

On November 19, 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: Linda C. Fazzini
Region II: Dawn R. Heine
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.: Nandini M. Patel and Julianna Lelli

The following Board Members were absent: **Dr. Edward T. Dressler, Clinton L. Jackson, Kelly J. Spletzer** and **Colleen Zasowski**

ANNOUNCEMENTS

There were no announcements.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEMS

Mr. Dehnert made a motion to approve Items A-K and Mrs. Heine seconded it. The motion passed 5-0.

- A. The Board approved **Resolution #2018-34** honoring **Emily Adam** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A1**)
- B. The Board approved **Resolution #2018-35** honoring **Jessica Casey** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A2**)
- C. The Board approved **Resolution #2018-36** honoring **Rylee DePetrillo** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A3**)
- D. The Board approved **Resolution #2018-37** honoring **Annika Giesa** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A4**)
- E. The Board approved **Resolution #2018-38** honoring **Ryan Henkels** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A5**)
- F. The Board approved **Resolution #2018-39** honoring **Nathan Kalish** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A6**)
- G. The Board approved **Resolution #2018-40** honoring **Matthew Mest** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A7**)

- H. Administration recommends approval of **Resolution #2018-41** honoring **Isabella Nimmerichter** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A8**)
- I. The Board approved **Resolution #2018-42** honoring **Hannah Russell** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A9**)
- J. The Board approved **Resolution #2018-43** honoring **Hunter Stanaitis** on being selected to participate in the 2019 Tournament of Roses Honor Band. (**Attachment A10**)
- K. The Board approved **Resolution 2018-44** recognition of the **Spring-Ford Area High School Golden Ram Marching Band** for successfully placing first at the Cavalcade of Bands Patriot Open Championship. (**Attachment A11**)

III. PRESENTATIONS

Mr. Fink presented a PowerPoint on the 2019-2020 Proposed Preliminary Budget which included the Act 1 timeline for the budget approval process, challenges in preparing the preliminary budget, and the highlights of the preliminary budget. The current budget shortfall is at \$4,456,260.00. Mr. Fink cautioned that this is a work in progress and the Business Office staff and Finance Committee will continue to meet with building administration to streamline the numbers. He added that this is not the final budget and that the numbers will change between now and the adoption of the final budget in June.

A question was asked with regards to the 7 year rolling forecasted budget and based on where we were with those numbers how accurate were we with the forecast. Mr. Fink replied that the numbers were accurate as they really did not change much. He added that they updated the model a couple years ago and they revise it when there are going to be major expenditures and then refined the model when needed.

- A. **Mr. James D. Fink**, Chief Financial Officer, to present the 2019-2020 Proposed Preliminary Budget for the Spring-Ford Area School District.

Dr. Goodin expressed pride on the fact that Spring-Ford continues to do quite well on the assessments students take. He added that Spring-Ford excelled in a number of areas and that there were two areas identified that we will need to focus on and that the work on addressing these two areas has already begun.

Mrs. Bast stated that she is proud of the students, teachers, and the sense of community exhibited in our classrooms. She spoke about the New Education Law: ESSA (Every Student Succeeds Act) which took the place of the No Child Left Behind Act. Mrs. Bast advised that under ESSA the district is required to have a public facing report card which is the Future Ready PA Index. She added that as part of federal accountability under ESSA there are select indicators from the Future Ready Index used to identify CSI (Comprehensive Support Improvement) and TSI (Targeted Support Improvement). Mrs. Bast explained that there are 3 components of the Future Ready PA Index which are: State Assessment Measures, On-Track Measures and College and Career Readiness Measures. She next provided an overview of what the Future Ready PA Index looks like when someone accesses it. She went through each schools Future Ready Index page and explained the data for each building.

Dr. Nugent presented the data on the Keystone Exams, Advanced Placement Exams and SAT scores for students in grades 9-12 all of which indicated high achieving results.

Mrs. Bast spoke about action steps to be taken to keep the district moving in the right path and increase our scores in areas that need to be increase and help maintain the excellent results we are achieving in a majority of the areas. Those action steps included data analysis, data meetings, ensuring that learning at SF is assessment driven, responsive and engaging. Mrs. Bast advised that the Curriculum and Instruction Department along with the teaching staff will be looking for curriculum gaps and make improvements where needed.

