been to it is stated that this is not a Q&A session but rather a community comment time and if there are questions then they need to be submitted ahead of time or addressed to an administrative staff member.

Mrs. Zasowski explained that she believes that when we were in the thick of the pandemic the comment section was not a Q&A as there were things coming at this from all directions. She stated that if anyone looks back at the last several meetings you will see that Mr. Rizzo has responded to a number of inquiries that have been made as have board members. Mrs. Zasowski felt that the climate has changed.

**Abby Deardorff, Royersford**, stated that since there have been multiple updates regarding diversity, equity and inclusion and she questioned if feedback could be provided to the community on why a Black Lives Matter sticker is inappropriate.

Mr. Jackson stated that he answered the question from Mr. Frigo and he also feels that it should be removed as well and any other political or sticker of controversy should not be posted in school as well.

Eshika Seth commented that the statement made was that it was unconstitutional and according to Tinker versus Des Moines in 1969 it is not. She added that in court cases ruling the first amendment in public schools; any school official cannot censor student speech unless it is disrespectful to the education system which it is not.

Mr. DiBello stated that in the past there were other stickers or things like Mr. Jackson had mentioned such as the confederate flag that were removed. He added that if you allow one then you have to allow them all.

Mr. Fitzgerald cautioned the board on discussing this information until all of the background is known. He asked the 9 board members to stay viewpoint neutral on all of this while he and the administration look at what the information suggests. He commented that he will provide an update if warranted.

**Jennifer Brown, Schwenksville**, expressed her support and thanks for the progress made on the Special Education Parent's Advisory Committee/Alliance. She felt this was a win-win situation for parents, students and the school district.

**Ruth Hanson, Schwenksville**, wanted to voice her support on the formation of the Special Education Alliance to the Parent Advisory Committee. She stated that this will provide an excellent forum for communication between special needs families and district administration.

**Kathy Morris, Royersford**, thanked Mr. Rizzo and his team for putting together the back-ground work for having the Special Needs Parent's Alliance. She also wanted to advise the administration that several parents have had talks with their IEP Team regarding compensatory education and she knows several of them including herself were told that those evaluations to see if kids qualify have not even been started yet. Ms. Morris urged the administration to get the ball rolling on this in order to not waste any more time that has already been lost due to the pandemic.

**Leighann Graham, Limerick**, thanked the staff, the teachers and the administration from the Special Education Department as they have gone above and beyond this year for her daughter. She said she has been blown away over the amount of support they have given to her daughter and the flexibility they have shown. Ms. Graham thanked everyone involved for their work on bringing forward the Parent Advisory Committee as it has been a long time coming.

The Board acknowledged the teachers in recognition of last week being Teacher Appreciation Week. They also recognized the Spring-Ford Police Department as this week is National School Police Recognition Week. A special recognition went out to the School Nurses for all they have done supporting students and staff this past year in dealing with the challenge of the pandemic.

### **XIII. ADJOURNMENT**

Mrs. Melton made a motion to adjourn and Mr. Shafer seconded it. The motion passed 9-0. The meeting adjourned at 9:18 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

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION #2021-10

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Jessica Pan** for her participation and support of the Spring-Ford Area School District Instrumental Music Program,

**Whereas**, Jessica was selected for the Pennsylvania Music Educators Association 2021 District 11 Band.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Jessica Pan for her achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Jessica Pan, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of **May, 2021**

By: \_\_\_\_\_  
**Colleen Zasowski**  
**School Board President**

By: \_\_\_\_\_  
**Diane M. Fern**  
**School Board Secretary**



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

## RESOLUTION #2021-11

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Ryan Henkels** for his participation and support of the Spring-Ford Area School District Instrumental Music Program,

**Whereas**, Ryan was selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All State Orchestra.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Ryan Henkels for his achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Ryan Henkels, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of **May, 2021**

By: \_\_\_\_\_  
**Colleen Zasowski**  
School Board President

By: \_\_\_\_\_  
**Diane M. Fern**  
School Board Secretary





# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION #2021-12

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Aiden Rizzo** for his participation and support of the Spring-Ford Area School District Instrumental Music Program,

**Whereas**, Aiden was selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All State Orchestra.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Aiden Rizzo for his achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Aiden Rizzo, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of **May, 2021**

By: \_\_\_\_\_  
**Colleen Zasowski**  
School Board President

By: \_\_\_\_\_  
**Diane M. Fern**  
School Board Secretary



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

## RESOLUTION #2021-13

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Samuel Brown** for his participation and support of the Spring-Ford Area School District Instrumental Music Program,

**Whereas**, Samuel was selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All State Concert Band

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Samuel Brown for his achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Samuel Brown, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of **May, 2021**

By: \_\_\_\_\_  
**Colleen Zasowski**  
**School Board President**

By: \_\_\_\_\_  
**Diane M. Fern**  
**School Board Secretary**



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION #2021-14

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Anne Rizzo** for her participation and support of the Spring-Ford Area School District Instrumental Music Program,

**Whereas**, Anne was selected for the Pennsylvania Music Educators Association 2021 District 11 Band, 2021 District 11 Orchestra, and the 2021 All State Concert Band.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Anne Rizzo for her achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Anne Rizzo, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of May, 2021

By: \_\_\_\_\_  
**Colleen Zasowski**  
School Board President

By: \_\_\_\_\_  
**Diane M. Fern**  
School Board Secretary



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION #2021-15

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Anne Rizzo** for her participation and support of the Spring-Ford Area School District Choral Music Program,

**Whereas**, Anne was selected for the Pennsylvania Music Educators Association 2021 District 11 Choir.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Anne Rizzo for her achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Anne Rizzo, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of May, 2021

By: \_\_\_\_\_  
**Colleen Zasowski**  
School Board President

By: \_\_\_\_\_  
**Diane M. Fern**  
School Board Secretary



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

## RESOLUTION #2021-16

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Sunidhi Srinivas** for her participation and support of the Spring-Ford Area School District Choral Music Program,

**Whereas**, Sunidhi was selected for the Pennsylvania Music Educators Association 2021 District 11 Choir.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Sunidhi Srinivas for her achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Sunidhi Srinivas, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this 10<sup>th</sup> day of May, 2021

By: \_\_\_\_\_  
**Colleen Zasowski**  
School Board President

By: \_\_\_\_\_  
**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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## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION #2021-17

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## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends **Owen Wright** for his participation and support of the Spring-Ford Area School District Choral Music Program,

**Whereas**, Owen was selected for the Pennsylvania Music Educators Association 2021 District 11 Choir.

**Therefore**, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes Owen Wright for his achievement and excellence,

**Further be it resolved**, that the achievements, the recognition and the accomplishments of Owen Wright, supported by the Spring-Ford Area School District, have embodied the philosophy of Spring-Ford Area High School that all students be provided with opportunities to develop their inherent potential.

**NOW THEREFORE BE IT RESOLVED**, this **10<sup>th</sup>** day of **May, 2021**

By: \_\_\_\_\_  
**Colleen Zasowski**  
**School Board President**

By: \_\_\_\_\_  
**Diane M. Fern**  
**School Board Secretary**

On April 12, 2021, the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle, Linda C. Fazzini and Dr. Margaret D. Wright  
Region II: David R. Shafer  
Region III: Thomas J. DiBello and Diane C. Sullivan  
Presiding Officer: Colleen Zasowski  
Acting Superintendent: Robert W. Rizzo  
Chief Financial Officer: James D. Fink  
Solicitor: Mark Fitzgerald, Esq.  
Student Reps.: Eshika Seth

The following Board Member participated via Zoom: **Clinton L. Jackson**

The following Board Member was absent: **Christina F. Melton**

The following Student Representative participated via Zoom: **Allison McVey**

## **ANNOUNCEMENTS**

Mrs. Zasowski reminded everyone of the mandate for the wearing of masks while in attendance at board meetings as well as maintaining the practice of social distancing. She announced that the Board met in an executive session prior to tonight's meeting to discuss personnel.

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

There were no public comments.

### **II. PRESENTATIONS**

Mr. Fink presented the Proposed Final Budget for the 2021-2022 school year. He highlighted the budgeting obstacles, expenditure changes from year to year, revenue changes from year to year, the 2021-2022 tax impact, the proposed final budget gap which currently is at \$3,967,085.00, federal grant information and he advised on next steps and the budget timeline.

#### **A. Mr. James D. Fink, Chief Financial Officer, Presentation and Discussion of the 2021-2022 Proposed Final Budget.**

Mr. Rizzo spoke of the history of how the 2020-2021 school year progressed. He presented information on the planning currently taking place for the 2021-2022 school year which included the establishment of a steering team and subcommittees that met regularly. He spoke of each subcommittee and highlighted what each individual committee focused on. The subcommittees were the 21 Century Subcommittee, the Data Collection/Analysis Subcommittee, the Special Education Subcommittee, and the Virtual/Cyber Learning Focus Group. He presented information on school safety statistics, numbers for kindergarten through 6<sup>th</sup> grade with regards to the percentage of those attending in-person, those attending virtually and those attending Spring-Ford Cyber Learning. Mr. Rizzo next provided the information for grades 7-12 for those students attending 4-day in-person, full-time virtual and those attending Spring-Ford Cyber Learning. He spoke of the impacts of virtual learning. He reported on the recommendations of the district's nurses and the thoughts of the 2021-2022 school year from across Montgomery County. He provided the administration's recommendation

which was 5 days of in-person instruction for all students, enhanced Spring-Ford Cyber Learning options for students not comfortable with in-person learning and an Emergency Instruction Plan should the district be faced with a mandated closure.

