

On May 21, 2018 the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

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

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEMS

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

- A. The Board approved **Resolution 2018-14** in recognition of the **Spring-Ford Middle School Indoor Guard Program** for successfully placing first at the Cavalcade Indoor Association Championships, first at the Tournament Indoor Association Chapter 3 Championships, first at the Tournament Indoor Association Atlantic Coast Championships, finishing with an undefeated season in the Tournament Indoor Association and being rewarded for being one of the best Scholastic Indoor Middle School Programs in the region. **(Attachment A1)**
- B. The Board approved **Resolution 2018-15** in recognition of the **Spring-Ford High School Winter Guard Program** for the outstanding recognitions awarded them at the 2018 Mid-Atlantic Indoor Network (MAIN) Championships whereas the **Spring-Ford High School Blue Winter Guard** was awarded first in the Scholastic Novice Class and the **Spring-Ford High School Gold Winter Guard** was awarded first in the Scholastic National A Class. **(Attachment A2)**
- C. The Board approved **Resolution 2018-16** in recognition of the **Spring-Ford Area High School Golden Ram Marching Band** for successfully placing first at the Cavalcade of Bands Patriot Open Championship and earning the distinction of being a finalist at the Bands of America Regional Championship. **(Attachment A3)**
- D. The Board approved **Resolution 2018-17** in recognition of **Dilan Kansara** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band. **(Attachment A4)**

- E. The Board approved **Resolution 2018-18** in recognition of **Charles Nawa** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band, the 2018 District 11 Orchestra, the 2018 Region VI Band and the 2018 Pennsylvania Music Educators Association All-State Concert Band. **(Attachment A5)**
- F. The Board approved **Resolution 2018-19** in recognition of **Dillon Rumsey** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band, the 2018 District 11 Orchestra, the 2018 Region VI Band, the 2018 Region VI Orchestra and the 2018 Pennsylvania Music Educators Association All-State Wind Ensemble. **(Attachment A6)**
- G. The Board approved **Resolution 2018-20** in recognition of **Morgan Turner** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band, the 2018 Region VI Band and the 2018 Pennsylvania Music Educators Association All-State Wind Ensemble. **(Attachment A7)**
- H. The Board approved **Resolution 2018-21** in recognition of **Peter Boretski** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 and Region VI Choirs. **(Attachment A8)**
- I. The Board approved **Resolution 2018-22** in recognition of **Rachel Pragman** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 and Region VI Choirs. **(Attachment A9)**
- J. The Board approved **Resolution 2018-23** in recognition of **Amal Tyagi** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 and Region VI Choirs. **(Attachment A10)**
- K. The Board approved **Resolution 2018-24** in recognition of **Ingrid Shu** for successfully auditioning and participating in the 2017 Pennsylvania Music Educators Association District 11 and Region VI Orchestras. **(Attachment A11)**
- L. The Board approved **Resolution 2018-25** in recognition of the **Spring-Ford High School Boys' Lacrosse Team** for winning the 2018 Pioneer Athletic Conference (PAC) Boys' Lacrosse Championship. **(Attachment A12)**
- M. The Board approved **Resolution 2018-26** in recognition of the **Spring-Ford High School Boys' Tennis Team** for winning the 2018 Pioneer Athletic Conference (PAC) Boys' Tennis Championship. **(Attachment A13)**
- N. The Board approved **Resolution 2018-27** in recognition of **Malchu Pascual** for winning the 2018 Pioneer Athletic Conference (PAC) Boys' Tennis Singles Championship and qualifying for the PIAA District One Boys' Tennis Tournament. **(Attachment A14)**

III. PRESENTATIONS

Tom Kelly of Zeswitz Music recognized the district for being named as one of the Best Communities for Music Education.

- A. **Randy Shayler of Zeswitz Music** to recognize the Spring-Ford Area School District on being named as one of the **"Best Communities for Music Education"**.

Kris Jennings recognized the **Spring-Ford Middle School Indoor Guard Program**.

- B. Presentation of **Resolution 2018-14** in recognition of the **Spring-Ford Middle School Indoor Guard Program** for successfully placing first at the Cavalcade Indoor Association Championships, first at the Tournament Indoor Association Chapter 3 Championships, first at the Tournament Indoor Association Atlantic Coast Championships, finishing with an undefeated season in the Tournament Indoor Association and being rewarded for being one of the best Scholastic Indoor Middle School Programs in the region. **(Attachment A1)**

Seth Jones recognized the **Winter Guard Program**, the **High School Marching Band**, **Dilan Kasara**, **Charles Nawa**, **Dillon Rumsey** and **Morgan Turner**.

- C. Presentation of **Resolution 2018-15** in recognition of the **Spring-Ford High School Winter Guard Program** for the outstanding recognitions awarded them at the 2018 Mid-Atlantic Indoor Network (MAIN) Championships whereas the **Spring-Ford High School Blue Winter Guard** was awarded first in the Scholastic Novice Class and the **Spring-Ford High School Gold Winter Guard** was awarded first in the Scholastic National A Class. **(Attachment A2)**
- D. Presentation of **Resolution 2018-16** in recognition of the **Spring-Ford Area High School Golden Ram Marching Band** for successfully placing first at the Cavalcade of Bands Patriot Open Championship and earning the distinction of being a finalist at the Bands of America Regional Championship. **(Attachment A3)**
- E. Presentation of **Resolution 2018-17** in recognition of **Dilan Kansara** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band. **(Attachment A4)**
- F. Presentation of **Resolution 2018-18** in recognition of **Charles Nawa** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band, the 2018 District 11 Orchestra, the 2018 Region VI Band and the 2018 Pennsylvania Music Educators Association All-State Concert Band. **(Attachment A5)**
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- H. Presentation of **Resolution 2018-20** in recognition of **Morgan Turner** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 Band, the 2018 Region VI Band and the 2018 Pennsylvania Music Educators Association All-State Wind Ensemble. **(Attachment A7)**

Emily McGranahan recognized **Peter Boretski, Rachel Pragman, Amal Tyagi** and **Ingrid Shu**.

- I. Presentation of **Resolution 2018-21** in recognition of **Peter Boretski** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 and Region VI Choirs. **(Attachment A8)**
- J. Presentation of **Resolution 2018-22** in recognition of **Rachel Pragman** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 and Region VI Choirs. **(Attachment A9)**
- K. Presentation of **Resolution 2018-23** in recognition of **Amal Tyagi** for successfully auditioning and participating in the 2018 Pennsylvania Music Educators Association District 11 and Region VI Choirs. **(Attachment A10)**
- L. Presentation of **Resolution 2018-24** in recognition of **Ingrid Shu** for successfully auditioning and participating in the 2017 Pennsylvania Music Educators Association District 11 and Region VI Orchestras. **(Attachment A11)**

Mickey McDaniel recognized the **High School Boys' Lacrosse Team**, the **High School Boys' Tennis Team**, and **Malchu Pascual**.

- M. Presentation of **Resolution 2018-25** in recognition of the **Spring-Ford High School Boys' Lacrosse Team** for winning the 2018 Pioneer Athletic Conference (PAC) Boys' Lacrosse Championship. **(Attachment A12)**
- N. Presentation of **Resolution 2018-26** in recognition of the **Spring-Ford High School Boys' Tennis Team** for winning the 2018 Pioneer Athletic Conference (PAC) Boys' Tennis Championship. **(Attachment A13)**
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Mary Pat Long, ELD Staff and **ELD Students** provided a presentation on the English Language Development Program in Spring-Ford.

- P. **Mary Pat Long**, Principal, **Sandra Cerniglia, Tara Chester, Marisa Lacy**, ELD Teachers, **Gina Romanelli**, Elementary Teacher, **Christina Ibarra, Elaine Li**, High School Students, **Jonathan Salla** and **Ivana Ventura**, Brooke Students, to present on "English Language Development (ELD) in Spring-Ford Today".

Mr. James Fink presented the 2018-2019 Proposed Final Budget which revealed

- proposed tax increase of 2.35% (26.8599 millage rate or an increase of \$61.57 per \$100k assessed home value)
- challenges of increases in special education expenses
- challenges of personnel related expenses
- local revenue accounts for approximately 80% of the total budget
- state revenue accounts for approximately 20% of the total budget
- federal revenue accounts for less than 1% of the total budget

Q. **Mr. James D. Fink**, Chief Financial Officer, to present the 2018-2019 Proposed Final Budget.

IV. BOARD AND COMMITTEE REPORTS

Mr. DiBello announced that the Board met in an Executive Session prior to tonight's meeting to discuss personnel matters.

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

Policy **Colleen Zasowski** **2nd Mon. 7:30 p.m.**
Mrs. Zasowski reported on the meeting held on May 14, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

Extracurricular **Mark Dehnert** **2nd Mon. 6:30 p.m. (alt. months)**
Mr. Dehnert reported on the meeting held on May 14, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

Finance **Thomas J. DiBello** **2nd Tues. 6:30 p.m.**
Mr. DiBello reported on the meeting held May 8, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

Property **Thomas J. DiBello** **2nd Tues. 7:30 p.m.**
Mr. DiBello reported on the meeting held May 8, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

Asst. Superintendent Rpt. Dr. Allyn J. Roche
Dr. Allyn Roche reported on the following

- Spring-Ford students participation in the Special Olympics held at Souderton High School
- Spring-Ford High School recognized by U.S. News and World Report as one of the best high schools in America ranking 1,421 out of more than 20,500 public high schools in 50 states and 41st amongst Pennsylvania high schools.

Legislative Report **Christina Melton**
Mrs. Melton provided a brief PSBA Legislative Report which revealed

- the hope of a budget being passed
- included in the budget will be a bill known as The School Code Bill that will include regulations for schools. Included in the School Code Bill is Senate Bill 2 which is the vouchers discussed often by the Board
- the wording included in Senate Bill 2 is that all kindergarten and first grade students regardless of district ranking are eligible for vouchers which the money can then be used towards private schools

- Mrs. Melton asked that the Board revisit the adoption of the resolution regarding Senate Bill 2 which was previously tabled. This resolution will be placed on next week's agenda.
- House Bill 1914 pertaining to third party services and contracts which will have a significant amount of effort districts will have to go to including fee projections for outside contracting for non-educational purposes

Solicitor's Report Mark Fitzgerald

There was no report.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the April 16, 2018 Work Session minutes.
(Attachment A15)

VI. PERSONNEL

Discussion took place on Item K and Mr. Dehnert raised his objections to this item. The possibility of hiring armed security for each of the district's schools was discussed with the consensus being to stay the course for now.

A. Resignations

1. **Marissa L. Bush**; Level II – Administrative Assistant, 5/6th Grade Center.
Effective: May 4, 2018.
2. **Jessica M. Cincinnato**; Special Education Teacher, 7th Grade Center.
Effective: June 15, 2018
3. **Michael A. Francis**; Maintenance II, Maintenance Building. Effective:
June 8, 2018
4. **Mary Pat Long**; Principal, Brooke Elementary School, for the purpose of
retirement. Effective: July 31, 2018.

B. Leave of Absence

1. **Greta L. Ertzgard**; Instructional Assistant, 5/6th Grade Center, for an unpaid
leave of absence per Board Policy. Effective: August 27, 2018 through
November 23, 2018.

C. Support Employees

1. **Brandon R. Bartolotta**; Media Communications Assistant, Senior High
School, replacing Andrew Rothermel who had a change of status.
Compensation has been set at \$20.00 an hour with benefits. Effective:
May 14, 2018.
2. **Erin J. Lewandoski**; Registered Nurse, Limerick Elementary School,
replacing Suzanne Mosebrooke who resigned. Compensation has been
set at \$27.25 an hour with benefits per the Registered Nurses Plan.
Effective: May 21, 2018.

3. **Samuel A. Mersky**; Staff Accountant, District Office, replacing Rachael Fenyus who had a change of assignment. Compensation has been set at \$53,000.00 prorated with benefits. Effective: April 30, 2018.
4. **Mark A. Smith**; Payroll Specialist, District Office, replacing Donna Mackowiak who resigned. Compensation has been set at \$22.50 an hour with benefits. Effective: May 29, 2018.

D. Substitute

1. **Nancy Reyes** Office/Clerical

- E. Administration recommends approval of the following to be hired for the 2018 Extended School Year – Professional Staff including: Teachers, Tutors, Counselors and Speech & Language Service. Compensation will be set at \$40.00 per hour plus benefits (FICA & Retirement). Funding will be from the Special Education Budget.

1. **Jennifer Elliott**
2. **Catherine J. Garger**
3. **Alice B. Hollingsworth**

- F. Administration recommends approval of the following Support Staff to be hired for the 2018 Extended School Year Program(s). Compensation for new employees will be set at \$16.36 - \$19.40 per hour depending on experience and educational degree plus benefits (FICA & Retirement). Regular hourly employees will be paid at their current Instructional Assistant hourly rate. Funding will be from the Special Education Budget.

1. **Jeanette Lasher**
2. **Kara McQuaid**
3. **Ryan Robison**

- G. Administration recommends approval for the Spring-Ford Area School District Meet and Discuss Plan between the Spring-Ford Area School District Board of Education and the Spring-Ford Principals and Administrators Association, effective July 1, 2018 to June 30, 2020

- H. Administration recommends approval for the Spring-Ford Area School District Custodian Plan, effective July 1, 2018 to June 30, 2020.

- I. Administration recommends approval for the Spring-Ford Area School District Food Service Plan, effective July 1, 2018 to June 30, 2020.

- J. Administration recommends approval for the Spring-Ford Area School District Secretarial Plan, effective July 1, 2018 to June 30, 2020.

- K. Administration recommends approval of the attached job description for a Coordinator of Safety and Emergency Preparedness. **(Attachment A16)**

- L. Administration recommends approval of the attached extra-curricular contracts for the 2017-2018 school year. **(Attachment A17)**

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. General Fund Checks
Check No. 203151 – 203602 \$1,802,965.80
2. Food Service Checks
Check No. 843 – 933 \$ 106,640.67
3. Capital Reserve Checks
Check No. 2029 - 2032 \$ 26,343.59
4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800702 - 171800847 \$2,591,666.56

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

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

D. Administration recommends approval of the following independent contracts:

1. **Siteimprove, Inc. – Minneapolis, MN.** Provide automated website checks, performance metrics, and industry benchmarks specific to Web Content Accessibility Guidelines ADA Accessibility. Siteimprove will flag errors and inconsistencies across all webpages and provide practical recommendations. The contract will commence on July 1, 2018 and run through June 30, 2019. Prior to the start of the contract the district will immediately have access to the services free of charge. Costs shall not exceed \$7,500.00.
2. **Chester County Intermediate Unit – Downingtown, PA.** Provide educational services for a special needs student as per the IEP for the remaining 2017-2018 school year. Services will be provided at The Learning Center – Transitions Program. Funding will be paid from the Special Education Budget and shall not exceed \$8,191.50.
3. **Lakeside Educational Network – Fort Washington, PA.** Provide educational services for a special needs student as per the IEP for the remaining 2017-2018 school year. Funding will come from the Special Education Budget and shall not exceed \$6,770.40.
4. **Katherine Helm – Collegeville, PA.** Provide Reading and Writing Tutoring services for a special needs student as per the IEP during the Extended School Year. Funding will come from the Special Education Budget and shall not exceed \$600.00.
5. **Variety Club Camp and Developmental Center – Worcester, PA.** Provide Extended School Year services for 7 special needs students as per their IEPs. Variety Club will provide 7 weeks of ESY Support Programming at a cost of \$30,940.00. In addition, Variety Club will provide 56 sessions of Speech services, 56 sessions of Occupational

Therapy and 10 sessions of Physical Therapy at a cost of \$8,540.00. Lastly, Variety Club will provide one individual assistant at a cost of \$3,250.00. Funding will be paid from the Special Education Budget and shall not exceed a total of \$42,730.00.

6. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide ABA Non-violent Crisis Intervention Trained Assistant PCA services for 2 special needs students as per their IEPs as part of the Extended School Year. Funding will be paid from the Special Education Budget and shall not exceed \$13,640.00.
7. **The Pathway School – Jeffersonville, PA.** Provide Extended School Year services for 3 special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$27,490.00.
8. **Behavior Interventions – King of Prussia, PA.** Provide Registered Behavior Technician support services for a special needs student during the 2018-2019 school year as per the IEP. Services will be provided for 400 hours at a rate of \$50.00 per hour. In addition, 80 hours of Behavior Supervision will be provided at a rate of \$100.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$28,000.00.
9. **Behavior Interventions – King of Prussia, PA.** Provide Direct Trained PCA support services for a special needs student during the 2018-2019 school year. Services will be provided for 150 hours at a rate of \$30.00 per hour. In addition, 16 hours of Behavior Supervision will be provided at a rate of \$100.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$6,100.00.
10. **Austill's Rehabilitation Services, Inc. – Exton, PA.** Provide Speech/Language Therapy services for a special needs student during the 2018-2019 school year as per the IEP. Services will be provided for 100 hours at a rate of \$65.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$6,500.00.
11. **Austill's Rehabilitation Services, Inc. – Exton, PA.** Provide Speech/Language Therapy services for a special needs student during the Extended School Year Program as per the IEP. Services will be provided for 45 hours at a rate of \$65.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$2,925.00.
12. **The Timothy School – Berwyn, PA.** Provide Educational and related services for 2 special needs students during the Extended School Year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$16,210.00.
13. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Direct Applied Behavior Analysis Trained PCA support for a special needs student during the Extended School Year as per the IEP. Services will be provide for 144 hours at a rate of \$35.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$5,040.00.
14. **The Capstone Academy – East Norriton, PA.** Provide Extended School Year services for 2 special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$21,533.00.

15. **The Capstone Academy – East Norriton, PA.** Provide educational services for 2 special needs students for the 2018-2019 school year as per their IEPs. Services will be provided at a rate of \$439.27 per day for 180 days per student. Funding will be paid from the Special Education Budget and shall not exceed \$158,137.20.
16. **Anderson Explorations Partial Hospitalization Placement (PHP) – Eagleville, PA.** Provide Educational and Mental Health services for special needs students during the Extended School Year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$5,400.00.
17. **Anderson Explorations Partial Hospitalization Placement (PHP) – Eagleville, PA.** Provide Educational and Mental Health services for special needs students during the 2018-2019 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$25,000.00.
18. **HMS School for Children with Cerebral Palsy – Philadelphia, PA.** Provide an Extended School Program and services for a special needs student as per the IEP. Services will be provided for 27 days at a rate of \$520.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$14,040.00.
19. **PSA Healthcare – Atlanta, GA.** Provide Nursing services for 3 special needs students during the school day and while being transported to and from school during the 2018-2018 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$149,650.00.
20. **PSA Healthcare – Atlanta, GA.** Provide Nursing services for 2 special needs students during the Extended School Year Program as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$20,610.00.
21. **Richard Weidner - High School to Work Transition Services, Inc. – Telford, PA.** Provide a Spring-Ford Transitional Employment Program (S.T.E.P.) for special needs students during the Extended School Year Program as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$2,601.00.
22. **Richard Weidner - High School to Work Transition Services, Inc. – Telford, PA.** Provide a Spring-Ford Transitional Employment Program (S.T.E.P.) for special needs students during the 2018-2019 school year as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$86,700.00.
23. **Katherine Helm – Collegeville, PA.** Provide Specialized Reading Tutoring for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$2,880.00.
24. **Maxim Health Care – Exton, PA.** Provide Nursing services for a special needs student during the Extended School Year Program as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$7,045.20.
25. **Maxim Health Care – Exton, PA.** Provide Nursing services for a special needs student during the 2018-2019 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$75,087.00.

26. **Humanus Corporation – King of Prussia, PA.** Provide Psychological services for special needs students during the summer 2018 as per their IEPs. Services will be provided for 32 hours per week for 10 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$22,400.00.
- E. Administration recommends approval of the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:
1. **C64 Kid Innovations, Inc. – Elkins Park, PA.** Provide a year-long learning experience for students at Upper Providence Elementary School entitled “MakerDads/MakerMoms”. Funding will be split between the Upper Providence Elementary Home and School Association (\$6,400.00) and the General Fund (\$2,500.00) and shall not exceed a total of \$8,900.00.
- F. Administration recommends approval to award the following Composition Book bids. Funding will be paid from the General Fund Budget.
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|----------------|-------------|
| 1. Kurtz Bros. | \$ 4,304.19 |
| 2. Cascade | \$ 754.00 |
- G. Administration recommends approval to award the following Art Book bids. Funding will be paid from the General Fund Budget.
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|--------------------------------|--------------|
| 1. Blick Art Total | \$ 9,120.46 |
| 2. Cascade School Supply Total | \$ 7,493.57 |
| 3. Kurtz Bros. Total | \$ 3,289.53 |
| 4. National Art Supply Total | \$ 18,332.33 |
| 5. Quill Total | \$ 1,983.53 |
| 6. Rich, Inc. Total | \$ 1,159.85 |
| 7. School Specialty Total | \$ 33,447.81 |
- H. Administration recommends approval to award the following Physical Education bids. Funding will be paid from the General Fund Budget.
- | | |
|---------------------|-------------|
| 1. School Specialty | \$ 2,015.82 |
| 2. BSN Sports | \$ 4,008.15 |
| 3. Kurtz Bros. | \$ 474.69 |
- I. Administration recommends approval of the revised following custodial bid for an additional amount of \$200.00 originally approved at the April 23, 2018 Board Meeting. Funding will be paid from the Maintenance Budget.
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|------------------------------|--------------|
| 1. Zimmerman Sanitary Supply | \$ 27,202.55 |
|------------------------------|--------------|
- J. Administration recommends approval of the following custodial bid. Funding will be paid from the Maintenance Budget.
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|--------------------------------------|--------------|
| 1. General Chemical and Supply, Inc. | \$ 20,682.00 |
|--------------------------------------|--------------|

- K. Administration recommends approval to transfer \$2,330,398.00 from the General Fund to the Capital Reserve Fund. The transfer includes the following: \$830,398.00 in accordance with the budgeted 5 year Technology plan, and \$1,500,000.00 in accordance with the district's budgeted long-term facilities maintenance plan.
- L. Administration recommends adoption of the Proposed Final Budget for the 2018-2019 school year in the amount of \$164,444,651.00. The proposed final budget must be approved thirty (30) days prior to the final budget adoption scheduled for June 18, 2018. The proposed final budget will be available for public inspection at least twenty (20) days prior to the date of the meeting at which the proposed final budget will be considered for adoption as the final budget.
- M. Administration recommends approval of the Western Montgomery Career and Technology Center's 2018-2019 Budget in the amount of \$6,212,559.00. Spring-Ford's share of the cost is \$1,843,879.00 or an increase of \$100,691.00 from last year's budget. The district's contribution calculation is based on the 5-year average ADM ratio per agreement.
- N. The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 1122 Longford Road in Upper Providence Township, Montgomery County, PA, and further identified as tax parcel No. 61-00-02315-01-8, setting the assessment of the property at \$6,708,400 for tax year 2018 (school tax year 2018-19) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- O. Administration recommends approval to continue with the legal services, for the 2018-2019 school 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.
- P. Administration recommends approval of the Montgomery County Intermediate Unit Shared Services Plan for the 2018-2019 school year. Funding will be paid from the Special Education Budget and shall not exceed \$1,140,688.44.

VIII. PROPERTY

There were no questions or comments.

- A. Administration recommends approval of a service contract with Johnson Controls to service the control system for the HVAC, boilers/chillers, hot water heaters and walk-in freezers, including updates throughout the year on obsolete equipment and programming as needed district-wide. Funding will come from the Maintenance Budget and shall not exceed \$121,000.00
- B. Administration recommends approval of a service contract with ProAsys Managed Water Solutions to provide water treatment for heat pumps, chilled water loops, and hot water systems district-wide. Funding will come from the Maintenance Budget and shall not exceed \$19,000.00
- C. Administration recommends approval to award to the lowest RFP, Brookair Co., a contract for filters for indoor air quality district-wide. Funding will come from the Maintenance Budget and shall not exceed \$17,341.90.

D. Administration recommends approval to award District-wide Gym Floor Cleaning and Refinishing to, Wood Floor Services Inc, the lowest RFP, for the amount of \$11,353.80. Funding will come from the Maintenance Budget.

E. Administration recommends approval of the following Maintenance Service Agreements as per RFPs, Quotes, State Contracts and Bids for the 2018-2019 school year:

1. A.J. Blosenski		
Trash Compactor at Flex School	\$	8,000.00
2. Anchor Fire Inspection		
Sprinkler System Inspections	\$	7,000.00
Fire Pump Inspections	\$	1,100.00
Backflow Preventer Inspections	\$	4,500.00
Fire Hydrant Flow Tests	\$	2,600.00
Internal Sprinkler Pipe Inspection	\$	3,000.00
3. Barbers Septic System		
Kitchen Grease Traps	\$	1,800.00
Outside holding tanks for sports restrooms	\$	3,000.00
4. Berkshire Sound Systems	\$	3,500.00
5. Currie Grove - playground inspections & maintenance	\$	4,300.00
6. Malloy Paving /Milling/Repaving	\$	10,000.00
7. Drumheller Construction		
Sidewalk removal and repair		
Concrete curbing removal and repair	\$	20,000.00
8. Emergency Systems District-wide Generator Service	\$	10,000.00
9. Fisher and Sons		
Preventative Maintenance Program for Lawns	\$	15,000.00
10. High Environmental and Safety Consulting Inc		
Indoor Air Quality	\$	6,500.00
ACBM	\$	3,800.00
11. I Do Windows – Exterior Window Cleaning	\$	2,500.00
12. Kensol Airways	\$	4,001.00
13. Lewis Environmental – Emergency Response Renewal	\$	5,000.00
14. Marco		
Portable Fire Extinguisher Inspection	\$	8,000.00

Kitchen Hood Fire Suppression Systems	\$ 1,600.00
15. MSDS On-Line	\$ 4,000.00
16. Oehlert Brothers	
Diesel	\$ 8,000.00
Gasoline	\$ 6,000.00
17. Proac Corp – District Wide Duct Cleaning	\$ 10,000.00
18. RJ McCarville – Annual Inspections	
HS, 9 th 8 th , 5/6/7, Interior Bleachers	\$ 3,000.00
Ram, McNelly and Girls Softball Bleachers	\$ 2,500.00
Folding Door and Partition Inspections	\$ 7,000.00
19. Secure-A-Home – District Wide Monitoring	\$ 10,000.00
20. Sodium Chloride Road Salt – State Contract	\$ 15,000.00
21. Terminex – District Wide	\$ 4,000.00
22. Tozour Trane – District Wide HVAC Services	\$ 10,000.00
23. Tyco Simplex Grinnell Fire Alarm Systems	\$ 14,246.00
24. Weather Technology Inc – District-Wide Roof Repairs	\$ 19,500.00

- F. Administration recommends approval to purchase a 2018 Dodge Ram 1500 pickup truck to replace the Maintenance Department's 2008 Chevrolet Colorado pickup truck. The vehicle will be purchased from New Holland Auto Group under their COSTARS state bid agreement. The cost of the vehicle shall not exceed \$30,000.00 and shall be funded from the Capital Reserve Fund.

IX. PROGRAMMING AND CURRICULUM

Mrs. Heine provided explanation on Item A and the reason for the blanks. Information for the blanks will be sent home in the weekly Board Memo when obtained and filled in prior to the Board voting on it.

- A. Administration recommends approval to the purchase student laptops, student iPads, laptop charging carts, and monitors as part of the district's ongoing modernized learning initiative and technology refresh plan to replace staff, student and administrator equipment rolling off of lease during 2018/2019. The 4 competing quotes were received through government contract via Costars and are awarded as follows: _____. The total equipment cost shall not exceed \$_____ and will be self-financed initially from the Capital Reserve Fund, which will be replenished in equal annual installments of \$_____ from the 2018-2019 through the 2021-2022 Technology Budgets saving the district approximately \$_____ over four years in interest payments.
- B. Administration recommends approval of the Memorandum of Understanding with Arcadia University for the Dual Enrollment courses offered through Arcadia to eligible Spring-Ford High School students.

- C. Administration recommends approval of the Memorandum of Understanding with Montgomery County Community College (MCCC) for the Dual Enrollment courses offered through MCCC to eligible Spring-Ford High School students.

X. CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

The following individuals are recommended for attendance at the following:

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

- A. **Marissa Bowlby**, College Career Coordinator, to attend the “*PACAC Annual Conference*” in Mount Pocono, PA from June 24 through June 26, 2018. The total cost for this conference is \$264.50 (registration and transportation). No substitute is needed.
- B. **Doug Landis** and **Bradley Seltzer, AP Teachers**, to attend the “*AP Human Geography Summer Institute*” at LaSalle University from July 16 through July 19, 2018. The total cost for this conference is \$2,960.00 (registration and transportation). No substitutes are needed.
- C. **Paula Love, Kristin Rouyer** and **Jaclyn Yura Brown**, Foreign Language Teachers, to attend “*Story Listening & Comprehensive Input*” at West Chester University on August 3 and 4, 2018. The total cost for this conference is \$515.97 (registration and transportation). No substitutes are needed.

XI. OTHER BUSINESS

There were no questions or comments.

- A. The following policies are submitted as a second reading for approval at next week’s meeting:
1. Policy #903 – COMMUNITY: Public Participation in Board Meetings (**Attachment A18**)
 2. Policy #906.1 – COMMUNITY: Anonymous Communications (**Attachment A19**)
- B. Administration recommends approval for Spring-Ford Area High School current 11th grade student, **Robert Till**, to participate in a Gifted Independent Study in accordance with Board Policy #118 during the 2018-2019 school year, his senior year.
- C. The following policies are submitted as a first reading:
1. Policy # 103 – PROGRAMS: Non-discrimination in School and Classroom Practices. (**Attachment A20**)
 2. Policy #214 – PUPILS: High School Commencement Recognition (**Attachment A21**)
 3. Policy #246 – PUPILS: School Wellness (**Attachment A22**)

XII. BOARD COMMENT

Mrs. Zasowski advised that the SNAP Fundraiser scheduled for June 2nd has been postponed to the early fall due to a scheduling conflict.

Mrs. Melton advised that the Spring-Ford Film Festival will take place tomorrow night, May 22nd at 6:30 p.m. at the Colonial Movie Theater in Phoenixville.

Mr. DiBello recognized Mary Pat Long on her upcoming retirement and thanked her for her 20 years of service to the district.

XIII. PUBLIC TO BE HEARD

There were no comments.

XIV. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Melton seconded it. The motion passed 9-0. The meeting adjourned at 9:43 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

RESOLUTION 2018 – 14

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Thomas J. DiBello
Board President

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Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
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The Spring-Ford Area School District Board of Education commends the Spring-Ford Area Middle School Indoor Guard under the direction of Annette Eddowes Kiernan and Dawn Platchek and the volunteer staff Stephanie Dech and Rachael Murphy for successfully placing at the Cavalcade Indoor Association Championships in West Lawn, PA on Saturday, March 24, 2018, the Tournament Indoor Association Chapter 3 Championships in Collegeville, PA on April 28, 2018 and the Tournament Indoor Association Atlantic Coast Championships in Wildwood, NJ on May 4, 2018.