B. **Dr. David Goodin**, Superintendent, **Mrs. Kimberly Bast**, Director of Curriculum and Instruction, **Dr. Patrick Nugent**, Principal 10-12 Grade Center and **Dr. Theresa Weidenbaugh**, Principal 9th Grade Center, to present an overview of the 2017-2018 Spring-Ford Area School District Assessment Data.

IV. **BOARD AND COMMITTEE REPORTS**

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

Dawn reported on the Curriculum/Technology Meeting held on November 7, 2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

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

Extracurricular **Mark Dehnert** **2nd Mon. 6:30 p.m. (alt. months)**
Mr. Dehnert reported on the Extracurricular Committee Meeting held on November 12, 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 Finance Committee Meeting held on November 13, 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 Property Meeting held on November 13, 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. Roche reported that next week the district will be partnering with The Caron Foundation and their Student Assistance Program to host a presentation called PREP: Prevention Resources and Education for Parents, a program designed for parents and caregivers of children in middle school and high school. He added that the program is facilitated by professionals in the field of addiction treatment and that the goals of the session are to provide information on current youth drug trends such as vaping, to empower parents and caregivers with effective communication skills when talking with their children about alcohol, tobacco and other drug use, review the importance of establishing clear rules and consequences at home regarding substance use, evaluate resiliency factors that help protect kids from substance use and provide local resources if addiction support is needed. Dr. Roche advised that the session will take place in the Principal's Conference Room at the 10-12 Grade Center on Tuesday, November 27th at 6:30 PM. He added that additional information can be found on the district website and that registration for the session is recommended. Dr. Roche next reported that Pennsylvania has passed a new school safety legislation mandating the establishment of the *Safe2Say Something Anonymous Reporting System (S2SS)* for use by every school entity by January 14, 2019. He added that

Chief Boyer will be serving at the district lead for this program and will be working with the administrators, faculty and staff members on the Safe2Say Something Program Training to ensure a smooth transition for the start of the program. He added that the program is similar to the Spring-Ford RAM Watch and will collect feedback and tips from anywhere at any time to share any information about potential school shooting, violence, student self-harm and other topics including bullying, drug use and other acts of victimization and funnel that information through police and professional staff and then shared with District staff with plans for intervention. Dr. Roche stated that more information will be out in early January to our community and staff as the program goes live state-wide on January 14th. He thanked Chief Boyer and his department for taking on the role of the initial liaison for Safe2Say Something. He also thanked faculty, staff and administrators for their efforts on a series of great November events that took place across the district.

Dr. Roche recognized Mrs. Maria Kardick who is on the agenda for retirement and noted that she has worked 34 years at Spring-Ford and a total of 40 years in education. He congratulated her on her upcoming retirement.

Solicitor's Report **Mark Fitzgerald**

There was no report.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the October 15, 2018 Work Session minutes. **(Attachment A12)**
- B. Administration recommends approval of the October 22, 2018 Board Meeting minutes. **(Attachment A13)**

VI. PERSONNEL

Mr. DiBello recognized Mrs. Kardick and thanked her for her many years of service to the district. He acknowledged the fact that over her tenure she has had the ability to impact many students. He stated that she will be greatly missed and thanked her for everything over the years she has given the district.

A. Resignations

- 1. **Mary M. Cass**; Part-time Food Service (4 hours/day), Oaks Elementary School. Effective: November 9, 2018.
- 2. **Maria B. Kardick**; Library Science Teacher, 8th Grade Center, for the purpose of retirement. Effective: The last teacher work day of the 2018-2019 school year.
- 3. **Carli Rose Ducko**; Instructional Assistant, Evans Elementary School. Effective: November 2, 2018.
- 4. **Susan C. Miscavage**; Choreographer Spring Musical, Senior High School. Effective: October 22, 2018.
- 5. **Reesa G. Wurtz, Ed.D.**; School Psychologist, Upper Providence Elementary School, for the purpose of retirement. Effective: January 2, 2019.