The Board Members expressed support of what was presented this evening. Questions were raised over the potential cost for additional support and concerns were raised over new positions being funded by the ESSER Grant and what would happen with those positions when the grant funding goes away. Mr. Rizzo explained that if we contracted out for those additional support positions and services then as the need for those positions or the funding goes away then those positions could go away as well. The suggestion was made to survey parents to find out where they stand with regards to kids returning to school and to also find out from parents who want their kids to remain virtual what their reasoning is and what their concerns are. It was also felt that the district needed to look for an option or another solution to the current student quarantining process. A question was raised as to whether this was something that could be voted on tonight in order to give staff, families and students a clear idea of the district's plan for next year. There was a request for all costs to be conveyed to the board and it was decided that a motion should be placed on the April Board Meeting agenda stating the administration's recommendation for the 2021-2022 school year.

- B. **Mr. Robert W. Rizzo**, Acting Superintendent, to provide an update on the 2021-2022 School Year Plans.

### III. ACTION ITEMS

Mrs. Earle made a motion to approve Item A and Mrs. Fazzini seconded it.

Mr. DiBello pointed out that this motion and vote is just procedural at this point as a lot of decisions still need to be made on the budget. The motion passed 8-0.

- A. The Board approved the adoption of the Proposed Final Budget for the 2021-2022 school year in the amount of \$179,942,637.00. The proposed final budget must be approved thirty (30) days prior to the final budget adoption, and the proposed final budget will be made available for public inspection at least twenty (20) days prior to the adoption of the final budget.

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

- B. The Board approved **Resolution #2021-03** granting **Robert W. Rizzo**, Acting Superintendent, the authority to have eSignature rights in the eGrants System and the ability to approve federal and state grants including any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education. **(Attachment A1)**

Mr. DiBello made a motion to approve Items C-G and Mrs. Fazzini seconded it. The motion passed 8-0.

- C. The Board approved **Resolution 2021-04** commending the **Spring-Ford High School Wrestling Team** and their coaches, **Timothy Seislove**, **Michael Busa**, **Doug Landis**, and **Francis Krauss** for winning the 2021 Pioneer Athletic Conference (PAC) Wrestling Championship, the PIAA District One AAA Championship, the PIAA District One AAA Team Duals Championship, the PIAA Southeast Regional Championship, 6<sup>th</sup> Place in the PIAA State Individual Team Championship and 3<sup>rd</sup> Place in the PIAA-AAA State Team Dual Championship. **(Attachment A2)**
- D. The Board approved **Resolution 2021-05** commending **Joey Milano** for winning the PIAA District One South 182 Pound Weight Class Wrestling Championship, winning the PIAA Southeast Regional Championship, winning the PIAA Super Regional



Championship, and winning the first Spring-Ford PIAA State Wrestling Championship. **(Attachment A3)**

- E. The Board approved **Resolution 2021-06** commending **Jack McGill** for winning the PIAA District One South 160 Pound Weight Class Wrestling Championship, winning the PIAA Southeast Regional Championship, qualifying and placing second in the PIAA Super Regional Tournament, and qualifying and placing second in the PIAA State Tournament. **(Attachment A4)**
- F. The Board approved **Resolution 2021-07** commending **Dominic Ortlip** for winning the PIAA District One South 113 Pound Weight Class Wrestling Championship and qualifying for the PIAA Southeast Regional Tournament. **(Attachment A5)**
- G. The Board approved **Resolution 2021-08** commending **Cole Smith** for winning the PIAA District One South 106 Pound Weight Class Wrestling Championship, winning the PIAA Southeast Regional Championship and qualifying for the PIAA Super Regional Tournament. **(Attachment A6)**

A question was raised regarding Items C and H and the fact that the wording had indicated they were presentations. Mrs. Fern advised that the wording was in error and it should have stated "approval" rather than "presentation".

Mrs. Fazzini made a motion to approve Item H and Mr. DiBello seconded it. The motion passed 8-0.

- H. The Board approved **Resolution 2021-09** commending the **Spring-Ford High School Girls' Basketball Team** and their coaches, **Mickey McDaniel, Dan Brittingham, Matt Labick, Marissa Moley, and Phil Roche** for winning the 2021 Pioneer Athletic Conference (PAC) Girls' Basketball Championship, PIAA District One AAAAAA Championship and 2<sup>nd</sup> Place in the PIAA-AAAAAA State Championship. **(Attachment A7)**

#### IV. BOARD AND COMMITTEE REPORT

**Curriculum/Technology Linda Fazzini 1<sup>st</sup> Tues. 6:30 p.m.**

Mrs. Fazzini reported on the meeting that took place on April 6, 2021. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Discussion took place on the expenses for the course development for Spring-Ford Cyber Learning with regards to utilizing grant funds that are currently available rather than waiting and possibly not having grant money to use.

A request was made for Dr. Murray to do a presentation at an upcoming board meeting on the summer programs being planned.

**WMCTC DiBello/Earle/Zasowski 1<sup>st</sup> Mon. 7:00 p.m.**

Mr. DiBello reported that the Joint Operating Committee met tonight for a very quick business meeting prior to tonight's work session and there was nothing of substance to report on.

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

Mr. DiBello reported that the MCIU was proud to serve as a vaccination location during the month of March. He advised that through a partnership with AMI and assistance of the National Guard they were able to administer 10,600 vaccines across Montgomery County. He added that Dr. Missy Garber a vision support teacher in the Office of Student Services has been invited by Carole Clancy, Director of the Bureau of Special Education, to become a member of the Pennsylvania Advisory

Committee on the education of students who are blind or visually impaired. Mr. DiBello reported that the MCIU has participated in a few district's searches for superintendents. He commented that the MCIU Board approved the budget revision for the state Early Intervention Program that secured \$700,000.00 in additional funds. He advised that the Human Resource Department updates included 9 new employees, 10 retirements and 1 temporary professional staff member who was granted tenure. He stated that they also approved a number of contracted service agreements to support the following initiatives; the path to graduation, the summer technology institute for supporting blind and low vision students and various trainings and services provided by offices of the IU.

**PSBA Liaison**

**David Shafer**

There was no report.

**Acting Supt. Rpt.**

**Robert Rizzo**

Mr. Rizzo provided an update on the vaccine distribution that took place over the weekend reporting that that The Medicine Shoppe administered 750 vaccines to Spring-Ford staff and community. He advised that this past weekend marked the last day where The Medicine Shoppe will be distributing vaccines at Spring-Ford and that future distributions will take place at Boyertown Area High School and that the Spring-Ford community is welcome to go there to receive their vaccinations. Mr. Rizzo thanked all who volunteered to make this event possible. He next advised that The College Funding Coach, in partnership with the district's Future Planning Center, will be available on April 14<sup>th</sup> to help families figure out some little-known secrets of paying for college. Mr. Rizzo reported that April 13<sup>th</sup> marks the end of the 3<sup>rd</sup> marking period and that the 4<sup>th</sup> marking period begins on April 14<sup>th</sup>. He added that report cards would be available on Skyward April 23<sup>rd</sup> after 4:00 PM. He thanked and acknowledged all involved, the amount of time they gave and the collaborative effort in putting together the presentation he provided this evening. Mr. Rizzo advised that the National Honor Society Induction Ceremony would take place in person at the high school this Wednesday and Thursday evenings.

**Nurse's Report**

**Trisha Smith**

Mrs. Smith reported that at last meeting it was discussed that nurses were working to revise the process for contact tracing for the 4<sup>th</sup> quarter. She advised that the county and state evidence has shown a low rate of COVID transmission within classrooms and school busses. She stated that while we have seen an increase in local transmission, particularly in students in extracurricular activities and in community and household exposure, the Office of Public Health reports only a 1% - 2% rate of transmission in schools. Mrs. Smith added that it is for this reason that the Department of Health supports us in our adjustments to increase the efficiency and to decrease the traumatic effect and the panic that has been associated with our quarantines. She commented that nurses will continue to prioritize contact tracing but based on acuity and she provided the following example; data shows us that a close contact of a positive household member has a much higher likelihood of testing positive than a close contact to a student in class. Mrs. Smith advised that calls to parents regarding close contact status may be made by someone other than the building nurse and she asked everyone to trust that a nurse and/or the COVID Liaison will positively reach out to all parents and guardians at some point with specific details as soon as possible but in order to maintain efficiency the initial call may need to come from another staff member. She commented that the plan is to keep students who are close contacts in class until a parent arrives for pick up as long as the student is not exhibiting any symptoms. She added that contact tracing of busses will occur but now under the direction of building principals. The building principals will have the option to request and analyze bus seating charts in attendance or if that will take too long they may opt to send a notification to the entire bus population regarding a potential exposure. She advised that some things that will stay the same are that any symptomatic student will be immediately isolated and cared for in the health annex until a parent or guardian arrives and they will continue to confirm quarantine and isolation dates with emails from the COVID Liaisons. Mrs. Smith asked for patience from everyone as it is anticipated that the district's numbers will likely grow as more students return to in-person education in quarter 4. She advised that they have begun tracking student vaccination dates as once two weeks pass from when they receive their

final shot they will not need to be quarantined as a close contact. Mrs. Smith stated that the focus will remain on the safety of students and staff. She reported that since the last meeting the Spring-Ford numbers have increased and they have processed 71 positive cases of which 37 required contact tracing due to a potential exposure in a school setting and this resulted in 114 students and staff who had to quarantine as close contacts. Mrs. Smith advised that our guidelines for exclusion now require us to quarantine a close contact, to a school or community positive, for 10 days after the last day of exposure or the option exists of quarantining them for 7 days if the close contact receives a negative COVID test on or after the 5<sup>th</sup> day of quarantine.