Whereas, the Spring-Ford Area Middle School Indoor Guard entered the Cavalcade Indoor Association Championship in West Lawn, PA and was awarded first place in the Scholastic Middle School Division,

Whereas, The Spring-Ford Area Middle School Indoor Guard entered the Tournament Indoor Association Chapter 3 Championships in Collegeville, PA and was awarded first place in the Scholastic Middle School Division,

Whereas, The Spring-Ford Area Middle School Indoor Guard entered the Tournament Indoor Association Atlantic Coast Championship in Wildwood, NJ and was awarded first place in the Scholastic Middle School Division

Whereas, the Spring-Ford Area Middle School Indoor Guard has completed an undefeated season in Tournament Indoor Association

Whereas, the Spring-Ford Area Middle School Indoor Guard was rewarded for being one of the best scholastic indoor middle school programs in the region,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the middle school indoor guard staff for helping develop the students' musical talents and,

Further resolved, that the Spring-Ford Area School District is proud of the accomplishments, creativity, discipline, and drive of our music students who are so deserving of this public recognition and commendation.

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

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RESOLUTION #2018-15

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends the Spring-Ford High School Winter Guard Program under the direction of Danielle Marone and Lia Grauch for the outstanding recognitions awarded them at the 2018 Mid -Atlantic Indoor Network (MAIN) Championships at South Brunswick High School on Saturday, April 21, 2018,

Whereas, the Spring-Ford High School Blue Winter Guard was awarded champion of the Scholastic Novice class out of 17 competitors with a score of 88.80,

Whereas, the Spring-Ford High School Gold Winter Guard was awarded champion of the Scholastic National A class out of 15 competitors with a score of 93.410,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education and Superintendent of Schools recognizes the staff of the Spring-Ford High School Winter Guard Program for helping develop the students' talents and,

Further resolved, that the Spring-Ford Area School District is proud of the accomplishments, creativity, discipline, and drive of our students who are so deserving of this public recognition and commendation.

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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RESOLUTION 2018-16 SPRING-FORD AREA HIGH SCHOOL GOLDEN RAM MARCHING BAND

The Spring-Ford Area School District Board of Education commends the Spring-Ford Area High School Golden Ram Marching Band under the direction of Seth Jones and his staff for successfully placing at the Cavalcade of Bands Patriot Open Championship in Allentown, PA on November 12, 2017, and the Bands of America Regional Championship in Newark, DE on October 17, 2017,

Whereas, the Spring-Ford Area High School Golden Ram Marching Band entered the 2017 Cavalcade of Bands Patriot Open Championship in Hershey, PA and were awarded first place after having earned a score of 96.75, winning awards in high music, high percussion, and highest overall score.

Whereas, the Spring-Ford Area High School Golden Ram Marching Band earned the distinction of being a finalist band out of 30 competitors at the Bands of America Regional Championship in Newark, DE and placing eighth overall and receiving second place in Group AAAA,

Whereas, the Spring-Ford Area High School Golden Ram Marching Band has become known as a Bands of America Regional Finalist on the national level for the third time in the organizations' history,

Whereas, the Spring-Ford Area High School Golden Ram Marching Band has the distinction of having won eight Tournament of Bands Chapter III Championships, nine Tournament of Bands Atlantic Coast Group IV Open Championships, and seven Cavalcade of Bands Patriot Class Championships,

Therefore, let it be resolved that the Spring-Ford Area School District Board of Education recognizes the Music Department staff for helping develop the students' musical talents and,

Further resolved, that the Spring-Ford Area School District is proud of the accomplishments, creativity, discipline, and drive of our music students who are so deserving of this public recognition and commendation.

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____

Thomas J. DiBello
Board President

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Diane M. Fern
Board Secretary



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RESOLUTION #2018-17

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

Whereas, Dilan Kansara participated in the Pennsylvania Music Educators Association 2018 District 11 Band Festival at Perkiomen Valley High School.

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

Further be it resolved, that the achievements, the recognition and the accomplishments of Dilan Kansara, 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 21st day of May, 2018.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-18

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

Whereas, Charles Nawa participated in the Pennsylvania Music Educators Association 2018 District 11 Band Festival at Perkiomen Valley High School, the 2018 District 11 Orchestra Festival at Pennridge High School, the 2018 Region VI Band Festival at the Valley Forge Military Academy, and successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association All-State Concert Band in Lancaster, PA.

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

Further be it resolved, that the achievements, the recognition and the accomplishments of Charles Nawa, 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 21st day of May, 2018.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-19

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

Whereas, Dillon Rumsey participated in the Pennsylvania Music Educators Association 2018 District 11 Band Festival at Perkiomen Valley High School, the 2018 District 11 Orchestra Festival at Pennridge High School, the 2018 Region VI Band Festival at the Valley Forge Military Academy, the 2018 Region VI Orchestra Festival at New Hope-Solebury High School, and successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association All-State Wind Ensemble in Lancaster, PA.

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

Further be it resolved, that the achievements, the recognition and the accomplishments of Dillon Rumsey, 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 21st day of May, 2018.

By: _____
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RESOLUTION #2018-20

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

Whereas, Morgan Turner participated in the Pennsylvania Music Educators Association 2018 District 11 Band Festival at Perkiomen Valley High School, the 2018 Region VI Band Festival at the Valley Forge Military Academy, and successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association All-State Wind Ensemble in Lancaster, PA.

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

Further be it resolved, that the achievements, the recognition and the accomplishments of Morgan Turner, 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 21st day of May, 2018.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-21

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

Whereas, Peter Boretskii successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association, District 11 and Region VI Choirs.

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

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

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

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RESOLUTION #2018-22

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

Whereas, Rachel Pragman successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association, District 11 and Region VI Choirs.

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

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

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
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RESOLUTION #2018-23

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

Whereas, Amal Tyagi successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association, District 11 and Region VI Choirs.

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

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

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
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RESOLUTION #2018-24

The Spring-Ford Area School District Board of Education and Superintendent of Schools commends Ingrid Shu for her participation and support of the Spring-Ford Area School District Orchestra Music Program,

Whereas, Ingrid Shu successfully auditioned and participated in the 2018 Pennsylvania Music Educators Association, District 11 Orchestra and Region VI Orchestra.

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

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

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
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Diane M. Fern
Board Secretary



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RESOLUTION #2018-25

The Spring-Ford Area School District Board of Education commends Spring-Ford Boys' Lacrosse Coach Kevin Donnelly and his Assistant Coaches Dan Monzo, , Kevin Czapor, and Chuck Baker for winning the Pioneer Athletic Conference Championship with a league record of 9 wins and 0 losses and,

Whereas, the Spring-Ford High School Boys' Lacrosse Team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford High School Boys' Lacrosse Team under the guidance, leadership, and direction of both its coaches and captains was able to win the PAC Final Four Semi-finals over Boyertown 10-7 and the PAC Final Four Championship Game over Perkiomen Valley by a score of 13-9 and,

Whereas, the Spring-Ford High School Boys' Lacrosse Team won their eighth consecutive PAC Championship and ninth overall in school history and,

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

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

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

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

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RESOLUTION #2018-26

The Spring-Ford Area School District Board of Education commends Spring-Ford Boys' Tennis Coach John Brennan and his Assistant Coaches Ryan Rendick and Brent Kissel for winning the Pioneer Athletic Conference Championship with a league record of 10 wins, 1 loss and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team under the guidance, leadership, and direction of both its coaches and captains was able to win the PAC Championship and,

Whereas, the Spring-Ford Area High School Boys' Tennis Team won their second PAC Championship in school history and,

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

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

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

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

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Region I

Clinton L. Jackson
Region II

Christina F. Melton
Region III

Bernard F. Pettit
Region I

Colleen Zasowski
Region II

RESOLUTION #2018-27

The Spring-Ford Area School District Board of Education commends Malchu Pascual, a member of the Spring-Ford High School Boys' Tennis Team, and Spring-Ford Boys' Tennis Head Coach John Brennan and his Assistant Coaches Ryan Rendick and Brent Kissel.

Whereas, the Spring-Ford High School Boys' Tennis Team is a member of the Pioneer Athletic Conference and,

Whereas, the Spring-Ford High School Boys' Tennis Team member Malchu Pascual, under the guidance, leadership, and direction of its coaches, was able to win the Pioneer Athletic Conference Boys' Tennis Singles Championship and,

Whereas, Spring-Ford High School's Malchu Pascual won the Pioneer Athletic Conference Boys' Tennis Championship by scoring 4-6, 6-2, 6-2 in the championship match and,

Whereas, Spring-Ford High School's Malchu Pascual also qualified for PIAA District One Boys' Tennis Tournament,

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

Further resolved, that the achievements, the recognition, the accomplishments, the goals set by the 2018 Pioneer Athletic Conference Boys' Tennis Singles Champion Malchu Pascual, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this 21st day of May, 2018.

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary

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

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

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

ANNOUNCEMENTS

Taylor announced that this Friday the Spring-Ford 5K Run/Walk will take place and although pre-registration has closed walk up registrants are welcome. Taylor also invited everyone to come out to SNAP's Community Walk Through on Saturday, April 28th. Taylor advised that additional information on both events can be found on the district website.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

Mr. DiBello reported that the Board met in executive session prior to the meeting to discuss personnel items.

II. PRESENTATIONS

Dr. Carboy provided a quick update on the success of the hybrid/blended learning program at Royersford Elementary. She advised that this is the first year that Royersford is fully a K-4 Hybrid School. Dr. Carboy invited the Board to come out and visit Royersford Elementary to see the Hybrid Model in action. She thanked the Board and the Royersford Community for their support of the programs at Royersford Elementary.

Dr. Carboy stated that tonight she wanted to highlight one of the programs at Royersford Elementary entitled "One School, One Book".

Mrs. Baumeister, Reading Specialist, spoke about the decision to go with the Humphrey Book Series for the One School, One Book Program. She explained that this is a program where the entire school along with the community all read the same book. Mrs. Baumeister spoke about the implementation of the program.

Mrs. Pogwist, Reading Specialist, spoke about the research involved in the creation of the program. She commented that it has been found that reading out loud has been found to be

a predictor for eventual success in reading. Mrs. Pogwist added that through this program curiosity, creativity and imagination are all developed.

Mrs. Baumeister, advised that all teachers and staff members are fully involved in this program. She commented that they have a traveling hamster cage that goes from room to room. She added that each day in the announcements a question on the novel is asked and students also take part in activities such as word searches, story maps and writing activities. Other building-wide activities included a word wall, spirit days, vocabulary parade, make a "Boat that Floats" contest, and students will end the school year with a summer Humphrey Passport to encourage students to continue with their reading over the summer. Mrs. Baumeister summoned Humphrey who was present for the meeting this evening. She next introduced students who were dressed as characters from the story and each gave background on their character's interaction with Humphrey. Mrs. Baumeister explained how students dressed up in a homemade costume that depicted a word from the book they were reading. She commented that the students had paraded around the school in a Vocabulary Parade. The Vocabulary Parade led by Humphrey entered the cafeteria and Board Members were asked to identify what word the students may be trying to depict through their costume which proved to be a difficult task for the Board Members.

Mrs. Brucker and Mrs. Burgess, Parents/PTO Representatives who helped teachers with the program spoke. Mrs. Brucker talked about the emotion and energy that was present in the building for the book activities. She spoke about the positive feelings and activities that took place while the students participated in the program. Mrs. Burgess spoke about having 2 students at different grade levels and how great it was to see them be able to read and interact on the same book. Mrs. Burgess commented that the teachers and staff put so much work into the project. She stated that the One School, One Book unified the school and made them feel like a family. She expressed her thanks to the School Board and to the Royersford Elementary population for supporting this initiative.

Dr. Carboy thanked the Royersford families who came out tonight and the teachers. She thanked the Board and the Administration for allowing them to talk about this program.

Mr. DiBello expressed that the Royersford staff and students did a great job with the presentation. He asked if this was the first year for the program and Dr. Carboy replied yes and then explained how the concept came together. He thanked Dr. Carboy for the update on the Hybrid Learning Model at Royersford Elementary. Mr. DiBello encouraged the newly elected Board Members to go out and see the Hybrid Program at Royersford and Spring City Elementary.

A. **Dr. Teresa Carboy**, Principal, along with **Reading Specialists, Teachers, Students** and **Parents** to present Royersford Elementary School's **"One School, One Book"**.

Dr. Nugent reported that they are here tonight to talk about Policy 214 – Class Rank and proposed changes to the policy including the name change to Student Recognition instead of Class Rank. Dr. Nugent presented a timeline of the review of the policy and that for moving forward with any changes. He stated that he would like to propose a potential implementation with the Class of 2020. Dr. Nugent next spoke about the areas of focus which included college admission, course selection and student stress. He gave an explanation on what class rank is and how Spring-Ford reports it. Dr. Nugent next explained the reasons for why they are considering the elimination of class rank and how class rank can hurt students when it comes to college admissions. He stated that the reporting of class rank is not a "standard" practice across the nation and added that

according to the National Association for College Admission Counseling, 55% of high schools do not report a rank. Dr. Nugent indicated that school districts that eliminated class rank have found that more of their students were admitted to competitive and highly selective colleges. Dr. Nugent provided data on the top 10 SPP schools with regards to which ones report class rank and of those 10 only 2 did which were North Penn and Spring-Ford. He next provided the same information for high ranking area school districts and the overwhelming majority did not report class rank. Dr. Nugent stated that many district who do not publish class rank do calculate the rank so it is available if need be but it is not made public or shared with students. Dr. Nugent and Ms. Falco gave some examples of how class rank has affected Spring-Ford students in a negative manner.

Ms. Falco commented that for those students who may be ranked 1 through 5 class rank may be a benefit to them but it is hurting other students more. She stated that the high school has a rigorous curriculum and college representatives seek us out so we are recognized and that is not the problem as the problem tends to be on the class rank side.

Dr. Nugent advised that this process included students, parents and teachers and while there were people on both sides of the fence, it has been largely unanimous that class rank be eliminated and we move forward with this proposal. Dr. Nugent added that there is another component to this process and that pertains to the choice of commencement speakers which in year's past have been those students ranked #1 and #2. Dr. Nugent stated that they are making a recommendation to move towards a Laude System rather than the Spring-Ford tradition of having a Valedictorian and Salutatorian. Dr. Nugent explained what the Laude System is and provided the benefits of this system which included emphasizing student competition against other schools' students rather than against other Spring-Ford students, removing the risk of taking most rigorous courses for fear of the impact on class rank, reducing the mathematical GPA game among students and motivating students to challenge themselves academically. Dr. Nugent provided an overview on how commencement student speakers would be chosen which included the submission of an application which would include the submission of a graduation speech to be reviewed by a faculty panel with a rubric being used and if chosen then those students would have the opportunity to come in and give their speech verbally to the panel and from there a final selection would then be made for the 2 speakers.

Mr. DiBello asked when this would all go into effect and Dr. Nugent said they would like to see it go into effect in the fall but the original recommendation is that it begin with the incoming freshman which would be the Class of 2022. Dr. Nugent stated that after meetings with faculty, students and parents his recommendation is that it begin with the Class of 2020 which is the current sophomore class. Mr. DiBello commented that from his perspective, if class rank is that detrimental to the students then he feels it should be started next year. Dr. Nugent replied that the reason they did not recommend it begin next year is because some students have already revealed in their communications with colleges that class rank is calculated. Mr. DiBello stated that they can just stop using it and Dr. Nugent replied that in theory yes they could do that.