**Solicitor's Report                      Mark Fitzgerald**

There was no report.

**V.       MINUTES**

There were no questions or comments.

A.    Administration recommends approval of the March 8, 2021 Work Session minutes.  
**(Attachment A8)**

B.    Administration recommends approval of the March 22, 2021 Board Meeting minutes.  
**(Attachment A9)**

**VI.      PERSONNEL**

There were no questions or comments.

**A.       Resignations**

1. **Robert H. Cywinski**; Technology Infrastructure Administrator, District Office, for the purpose of retirement. Effective: July 2, 2021.
2. **Karl A. Hiller**; Maintenance III- Plumber, Maintenance and Operations Department. Effective: April 9, 2021.
3. **Kathya Holohan**; Extended School Year- Instructional Assistant. Effective: March 26, 2021.
4. **Ellen B. Luchette**; Gifted Elementary Teacher, Upper Providence Elementary School and Oaks Elementary School, for the purpose of retirement. Effective: June 18, 2021.
5. **Jennifer L. Moyer**; Instructional Assistant, Upper Providence Elementary School. Effective: April 14, 2021.
6. **Jill U. Shull**; Ram Quest Teacher, Evans Elementary School, for the purpose of retirement. Effective: June 18, 2021.
7. **Renee H. Wielgomas**; Social Studies Teacher, 8<sup>th</sup> Grade Center, for the purpose of retirement. Effective: June 30, 2021.

**B.       Professional Employee**

1. **Mirna H. Metyas**; French Teacher, Senior High School, replacing Ann Richardson who retired. Compensation has been set at M, Step 3, \$54,050.00 with benefits per the Professional Agreement. Effective: August 25, 2021.

**C. Temporary Professional Employee**

1. **Michael E. Palmer**; Physics Teacher, Senior High School, replacing George S. Desko who retired. Compensation has been set at M, Step 1, \$52,250.00 with benefits per the Professional Agreement. Effective: August 25, 2021.

**D. Support Staff**

1. **Christa J. Ellsesser**; Instructional Assistant, Limerick Elementary School, replacing Angela DeRosato who resigned. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistant Benefit Summary. Effective: April 26, 2021.

**E. Change of Status**

1. **Jennifer M. Rinehimer**; Assistant Principal, 8<sup>th</sup> Grade Center, to Curriculum Supervisor, District Office, replacing Heidi A. Rochlin who resigned. Compensation has been set at \$128,500.00 with benefits per the Act 93 Agreement. Effective: July 1, 2021.

**F. Leaves of Absence**

1. **Timothy Glass**; Health & Physical Education Teacher, 7<sup>th</sup> Grade Center, for an unpaid leave of absence per Board Policy. Effective: April 30, 2021 through the remainder of the 2020-2021 school year.
2. **Mary C. Henderson**; Instructional Assistant, Upper Providence Elementary School, for an extension of unpaid leave of absence per Board Policy. Effective: April 16, 2021 through June 4, 2021.

- G. Administration recommends approval of the following Support Staff as an Instructional Assistant for the 2021 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 28, 2021 through July 29, 2021. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds. The appointments and payments herein shall be contingent upon the ability as determined by administration to provide such ESY offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania.

1. **Grace F. Cieszkowski**

- H. Administration recommends approval of the following Professional Staff as a Special Education Teacher - Tutor to be hired for the 2021 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 28, 2021 through July 29, 2021. Compensation will be set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds. The appointments and payments herein shall be contingent upon the ability as determined by administration to provide such ESY offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania.

1. **Maureen E. Faulkner**

- I. Administration recommends approval of the following Professional Staff as a Special Education Teacher with Wilson to be hired for the 2021 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 28, 2021 through July 29, 2021. Compensation will be set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds. The appointments and payments herein shall be contingent upon the ability as determined by Administration to provide such ESY offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania.

- 1. **Brianna M. Hendricks**

- J. Administration recommends approval of the following Certified School Nurse to be hired for the 2021 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 28, 2021 through July 29, 2021. Compensation will be set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds. The appointments and payments herein shall be contingent upon the ability as determined by Administration to provide such ESY offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania.

- 1. **Melissa L. Wasko**

- K. Administration recommends approval of the following Music Teacher for the 2021 Summer Instrumental Program. Compensation will be set at \$30.00 per hour and will be funded through student tuitions collected for the lessons. There will be no cost to the district.

- 1. **Sarah L. Becker-Fralich**

- L. Administration recommends approval for the Spring-Ford Area School District Instructional Assistants' Benefit Summary, effective July 1, 2021 to June 30, 2023.
- M. Administration recommends approval for the Spring-Ford Area School District Maintenance Benefit Summary, effective July 1, 2021 to June 30, 2023.
- N. Administration recommends approval for the Spring-Ford Area School District Registered Nurses' Benefit Summary, effective July 1, 2021 to June 30, 2023.
- O. Administration recommends approval of the attached extra-curricular contracts for the 2020-2021 school year. Payments of extra-curricular stipends shall be contingent upon the re-opening opening of schools and the ability as determined by the administration to provide such extra-curricular offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania. The district reserves the right to prorate or not pay stipends in the event of a school closure, school modification, and/or discontinuation of the activity due to the pandemic or other events surrounding the pandemic. **(Attachment A10)**

## **VII. FINANCE**

There were no questions or comments.

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

## B. Checks:

- |   |    |              |
|---|----|--------------|
| 1. <u>General Fund Checks</u>   |    |              |
| Check No. 212537 – 212676   | \$ | 639,672.45   |
| 2. <u>Food Service Checks</u>   |    |              |
| Check No. 2117 – 2128   | \$ | 2,598.72     |
| 3. <u>Capital Reserve Checks</u>  |    |              |
| Check No. 2097  | \$ | 1,395.00     |
| 4. <u>General Fund, Food Service, Capital Reserve &amp; Projects ACHs</u> |    |              |
| ACH 202101434 – 202101684   | \$ | 2,935,422.28 |
| 5. <u>Wires</u>   |    |              |
| 202000109 – 202000123   | \$ | 3,283,010.69 |
| 6. <u>Procurement Payments</u>  |    |              |
| 200000146 – 200000174   | \$ | 5,677.91     |

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

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

## D. Administration recommends approval of the following independent contracts:

1. **The Wilderness Classroom Organization – Western Springs, Illinois.** Provide a virtual school assembly for all first-grade students at Royersford Elementary School entitled “Ocean Exploration”. Funding will be paid from the General Fund and shall not exceed \$400.00.
2. **The Philadelphia Insectarium and Butterfly Pavilion – Philadelphia, PA.** Provide a virtual experience for all kindergarten students at Limerick Elementary School to explore the world of entomology. Funding will be paid by the Limerick Elementary Home and School League and shall not exceed \$130.00.
3. **The State Museum of Pennsylvania – Harrisburg, PA.** Provide a virtual assembly for all fourth-grade students at Royersford Elementary School entitled “Pennsylvania Habitats”. Funding will be paid from the General Fund and shall not exceed \$100.00.
4. **empowerED School Solutions LLC - Collegeville, PA.** Provide Professional Development in the area of co-teaching. Funding will be paid from the Special Education Budget and shall not exceed \$3,000.00.
5. **Behavior Interventions, Inc. – King of Prussia, PA.** Provide a 1-1 Registered Behavior Technician during the school year for a special needs student as per the IEP. Services will be provided for up to 32 hours at a rate of \$55.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$1,760.00.

6. **Dr. Kristen Herzel – Media, PA.** Conduct an independent educational evaluation of a student. Funding will be paid from the Special Education Budget and shall not exceed \$4,400.00.
  7. **Austill’s, Inc. – Exton, PA.** Provide an additional 3 hours per month of direct and indirect Speech and Language Therapy for the 2020-2021 school year for a special needs student as per the IEP. The proposed addition of services will not exceed a total of 15 hours at a rate of \$67.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$1,005.00.
  8. **MCIU Student Attendance Improvement Plan Program - Norristown, PA.** Provide an intensive intervention for a special needs student with historical and significant attendance and truancy issues due to mental health. Funding will be paid from the Special Education Budget and shall not exceed \$4,650.00.
  9. **Personal Health Care, Inc. – Valley Forge, PA.** Provide additional nursing services for a special needs student during the school day and/or while being transported for the 2020-2021 school year. Funding will be paid from the Special Education Budget and shall not exceed an additional \$3,822.00.
  10. **Richard Weidner - High School to Work Transition Services, Inc. – Telford, PA.** Provide a Spring-Ford Transitional Employment Program (S.T.E.P.) and individual transitional employment during the 2021 Extended School Year (ESY) Program for special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$2,601.00.
  11. **Richard Weidner - High School to Work Transition Services, Inc. – Telford, PA.** Provide a Spring-Ford Transitional Employment Program (S.T.E.P.) during the 2021-2022 school year for special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$89,301.00.
  12. **Montgomery County Intermediate Unit – Norristown, PA.** Provide school-based ACCESS Program billing services for the 2021-2022 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 approval of a confidential settlement and release agreement **#2021-01** with the parents of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$75,000.00.

#### VIII. PROGRAMMING AND CURRICULUM

There were no questions or comments.