Mrs. Melton asked about percentiles and if they would be replaced or eliminated altogether and Dr. Nugent responded that they would be eliminated.

Mrs. Zasowski asked if students would still get their GPA and Dr. Nugent replied yes. She asked what the disadvantages would be to doing away with class rank and Dr. Nugent said none from his perspective. Ms. Falco stated that she saw no disadvantage either.

Mr. Jackson said he has heard the administration's side of this but would like to hear the student representative's thoughts on this topic.

Taylor stated that she believes that both she and Nandini are in agreement that class rank is totally unnecessary. Taylor added that class rank only benefits the top 10 and not the majority of the students. Taylor stated that she is in a class of 660 students and is in the top 50% but is ranked 318 which she did not feel was an impressive number.

Mrs. Fazzini commented that class rank does hurt students from getting into schools and also hurts with financial assistance from colleges. She stated that she had a child who had the GPA and would have been given \$2,000.00 in academic money per semester but was required to meet a GPA requirement, a rigor requirement and a rank requirement. Mrs. Fazzini reported that her child met all requirements except the class rank requirement. She indicated that if the high school did not report class rank they would not have used it but since we do report it the college used it and her child therefore was not given the academic scholarship which cost them the \$2,000.00 per semester or \$4,000.00 per year times 4 years which would have been \$16,000.00 in financial assistance. Mrs. Fazzini stated that even if students are accepted into the schools, class rank can cost them financially so it really hurts them.

Dr. Dressler stated that some school districts he has spoken to have said that they will not even reveal the class rank to the parents and he wondered where Spring-Ford would stand on that and Dr. Nugent replied that our stance would be the same and that it would be written into the policy.

Nandini commented that she is in honor classes and has a 4.0 GPA but yet is ranked 217 out of 550 in her class. She added that she wants to attend the University of Pittsburgh and they only accept students in the top 25% of their class so this hurts her from being considered for this school. She stated that this is detrimental to her.

Mrs. Fazzini spoke about the bigger colleges who receive many applications and in order to whittle down the number of applicants they divide the applications up into 3 piles based on their acceptance criteria. She stated that a college may end up dismissing a student from consideration right off the bat if class rank does not fit their criteria whereas if we did not report it then a college would not use it as part of the criteria.

Mrs. Zasowski asked if colleges are telling us that they are not considering class sizes and if this is the way it is trending right now. Ms. Falco replied that a full school profile is sent to the colleges so they are very well aware of what our size is, what our average SAT/ACT scores are, what AP classes we offer and all of that type of information. She stated that it really comes down to the college ranking as they want to accept high profile students to increase their rank so that they have a higher score. Ms. Falco added that colleges must consider rank when it is supplied but when it is not supplied then it does not matter.

Mrs. Heine commented that as unfair as it sounds it is the reality we are in. If it is published then class rank can absolutely be used against a student and there is no recourse but if it is not published then it forces the college to look at a student more holistically. Mrs. Heine stated that from everything she is hearing doing away with class rank is going to help our kids.

Mrs. Melton asked if there was any instance where by not reporting class rank it would hinder our students from getting into the higher competitive colleges and Ms. Falco replied no.

Dr. Dressler commented that military academies still require class rank and Ms. Falco replied yes at this point they do.

Mr. Jackson asked about the Tier System and the choice for graduation speakers coming down to essays or interviews and Dr. Nugent replied that it would not be an essay but the student would actually write their proposal for a graduation speech which would be evaluated via a rubric. From this certain students would be selected to move forward to the next phase which is to actually give their speech verbally in front of the panel. Dr. Nugent stated that this would allow many more opportunities for students to participate in the process.

Mr. Dehnert felt that getting rid of class rank is another continual degradation, elimination of standards. He stated that we are ranked throughout our lives in all kinds of ways. Mr. Dehnert felt that this could lead to grade inflation and questioned what might be next if colleges would then move towards doing away with GPAs so they could pick whomever they want. He questioned why we would do this just because other districts have done it. Dr. Nugent replied that based on all of the research they have done, our students are being hindered by the process we have in place right now, and if there is no disadvantage in doing it then he felt he would be irresponsible to say that we are just going to continue with our current process. Dr. Nugent added that he felt that to put our students in the most competitive, most advantageous place they can be then this is something that is being proposed.

Dr. Dressler commented that the students are still competing against each other but they are just not using this one simple number as the criteria for where they stand. He added that they are still being compared with other students but with a more holistic way rather than looking at one mathematical number where you are looking at the 3rd decimal place to rank students.

Mr. Dehnert stated that if we did not calculate class rank until the last quarter of their senior year then it would not be able to be used against students. He added that most students would have already applied to colleges and scholarship decisions would have already been made before that. Ms. Falco responded that we could not do that as the admission process does not work that way and we can either indicate that we do or do not rank and if we do calculate class rank then we must provide it to the colleges. Ms. Falco added that without class rank it forces the colleges to really look into the school profile and take a second look at Spring-Ford which is what we really want them to do anyway to see that we are a very rigorous school and our students are performing really well. Ms. Falco spoke of how students have the ability to take dual credit courses at local colleges but often opt to take Advanced Placement courses instead in order to get the weighted grade.

Mr. DiBello thanked Dr. Nugent and Ms. Falco for a great, very informative presentation. He stated that in some instances he has to agree with Mr. Dehnert and he is quite disappointed on the direction that colleges have taken. Mr. DiBello said he was originally against this proposal but feels he must trust administration's standpoint and if this is what they are telling us then it needs to be done. Mr. DiBello recommended that this begin next year if it is creating a problem and is a disadvantage to our students.

Taylor commented that she wants a college to accept her for her and all she has done and not for a number or her rank. She added that she did not feel that class rank was necessary.

Mr. DiBello stated that colleges should be looking at the complete student no matter what and they should be considering class size because the high schools across the country vary in size with regards to student population.

Dr. Dressler asked what the next step would be and Mr. DiBello replied he believes Dr. Nugent's goal was to get this on an agenda. He stated that there needed to be an agenda item to agree to do this and then the Policy Committee could follow up. Dr. Nugent stated that in theory they would put something on the agenda for next week and then if approved they could move forward to the next step but if disapproved then things would just remain status quo.

Mr. DiBello asked for a motion to put this on the agenda for next week. Dr. Dressler made the motion and Mrs. Melton seconded it.

Mr. Jackson asked if the policy was written and Mr. DiBello replied that this motion would seek approval to get the policy written. Mr. Dehnert commented that the policy was already reviewed last week so the normal process would be for it to go back to the Policy Committee to refine the policy and then it would go through that process. He stated that this is normally how it works as it does not work by the Board approving something and then a policy is written.

Mrs. Zasowski reported that the Policy Committee did take a look at the policy last week and Dr. Roche advised that it was a draft policy based upon conversation prior to this evening. He stated that it was more of a concept as they wanted the go ahead from the Board to move in this direction. Mr. DiBello stated that they are only approving moving in that direction at this point so that the policy can be written and it can move forward.

Mr. Dehnert stated that it will be a new policy so theoretically the Board could vote to not eliminate class rank and then there would be a new policy with what Dr. Nugent presented that would then have to do with the different distinctions and the way the commencement speakers are chosen. Mr. Dehnert said the policy they wrote does not say anything about class rank as it is gone from it.

Mr. Fitzgerald advised that if the Board goes down this route they would rescind the policy, approve the new methodology and direct the Policy Committee to write a new policy.

Mrs. Zasowski said she believes it is under Student Recognition and they had talked about the Tiered System and then the valedictorian and salutatorian would go under the Honors Section as opposed to where it is now under Class Rank if the Board were to move forward with this.

Mr. DiBello stated that the policy discussion was to take the current policy and moved everything associated with recognition and moved that to Policy 213 – Assessment of Student Progress. He added that what is left in the policy is to eliminate class rank through a transition plan which Dr. Roche confirmed was correct as it indicated what would happen with the class of 2019, 2020 and moving forward. Mr. DiBello stated that if the motion made this evening was to eliminate it starting next year then if the Board agrees to that next week they could just vote to rescind the current policy and then they could update Policy 213. Mr. DiBello commented that originally it was recommended to wait longer before starting in order to have a transition but he expressed that his recommendation and what the motion is will be to do this next year. Mr. DiBello stated that in a sense the motion next week will be to rescind that policy.

Mr. Jackson asked for clarification that next year meant 2019 and Dr. Roche stated that it would be for the 2018-2019 school year.

Dr. Nugent reiterated that he had concerns with that timeline as students have already used and published their class rank on college applications. Mrs. Melton asked if students could report to those schools that Spring-Ford has done away with utilizing the ranking system and therefore do not have the information any longer. Dr. Nugent indicated that they will talk about it between now and then.

Ken Dominy, Collegeville, PA, thanked everyone for the presentation. He stated that he is the parent of 2 Spring-Ford students, one who graduated 2 years ago. Mr. Dominy said he supports the policy change and as a parent of the valedictorian 2 years ago, she supports the policy change to eliminate class rank as well for all of the reasons expressed tonight.

Larissa Dominy, Collegeville, PA, stated that she also supports the policy change to eliminate class rank. Mrs. Dominy expressed that she would like to see it begin with the Class of 2020. She commented that she believes the current juniors should finish the way they started their high school years and felt that 2020 was reasonable for this to begin so as not to disrupt those students who have been working so hard to maintain their class rank. Mrs. Dominy added that as a parent of 2 Spring-Ford students she felt class rank does hurt the students as there are so many high achieving students that we need to give all of those students just as much of a chance to be recognized and looked at by all colleges. Mrs. Dominy stated that she does not believe that eliminating class rank makes everyone equal because what each and every student does to get themselves to a point where they will be successful is different for each student. Mrs. Dominy commented that she believes it will help to eliminate the student's stress level as even her daughter who was the valedictorian and #1 for all 4 of her high school years hated to have her class rank posted and wanted to hide it as she was often ridiculed by her classmates calling her "Miss #1".

Mr. Dominy commented that he agreed with some of the sentiments stated tonight and both he and his wife are very competitive and the curriculum 30 years ago was a lot tighter so everyone was taking the same courses but now there is such a diverse selection available for student to take. He added that for this reason it is very tough to rank students and that is why many colleges have gone away from the class rank requirement. Mr. Dominy stated that he was pleased to see this push to eliminate class rank and hoped that this will move forward.

The motion passed 6-2 with Mr. Jackson and Mr. Dehnert voting no.

B. **Dr. Patrick Nugent**, Principal 10-12 Grade Center, **Dr. Tina Weidenbaugh**, Principal 9th Grade Center, and **Kimberly Bast**, Director of Curriculum and Instruction, to provide a presentation on "Student Recognition".

III. BOARD AND COMMITTEE REPORTS

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

Curriculum/Technology **Dawn Heine** **1st Tues. 6:30 p.m.**
Mrs. Heine reported that the Curriculum & Technology Committee met on April 3rd and began the meeting with the good news that Spring-Ford students presented 5 entries into the MCIU Computer Fair and came home with 5 wins. She advised that the first place

winners in each category will go on to the PA State Computer Fair in May. On the curriculum side, the committee was presented information by Mr. Tier on the changes to the 6-12 Social Studies curriculum, our AP offerings, several co-curricular opportunities, and the collegiate/professional learning community they have fostered over the last 4 years. Mrs. Gardy provided an update on English and Language Arts which included Federal Programs, Literacy Night and Kindergarten screenings. Mrs. Rochlin provided a Math update which included the K-4 curriculum review to begin in 2018-2019, CPM Teachers traveling to Upper Moreland High School to observe CPM Geometry and participate in discussions with teacher there and CPM training that took place for Algebra 2 with the next training taking place on May 15th. Mrs. Bast reviewed the textbook adoptions for Physics, Social Studies 9, Science 5/6 and motions to approve these budgeted items are on the agenda this evening. Mrs. Bast also discussed the need for a new K-12 Assessment System, NWEA, which will complement the current AimsWeb. A motion for the approval of this system is on the agenda this evening. Mrs. Heine reported that on the technology side, Mr. Catalano provided an update on the Time and Attendance Project which is on track for full implementation by July 1st of this year. He reported that the District Office went live with the new system last week and subsequent locations are coming online in the following weeks. Mr. Catalano also provided an update for the committee on the Network Infrastructure Project indicating that cabling work began on April 1st at Spring City and Oaks Elementary with an estimation of all cabling to be completed by June 30th. He advised that Phase II will begin with the installation of access points and switches which will be completed and ready to go for day one of the 2018-2019 school year. Mrs. Heine reported that the Network Infrastructure Project will greatly improve the district's wireless infrastructure and provide the ability to support all current and future devices on our network.

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

Mrs. Zasowski reported that the Community Relations Committee met on April 11th and began with a website accessibility update. The committee recommended moving forward with web-based ADA accessibility assistance and Ms. Crew will follow up with Mr. Fink regarding this. Mrs. Zasowski reported that the PenSPRA Awards took place and this year the work of the Spring-Ford Communications, Marketing and Media Team was recognized in three different categories. The website won an award in "Excellence", the promotional video "Welcome to Spring-Ford" also won an award in "Excellence" and the electronic newsletter "The Ram Review" won an award in "Honor". Mrs. Zasowski offered her thanks to the entire team on receiving these recognitions. She next reported that they discussed ADA Accessibility for RCTV and 2 options were presented for close captioning on the online programs and the committee asked for additional information which will be provided at the June meeting. Mrs. Zasowski advised that Cool School launched last week and there have been over 100 registrations thus far. Mrs. Zasowski added that Dr. Roche and Ms. Crew will be working on outlining a calendar for regular parent presentations for the 2018-2019 school year and more specific dates will be provided at a later time. She reminded everyone that the Spring-Ford 5K will take place on April 20th, SNAP Post Prom is on April 28th, Decision Day is May 1st, and Senior Impact Awards are on May 2nd.

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

Mrs. Zasowski reported that the Policy Committee met on April 11th and spoke about the Use of Facilities Policy. She stated that the recommendation is for Dr. Roche to do a presentation at the April Board Meeting next week. She added that they are shifting the May meeting to the Hurda Center and Dr. Roche will be inviting the various organizations for 1 or 2 representatives from each group to attend and provide any insights or input for the Use of Facility Policy

revisions being considered. The committee next discussed the Non-Discrimination in School and Classroom Practices Policy which is on the agenda as a first reading. Mrs. Zasowski added that the Non-Discrimination in Employment Practices Policy will be updated and shared at the next meeting and the Anonymous Communications Policy will be moved forward for a first reading with slight revisions. Mrs. Zasowski advised that they discussed Class Rank and Mrs. Heine gave an update to them from the Curriculum and Technology Committee regarding this policy. The policy on Child Abuse was deferred to the June meeting for review and also deferred was the review of policies on Title I Parent Involvement, Public Complaints, and Acceptable Use of Technology.

Finance

Thomas J. DiBello

2nd Tues. 6:30 p.m.

Mr. DiBello reported that the Finance Committee met on April 10th and asked the tax collectors from the 4 municipalities and boroughs within the school district to attend as it was felt that within the past year or two that with the revision of the tax collection policy and doing away with the per capita tax there should be an assessment done of the compensation packages. Mr. DiBello added that the committee also reviewed the monthly reports which are expected to be within budget. They discussed the 2018-2019 budget which is still a work in progress. He advised that the preliminary budget started at a little over 4% increase but through hard work and meetings they have been able to shave down the increase to roughly 3.2% with additional changes likely. Mr. DiBello advised that after the May Finance meeting they will be bringing forth recommendations on where we stand with the budget. He added that there are 2 large items they are working through, the first is special education costs and mandates that are sent from the state with a lack of funding for those mandates. The second large item is the teacher contract and the significant increases in salaries which will have an impact on the budget. Mr. DiBello reported that the Finance Committee will try to minimize the tax implications on the community as much as possible. Mr. DiBello commented that Mr. Fink provided an update on the bond with regards to the High School Expansion Project. The final topic discussed was the Time and Attendance System being put in place throughout the district.

Property

Thomas J. DiBello

2nd Tues. 7:30 p.m.

Mr. DiBello reported that the Property Committee met on April 10th and discussed various ongoing projects taking place in the district. The committee discussed the 9th Grade Center window replacements. He added that the high school expansion project contracts were signed and returned and notice to proceed letters were sent to the contractors with pre-construction meetings to be held at the high school on April 17th. Mr. DiBello advised that they discussed the conversion of the 5/6/7 Grade Center storage room to a copy center and central storage area. The committee also talked about the Oaks Elementary blacktop project which will be completed over the summer months. Mr. DiBello stated that a couple of months ago they discussed the paper recycling bins with regards to them not be emptied on a timely basis and it appears that recently the company has been doing a better job of emptying them when they are full. Mr. DiBello reported that a donation was made for a scoreboard at The Babe Ruth Field and the committee has requested additional information on the type of scoreboard and any ongoing or future costs for maintenance of this scoreboard. Mr. DiBello pointed out that on the agenda for action are a couple of items which include VCT Flooring at the 5/6/7 Grade Center and the Oaks Elementary Chiller.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche reminded parents that they can sign up their children for the Cool School Summer Program. He commented that Cool School offers fun summer courses for students in grades K-6 with a focus on enrichment, arts and sports. He advised that information and registration is available on the district's website. Dr. Roche reported that the K-6 Family

Literacy night that was postponed due to inclement weather is rescheduled for May 8th from 6:30 PM to 8:00 PM at Upper Providence Elementary School. All K-6 parents and students are invited to have fun participating in STEAM challenges with other Spring-Ford families in various activities related to reading, writing, speaking and listening. Dr. Roche invited everyone to attend the String Jamboree which will include over 500 students and will take place on April 26th in the 10-12 Grade Center Auditorium at 6:30 PM. He advised that updates on individual school concerts and programs can be found on the individual school webpages. Dr. Roche reported that this year we have the highest number of runners signed up to participate in Spring-Ford's Annual 5K Race with over 324 runners as of now.

Solicitor's Report Mark Fitzgerald

Mr. Fitzgerald reported that the Board in their weekly packet had received the changes to policies 103, 903 and 906.1 and he anticipates that their first reading next week will have some slightly different changes as he is going through the verbiage now and will be making a few changes. Dr. Roche added that the policies with those changes will be included in this week's packet to the Board.

IV. MINUTES

There were no questions or comments.

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

V. PERSONNEL

There were no questions or comments.

A. Resignations

1. **Gillian M. Arganetto**; Special Education Teacher, 5/6th Grade Center. Effective: April 20, 2018.
2. **Mitchel L. Edmunds**; Elementary Principal, Limerick and Spring City Elementary Schools, for the purpose of retirement. Effective: July 1, 2018.
3. **Susan B. Eisenhauer**; Instructional Assistant, Senior High School, for the purpose of retirement. Effective: June 15, 2018.
4. **Richard L. Grove**; Systems Technician, Upper Providence Elementary School. Effective: April 11, 2018.
5. **John S. Vanderslice**; Custodian, Senior High School, for the purpose of retirement. Effective: July 9, 2018.

B. Leaves of Absence

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

2. **Suzanne D. Laurie**; ESL Teacher, 5/6th Grade Center, for child-rearing leave per the Professional Agreement. Effective: August 22, 2018 through the 2018-2019 school year.

C. Support Employees

1. **Allyson B. Hansell**; Part-time Food Service (3 hours/day), 5/6th Grade Center, replacing Laura Marie Tuturice who had a change of assignment. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: April 16, 2018.
2. **Shannon L. Osborne**; Instructional Assistant, Limerick Elementary School. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: April 3, 2018.
3. **Julie E. Reicher**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: April 9, 2018.

D. Change of Status

1. **Deborah L. Sanford**; Part-time Food Service (4 hours/day), Oaks Elementary School, to Level IV – Clerical Assistant at the District Office, replacing Molly A. Bowe who resigned. Compensation has been set at \$13.15 an hour per the Secretarial Plan. Effective: April 9, 2018.

E. Substitute

1. **Kimberly J. Bainbridge** Food Service Substitute

- F. Administration recommends approval for **Leah Stallard** to be hired as a Homebound Instructor. Compensation will be set at \$40.00/hr. Effective: April 12, 2018.
- G. Administration recommends approval of the attached extra-curricular contracts for the 2017-2018 school year. (**Attachment A2**)
- H. Administration recommends approval for the following Registered Nurse to work five (5) hours per day for the 2018 Extended School Year Program at a rate of \$40.00 per hour.

1. Suzanne Mosebrook

- I. Administration recommends approval of the following Special Education Teachers to be hired for the 2018 Extended School Year – Professional Staff including: Speech & Language Service and Tutor Programs. Compensation will be set at \$40.00 per hour plus benefits (FICA & Retirement). Funding will be from 2017-2018 IDEA funds.

1. **Nicole M. Accor**
2. **Angela D. Allen**
3. **Gillian M. Arganetto**
4. **Krista M. Brooke**
5. **Kathryn A. Calvert**

6. **April Collins**
7. **Stephanie C. Comptain-Bain**
8. **Allison L. Costello**
9. **Debra C. Dietrich**
10. **Allison L. Dorn**

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| 11. Emily J. Emerson | 25. Megan L. Miller |
| 12. Maura K. Finnegan | 26. Laura E. Milligan |
| 13. Catherine M. Forcey | 27. Patricia A. Musselman |
| 14. Crystal L. Fritz | 28. Robin L. Riegel |
| 15. Deidre A. Gilinger | 29. Dana Rosenblum |
| 16. Carol M. Gorshe | 30. Shana L. Savard |
| 17. Brenda A. Haydt | 31. Elizabeth Shields |
| 18. Jean Marie Lare | 32. Erin M. Siuchta |
| 19. Gina L. Lasky | 33. Kyle J. Smolsky |
| 20. Kevin M. Lewis | 34. Ashley Stadtfield |
| 21. Emily E. Marzewski | 35. Christopher R. Talley |
| 22. Emily M. McCallister | 36. Tara Talley |
| 23. Barbara J. McGuigan | 37. Gina G. Walters |
| 24. Lindsay N. Miller | 38. Melissa C. Yonchuk |

- I. Administration recommends approval of the following Support Staff to be hired for the 2018 Extended School Year Program(s). Compensation for new employees will be set at \$16.36 - \$19.40 per hour depending on experience and educational degree plus benefits (FICA & Retirement). Regular hourly employees will be paid at their current Instructional Assistant hourly rate. Funding will be from 2017-2018 IDEA funds.

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|---------------------------------|-----------------------------------|
| 1. Teresa I. Bickley | 18. Laura Gilmore |
| 2. Lauren M. Boylan | 19. Dallas A. Groshardt |
| 3. Joan Clare Callow | 20. Marissa R. Hoffman |
| 4. Maryann Christy | 21. Alice B. Hollingsworth |
| 5. Cheryl L. Colmary | 22. Andrew T. Howe |
| 6. Lisa M. Collins | 23. Lynn Marie D. Keene |
| 7. Janet T. Copenhaver | 24. Jeanna Laire |
| 8. Debra A. DeMitis | 25. Tiffany M. Landis |
| 9. Judy Denning | 26. Vanessa L. Mayer |
| 10. Lisa J. Denner | 27. Patricia A. McCormick |
| 11. Paula T. Donatelli | 28. Laura B. McQuaid |
| 12. Vanessa G. Donatelli | 29. Patricia M. Mullen |
| 13. Greta L. Ertzgard | 30. Melanie A. Pierce |
| 14. Joan D. Flack | 31. Dustin L. Poole |
| 15. Dana Freas | 32. Brianne E. Terry |
| 16. Allison M. Fuhr | 33. Patricia A. Wynn |
| 17. Angeline T. Fusco | 34. Patricia A. Young |

- J. Administration recommends approval of the following teachers to be hired for the 2018 Cool School Program. Compensation will be set at \$30.00 per hour and will be funded through student tuitions. There will be no cost to the district.

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|----------------------------|----------------------------|
| 1. Brian Aikens | 10. Eric Hetrick |
| 2. Susan Albright | 11. Shannon Hetrick |
| 3. Kris Bautsch | 12. John Hughes |
| 4. Katherine Beerer | 13. Lucinda Iezzi |
| 5. Emily Beiter | 14. Mark Kehl |
| 6. Gemma Bonetti | 15. Kristin Landis |
| 7. Maria Cottman | 16. Russell Landis |
| 8. Eileen Dolenti | 17. Joshua Lang |
| 9. Keith Heffner | 18. Jean Marie Lare |

19. **Ellen Luchette**
20. **Lisa Michener**
21. **Kaitlyn Morrison**
22. **Daniel Mountz**
23. **Megan Mowrer**
24. **Lauren O'Brien**
25. **Kiera Phillips**

26. **Gabrielle Procario**
27. **Julie Quinby**
28. **Tamura Rivera**
29. **Janet Rudinsky**
30. **Amelia Smith**
31. **David Susek**

VI. FINANCE

Mr. Fink spoke about Item F saying that at the March Finance Committee meeting they discussed the funding for the high school expansion project with regards to where the funds were going to come from and about \$7.5 million coming from a bond issuance and where the remaining funds would come from as well.

Mr. Edward Murray commented that they have done these bonds several times before and in this case the Board is being asked to approve the issue on a parameters basis. He added that there are all kinds of state laws that we must comply with. Mr. Murray stated that they are looking at about 8 maturities of about \$1.5 million each and we know that it is going to be about +/- 20% depending on when they sell the bonds. Mr. Murray stated that it is anticipated that there will be a federal rate hike in June so it is important to get this off of the table now. Mr. Murray stated that it is anticipated that it will be around \$7.5 million.

Mr. DiBello asked about the fees charged and if they were on the actual amount and Mr. Murray replied yes that they are on the actual amount.

Mrs. Melton stated that there is a possibility based on sales price that it could come out at \$8.5 million or \$9 million rather than the \$7.5 that we are looking for. Mr. Murray replied that there probably will only be one or two maturities that will be higher than what he wants and some that will be lower but the bond issue is going to be about \$7.5 million.

Mr. Dehnert expressed concern over the way the bond was structured with making lower payments over the first 7 years saying on a \$10 million bond that equates to about \$1.4 million extra in interest then if we had uniform payments. Mr. Murray stated that he did not believe it would be over \$1 million because it has not been presently valued. Mr. Dehnert stated that he did the calculations between making uniform payments versus the way the bond is currently structured and on \$10 million it is \$1.4 million extra in interest. Mr. Murray stated that he would have to take Mr. Dehnert's word for it as he had not done the calculation yet. Mr. Murray added that in this case the wrap around structure suggested is a structure that has been utilized for the school and new money bond issues for a long time. Mr. Dehnert said Mr. Murray may be right but the bottom line is that it is going to cost \$1 million more in interest no matter how you spin it. Mr. Dehnert added that because we are trying to stay under a debt level until the bonds roll off it is costing us \$1 million. Mr. Murray agreed saying there is a cost in interest for doing this.

Mr. Fink stated that we need to fit this into the structure that is in the budget so we can do it this way or increase the budget now and we are also assuming that the bonds we are talking about now will go to full maturity as we do not know when we are going to refinance. Mr. Dehnert stated that the interest rates would have to go down significantly for us to refinance them but based on what we know today it is \$1 million extra.

Mrs. Heine asked if this is not how the bonds were issued the last time and Mr. Murray replied that in each of bond issues this has been the case.

Mr. DiBello commented that it will cost \$1 million extra but we have saved the district millions of dollars over the years because of refinancing bonds and this is normal operating procedures. Mr. DiBello stated that if we did not want to do this then we could take all of the money that is in the debt service and use that towards the payment. Mr. DiBello added that this is the same way it has been projected all along for this project. Mr. DiBello commented that he believes that financially we are making the best decision.

Mrs. Melton stated that if you look at Item H with the transfer of the \$3.4 million from the General Fund to the High School Expansion Project, we have offset the cost by paying the \$3.4 million out of our current existing funds. Mrs. Melton felt that they had looked at the best way from both a financing perspective as well as from a cash basis to make sure we are minimizing an impact on residents and the district while still optimizing the expansion project for our students.

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

B. Checks:

1. General Fund Checks

Check No. 2029532 – 203150	\$1,275,800.80
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2. Food Service Checks

Check No. 792 – 842	\$ 73,749.04
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3. Capital Reserve Checks

Check No. 2027 - 2028	\$ 80,285.00
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4. General Fund, Food Service, & Capital Reserve ACHs

ACH 171800636 - 171800701	\$1,707,090.26
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C. The following monthly Board reports are submitted for your approval:

- Skyward Reports

- Check Register (General Fund, Food Service and Capital Reserve)
- ACH Check Register (General Fund, Food Service and Capital Reserve)

D. Administration recommends approval of the Montgomery County Intermediate Unit's contract for District ACCESS Medical Practitioner Review/Authorization Services for the 2018-2019 school year. The MCIU will obtain the required Medical Practitioner Reviews/ Authorizations, as per the School-Based ACCESS Program Guidelines. Funding will be paid from the Medical ACCESS funds and shall not exceed \$2,570.00.

E. Administration recommends approval of a one-year contract with Lanyon Solutions, Inc. of Dallas, TX to provide RegOnline (online registration and payment system) that parents can use to register their child(ren) for the Cool School Summer Program. The cost for this program is a base rate of \$1,487.50 for a minimum of 350 registrations and then \$4.25 for each additional online registration received. There will be no cost to the district provided the minimum registrations are met as all costs will be paid from registration fees collected for the Cool School Program.

- F. Administration recommends approval of the attached **Resolution #2018-12** authorizing the issuance of General Obligation Bonds in the amount of up to ten million dollars (\$10,000,000) for purposes of the planning, designing, constructing, equipping and furnishing of renovations and additions to the Spring-Ford High School; providing for the date, maximum interest, maximum maturity dates and place of payment in respect to the Bonds; setting forth the parameters for acceptance of a proposal and authorizing acceptance of a proposal for the purchase of the Bonds; and authorizing and directing the preparation, certification and filing of the proceedings with the Department of Community and Economic Development. **(Attachment A3)**
- G. Administration recommends approval to accept a Bond Purchase Agreement offered by Boenning and Scattergood, Inc. in conjunction with Resolution 2018-12, and authorize other necessary action as stipulated. **(See attached resolution A3)**
- H. Administration recommends approval for the transfer of \$3.4 million from the General Fund to the High School Expansion Project Fund as was discussed at the March and April Finance Committee meetings.
- I. Administration recommends approval of the following independent contracts:
 - 1. **Variety Club Camp and Developmental Center – Worcester, PA.** Provide Extended Year Programs for 7 special needs students as per their IEPs. Variety Club will provide 7 weeks of ESY support programming for each student at a total cost of \$29,800.00. In addition, Variety Club will provide 49 sessions of Speech Services, 35 sessions of Occupational Therapy, and 14 sessions of Physical Therapy for a total cost of \$6,860.00. Funding will be paid from the Special Education Budget and shall not exceed \$36,660.00.
 - 2. **Vanguard School – Malvern, PA.** Provide Extended School Year Programs for 3 special needs students as per their IEPs. The Vanguard School will provide a 3 week summer L.I.F.E. Program and services at a rate of \$3,040.00 per student. Funding will be paid from the Special Education Budget and shall not exceed \$9,120.00.
 - 3. **PeopleAdmin, Inc. – DE.** Provide Teacher Match Educators Professional Inventory Software services and training effective July 1, 2018 through June 30, 2021. Funding will come from the Human Resource Budget and shall not exceed a total of \$47,000.00.
- J. Administration recommends approval of the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:
 - 1. **Farm Explorer Program – Norristown, PA.** Provide three farm-based biology and environmental science lessons entitled “The Farm Explorer” for students at Upper Providence Elementary School. There is no cost for these lessons.