- A. Administration recommends the approval of the **Summer R.A.M.S Program**. The program costs include staffing and materials. Funding will come from the ESSER Grant and shall not exceed \$300,000.00.
- B. Administration recommends the approval of **iReady (Curriculum Associates)** for use in grades K-8 for the Summer Support Program. Funding will come from the ESSER Grant and shall not exceed \$4,500.00.
- C. Administration recommends the approval of **Scholastic News** to be used as part of the Kindergarten Science Curriculum. Funding will be paid from the Curriculum Budget and shall not exceed \$575.00 annually.

- D. Administration recommends the approval of **McGraw Hill Inspire Science** to be used as part of the Science Curriculum in grades 1-4. This purchase includes student editions for each grade, collaboration kits, teacher editions, leveled readers, 7-year digital license, 7 years of science journals and 7 days of professional development. Funding will be paid from the Curriculum Budget and shall not exceed \$400,000.00.
- E. Administration recommends the approval of **McGraw Hill Inspire Science** to be used as part of the Science Curriculum in grade 7. This purchase includes 650 student bundles with 7-years of digital content, 13 teacher editions and 2 professional development days. Funding will be paid from the Curriculum Budget and shall not exceed \$72,000.00.
- F. Administration recommends the approval of **American Democracy Now (2022, McGraw Hill)** to be used in AP Government. This purchase includes 60 student texts, 225 digital licenses (6 years), and 3 teacher editions. Funding will be paid from the Curriculum Budget and shall not exceed \$31,000.00.
- G. Administration recommends the approval of **The American Pageant, AP Edition (2020, Cengage Learning)** to be used in AP U.S. History. This purchase includes 30 student texts, 60 digital licenses (6 years), and 2 teacher editions. Funding will be paid from the Curriculum Budget and shall not exceed \$12,000.00.
- H. Administration recommends the approval of **Understanding Economics (2018, McGraw Hill)** to be used in Economics. This purchase includes 60 student texts, 60 digital licenses (6 years), and 3 teacher editions. Funding will be paid from the Curriculum Budget and shall not exceed \$7,300.00.
- I. Administration recommends the approval of **Human Geography A Spatial Perspective AP Edition (2021, Cengage Learning)** to be used in AP Human Geography. This purchase includes 60 student texts, 200 digital licenses (6 years), and 3 teacher editions. Funding will be paid from the Curriculum Budget and shall not exceed \$33,000.00.
- J. Administration recommends the approval of **Biology: Concepts and Investigations 5e (2021, McGraw Hill)** to be used in Honors Biology. This purchase includes 300 digital licenses (5 years), and teacher edition digital access. Funding will be paid from the Curriculum Budget and shall not exceed \$34,000.00.
- K. Administration recommends the approval of **My Books Summer - Fiction-Non Fiction Pack** for the required Title I Parent and Family Engagement. Funding will be paid from Title I Funds and shall not exceed \$3,000.00.
- L. Administration recommends the approval of **Family Engagement Math Packs (Lakeshore)** for the required Title I Parent and Family Engagement. Funding will be paid from Title I Funds and shall not exceed \$4,300.00.
- M. Administration recommends the approval of **Chemistry of Materials, Studying Materials Scientifically, Force and Motion and Energy** from **Lab-Aids** to be used in 8<sup>th</sup> Grade Science. This purchase includes teacher digital access for 7 years. Funding will be paid from the Curriculum Budget and shall not exceed \$72,000.00.
- N. Administration recommends the approval of a subscription to **Concept Builder** from **The Physics Classroom** to be used in 8<sup>th</sup> Grade Science. Funding will be paid from the Curriculum Budget and shall not exceed \$100.00 annually.



- O. Administration recommends the approval of **Gizmos** to be used in 8<sup>th</sup> Grade Science. This purchase includes access for teachers and 700 students for 7 years. Funding will be paid from the Curriculum Budget and shall not exceed \$20,482.00.
- P. Administration recommends the approval of **Gimkit** to be used in 8<sup>th</sup> Grade Science. This purchase includes access for up to 20 teachers. Funding will be paid from the Curriculum Budget and shall not exceed \$650.00 annually.
- Q. Administration recommends the approval of the purchase of scientific equipment and materials from various bid-protected vendors to be used in 8<sup>th</sup> Grade Science. Funding will be paid from the Curriculum Budget and shall not exceed \$12,000.00.
- R. Administration recommends the purchase of stand-up desks and document cameras for virtual teachers from CDW. The total cost shall not exceed \$20,000.00. This will be purchased off the PEPPM contract and funded through the ESSER Grant.
- S. Administration recommends the purchase of Zoom Webinar for virtual meetings for the 2020/2021 school year. The total cost shall not exceed \$30,000.00 and will be funded through the ESSER Grant.
- T. Administration recommends a revision to a motion originally approved at the February 22, 2021 Board Meeting. The original motion read:

Administration recommends the purchase of end-user technology equipment as part of the summer refresh. Vendor quotes were received through the PEPPM government contract. The total cost shall not exceed \$1,650,000.00 and will be self-financed from the Capital Reserve Fund and then repaid from the Technology Budget over four years.

The new motion shall read:

Administration recommends the purchase of Technology equipment as part of the summer refresh, the quotes were received through government contract such as PEPPM, Omnia, Sourcewell, etc. The total cost shall not exceed \$1,650,000.00 and will be self-financed from the Capital Reserve Fund and then repaid from the Technology Budget over four years.

## IX. CONFERENCES AND WORKSHOPS

Dr. Wright asked about Item C and why it was felt that 11 administrators should attend the same conference. Mr. Rizzo replied that this conference is eligible for Act 45 Pils Credit and the administrators are required every 5 years to get 180 hours of Act 45 credits so this helps to satisfy that and it has been agreed that we would provide an opportunity for them to receive that. He commented that, in this case, all of our K-6 principals would be attending and it will provide an opportunity for a team building activity. He advised that it is being covered by Title II Funds and offered that one reason why the costs is higher this year is due to COVID mitigation and each administrator staying in their own room and travelling separately. Dr. Wright asked if administrators had the opportunity to get Pils Credit through the MCIU or other opportunities and Mr. Rizzo replied that they do but this one is highly rated. Dr. Wright felt that possibly there would be other team building opportunities closer to the district to take advantage of with not such a large price tag.

Mr. Jackson agreed with Dr. Wright.

- A. **Wendy Taylor**, K-6 Instructional Coach, to attend the MCIU's virtual workshop "*Planning and Implementing Book Clubs Using Culturally Responsive Texts and Strategies*" on June 2, 2021 in the morning only. The total cost of this workshop is \$75.00 (registration). No substitute is needed.

- B. **Jaclyn Gospodarek**, Nurse, to attend virtually the “*Student Assistance Program (SAP) Training*” on May 10, 2021, May 17, 2021 and May 24, 2021. The total cost of this training is \$871.00 (registration and three days of substitute coverage).
- C. **Robert Rizzo**, Acting Superintendent, **Lori Bignotti**, **Dr. Teresa Carboy**, **Sue Choi**, **Jacqueline Havrilla**, **Dr. Kathleen Kotch**, **Dr. Robin Moyer**, **Mark Moyer**, **Heather Nuneviller**, **Dr. Melissa Patschke**, **Douglas Reigner**, and **Dr. Elaine Ruppert**, Principals, to attend “*PA Educational Leadership Summit*” in Pocono Manor, PA from August 1 through August 3, 2021. The total cost of this leadership training is \$11,037.72 (registration, lodging, mileage and meals). This training will be paid from Title II Funds (\$10,000.00) and the Superintendent’s Budget (\$1,037.72).

**X. OTHER BUSINESS**

There were no questions or comments.

- A. Administration recommends approval of a Memorandum of Understanding between the Spring-Ford Area School District and East Vincent Police Department, Limerick Police Department, Royersford Police Department, Spring City Police Department, and Upper Providence Police Department. This two-year agreement is required pursuant to the Safe Schools Act and all parties acknowledge their respective duties and hereby agree to support and cooperate with one another in carrying out their joint and several responsibilities there-under.
- B. The following policies are submitted as a second reading for approval at the next board meeting:
  - 1. Policy #601 – FINANCES: Fiscal Objectives (**Attachment A11**)
  - 2. Policy #605 – FINANCES: Tax Levy (**Attachment A12**)
  - 3. Policy #607 – FINANCES: Tuition Income (**Attachment A13**)
  - 4. Policy #608 – FINANCES: Bank Accounts (**Attachment A14**)
  - 5. Policy #612 – FINANCES: Purchases Not Budgeted (**Attachment A15**)
  - 6. Policy #613 – FINANCES: Cooperative Purchasing (**Attachment A16**)
  - 7. Policy #614 – FINANCES: Payroll Authorization (**Attachment A17**)
  - 8. Policy #615 – FINANCES: Payroll Deductions (**Attachment A18**)
  - 9. Policy #617 – FINANCES: Petty Cash (**Attachment A19**)
  - 10. Policy #618 – FINANCES: Student Activity Funds (**Attachment A20**)
  - 11. Policy #619 – FINANCES: District Audit (**Attachment A21**)
  - 12. Policy #621 – FINANCES: Local Taxpayer Bill of Rights (**Attachment A22**)

**XI. BOARD COMMENT**

Mrs. Zasowski read the following statement at the request of Mrs. Melton who could not be in attendance tonight.