VII. **PROPERTY**

There were no questions or comments.

- A. Administration recommends approval for About All Floors to replace carpet with VCT in 7 classrooms at the 5/6/7 Grade Center; CO-STARs contract #008-344. Funding will be paid from the 2018-2019 Maintenance Budget and shall not exceed \$19,617.25.

- B. Administration recommends approval to award the Oaks Chiller Replacement Project to the lowest responsible bidder McCloskey Mechanical Contractors for a low bid of \$134,114. Work will be completed over the 2018 Summer. Funds to come from the Capital Reserve Account.

VIII. PROGRAMMING AND CURRICULUM

There were no questions or comments.

- A. Administration recommends approval of the 2018 English Language Development (ELD) Summer Program to be held at Brooke Elementary for ELD students entering grades 1-4. The program will run for two weeks in the summer, 4 days a week, for two hours per day, Monday, July 9 through Thursday, July 12, 2018 and Monday, July 23 through Thursday, July 26, 2018. This program will be offered to students at no cost. Teachers will be paid at the current summer school salary rate of \$30.00 per hour plus benefits. There will be no cost to the district as all costs will be funded through Title III Funds and shall not exceed \$2,280.00 (including material costs and teacher compensation for instructional and preparation time).
- B. Administration recommends approval of NWEA/Map, a new assessment product for K-12 students, for the 2018-2019 school year. Funding will come from the Curriculum Budget and shall not exceed \$120,000.00.
- C. Administration recommends approval of the following new curricular resources for the 2018-2019 school year. Funding will come from the Curriculum Budget and shall not exceed \$200,000.00.

<u>Course</u>	<u>Textbook</u>	<u>Publisher</u>
1. 9 th Grade Social Studies (\$60,500.00)	Discovering Our Past, A History of the United States <i>6 years online access for all Students and teachers</i>	Glencoe McGraw Hill P.O. Box 182605 Columbus, OH 43218
2. HS Physics (\$21,000.00)	Physics: Principles with Applications <i>6 years of eText included</i>	Pearson P.O. Box 6820 Chandler, AZ 85246
<u>Course</u>	<u>Textbook</u>	<u>Publisher</u>
3. 5 th , 6 th Grade Science (\$118,500.00)	Glencoe Earth & Space Science <i>6 years of E access</i>	Glencoe McGraw Hill PO Box 182605 Columbus, OH 43218

All Teacher Materials have been provided free of charge for the purchase above

IX. CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

The following individuals are recommended for attendance at the following:

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

DISTRICT OFFICE

- A. **Robert Catalano**, Director of Technology, to attend "*Tech Talk Live*" in Lancaster, PA from May 7 through May 9, 2018. The total cost for this conference is \$654.00 (registration, transportation, lodging, meals). No substitute is needed.
- B. **Catherine Gardy**, K-12 Literacy Supervisor, **Wendy Taylor** and **Megan Wilmarth**, Instructional Coaches, to attend the "*PA Literacy Symposium*" at PaTTAN in Harrisburg, PA from June 13 through June 15, 2018. The total cost for this conference is \$730.52 (registration, transportation, meals). No substitutes are needed.

HIGH SCHOOL

- B. **Julie Korchowsky**, Teacher, to attend the "*2018 AP Capstone Summer Institute*" at Goucher College in Baltimore, MD from June 24 through June 29, 2018. The total cost for this training is \$2,127.00 (registration, transportation, lodging, meals). No substitute is needed.
- C. **Karen Gallagher** and **Corrine Rudloff**, Art Teachers, to attend the "*Summer 2018 La Salle University AP Art Summer Institute*" at La Salle University in Philadelphia, PA from July 16 through July 19, 2018. The total cost for this training is \$2,985.00 (registration, transportation, meals). No substitutes are needed.

5/6/7 GRADE CENTER

- D. **Agnes Wright**, Teacher, to attend the "*2018 Conference for Wilson Certified Teachers*" in Boston, MA on July 8, 2018. The total cost for this conference is \$750.00 (registration, transportation). No substitute is needed.

DISTRICT-WIDE

- E. **Steven Hull**, **Mark Kehl**, **Zachary Laurie**, **Shawn Riordan**, **Jessica Rusinski**, and **Jill Shull**, Ram QUEST Specialists, to attend "*Coding as the New Literacy: A Hands On Event*" at the Corbett Experience Center in Norristown, PA on May 17, 2018. The total cost for this conference is \$1,320.00 (registration and one day of substitute coverage for each teacher).

X. OTHER BUSINESS

There were no questions or comments.

- A. The following policy is submitted as a second reading for approval at next week's meeting:
 - 1. Policy #249 – Bullying and Cyber Bullying (**Attachment A4**)
- B. Administration recommends approval of the following annual report of income and expenses as required by Policy #229 – Student Fund Raising.
 - 1. Spring City American Legion Baseball, Inc.
- C. Board approval is needed to designate **Thomas J. DiBello** to continue to serve on the **Montgomery County Intermediate Unit Board of Directors**. The seat is for a 2-year term. The current term expires on June 30, 2018. The new term will commence on July 1, 2018 and expire on June 30, 2020.

D. Administration recommends approval for the Spring-Ford Area High School Girls' Basketball Team to accept the invitation to participate in the Nike Tournament of Champions, December 18, 2018 – December 22, 2018 in Phoenix, AZ. Ninety-Six teams were chosen from the entire country to compete including most of the Pre-Season Top 25 ranked teams in the country. Each team is guaranteed four games. Cost per student-athlete will be approximately \$_____ for lodging, meals and transportation. The High School Girls' Basketball Program and staff will conduct fundraising events to help defray the costs. There is no cost to the school district. Student-athletes will miss four school days and will be responsible for all missed classwork. No substitutes are needed.

E. The following policies are submitted as a first reading:

1. Policy #103 – PROGRAMS: Nondiscrimination in School and Classroom Practices **(Attachment A5)**
2. Policy #903 – COMMUNITY: Public Participation in Board Meetings **(Attachment A6)**
3. Policy #906.1 – COMMUNITY: Anonymous Communications **(Attachment A7)**

XI. BOARD COMMENT

Mr. Dehnert commented that a lot of programs for elementary schools are paid for by home and school and when you look at a school like Spring City Elementary that does not have much of a home and school, has a low population, the people there are lower income so they do not have the money that others have. He questioned if students were being short changed on those kinds of assemblies that the other schools get because they do not have a wealthier home and school and a bigger population to pay for those assemblies.

Dr. Goodin replied yes that they were bringing in less money so they have less to spend.

Mr. Dehnert stated that the answer is yes that those students get short-changed. He added that if those programs are really worthwhile then those students get short-changed because they are not as well off as the other elementary schools.

Mr. DiBello asked what kind of programs are funded by home and schools and Dr. Goodin replied assemblies.

Mr. Dehnert commented that if those programs are valuable then those students are not getting the benefit of them. Mr. Dehnert added that either the programs are valuable or not but if they are valuable then we are doing an injustice to the students at Spring City Elementary by not having similar programs just because they cannot afford it.

Dr. Roche replied that a couple years ago when we went through budget reductions at the buildings and used a per pupil allocation to balance things out a little bit during tougher financial times, we did add additional budget money to Spring City knowing the cost of operating a building. He added that principals are allocated a budget to make some decisions and some home and schools subsidize or add programs to that. Dr. Roche stated that Spring City was given additional funds or did not take the reduction that other schools did at that time. Dr. Roche added that they have not looked at this in a while but it is something that they could definitely take another look at.

Mr. DiBello stated that he wanted it to be made clear that from an educational standpoint the district is providing the same level of education at Spring City as it does at all elementary schools. He added that we have invested in Spring City by bringing the Hybrid Learning Model into that school. He commented that what Mr. Dehnert is referring to is the home and school association and whatever programs they may put in place through fundraising. Mr. DiBello stated that he believes the people at Spring City Elementary would find the comments made this evening offensive. He added that he thinks they are hardworking individuals with demographics spread all across the board. He concluded by saying that you are talking about a school that only has 125 students compared to other elementary schools that have 500-600 students which would make up a big difference when raising funds to do these in-school activities for students. Mr. DiBello said he knows the home and school in Spring City works extremely hard to provide a wonderful environment for their students and he applauds them for all of their hard work.

Mr. Dehnert clarified that he was not trying to disparage the people at Spring City as he was trying to say that they were not getting as much in the way of those programs that the other schools get. He stated that it is not the fault of the people who live there as the two factors are that it is not as affluent a school as the other elementary schools and because they have a smaller population they do not have as big a home and school to raise the money. Mr. Dehnert commented that if those programs are worthwhile and they are not getting them then maybe they should.

Dr. Dressler asked if Mr. Dehnert would prefer if all of the home and school's money that is raised be put into a pot and distributed equally among each of the schools. Mr. Dehnert replied no that he is just making a statement that if they are not as economically as well off then they are not getting the same programs that the other schools are getting.

Mr. DiBello commented that every home and school raises money differently and uses it differently and they are not all similar in nature and some schools do a little bit more than other schools.

Mrs. Zasowski commented that she believes they will all be talking about this to them at the President's Council meeting which will take place this Thursday. She suggested that it might be a good time to find out from the groups what each of them are doing.

XII. PUBLIC TO BE HEARD

There were no comments from the public.

XIII. ADJOURNMENT

Mrs. Melton made a motion to adjourn and Mr. Jackson seconded it. The motion passed 8-0. The meeting adjourned at 9:43 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

SPRING-FORD AREA SCHOOL DISTRICT

POSITION DESCRIPTION

POSITION TITLE: Coordinator of Safety, Security and Emergency Preparedness

REPORTS TO: Superintendent

SUMMARY: Create, implement, and manage a comprehensive safety, security and emergency preparedness program that will directory support the mission and strategic plan of the Spring-Ford Area School District. This position will work closely with administration to coordinate a high level of emergency preparedness across the district.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Develop and maintain the Spring-Ford Area School district All Hazard Emergency Operations Plan consistent with state law and applicable Federal guidelines including the National Incident management System (NIMS).
- Maintain a high level of overall preparedness by reviewing emergency and crisis related plans and evaluating their effectiveness based on comprehensive hazard analysis.
- Engage individual school communities to develop building-specific emergency planning teams, create high quality emergency response plans.
- Serve as liaison to public safety agencies, emergency management officials, community organizations, and local businesses to ensure effective coordination. Develop memorandums of understanding and mutual aid agreements for assistance in disaster situations.
- Create detailed Incident Action Plans for significant school district events and gatherings. Ensure cooperation with public safety agencies, continual situational awareness, and coordinated response to any emergency situation.
- Work in conjunction with communications staff on the continued development and enhancement of emergency communication and notification systems.
- Develop and deliver a comprehensive emergency preparedness training program for all staff, students, and key personnel
- Create, deliver, and distribute educational presentations and information to the community on relevant emergency preparedness and response topics.
- Create and manage a program of tabletop, functional, and full-scale exercises in order to continually test and improve emergency preparedness at all levels. Maintain an accurate training and exercise database.
- Maintain the readiness of an Emergency Operations Center (EOC) including locations, staff training, position specific checklist, and equipment.
- Inventory institutional assets, equipment, facilities, and personnel skills in order to measure core capability for disaster response. Identify shortfalls and make recommendations for enhancement.
- Identify changes in critical facility information and key personnel to ensure proper documentation and communication to public safety and partner organizations.
- Ensure district compliance with federal, state, and local emergency codes and guidelines including the PA school code, PA title 35, and the National Incident Management System. Monitor proposed changes and advise district leadership on the potential implications to policy

Five mission areas:

Emergency Planning and Preparedness

- Develop high quality all hazards emergency preparedness plan (District)
- Develop school emergency response manual
- Develop classroom emergency guides
- Develop IAPs for large events
- Work with special education to develop individualized planning for situations
- Conduct training with students and staff
- Conduct exercise and evaluations to improve plans
- Maintain plans annually as require by Title 35
- Develop positive relationships with PS partners with regular communication and updates
- Participate as part of county and state EM community
- Participate in training and develop (grow) position
- Document all training, exercises, and drills. Serve as collection point for fire drill reports
- Maintain situational awareness and monitor events of potential impact to district
- Conduct an annual review of all-hazard assessment and emergency preparedness plans
- Create after-action reports and improvement plans (AAR/IP) after drills or real-world events
- Identify and pursue grant opportunities

Physical Security Program

- Provide overall vision for security program
- Develop security procedures (district-wide and school-specific)
- Oversee operation of security systems (surveillance, access control, visitor, radio, mass notification, etc.)
- Oversee maintenance of physical security features and technology
- Provide training to staff on security related policy/procedures and physical security systems
- Prepare and provide annual budget numbers
- Identify and pursue grant opportunities

School Police

- Ensure staff is developed as efficiently as possible with the most impact
 - Expand visibility in other district buildings through patrols
 - Surveillance operation and dispatch assignments
 - Proactive perimeter security
 - Investigation of criminal acts
 - Collaboration with outside LE agencies
 - Community policing efforts
 - Training management plan for security/police staff
- Ensure all required reporting takes place accurately and on-time
 - School police required training required by School Code
 - Safe School Act, Section 31, §1301.a.
- Develop and maintain policy and procedures (School police specific)
- Oversee department operations
- Prepare and provide annual budget requirements
- Identify and pursue grant opportunities

Workers Health and Safety

- Receive building checklists, conduct walk-through surveys with staff (educational)
- Re-develop and enhance committee itself, increase representation

- Goal to have a state certified workers safety committee 2018-2019 school year.
- Work with facilities leadership to maintain RTK compliance, annual training

Culture of Safety and Security

- Foster employee and student engagement and buy-in
- Encourage staff ownership of building safety
- Empower staff to act
- Connecting with people
- Provide regular communication and follow-up (newsletter, face to face meetings)
- Plan and Conduct parent and community forums on safety topics
- Develop a process to collect and process intelligence (tips)
- Develop Threat assessment team (s)
- Encourage staff participation in planning and safety initiatives (all employee groups)

Education and Experience:

Bachelor's degree in a related field and at least 8 years of law enforcement or related experience, including at least 3 years of progressive management experience, or any equivalent combination of training and experience which provides the required knowledge, skills and abilities.

This Job Description in no way states or implies that these are the only duties to be performed by the employee occupying this position. The Coordinator of Safety and Emergency Preparedness will be required to follow any other job related instructions and perform other job related duties requested by the Superintendent.