*“In my Legislative Committee update on March 22, I oversimplified the Charter School structure by stating that Charter Schools are for-profit. To clarify, Charter schools in and of themselves are not for profit. They are categorized as public schools because their funding comes from tax dollars, and other state/ federal programs, although they are not held to Public School Code.. However, while charter schools in PA must be set up as nonprofit organizations, Pennsylvania law explicitly allows them to be run by for-profit organizations. Further, for-profit management agencies can help create the nonprofit foundation which then contracts with the for-profit corporation to provide services to the school. In other words, the nonprofit can be designed to financially sustain the for-profit organization. It is to these for-profit entities and executives that our property tax dollars flow in the form of management expenses. I hope this provides clarity, and I do apologize for my misstatement and any confusion it may have caused.”*

Mr. DiBello commented that Mrs. Melton's clarification was spot on. He added that he has spoken about this for several years at the board table with regards to charter schools, cyber schools and the funding of them.

Mrs. Zasowski thanked Mrs. Melton for her clarification saying she did not believe there was any malicious intent in what was said as she believes it was just a simplification of the process.

Mr. Jackson requested that with regards to Mr. Rizzo's presentation that when he presents the costs to the board that he makes sure he asks for everything he needs.

**XII. PUBLIC TO BE HEARD**

**Lake Dayoc, Royersford, PA.** questioned what graduation would look like and if there would be restrictions due to COVID. Mr. Rizzo advised that graduation will take place on June 15<sup>th</sup> and the number of parents able to attend will be based on what our capacity is permitted to be at that point. He added that right now for the stadium we are at 50% capacity of 4,592 which means that we will have to take a look to see how many adults per student can be in attendance. Mr. Rizzo stated that it will be a one ceremony outdoor event in the stadium with 2 rain dates.

**Michael Lebieczinski, Royersford, PA.** urged the adoption of a modified quarantine process.

**XIII. ADJOURNMENT**

Mrs. Earle made a motion to adjourn and Mr. Jackson seconded it. The motion passed 8-0. The meeting adjourned at 9:30 PM.

Respectfully submitted,

Diane M. Fern  
School Board Secretary



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION 2021-18 2021-2022 BUDGET ADOPTION SPRING-FORD AREA SCHOOL DISTRICT

**WHEREAS**, under the terms of 24 P.S. §6-687 and 53 P.S. §6926.312 the Spring-Ford Area School District (the "District") is required to adopt an annual budget for the 2021-2022 school year ("2021-2022 budget") no later than June 30, 2021; and

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

Christina F. Melton  
Board Vice President

Thomas J. DiBello  
Region III

Wendy Earle  
Region I

Linda C. Fazzini  
Region I

Clinton L. Jackson  
Region II

David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

**WHEREAS**, the District previously adopted a preliminary budget for the 2021-2022 school year on January 25, 2021 as required by 53 P.S. §6925.311 and a proposed final 2021-2022 budget on April 26, 2021 (no less than 30 days prior to adopting final budget) as required by 24 P.S. §6-687; and

**WHEREAS**, the District has made the proposed 2021-2022 budget available for inspection at the District's business office and on the District's web site since at least May 4, 2021 for at least twenty days; and

**WHEREAS**, the District advertised its intent to adopt the 2021-2022 budget on or before May 14, 2021, which is at least ten days prior to the date of adoption; and

**WHEREAS**, said 2021-2022 budget is attached hereto and made a part hereof; and

**WHEREAS**, pursuant to 24 P.S. §6-672.1, as the District lies in more than one county, the 2021-2022 budget reflects a tax rate that is equalized between the District's two counties through a means adopted by the District in May 1999 to permit a uniform millage rate for the entire district; and

**WHEREAS**, the District has set the millage rate necessary to fund this budget at an equalized 29.0316 mills (a copy of the calculations to reach this millage rate appears in the RETR section of the 2021-2022 budget); and

**WHEREAS**, the above millage increase does not exceed the District's index (with allowable exceptions) as certified by the Secretary of the Department of Education (the "Secretary") pursuant to 24 P.S. §6926.302 as increased by the District requested exceptions approved by the Secretary; and

**WHEREAS**, the District also wishes to reenact and reaffirm those other taxes previously levied pursuant to the Local Tax Enabling Act, 53 P.S. §6901, et. seq. ("LTEA") at the same rate as levied in the prior school year. Such taxes include, but are not limited to, earned income tax and real estate transfer tax; and

**WHEREAS**, the District approved Resolution 2012-30 in June 2012, allowing the ability to pay Real Estate Taxes in 3 equal installments by established dates to particular qualified taxpayers (excluding any interims or delinquent school property taxes), and

**NOW THEREFORE**, intending to be legally bound, the Board of School Directors of the Spring-Ford Area School District (the "Board") hereby resolved this 24th Day of May 2021 as follows:

1. The above referenced recitals are herein incorporated by reference and made a part hereof as if fully set forth, herein.
2. The 2021-2022 Budget, as attached, is hereby adopted by the Board along with the millage as set forth, therein.
3. The Board's action of May 1999 in determining a means to equalize property tax rates for properties in Chester County and Montgomery County is reaffirmed.
4. The Board's action of June 2012 allowing school Real Estate Taxes to be paid in installments to particular qualified taxpayers is reaffirmed.
5. The Board also re-affirms for the 2021-2022 school year the prior levy of taxes imposed pursuant to the LTEA, as well as any other prior lawfully imposed taxes, without limitation, at the same rate as previously levied.

BY: \_\_\_\_\_  
**Colleen Zasowski**  
**Board President**  
**May 24, 2021**

BY: \_\_\_\_\_  
**Diane M. Fern**  
**Board Secretary**  
**May 24, 2021**



# SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

## ADMINISTRATION

Robert W. Rizzo  
Acting Superintendent

## RESOLUTION 2021-19 SPRING-FORD AREA SCHOOL DISTRICT

### 2021-2022 Homestead and Farmstead Exclusion Resolution

## BOARD OF DIRECTORS

Colleen Zasowski  
Board President

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Board Vice President

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Region I

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David R. Shafer  
Region II

Diane C. Sullivan  
Region III

Dr. Margaret D. Wright  
Region I

**WHEREAS**, the Pennsylvania Department of Education (the "Department") has certified that, pursuant to Special Session Act 1 of 2006 (the "Taxpayer Relief Act" or Act 1), section 505(a)(4), that it will distribute funds during the 2021-2022 school year to the Spring-Ford Area School District (the "District") for property tax relief; and

**WHEREAS**, the Department's certification indicates it will give the District \$2,475,990.48 comprised of \$2,000,851.38 from the property tax relief formula and \$475,139.10 in Sterling Act reimbursements, which have both been prorated based on the total funds available for tax relief; and

**WHEREAS**, funds will be available during the 2021-2022 school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2020-2021 in the amount of \$3,904.00.

**WHEREAS**, total funds to be distributed during the 2021-2022 school year for real estate reduction will be \$2,479,894.00.

**WHEREAS**, the Montgomery County and Chester County assessor's office has certified, as required by Act 1 § 341(g)(3), the specific properties within the District that have been approved as Homesteads and Farmsteads within the District. Within that certification there are 12,278 approved Homesteads and 15 approved Farmsteads; and

**WHEREAS**, pursuant to Act 1 § 341, the District is required to designate the Homestead exclusion and to designate the Farmstead exclusion no later than the last day prior to the beginning of the year for which the exclusions will apply, and for budget year 2021-2022 that date will be June 30, 2021; and

**WHEREAS**, the Homestead exclusion and the Farmstead exclusion set by the District are each fixed dollar amounts that may not exceed one-half the median assessment on approved Homestead properties within the District as of the date of the county's certification and shall only apply to calculation of District property taxes; and

**WHEREAS**, pursuant to 53 Pa.C.S.A. § 8585, the Farmstead exclusion may be equal to or less than the Homestead exclusion, but may not be greater than the Homestead exclusion; and

**WHEREAS**, a mechanism exists in Act 1, Chapter 9 for the District to reject property tax reduction allocations subject only to voter approval through a referendum; and

**NOW, THEREFORE**, the Board of School Directors of the Spring-Ford Area School District (the "Board") hereby **RESOLVES** as follows:

1. On its own behalf and on behalf of the District's approved homestead and farmstead owners, the Board accepts all property tax allocations and earned income tax reimbursements offered to the District pursuant to Act 1 and declares it will not seek to reject any such funds as permitted under Act 1, Chapter 9.
2. In order to utilize, as directed in Act 1, the Certified Funds for property tax relief, the District resolves to set the maximum property tax reductions for its approved Homestead properties at \$201.00 and the maximum property tax reductions for its approved Farmstead properties shall be the same amount as the Homestead properties.
3. In the 2021-2022 school year, the real estate tax rate for the District is 29.0316 mills.
4. Using the District's millage rate, converting the maximum tax reduction for Homesteads and Farmsteads yields a \$6,902.00 calculated Homestead exclusion and Farmstead exclusion.
5. Therefore, the Board hereby sets the exclusion from assessed value for school property tax purposes of each approved Homestead and Farmstead at \$6,902.00 which is less than half the median assessed value of approved Homestead properties within the District.
6. Where the assessor has approved a property as both a Homestead and Farmstead, the property will receive multiple exclusions, however, whether eligible for multiple exclusions or not, no property may exclude an amount from its assessment greater than the assessed value of the property.
7. The exclusions will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.
8. Pursuant to 53 Pa.C.S.A. § 8584, any property, which loses its approval as a Homestead or Farmstead after the beginning of the District's budget year, shall be taxed from that point at the full assessed value without exclusion, and shall receive an interim tax bill reflecting the balance due.
9. Any funds received from the Department by the District to fund exclusions where the funds are unused due to exclusions lost on or after July 1, 2021 shall be held by the District and added to the funds used for exclusions in the following budget year.

**Resolution approved by the Board of School  
Directors of the Spring-Ford Area School  
District on May 24, 2021**

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**Colleen Zasowski  
President**

\_\_\_\_\_ Yes / \_\_\_\_\_ No

Book	Policy Manual
Section	700 Property
Title	Sanitary Management
Code	703
Status	Draft

Adopted

### **Purpose**

The Board recognizes that safeguarding the health and physical well-being of district students depends upon the cleanliness and proper sanitary conditions of the school buildings and grounds.

### **Authority**

The Board directs that a program of sanitary management shall be maintained in all district buildings and explained periodically to staff members.[\[1\]](#)

The Board directs that standards be maintained to meet requirements set forth by the Pennsylvania Department of Health, Department of Labor & Industry, and any local agency that has jurisdiction.

### **Delegation of Responsibility**

All district facilities shall be inspected regularly for cleanliness and proper sanitation by the Director of Operations.

The Superintendent or designee shall develop and supervise a program for the cleanliness and sanitary management of school buildings, school grounds and school equipment pursuant to law, State Board regulations and requirements of the local and state Boards of Health and the Department of Labor & Industry.

Cleanliness of each school building shall be the responsibility of the head custodian.

Teachers, shall notify the building administration and the head custodian of any unsanitary or unsafe conditions in their classrooms and shall be responsible for requesting, as needed, additional cleaning, supplies, repairs, or new equipment.

Principals shall inspect facilities at least once per month, and report to the Superintendent or designee any conditions that may threaten the comfort, health or safety of occupants.

Legal

[1. 24 P.S. 701](#)

[25 PA Code 171.1 et seq](#)



Book	Policy Manual
Section	700 Property
Title	Maintenance
Code	704
Status	Draft
Adopted	

### **Purpose**

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

### **Authority**

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive. [\[1\]](#)[\[2\]](#)

### **Delegation of Responsibility**

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

1. Regular program of facilities repair and conditioning.
2. Critical spare parts inventory.
3. Equipment replacement program.
4. Long-range plans for building modernization and conditioning.

Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent or designee shall report to the Board regarding the current maintenance and improvement program.

Legal

[1. 24 P.S. 701](#)

[2. 24 P.S. 772](#)

[25 PA Code 171.1 et seq](#)

Book	Policy Manual
Section	700 Property
Title	Lending of School-Owned Equipment and Books
Code	708
Status	Draft
Adopted	

### **Purpose**

The Board directs that district-owned equipment shall not be loaned for non-school use off school property. If equipment is required for use by those granted permission to use school facilities, it may be loaned in accordance with Board policy.[\[1\]](#)[2]

### **Delegation of Responsibility**

Use of specific items of equipment, when unobtainable elsewhere, may be granted on the written request of the intended user and approval by the Superintendent.

The user of district-owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use and shall be responsible for its safe return.

### **Guidelines**

When equipment authorized for lending requires the services of an operator, the user shall employ the person designated by the district and shall pay the stated cost of services.

Removal of school equipment from school property for personal use by staff or students is prohibited.

Legal

[1. 24 P.S. 801](#)

2. Pol. 707

[24 P.S. 804](#)

Book	Policy Manual
Section	700 Property
Title	Use of Facilities by Staff
Code	710
Status	Draft
Adopted	

### **Authority**

The Board establishes that school equipment and facilities may not be used by district staff for personal reasons, either on or off school property, without explicit authorization or administrative permission.

The Board specifically prohibits personal use of materials, tools, supplies and equipment, and personal use of district vehicles.

### **Guidelines**

District facilities and equipment shall be available for staff use only if such use is clearly within the authorization granted in Board policy.[1][2]

Legal

1. Pol. 707

2. Pol. 708

[24 P.S. 510](#)

Book	Policy Manual
Section	800 Operations
Title	Emergency Preparedness and Response
Code	805 (Vol IV 2019)
Status	Draft (From PSBA)

### **Purpose**

The Board recognizes its responsibility for the safety of students, staff, visitors and facilities. Therefore, the Board shall provide facilities, equipment and training necessary to protect against hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, intruders, terrorism, communicable diseases and pandemics. Advance planning, training, practice and comprehensive implementation are key components in protecting the safety and security of the school community.[1]

### **Authority**

The district, in cooperation with the county Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by PEMA and other applicable state requirements.[2][3]

The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health, the Pennsylvania Department of Education, and local law enforcement agencies.[4]

The Board requires that emergency preparedness, emergency evacuation and school security drills be conducted at intervals required by state law.[3][5][6]

### **Definitions**

School security drill – a planned exercise, other than a fire drill or natural disaster drill, designed to practice procedures to respond to an emergency situation that may include, but is not limited to, an act of terrorism, armed intruder situation or other violent threat.[5]

School Safety and Security Assessment – a strategic evaluation of a school entity’s facilities and programs used to identify potential safety and security threats.[7]

### **Delegation of Responsibility**

The Superintendent or designee shall collaborate with relevant stakeholders, including persons in parental relations, students, staff, community agencies, local law

enforcement agencies and first responders--during the development and implementation of the emergency preparedness plan.

The Superintendent or designee shall implement a communication system to notify persons in parental relations of the evacuation or sheltering of students and to alert the entire school community when necessary.

Annually, on or before April 10, the Superintendent shall certify that emergency evacuation drills and school security drills have been conducted in the manner prescribed by law.[\[5\]](#)

In accordance with state law and regulations, the Superintendent shall execute a memorandum of understanding with each local police department that has jurisdiction over school property.[\[4\]](#)[\[8\]](#)[\[9\]](#)

The Board directs the Coordinator of Safety, Security, and Emergency Preparedness (CSSEP) to periodically complete a School Safety and Security Assessment in accordance with the provisions of law and established criteria, based on the needs of the district and availability of funding and resources.[\[7\]](#)[\[10\]](#)

## **Guidelines**

### **Emergency Planning**

The emergency preparedness plan shall be accessible in each district building, be reviewed at least annually, and be modified as necessary. A copy of the plan shall be made accessible to the county Emergency Management Agency, each local police department and each local fire department that has jurisdiction over school property. The district shall obtain assurances from each appropriate agency that the emergency preparedness plan will be safeguarded and maintained confidentially.[\[2\]](#)[\[3\]](#)[\[11\]](#)

Appropriate information regarding the emergency preparedness plan shall be communicated to students, persons in parental relations, staff, the community and other relevant stakeholders.

Annually, by September 30, the district shall assemble information required to assist local police and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency incident or disaster.[\[2\]](#)[\[3\]](#)[\[4\]](#)

Schools and school buses or transportation vehicles owned or leased by the district shall be made available to local, county and state officials for emergency planning and exercises.[\[3\]](#)

Threat Assessment Teams and/or safety committees shall be established to promote the district's goals concerning safe schools and a safe working environment. it shall be the responsibility of the safety committees and/or the CSSEP to:

1. Evaluate the current district safety program.
2. Conduct periodic inspections to locate and identify safety and health hazards.

3. [Review incident and accident reports and investigation forms.](#)
4. [Evaluate for effectiveness newly implemented safety equipment or health and safety procedures.](#)

[The safety committees shall meet as required and minutes shall be taken and maintained. The Superintendent or designee and/or the CSSEP shall ensure that all committee members are adequately trained and in compliance with Act 18 of 2019.](#)

#### Continuity of Student Learning/Core Operations

In the event of an emergency, local, county or state officials may require that schools be made available to serve as mass-care facilities. Local, county or state officials may also utilize district-owned buses and other transportation vehicles. The Superintendent or designee shall determine whether schools shall be closed, or the educational program suspended, to safeguard student and staff health and safety.[\[3\]](#)[\[12\]](#)

State officials may also direct schools to close in order to mitigate the spread of infection or illness in designated emergencies.[\[13\]](#)

The district shall make provisions in the emergency preparedness plan for the continuity of student learning during school closings or excessive absences, in accordance with law. This may include, as appropriate, activities qualifying as instructional days for fulfilling the minimum required days of instruction under the law.

The continuity of core operations such as payroll and ongoing communication with staff, students and persons in parental relations shall be an essential part of the emergency preparedness plan.

#### Education and Training

Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.[\[5\]](#)[\[6\]](#)

Effective infection control and prevention education and procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools.[\[16\]](#)[\[17\]](#)

The district shall provide mandatory training to school employees on school safety and security based on the district's needs and in accordance with law. Training shall address any combination of one or more of the following areas:[\[18\]](#)[\[19\]](#)[\[20\]](#)

1. Situational awareness.
2. Trauma-informed approaches.[\[20\]](#)
3. Behavioral health awareness.
4. Suicide and bullying awareness.[\[21\]](#)[\[22\]](#)
5. Substance use awareness.[\[23\]](#)[\[24\]](#)

6. Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat.[25]
7. Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.

Employees are required to complete a minimum of three hours of training covering one or more of the above-listed topics every five years.[19]

#### Required Drills

The Board directs the Superintendent or designee to develop and promulgate administration regulations governing the procedures to be followed by district schools for emergency preparedness, fire, school security, and bus evacuation drills, in accordance with law.

The Board directs district schools to conduct emergency preparedness, fire, school security, and bus evacuation drills in accordance with law and district administrative regulations.