POSITION SPECIFICATIONS - Coordinator of Safety, Security and Emergency Preparedness

Work Year: Full-time: 7.5 hours/day, 12 months/year

Classification: **Administration**

Physical Demands: Frequently required to stand and walk
Frequently required to climb, bend, twist, reach, and grasp
Frequently required to kneel and squat
Light lifting - up to 15 pounds
Light carrying - up to 15 pounds
Manual dexterity to prepare mailings and/or use office equipment
Repetitive movement of fingers and hands for keyboarding

Sensory Abilities: Ability to speak clearly and distinctly
Auditory acuity to answer phones and relay messages correctly
Visual acuity to read correspondence and computer screen

Work Environment: Level of noise is quiet to moderate
Inside year around

Temperament: Must be cooperative, congenial and service oriented
Ability to work in an environment with frequent interruptions
Ability to work with others as a team
Must be courteous and be able to deal effectively and responsibly with people

Cognitive Ability: Ability to read, write and do simple computation
Ability to use correct grammar, sentence structure, and spelling
Ability to compose clear, concise sentences and paragraphs
Ability to communicate effectively, both orally and in writing
Ability to follow written and verbal directions
Ability to complete tasks with minimal supervision

Specific Skills: Proficiency in MS Office Suite (Word, Excel and Outlook)
Excellent verbal and written communication skills
Excellent organizational skills
Must be able to work well individually and in a team environment
Must be cooperative, congenial and customer service oriented

License/Clearance(s): Act 34 - Criminal History Clearance
Act 151 - Child Abuse History Clearance
Act 114 – Federal Criminal History Clearance
Act 120 Certification Municipal Police Officer or Pennsylvania State Police
Certification

The position holder must be able to perform the essential job functions with or without reasonable accommodation. It is the responsibility of the employee to inform the Director of Human Resources of any and all reasonable accommodation that will be required.

2017-2018 EXTRACURRICULAR CONTRACTS
MAY 2018

Contract Title	Season	Last Name	First Name	Contract Rate
Co-Ed Fitness Intramural # 3 - Oaks	Spring	Cedrone	Gillian	\$402.00
Co-Ed Fitness Intramural # 2 - Brooke	Spring	Chester	Tara L.	\$402.00
Scoreboard Operator (as needed)	as needed	German	Kelly L.	\$50/game
Mont County Honors Strings Director	Year	McGranahan	Emily C.	\$1,170.00
Co-Ed Fitness Intramural # 4 - Brooke	Spring	O'Connell	Jennifer M.	\$402.00
Co-Ed Fitness Intramural # 3 - Brooke	Spring	Rickard	Judith S.	\$402.00
Co-Ed Fitness Intramural # 1 - Brooke	Spring	Stadtfeld	Ashley	\$402.00

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: PUBLIC PARTICIPATION IN
BOARD MEETINGS

ADOPTED: March 25, 1991

REVISED: June 27, 2016

REVIEWED: April 11, 2018

	903. PUBLIC PARTICIPATION IN BOARD MEETINGS
1. Purpose 65 P.S. 271 et seq	<p>The Board recognizes the value to school governance of public comment on educational issues and the importance of involving members of the community in Board meetings. The Board also recognizes its responsibility for proper governance of the district and the need to conduct its business in an orderly and efficient manner.</p>
2. Authority	<p>The Spring-Ford Area Board of Education believes the community has the right to bring before the Board issues and concerns they may have about items on the agenda, or about things in general which affect the District or their children.</p> <p>Because of this belief and philosophy, the Board will schedule a time, at the beginning and conclusion of every meeting, to have an opportunity for community members to share their concerns with the Board.</p> <p>At the beginning of each Board meeting, the community will have an opportunity to share concerns and comment about items on the agenda. Each community member will have up to three (3) minutes in which to address the board. The Board will do all it possibly can to assure each member of the community an opportunity to speak on issues. However if a large group of people wish to discuss a specific topic, the Board reserves for itself, the right to limit participation and time allocated to this part of the agenda. Once the public comment on agenda items is complete, only Board members will have an opportunity to speak on issues on the agenda. However, the chair may, at its discretion, permit discussion on selected items as the need arises.</p> <p>The Board requires that public participants be:</p> <ul style="list-style-type: none"> • A resident or taxpayer of this District; • A resident of the District who is also an employee of the District must only speak at the Board meeting involving matters of public concern. Employment based matters and/or matters involving operational concerns of the District should be addressed with an immediate supervisor.

903 PUBLIC PARTICIPATION IN BOARD MEETINGS

<p>PA Statute 65 P.S. 271 et seq</p> <p>Board Policy No. 006</p>	<ul style="list-style-type: none">• Anyone representing a group in the community or School District;• Representation of a firm eligible to bid on materials and/or services solicited by the Board, or• District student. <p>Prior to adjournment, there will be an additional opportunity for the community to comment publicly. Again, each community member will have up to three (3) minutes in which to address the Board. Community members who spoke at the beginning of the meeting must yield the microphone to community members who have not spoken at the meeting before speaking for a second time in the meeting. No community member is allowed to exceed six (6) total minutes of public comment at any one meeting.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: ANONYMOUS
COMMUNICATIONS

ADOPTED: May 20, 2002

REVISED:

REVIEWED: April 11, 2018

	906.1. ANONYMOUS COMMUNICATIONS
1. Purpose 65 P.S. 271 et seq	The Board recognizes the value to school governance of public comment on educational issues and the importance of involving members of the public in Board meetings.
2. Authority	<p>The Spring-Ford Area Board of Education believes the public has the right to bring before the Board issues and concerns they may have about items on the agenda or about things in general which affect the District or their children.</p> <p>District employees and Board members receive many telephone calls, texts, e-mails, social media connections or comments and letters each day. On occasion, the caller or the author of the text, e-mail, post or comment and/or letter is anonymous. This type of communication is difficult, at best, for the District administrative staff to address. Accordingly, anonymous communications received by District employees and/or School Board members may be discarded and not acted upon unless it contains an immediate concern for student, staff and/or community safety and well-being. Any student, staff and/or community safety and well-being concern will be addressed and may be forwarded to the appropriate authorities.</p> <p>In addition, anonymous on-line complaints, posts, comments and/or feedback on social media websites or applications may also be disregarded and not acted upon unless it contains an immediate concern for student, staff and/or community safety and well-being. Any member of the public who wishes to use social media to provide comments on educational issues or other concerns are encouraged to do so on the District's social media website or application.</p>
3. Definition	For the purposes of this policy, the term Anonymous Communication shall mean any communication, regardless of the manner or medium by which it is transmitted (examples: telephone call, letter, e-mail, social media post/comment etc.), which does not identify the person or entity making the communication, or which appears to identify the person or entity making the communication but that person or entity cannot be independently verified to be a resident or taxpayer of the Spring-Ford Area School District.

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: NONDISCRIMINATION IN
SCHOOL AND CLASSROOM
PRACTICES

ADOPTED: March 25, 1991

REVISED: February 22, 2011

REVIEWED: May 14, 2018

<p>1. Authority</p>	<p>103. NONDISCRIMINATION IN SCHOOL AND CLASSROOM PRACTICES</p> <p>The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability. [1] [2] [3] [4] [5] [6] [7] [8] [9] [10] [11] [12] [13] [14] [15] [16] [17] [18] [19] [20]</p> <p>The district strives to maintain a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the educational and programmatic goals of the district and is prohibited on school grounds, at school-sponsored activities and on any conveyance providing transportation to or from a school entity or school-sponsored activity.</p> <p>The district shall provide to all students, without discrimination, course offerings, counseling, assistance, services, employment, athletics and extracurricular activities. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps and disabilities, consistent with the requirements of federal and state laws and regulations.</p> <p>The Board encourages students and third parties who believe they or others have been subject to discrimination to promptly report such incidents to designated employees, even if some elements of the related incident took place or originated away from school grounds, school activities or school conveyances.</p> <p>The Board directs that verbal and written complaints of discrimination shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of discrimination brought pursuant to this policy shall also be reviewed for conduct which may not be proven discriminatory under this policy but merits review and possible action under other Board policies.</p> <p><u>Confidentiality</u></p> <p>Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and</p>
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<p>2. Definitions</p>	<p>the investigation shall be handled in accordance with this policy and the district's legal and investigative obligations.</p> <p><u>Retaliation</u></p> <p>The Board prohibits retaliation against any person for making a report of discrimination or participating in a related investigation or hearing, or opposing practices the person reasonably believes to be discriminatory. A complaint of retaliation shall be handled in the same manner as a complaint of discrimination.</p> <p><u>Discriminatory Harassment</u></p> <p>Harassment by students, employees or third parties on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy, handicap/disability or for participation in reports or investigations of alleged discrimination is a form of discrimination and is subject to this policy. A person who is not necessarily an intended victim or target of such harassment but is adversely affected by the offensive conduct may file a report of discrimination on his/her own behalf. [21][22][23][24][25][26]</p> <p>For purposes of this policy, harassment shall consist of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and which relates to an individual's or group's race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability when such conduct is:</p> <ul style="list-style-type: none"> • Sufficiently severe, persistent or pervasive; and • A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school. <p><u>Sexual Harassment</u></p> <p>Sexual harassment is a form of discrimination on the basis of sex and is subject to this policy.</p> <p>For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, nonverbal,</p>
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<p>3. Delegation of Responsibility</p>	<p>written, graphic or physical conduct of a sexual nature when:</p> <ul style="list-style-type: none"> • Submission to such conduct is made explicitly or implicitly a term or condition of a student's status in any educational or other programs offered by a school; or • Submission to or rejection of such conduct is used as the basis for educational or other program decisions affecting a student; or • Such conduct deprives a student or group of individuals of educational aid, benefits, services or treatment; or • Such conduct is sufficiently severe, persistent or pervasive that a reasonable person in the complainant's position would find that it unreasonably interferes with the complainant's performance in school or school-related programs, or otherwise creates an intimidating, hostile, or offensive school or school-related environment such that it unreasonably interferes with the complainant's access to or participation in school or school-related programs. <p>Federal law declares sexual violence a form of sexual harassment. Sexual violence means physical or sexual acts perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol. An individual may also be unable to give consent due to an intellectual or other disability. Sexual violence includes but is not limited to rape, sexual assault, sexual battery and sexual coercion.</p> <p>In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Human Resources Director as the district's Compliance Officer. All nondiscrimination notices or information shall include the position, office address, telephone number and email address of the Compliance Officer.</p> <p>The Compliance Officer shall publish and disseminate this policy and complaint procedure at least annually to students, parents/guardians, employees and the public to notify them of where and how to initiate complaints under this policy.</p> <p>Following the completion of any applicable investigations and appeals as noted in the below Appeals Procedures, the Compliance Officer shall promptly report to the school board any credible violations that may lead to criminal charges and/or legal action against the school district.</p> <p>The Compliance Officer is responsible to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas:</p>
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	<ul style="list-style-type: none"> • Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias. • Training - Provision of training for students and staff to prevent, identify and alleviate problems of discrimination. • The Compliance Officer is responsible to communicate to the school board on a yearly basis a report excluding names or any personal identifiable information of all investigations regarding any claimed violations of this policy that were a part of the reports to the Office of Civil Rights; thereby listing the nature of each issue and how it was resolved or if it remains active. • Resources - Maintain and provide information to staff on resources available to alleged victims in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources. • Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation. • District Support - Assurance that like aspects of the school program receive like support as to staffing and compensation, facilities, equipment, and related areas. • Student Evaluation - Review of tests, procedures, and guidance and counseling materials for stereotyping and discrimination. • Complaints - Monitor and provide technical assistance to building principals or designee in processing complaints. <p>The building principal or designee shall be responsible to promptly complete the following duties upon receipt of a report of discrimination or retaliation from a student, employee or third party:</p> <ul style="list-style-type: none"> • If the building principal is the subject of the complaint, refer the student to the Compliance Officer to carry out these responsibilities. • Inform the student or third party about this policy including the right to an investigation of both oral and written complaints of discrimination.
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<p>4. Guidelines</p>	<ul style="list-style-type: none"> • Obtain consent from parents/guardians to initiate an investigation where the complainant or alleged victim is under age eighteen (18). Inform parents/guardians and students who are complainants or accused of violating this policy that s/he may be accompanied by a parent/guardian during all steps of the complaint procedure. • Provide relevant information on resources available in addition to the school complaint procedure, such as making reports to the police, available assistance from domestic violence or rape crisis programs and community health resources including counseling resources. • Immediately notify the Compliance Officer of the complaint. The Compliance Officer shall assess whether the investigation should be conducted by the building principal, another district employee, the Compliance Officer or an attorney and shall promptly assign the investigation to that individual. • After consideration of the allegations and in consultation with the Compliance Officer and other appropriate individuals, promptly implement interim measures as appropriate to protect the complainant and others as necessary from violation of this policy during the course of the investigation. <p><u>Complaint Procedure – Student/Third Party</u></p> <p>Step 1 – Reporting</p> <p>A student or third party who believes s/he has been subject to conduct by any student, employee or third party that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal. Any person with knowledge of conduct that may violate this policy, is encouraged to immediately report the matter to the building principal.</p> <p>A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by Law. [27]</p> <p>If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.</p> <p>The complainant or reporting employee is encouraged to use the district’s report form, available at the end of this policy, from the building principal or Compliance Officer, or to put the complaint in writing; however, oral complaints shall be accepted, documented and the procedures of this policy implemented. The person accepting the verbal or written complaint may provide factual information on the</p>
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	<p>complaint and the investigative process, the impact of choosing to seek confidentiality and the right to file criminal charges. In all other respects, the person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the complainant or those accused of a violation of this policy.</p> <p>Step 2 – Investigation</p> <p>Where an attorney is not used to conduct an investigation into a discrimination complaint, only individuals who have received basic training on the applicable law, this policy and how to conduct a proper investigation shall be authorized to conduct an investigation of a complaint made pursuant to this policy.</p> <p>The investigator shall work with the Compliance Officer to assess the anticipated scope of the investigation, who needs to be interviewed and what records may be relevant to the investigation.</p> <p>The investigator shall conduct an adequate, reliable and impartial investigation. The complainant and the accused shall be provided the opportunity to present witnesses and other evidence during the course of the investigation. When the initial complaint involves allegations relating to conduct which took place away from school property, school-sponsored activities or school conveyances, the investigation may include inquiries related to these allegations to determine whether they resulted in continuing effects such as harassment in school settings.</p> <p>The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the allegations. The investigator may also evaluate any other information and materials relevant to the investigation. The person making the report, parties, parents/ guardians and witnesses shall be informed of the prohibition against retaliation for anyone's participation in the process and that conduct believed to be retaliatory should be reported. All individuals providing statements or other information or participating in the investigation shall be instructed to keep the matter confidential and to report any concerns about confidentiality to the investigator.</p> <p>If the investigation reveals that the conduct being investigated may involve a violation of criminal law, the investigator shall promptly notify the Compliance Officer, who shall promptly inform law enforcement authorities about the allegations. [27][28][29]</p> <p>The obligation to conduct this investigation shall not be negated by the fact that a criminal or child protective services investigation of the allegations is pending or has been concluded. The investigator should coordinate with any other ongoing investigations of the allegations, including agreeing to requests for a short delay in fulfilling the district's investigative responsibilities during the fact-finding portion of</p>
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	<p>a criminal or child protective services investigation. Such delays shall not extend beyond the time necessary to prevent interference with or disruption of the criminal or child protective services investigation.</p> <p>Step 3 – Investigative Report</p> <p>The investigator shall prepare and submit a written report to the Compliance Officer within twenty (20) days of the initial report of alleged discrimination, unless the nature of the allegations, anticipated extent of the investigation or the availability of witnesses requires the investigator and the Compliance Officer to establish a different due date. The parties shall be notified of the anticipated date the investigative report will be completed and of any changes to the anticipated due date during the course of the investigation.</p> <p>The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual, the information and evaluation that formed the basis for this determination, whether the conduct violated this policy and of any other violations of law or Board policy which may warrant further district action, and a recommended disposition of the complaint. An investigation into discriminatory harassment or sexual harassment shall consider the record as a whole and the totality of circumstances in determining whether a violation of this policy has occurred, recognizing that persistent and pervasive conduct, when taken together, may be a violation even when the separate incidents are not severe.</p> <p>The complainant and the accused shall be informed of the outcome of the investigation, including the recommended disposition within a reasonable time of the submission of the written report. The accused shall not be notified of the individual remedies offered or provided to the complainant.</p> <p>Step 4 – District Action</p> <p>If the investigation results in a finding that some or all of the allegations of the complaint are established and constitute a violation of this policy, the district shall take prompt, corrective action designed to ensure that such conduct ceases and that no retaliation occurs. The district shall promptly take appropriate steps to prevent the recurrence of the prohibited conduct and to address the discriminatory effect the prohibited conduct had on the complainant and the school or school program environment. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant. The Compliance Officer shall follow up by assessing the effectiveness of the corrective action at reasonable intervals.</p> <p>If an investigation results in a finding that a different policy was violated separately from or in addition to violations of this policy, or that there are circumstances warranting further action, such matters shall be addressed at the conclusion of this investigation or through disciplinary or other appropriate referrals where further</p>
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	<p>evaluation or investigation is necessary.</p> <p>Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, district procedures, applicable collective bargaining agreements, and state and federal laws.</p> <p><u>Appeal Procedure</u></p> <ul style="list-style-type: none"> • If the complainant or the accused is not satisfied with a finding made pursuant to the policy or with recommended corrective action, s/he may submit a written appeal to the Compliance Officer within fifteen (15) days. If the Compliance Officer investigated the complaint, such appeal shall be made to the Superintendent. • The individual receiving the appeal shall review the investigation and the investigative report and may also conduct or designate another person to conduct a reasonable supplemental investigation to assess the sufficiency and propriety of the prior investigation. • The person handling the appeal shall prepare a written response to the appeal within twenty (20) days. Copies of the response shall be provided to the complainant, the accused and the investigator who conducted the initial investigation. <p><u>Legal References</u></p> <ol style="list-style-type: none"> 1. 22 PA Code 12.1 2. 22 PA Code 12.4 3. 22 PA Code 15.1 et seq 4. 22 PA Code 4.4 5. 24 P.S. 1301 6. 24 P.S. 1301-A 7. 24 P.S. 1310 8. 24 P.S. 1601-C et seq 9. 24 P.S. 5004 10. 20 U.S.C. 1681 et seq 11. 29 U.S.C. 794 12. 42 U.S.C. 12101 et seq 13. 42 U.S.C. 1981 et seq 14. 42 U.S.C. 2000d et seq 15. 43 P.S. 951 et seq 16. Pol. 103.1 17. Pol. 218 18. Pol. 247 19. Pol. 249
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	<ul style="list-style-type: none">20. U.S. Const. Amend. XIV, Equal Protection Clause21. 29 CFR 1604.1122. 29 CFR 1606.823. Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)24. Franklin v. Gwinnett County Public Schools, 503 U.S. 60 (1992)25. Office for Civil Rights – Harassment Guidance: Harassment of Students by School Employees, Other Students or Third Parties (January 2001)26. Office for Civil Rights - Guidance on Schools' Obligations to Protect Students from Student-on-Student Harassment on the Basis of Sex; Race, Color and National Origin; and Disability (Oct. 26, 2010)27. Pol. 80628. 18 Pa. C.S.A. 270929. Pol. 81528 CFR Part 3528 CFR Part 4134 CFR Part 10034 CFR Part 10434 CFR Part 10634 CFR Part 110Pol. 122Pol. 123
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SECTION: PUPILS