The Superintendent or designee shall:[5]

1. Oversee instruction and training of students and school employees in procedures for conducting school security drills and responding to emergency situations.
2. Notify and request assistance from local law enforcement and the emergency management agency prior to conducting a school security drill.
3. Notify persons in parental relations of the students attending the school building where the school security drill is scheduled in advance of conducting the drill.

#### Safe2Say Something Program

The Board directs the Superintendent or designee to develop procedures for assessing and responding to reports received from the Safe2Say Something anonymous reporting program, in accordance with law. The procedures shall establish a framework within which district administration and staff will respond to program reports, coordinate with the county emergency dispatch center(s) and local law enforcement, and provide appropriate assessment and response for the safety and security of students, staff and school facilities.[27]

#### **PSBA Revision 9/19 © 2019 PSBA**

Legal

1. Pol. 705
2. 22 PA Code 10.24
3. 35 Pa. C.S.A. 7701
4. Pol. 805.1
5. 24 P.S. 1517
6. 24 P.S. 1518
7. 24 P.S. 1301-B

8. 24 P.S. 1303-A  
9. 22 PA Code 10.11  
10. 24 P.S. 1303-B  
11. 24 P.S. 1302.1-A  
12. Pol. 804  
13. 35 Pa. C.S.A. 7301 et seq  
14. 24 P.S. 1501  
15. 24 P.S. 1506  
16. Pol. 203  
17. Pol. 203.1  
18. 24 P.S. 102  
19. 24 P.S. 1310-B  
20. Pol. 333  
21. Pol. 249  
22. Pol. 819  
23. Pol. 227  
24. Pol. 351  
25. Pol. 805  
26. 75 Pa. C.S.A. 4552  
27. 24 P.S. 1303-D  
24 P.S. 1205.7  
20 U.S.C. 7112  
20 U.S.C. 7118  
20 U.S.C. 7801  
Pol. 146  
Pol. 236  
Pol. 709  
Pol. 810  
Pol. 909



Book	Policy Manual
Section	900 Community
Title	Public Relations Objectives
Code	901
Status	Draft
Adopted	

### **Purpose**

The purpose of the school community relations program is to establish and maintain communication that informs the persons in parental relations and public and involves them in the educational goals and programs of the district's schools.

### **Authority**

To achieve this purpose, the Board shall provide persons in parental relations and other district residents opportunities to receive information and orientation regarding the schools. The Board will utilize all appropriate means and media to achieve its public relations objectives.

### **Guidelines**

The objectives of the district's public relations program shall be to:

1. Explain the programs, achievements and needs of the schools to persons in parental relations and the community as a whole.
2. Determine which particular areas of the school program, policies or operations need further clarification or explanation.
3. Keep students and staff members fully informed about district policies and procedures and the reasons for them and system-wide activities.
4. Operate in public session, as speedily and efficiently as circumstances permit and with appropriate public participation.[\[1\]](#)[\[2\]](#)[\[3\]](#)
5. Recognize students and their achievements.

### **Delegation of Responsibility**

It shall be the responsibility of all district staff to:

1. Acquaint persons in parental relations and residents with the work of the schools and students.

2. Give courteous and thoughtful consideration to all inquiries and suggestions and carefully investigate all complaints.
3. Make persons in parental relations, volunteers and visitors feel welcome in the school and in the classroom.
4. Cooperate with parent-teacher and other community groups.
5. Maintain student relations that encourage cooperation of the home.
6. Observe interstaff relations conducive to high morale that merit the respect of students and citizens.

Legal

[1. 65 Pa. C.S.A. 701 et seq](#)

2. Pol. 006

3. Pol. 903

65 Pa. C.S.A. 701 et seq.

Book	Policy Manual
Section	900 Community
Title	Publications Program
Code	902
Status	Draft
Adopted	

### **Purpose**

The Board believes that all reasonable means should be employed to keep the public informed on matters of importance regarding district policies, finances, programs, personnel and operations.

### **Authority**

The Board shall determine which of its official actions have such community impact and interest to warrant special release, and it will release information to the media on matters of importance.

### **Delegation of Responsibility**

Matters of a routine nature may be released by the Board Secretary as they have been recorded in the minutes of Board meetings and upon request of media representatives.

All publications, releases, photographs and the like depicting the accomplishments of district students and staff may be approved at the discretion of the Superintendent or designee. [5]

The responsible district administrator shall direct an information program designed to acquaint the public with the achievements, programs and needs of the schools. The information program shall include as a minimum:

1. District newsletter.[1]
2. District activities calendar.
3. Board policies.[2][3]
4. Financial information.
5. Assessment results.[4]
6. School newspaper.

7. Yearbook.
8. Student handbook.
9. Newspaper features.
10. District website.

The Superintendent or designee shall develop guidelines to be observed in matters of taste, relevance, and individual privacy in the writing and photographing of school publications, including provisions for personal release.

#### Legal

1. Pol. 803
2. Pol. 007
3. Pol. 801
4. Pol. 127
5. Pol. 911
- [24 P.S. 510](#)
- [24 P.S. 511](#)

Book	Policy Manual
Section	900 Community
Title	Citizen Advisory Committees
Code	905
Status	Draft
Adopted	

### **Purpose**

Citizen advisory committees can be useful in keeping the Board and administration informed with regard to community opinion and in representing the community in the study of specific school issues.

### **Authority**

In creating an advisory committee, the Board shall define the committee assignment and shall:

1. Appoint residents who are interested and can make some special contribution to the committee's function.
2. Approve appointment of residents, staff members and/or students recommended by the Superintendent or designee.
3. Seek the widest range of community interest and backgrounds.
4. Appoint a chairperson.

Recommendations of advisory committees shall not reduce the responsibility of the Board, which shall be free to accept or reject the recommendations.

Meetings of an advisory committee are not regular meetings of the Board and shall be open to the public only upon invitation of the committee.

Legal  
[24 P.S. 510](#)

Book	Policy Manual
Section	900 Community
Title	Persons in Parental Relations
Code	908
Status	Draft
Adopted	

### **Purpose**

The Board believes that the education of students is a joint responsibility that is shared by the persons in parental relations. To ensure that the best interests of each student are served in the educational process, a strong program of communication and cooperation between home and school must be maintained, and the involvement of persons in parental relations encouraged.[1][2]

### **Authority**

The Board feels that persons in parental relations have the ultimate responsibility for their children's behavior in school, including the behavior of students who have reached the legal age of majority but are, for all practical purposes, under parental authority. [3]

### **Delegation of Responsibility**

During school hours, the Board acts in loco parentis or in place of the persons in parental relations, through its designated administrators.[4]

### **Guidelines**

Persons in parental relations are requested to keep the school staff apprised of changes in the home situation that may affect a student's conduct or performance.

The Board directs that the following activities be implemented to encourage parent-school cooperation:

1. Parent-teacher conferences to permit two-way communication between home and school.[5]
2. Open houses in district schools to provide persons in parental relations the opportunity to see the school facilities, meet the faculty, and witness school programs.

3. Meetings of persons in parental relations and staff members to explain and discuss matters of general interest.
4. Meetings of staff members and groups of persons in parental relations of students having special abilities, disabilities, needs, or problems.
5. Special events of a cultural, ethnic or topical nature that are initiated by parent groups; involve the cooperative effort of students, staff and persons in parental relations; and are of general interest to the schools or community.

The Board believes that persons in parental relations have a responsibility to support and encourage their child's career in school through the following actions:

1. Require that students comply with district policies and school rules and regulations and accept responsibility for their behavior.
2. Send students to school with proper attention to their health, personal cleanliness and dress.
3. Maintain an active interest in the student's daily work and provide appropriate supervision for completion of assigned homework.
4. Read, sign and return promptly all communications from school, when requested.
5. Attend conferences for the exchange of information on the student's progress in school.[5]
6. Participate in school activities and special functions.

#### Legal

1. Pol. 917
2. Pol. 918
3. Pol. 235
4. [24 P.S. 1317](#)
5. Pol. 212

Book	Policy Manual
Section	900 Community
Title	Municipal Government Relations
Code	909
Status	Draft
Adopted	

### **Purpose**

It is the policy of the Board that school district officials and municipal officials maintain a close and harmonious association. Such a liaison is requisite for dealing with school/community concerns and issues in a satisfactory manner while assuring prudent expenditure of tax dollars.

### **Authority**

The Board recognizes that its authority derives directly from the Pennsylvania General Assembly, but it also is aware that the municipality and the school district must work together for the welfare of the residents.[\[8\]](#)

The Board, as an independent body, has no statutory relationship to other local governmental bodies. However, the Board may cooperate with local government units and other appropriate organizations in matters that affect district responsibilities. Such organizations may include, but not be limited to, health agencies, public libraries, museums, police and fire departments, township supervisors, borough council, planning commissions and the courts.

In matters affecting the budgets of such agencies, the Board shall neither seek special consideration nor assume costs that properly fall outside its jurisdiction, except as prescribed by law.

The Board advocates joint expenditures of district and municipal or county funds to provide facilities from which the entire community may derive benefits. In accordance with this policy, the Board may, as either opportunity or need arises, and as it is entitled to do by law, enter into joint action agreements with the local municipal governing body in acquiring or leasing, improving, equipping, operating or maintaining such jointly used facilities.[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[9\]](#)[\[10\]](#)

### **Delegation of Responsibility**

The Superintendent or designee and each local police department that has jurisdiction over school property shall enter into, and update on a biennial basis, a memorandum of understanding which shall be developed and executed in accordance with the state law and regulations.[\[6\]](#)[\[7\]](#)[\[11\]](#)[\[12\]](#)



To maintain cooperation with the municipality for fiscal and facilities planning, the Superintendent or designee will meet periodically with municipal officials to discuss issues of common interest.