TITLE: HIGH SCHOOL COMMENCEMENT RECOGNITION

ADOPTED: March 25, 1991

REVISÉD: February 22, 2016

REVIEWED: May 14, 2018

SPRING-FORD AREA SCHOOL DISTRICT

	214.HIGH SCHOOL COMMENCEMENT RECOGNITION
1. Purpose	The Board acknowledges the usefulness of a system of computing grade point averages for secondary school graduates to inform students and parents/guardians of the student’s academic achievement. As of the revision date of this policy, the Board no longer recognizes the usefulness of reporting class rank beginning with the graduating class of 2020. All graduating classes prior to the class of 2020, utilized a system of class ranking, by grade point average.
2. Authority	<p>The district shall maintain a weighted grade point average (Policy 213) for all students and will maintain a class rank order. However, the district shall only report a student’s individual class rank position directly to postsecondary institutions or other entities, which have a legitimate reason to request such information (ex. Service Academy applications or scholarship opportunities). The class rank shall not be shared with or distributed to students or parents/guardians.</p> <p><u>Reporting:</u> For the classes of 2018 and 2019: Class rank shall appear on school transcripts and end of academic year report cards.</p> <p>For the class of 2020 and beyond: Class rank and all references to class rank shall not appear on school district documents. The reporting of class rank shall only be provided to a college, university, or other appropriate institution or agency when required. Upon written parent/guardian request, which shall include documentation of the requirement, this information shall be forwarded directly to the requesting college, university, institution or agency for the purposes of admissions, scholarships, financial aid, or any other reason deemed appropriate by the district. The class rank shall not be shared with or distributed to students or parents/guardians.</p> <p><u>High School Commencement Recognition</u> For the classes of 2018 and 2019:</p>
Pol. 216	

<p>3. Delegation of Responsibility</p>	<p>The district shall recognize the honorary distinctions of valedictorian or salutatorian.</p> <p>For the class of 2020 and beyond: The district shall institute a Latin, college-style honors system. All students with minimum weighted GPA of 99.0 or higher as summa cum laude, all students with minimum weighted GPA of 95.0 as magna cum laude, and all students with minimum weighted GPA of 90.0 as cum laude. Note: final grades will not be rounded.</p> <p>The Superintendent is authorized to develop any necessary guidelines for the implementation of this policy.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.24</p> <p>Board Policy – 213, 216</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: SCHOOL WELLNESS

ADOPTED: June 19, 2006

REVISED: January 22, 2018

REVIEWED: May 14, 2018

	246. SCHOOL WELLNESS
1. Purpose	<p>The Spring-Ford Area School District recognizes that school wellness and proper nutrition are related to students' physical well-being, growth, development, and readiness to learn. The Board is committed to providing a school environment that promotes school wellness, proper nutrition education and promotion, health education, and regular physical education as part of the total learning experience. To promote a healthy school environment and student achievement, Spring-Ford Area School District students will learn about and participate in positive dietary and lifestyle practices.</p>
2. Authority 42 U.S.C. Sec. 1751 nt	<p>To ensure the health and well-being of all students, the Board establishes that the district shall provide to students:</p> <ol style="list-style-type: none"> 1. A district-wide comprehensive nutrition program that meets federal and state requirements. 2. Access at reasonable cost to foods and beverages that exceeds established nutritional guidelines. 3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day. 4. Curriculum and programs for grades K-12 that are designed to educate students about lifelong wellness, nutrition, and physical activity that meet State Board of Education curriculum regulations and academic standards.
3. Delegation of Responsibility Pol. 808	<p>The Superintendent or designee shall be responsible for the implementation and oversight of this policy and to ensure each of the district's schools, programs, and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.</p> <p>Each building principal or designee shall report annually to the Superintendent or designee regarding compliance in his/her school.</p>

<p>42 U.S.C. Sec. 1751 nt</p>	<p>Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.</p> <p>The Superintendent or designee shall annually report to the Board, if requested, on the district's compliance with law and policies related to school wellness. The report may include:</p> <ol style="list-style-type: none"> 1. Assessment of school environment regarding school wellness issues. 2. Evaluation of food services program. 3. Review of all foods and beverages sold in schools for compliance with established nutrition guidelines. 4. Listing of activities and programs conducted to promote wellness, nutrition and physical activity, including curriculum and physical education program. 5. Recommendations for policy and/or program revisions. 6. Suggestions for improvement in specific areas. 7. Feedback received from district staff, students, parents/guardians, community members and Wellness Committee. 8. Report on district-wide BMI results <p>An assurance that district guidelines for reimbursable meals are not less restrictive than regulations and guidelines issued for schools in accordance with federal law shall be provided annually by the Business Office.</p> <p>The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:</p> <ol style="list-style-type: none"> 1. The extent to which each district school is in compliance with law and policies related to school wellness. 2. The extent to which this policy compares to model wellness policies. 3. A description of the progress made by the district in attaining the goals of this policy.
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<p>7 CFR Sec. 210.31</p>	<p>At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.</p>
<p>42 U.S.C. Sec. 1758b 7 CFR Sec. 210.0</p>	<p>The Wellness Committee shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.</p>
<p>4. Guidelines 7CFR Sec. 210.15</p>	<p>The district shall annually inform and update the public, including parents/guardians, students and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, posted notices and/or efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.</p> <p><u>Recordkeeping</u></p> <p>The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:</p> <ol style="list-style-type: none"> 1. The written School Wellness policy. 2. Posting of the current School Wellness policy on the district website. 3. Documentation of efforts to review and update the School Wellness policy, including who was involved in the review and any minutes from the Wellness Committee regarding the policy review process. <p><u>Wellness Committee</u></p> <p>The district shall establish a Wellness Committee comprised of, but not limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, school health professional, physical education teacher, student, parent/guardian, and a member of the public. It shall be the goal that the committee membership will include representatives from each school building and reflect the diversity of the community.</p>

<p>SC 1513 Pol. 102, 105</p>	<p>The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.</p> <p>The Wellness Committee may review and consider evidence-based strategies and techniques in establishing goals and making recommendation for nutrition education and promotion, physical activity and other school based activities that promote school wellness as a part of the policy development and revision process.</p> <p><u>Nutrition Education</u></p> <p>The goal of nutrition education is to teach, encourage and support healthy eating by students. Promoting school health and nutrition enhances readiness for learning and increases student achievement.</p> <p>Nutrition education will be provided within the sequential, comprehensive health education program in meeting the State Board of Education curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.</p> <p>Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives.</p> <p>Nutrition education lessons and activities shall be age-appropriate.</p> <p>Nutrition curriculum shall be behavior focused.</p> <p>Nutrition education shall be integrated into other subjects to complement but not replace academic standards based on nutrition education.</p> <p>Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.</p> <p>Consistent nutrition messages shall be disseminated throughout the district, schools, classrooms, cafeterias, homes, community and media.</p> <p>The staff responsible for providing nutrition education shall be properly trained and prepared and shall participate in appropriate professional development in their related fields.</p> <p>Nutrition education may extend beyond the school environment by engaging and involving families and communities.</p> <p><u>Nutrition Promotion</u></p>
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	<p>Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.</p> <p><u>Physical Activity</u></p> <p>District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.</p> <p>District schools shall contribute to the effort and strive to provide students opportunities to accumulate at least sixty (60) minutes of age-appropriate physical activity most days of the week as recommended by the Centers for Disease Control and Prevention Opportunities. That time will augment physical activity outside the school environment, such as outdoor play at home, sports, etc.</p> <p>Students shall be encouraged to participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness, and performance benefits inside and outside of the school environment.</p> <p>Age-appropriate physical activity opportunities, such as recess; before and after school; during lunch; clubs; intramurals; and interscholastic athletics, shall be provided to meet student needs and interests, in addition to planned physical education.</p> <p>A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.</p> <p>Extended periods of student inactivity, one and one-half (1.5) hours or more, shall be discouraged.</p> <p>Physical activity breaks shall be provided for elementary students during classroom hours and highly encouraged as often as possible at the intermediate, middle and high school levels.</p> <p>Physical activity shall not be used or withheld as a form of punishment.</p> <p>Before and/or after-school programs shall provide developmentally appropriate physical activity for participating children.</p> <p><u>Physical Education</u></p> <p>Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation</p>
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	<p>shall be provided.</p> <p>Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.</p> <p>A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented.</p> <p>A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.</p> <p>Physical education shall be taught by certified health and physical education teachers.</p> <p>Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.</p> <p>Safe and adequate equipment, facilities and resources shall be provided for physical education courses.</p> <p>Appropriate professional development shall be provided for physical education staff.</p> <p>Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical conditions and disabilities shall be accommodated during class.</p> <p><u>Other School Based Activities</u></p> <p>District schools shall provide adequate space, as defined by the district, for eating and serving school meals.</p> <p>Students shall be provided a clean and safe meal environment.</p> <p>Meal periods shall be scheduled at appropriate hours, as defined by the district.</p> <p>Drinking water shall be available at all meal periods and throughout the school day.</p> <p>Students shall have access to hand washing or sanitizing before meals and snacks.</p> <p>Access to the food service operation shall be limited to authorized staff.</p>
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	<p>Administrators, teachers, food service personnel, students, parents/guardians, and community members shall be encouraged to serve as positive role models. Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.</p> <p>The district shall support the efforts of parents/guardians to provide a healthy diet and daily physical activity for children by communicating relevant information through various methods.</p> <p>Goals of the School Wellness Policy shall be considered in planning all school based activities.</p> <p>Students shall be provided adequate time to eat; ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch.</p> <p>Students and parents/guardians may be involved in menu selection through various means, such as taste testing and surveys.</p> <p>Food shall not be used in the schools as a punishment.</p> <p>Food Services will continue to update the nutritional content of school meals and make them available to students and parents/guardians upon request.</p> <p>To the extent possible, the district shall utilize available funding and outside programs to enhance school wellness.</p> <p>The district shall maintain a healthy school environment, including but not limited to indoor air quality, in accordance with the district's programs and applicable laws and regulations.</p> <p><u>Nutrition Guidelines for All Food/Beverages at School</u></p> <p>All foods and beverages available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing childhood obesity.</p> <p>Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with federal nutrition standards under the School Meals Initiative.</p> <p>Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in additional</p>
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<p>Policy 229</p>	<p>to more traditional fare.</p> <p><u>Competitive Foods/Beverages</u></p> <p>Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.</p> <p>Competitive foods are defined as foods and beverages offered at school or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.</p> <p>For purposes of this policy, school campus means any area of property under the jurisdiction of the school that students may access during the school day and the school day means the period from midnight before school begins until thirty (30) minutes after the end of the official student day.</p> <p><u>Fundraiser Exemptions</u></p> <p>Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.</p> <p>The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year; up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. Exempt fundraisers are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.</p> <p>Each school shall contact the Superintendent or designee in writing to request a fundraiser exemption.</p> <p><u>Non-Sold Competitive Foods</u></p> <p>Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.</p> <p>If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:</p>
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<p>7 CFR Sec. 210.11, 210.31</p> <p>SC 504.1</p>	<ol style="list-style-type: none"> 1. Rewards and Incentives: <ol style="list-style-type: none"> a. Food and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.) 2. Classroom Parties and Celebrations: <ol style="list-style-type: none"> a. Classroom parties/celebrations with food/beverages shall be limited to not more than one (1) per month in each classroom. b. Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period. 3. Shared Classroom Snacks: <ol style="list-style-type: none"> a. Shared classroom snacks are not permitted in district schools. <p>Marketing/Contracting</p> <p>Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.</p> <p>Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.</p> <p><u>Management of Food Allergies in District Schools</u></p> <p>The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:</p> <ol style="list-style-type: none"> 1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions. 2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction. 3. Protect the rights of students by providing them, through necessary
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	<p>accommodations when required, the opportunity to participate fully in all school programs and activities.</p> <p><u>Safe Routes to School</u></p> <p>The district shall assess and, to the extent possible, implement improvements to make walking and biking to school safer and easier for students.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 504.1, 1337.1, 1422, 1422.1, 1512.1, 1513</p> <p>Child Nutrition and WIC Reauthorization Act of 2004 – 42 U.S.C. Sec. 1751 notes</p> <p>Board Policy – 100, 102, 105, 808</p>
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