The public library can and should play an important role in the intellectual and educational development of district students, serving as a resource to reinforce and augment the school library and provide services and materials that may go beyond those which the school library can provide. To help achieve this end, the school district shall provide financial support for the local library.

#### Legal

[2. 24 P.S. 502](#)

[3. 24 P.S. 521](#)

[4. 24 P.S. 706](#)

[6. 24 P.S. 1302.1-A](#)

[7. 24 P.S. 1303-A](#)

[8. PA Const. Art. III Sec. 14](#)

[9. 24 P.S. 775](#)

[10. 24 P.S. 790](#)

[11. 22 PA Code 10.11](#)

12. Pol. 805.1

[22 PA Code 10.24](#)

[35 Pa. C.S.A. 7701](#)

Pol. 613

Pol. 805

Book	Policy Manual
Section	900 Community
Title	Relations With Educational Institutions
Code	912
Status	Draft
Adopted	

### **Authority**

It is the policy of the Board that lines of communication be maintained by the school district with other districts and institutions that provide programs, training or services not otherwise available to district students and with districts whose resident students are enrolled in programs of this district.

### **Delegation of Responsibility**

Maintaining cordial and constructive relationships with other educational institutions shall be the responsibility of the Superintendent or designee.

### **Guidelines**

When the Spring-Ford Area School District Receives Students From Other Districts, the Superintendent or designee shall:

1. Provide an orientation program for incoming students from sending districts.
2. Assure that behavioral and medical issues concerning individual students entering this district have been made known to appropriate staff members.
3. Inform the sending district of any serious discipline problems encountered with students from their district.

When the Spring-Ford Area School District Sends Students to Other Districts, the Superintendent or designee shall:

1. Establish programs to ensure that students of this district are properly prepared to enter the schools of the receiving district.
2. Establish procedures to inform students of program options in the receiving districts.

3. Monitor the progress of district students during their attendance in receiving schools.

With Parochial/Private Schools, the Superintendent or designee shall:

1. Establish appropriate student accounting procedures to satisfy district and state requirements in the areas of enrollment, attendance, transportation and other special services. [\[1\]](#)[\[2\]](#)
2. Maintain a liaison with the administrators of private and parochial schools in order to be aware of any planned program or student population changes that could affect this district.

With Institutions of Higher Education, the Superintendent or designee shall:

1. Welcome representatives of institutions of higher education to speak to students interested in attending their institutions upon completion of secondary education.
2. Cooperate in the placement and evaluation of student teachers in accordance with Board policy.[\[3\]](#)
3. Honor all proper requests for transcripts and student records in accordance with Board policy.[\[4\]](#)

Legal

[1. 24 P.S. 1332](#)

[2. 24 P.S. 1354](#)

3. Pol. 307

4. Pol. 216

Book	Policy Manual
Section	900 Community
Title	Non-School Organizations/Groups/Individuals
Code	913
Status	Draft
Adopted	

### **Purpose**

The Board recognizes that non-school organizations, groups and individuals may wish to utilize the district as a means to engage the school community in activities and/or to distribute or post non-school materials. The Board directs that requests for such utilization from non-school organizations, groups or individuals shall be governed by this policy.

Activities or school-related information and materials from non-school organizations, groups and individuals that are integrated with or presented as a part of the district's curriculum or an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy.[1][2][3]

### **Authority**

The Board prohibits advertisement or promotion by non-school organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to non-school organizations, groups or individuals.[4][5]

The Board directs that the review and consideration of any activities or non-school materials requested under this policy shall not discriminate on the basis of content or viewpoint.

### **Definitions**

**Non-school organizations, groups or individuals** shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a non-school organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[6]

**Non-school materials** shall mean any printed, technological or written materials prepared by non-school organizations, groups or individuals for posting or general distribution that are not prepared as a part of the curricular or approved extracurricular programs of the district, including but not limited to, fliers, invitations, announcements,

pamphlets, posters, Internet bulletin boards, non-school organization websites and the like.

**Distribution** shall mean issuing non-school 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 non-school materials to others while on school property or during school functions.

**Posting** shall mean publicly displaying non-school 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 websites, through other district-owned technology and the like.

**Prohibited activities and materials** shall mean activities and materials that:

1. Violate federal, state or local laws, Board policy or district rules or regulations.
2. Are libelous, defamatory, obscene, lewd, vulgar or profane.
3. Advocate the use or advertise 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. Incite violence, advocate use of force or threaten serious harm to the school or community.
5. Are likely to or do substantially interfere with the educational process, such as school activities, school work, or discipline, as well as safety and order on school property or at school functions.
6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.
7. Violate written district administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.

### **Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations to implement this policy.

The electronic dissemination of advertisements, notices and printed promotional materials generated by others to members of the student body shall be administered by the district administrator who shall be the Superintendent or the Superintendent designee. The decision of the district administrator shall be final regarding whether the items may be distributed electronically or posted on school property.

### **Guidelines**

#### **Non-School Materials**

Non-school organizations, groups or individuals shall not post, distribute, or electronically disseminate non-school materials on school property or using the district's email listservs, district website, or district social media accounts without prior written authorization by the Superintendent or designee. The Superintendent or the Superintendent designee will establish published guidelines for all distribution or electronic dissemination of materials by others to the student body or school community using district school district resources.

The practice of distributing or electronically disseminating pamphlets, flyers, brochures and other similar materials shall be periodically reviewed to ensure that the volume of requests has not become an interruption to the educational process, and/or does not distract student and parental attention from printed communications from the district, principal or teachers. Care shall be taken to ensure that the pupils are not exploited for the benefit of any individual, group of individuals, special interest or cause.

The following illustrates those printed materials whose posting or electronic dissemination through the student body is prohibited:

1. Printed materials which promote fundraising activities of any individual or group other than school support groups. School support groups include the following: Elementary, Intermediate and Middle School Parent Teacher Associations, Home and School Association and Leagues, Music Association, Booster Club, school-sponsored interscholastic programs and other school or district-sponsored activities.
2. Printed materials that are direct sale promotion of goods and services by anyone other than school support groups.
3. Notices and/or publications relating to School Board candidates and/or other election candidates.
4. Political or politically related notices or publications.[10][11]
5. Materials that in any way violate the policies of the School Board.
6. Defamatory material and other material that is inappropriate based on the age, grade level and/or maturity of the reading audience; material that is poorly written, inadequately researched, biased or prejudiced; material that contains information that is not factual; material that is not free of racial, ethnic, religious or sexual bias; or material that contains advertising that violates public school laws, rules or policies, or other public laws or regulations.[9]

### Non-School Activities

Activities sponsored by non-school organizations, groups or individuals shall not occur during instructional time or school-sponsored activities.

Requests by non-school organizations, groups or individuals to invite or promote student participation in non-school activities shall comply with Board policy and administrative regulations on distribution and posting of materials.

### Fundraising

Fundraising by non-school organizations, groups or individuals is prohibited on school property or in the name of the school.[7]

Where activities or materials otherwise comply with this policy and administrative regulations, fundraising activities may be announced.

Directory information for students or staff members will not be released to non-school organizations, groups or individuals that seek this information for the purpose of fundraising.[8]

#### Scholarships/Awards

The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students but, in accepting such offers, the Board directs that established criteria be observed.

No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is 18, or the persons in parental relations of a student who is younger, in accordance with the Board's policy on student records.[8]

The scholarship or award, and any pertinent restrictions, shall be approved by the Board.

All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.

#### Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.

Sellers of travel services to students must meet the following criteria:

1. Belong to an association of certified sellers of travel.
2. Provide proof of insurance.
3. Submit references.
4. Provide proof of a performance bond.
5. Include in all information provided to students and persons in parental relations that use of tobacco/nicotine, alcohol and controlled substances will be prohibited.
6. Include in all information provided to students and persons in parental relations that the activity is not a school-sponsored event.

Legal

1. Pol. 105

2. Pol. 122

3. Pol. 230

[4. 24 P.S. 510](#)

[5. 24 P.S. 511](#)

6. Pol. 220

[7. 24 P.S. 775](#)

8. Pol. 216

9. Pol. 103

10. Pol. 321

11. Pol. 421

12. Pol. 913.1

13. Pol. 115

14. Pol 118

[24 P.S. 779](#)

Pol. 907



Book	Policy Manual
Section	900 Community
Title	Relations With Intermediate Unit
Code	914
Status	Draft
Adopted	

### **Authority**

Each school district has an opportunity to participate in the services and programs offered by the assigned intermediate unit.[\[1\]](#)[\[2\]](#)

It is the policy of this Board that cooperation and communication be maintained with Montgomery County Intermediate Unit (MCIU) Number 23 to ensure maximum effectiveness of programs and services.

The Board shall annually review district programs that involve intermediate unit services and make whatever determinations such a review suggests. This review will normally take place prior to the district's approval of the proposed I.U. budget.[\[3\]](#)

In order to maintain a constructive relationship with the intermediate unit, the Board member elected by the Board is designated as the official liaison between the district and MCIU Number 23.[\[4\]](#)

### **Delegation of Responsibility**

The duties of the Board representative are to ensure that the Board receives necessary information and data that will lead to sound and valid judgments regarding decisions that involve participation by the district in the various programs and services offered by the intermediate unit.

Legal

1. 24 P.S. 951
2. 24 P.S. 952
3. 24 P.S. 970
4. 24 P.S. 960