B. Leaves of Absence

1. **Jennifer L. Haberacker**; Instructional Assistant, Upper Providence Elementary School, for an unpaid leave of absence per Board Policy. Effective: December 4, 2018 through December 21, 2018.
2. **Katie A. Haberman**; Administrative Assistant, 5/6th Grade Center, for an unpaid leave of absence per Board Policy. Effective: November 22, 2018 (estimated date) for approximately 6-8 weeks.
3. **Anna E. Haring**; Instructional Support Teacher, Evans Elementary School, for an extension of child-rearing leave per the Professional Agreement. Effective: January 25, 2019 through the end of the 2018-2019 school year.
4. **Kiera M. Phillips**; Elementary Teacher, Upper Providence Elementary School, for a child-rearing leave per the Professional Agreement. Effective: February 23, 2019 through the end of the 2018-2019 school year.

C. Support Staff

1. **Bernadette Crenshaw**; IT Support Technician, Upper Providence Elementary School. Compensation has been set at \$19.40 an hour with benefits. Effective: November 19, 2018.

D. Change of Status

1. **Erin J. Lewandoski**; Registered Nurse, Limerick Elementary School, to Certified School Nurse, Oaks Elementary School, replacing Trisha Smith who had a change of assignment. Compensation has been set at BS, Step 1, \$47,000.00 prorated with benefits per the Professional Agreement. Effective: December 3, 2018.
2. **Laura Piland**; Level III-Secretary (10 month), 5/6/7 Grade Center, to Level II - Administrative Assistant, Upper Providence Elementary School, replacing Cheryl A. Traub who resigned. Compensation has been set at \$19.60 an hour with benefits per the Secretarial Plan. Effective: December 17, 2018.

E. Substitutes

- | | |
|------------------------------|----------------------------|
| 1. Leanne M. Bath | Office/Clerical Substitute |
| 2. Diane Bell | Office/Clerical Substitute |
| 3. Susan C. Colasanti | Office/Clerical Substitute |
| 4. Lauren M. Drakeley | Office/Clerical Substitute |
| 5. Leahann N. Edleman | Office/Clerical Substitute |
| 6. Sue Lyn Fennimore | Food Service Substitute |
| 7. Lynn J. Lombardo | Food Service Substitute |
| 8. Marianne Quinty | Office/Clerical Substitute |
| 9. Erin A. Stead | Food Service Substitute |

- F. Administration recommends approval of the attached extra-curricular contracts for the 2018-2019 school year. **(Attachment A14)**

VII. FINANCE

There were no questions or comments.

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

B. Checks:

1.	<u>General Fund Checks</u>	
	Check No. 204997 – 205454	\$ 1,431,335.25
2.	<u>Food Service Checks</u>	
	Check No. 1217 – 1289	\$ 109,642.64
3.	<u>Capital Reserve Checks</u>	
	Check No. 2048	\$ 113,114.00
4.	<u>Capital Projects</u>	
	Reserve Fund: Check No. 16 – 20	\$ 33,518.54
	Bond Fund: Check No. 15 - 19	\$ 676,056.99
5.	<u>General Fund, Food Service, & Capital Reserve ACHs</u>	
	ACH 181900403 – 181900659	\$ 2,921,200.14
6.	<u>Procurement Payments and Wires</u>	
	201800023 – 201800031	\$ 1,308,317.75
	20180027 – 20180185	\$ 271,033.97

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

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

D. Administration recommends approval of the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:

1. **Benmor Enterprises – Bushkill, PA.** Provide an assembly entitled "Rocks, Minerals, and Fossil Show along with dig workshops for third grade students at Brooke Elementary. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$525.00.
2. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide five assemblies for kindergarten students at Evans Elementary entitled "Winter Secrets: Animals in Winter". Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$550.00.

3. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide six assemblies for fourth grade students at Evans Elementary entitled “Intro to Watersheds and Human Impacts”. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$1,116.00.
 4. **A Fresh Start Fitness – Pottstown, PA.** Provide a kid inspired workout that builds self-esteem and educates students about health and nutrition for students at Evans Elementary. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$1,000.00.
 5. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide three assemblies for kindergarten students at Upper Providence Elementary School entitled “Winter Secrets.....Animals in Winter”. Funding will be paid by the Upper Providence Home and School Association and shall not exceed \$330.00.
 6. **Benmor Enterprises – Bushkill, PA.** Provide an assembly entitled “Rocks, Minerals, and Fossil Show along with dig workshops for third grade students at Evans Elementary. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$575.00.
- E. Administration recommends approval of the following independent contracts:
1. **Stars on the Move – Swarthmore, PA.** Provide five live Planetarium Shows for 4th grade students at Upper Providence Elementary featuring stars, planets, constellations, sun and the moon of the current seasonal sky. Funding will be paid from the Upper Providence Elementary Professional Services Budget and shall not exceed \$500.00.
 2. **Eric Geoffrey Belcher – Philadelphia, PA.** Provide an assembly for students at Spring City Elementary entitled “Give and Take Jugglers” featuring aerial fabric, trapeze, juggling and tight wire walking. Funding will be paid from the Spring City Professional Services Budget and shall not exceed \$950.00.
 3. **National Circus Project – Westbury, NY.** Provide a five-day Artist in Residency Program related to Physical Education for students at Evans Elementary School. Fourth grade students at the conclusion will perform at a school-wide assembly during the day as well as an evening performance for their families. Funding will be split between the Evans Elementary Home and School Association and the Evans Elementary Professional Services Budget and shall not exceed \$6,500.00.
 4. **Humanus Corporation – King of Prussia, PA.** Provide Psychological services for special needs students as per their IEPs. Services will be provided for 32 hours per week for 3 weeks at a rate of \$70.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$6,720.00.
 5. **Tiffany Miller-Fell – Philadelphia, PA.** Conduct an Independent Evaluation for a special needs student at the secondary level. Funding will be paid from the Special Education Budget and shall not exceed \$2,500.00.
- F. Administration recommends approval to make public the 2019 - 2020 Proposed Preliminary Budget for the required 20 days and advertise the Board’s intent to adopt the Preliminary Budget on January 28, 2019.

- G. Administration recommends approval to seek bids and/or participate in the Montgomery County Intermediate Unit bids for supplies for the 2019 - 2020 school year. Supplies would include but not be limited to custodial, art, paper, physical education, science, technology education and furniture.
- H. Board approval is being sought of a yearly membership for Dr. David Goodin with School Research Nexus. The total cost of this yearly membership is \$3,175.00 and is part of his Superintendent's Contract. The membership will cover all his expenses for attendance at the yearly Elite Fall Symposium.

VIII. PROPERTY

There were no questions or comments.

- A. Administration recommends approval for water testing by Criterion Laboratories, Inc. Funding will come from the Maintenance Budget and shall not exceed \$18,925.00.

IX. PROGRAMMING AND CURRICULUM

There were no questions or comments.

- A. Administration recommends approval to submit to PDE the Spring-Ford Area School District's "District Level Comprehensive Plan" effective July 1, 2019 through June 30, 2022.

X. NEW 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. **Dr. Edward Dressler**, Board Member, to attend "*The 2019 National School Board's Association Annual Conference*" at the Philadelphia Convention Center from March 30, 2019 through April 1, 2019. The total cost of this conference is \$1,290.00 (registration, mileage and meals). No substitute is needed.
- B. **Mary Davidheiser**, Controller, to attend "*The 64th Annual PASBO Conference*" at the Hershey Lodge and Convention Center in Hershey, PA from March 5, 2019 through March 8, 2019. The total cost of this conference is \$1,215.00 (registration, mileage, lodging and meals). No substitute is needed.
- C. **Robert Catalano**, Director of Technology, to attend "*FETC: The Future of Education Technology Conference*" in Orlando, Florida from January 27, 2019 through January 30, 2019. The total cost of this conference is \$1,930.00 (registration, transportation, lodging and meals). No substitute is needed.
- D. **Carol Ganister**, PIMS and Data Specialist, to attend "*PDE Data Summit 2019*" in Hershey, PA from March 24, 2019 through March 27, 2019. The total cost of this summit is \$932.18 (registration, mileage, lodging and meals). No substitute is needed.

5/6 GRADE CENTER

- E. **Elaine Sandilos**, School Psychologist, to attend *“Neuropsychology of Mathematics”* at the Montgomery County Intermediate Unit in Norristown, PA on December 3, 2018. The total cost of this conference is \$155.00 (registration). No substitute is needed.

BROOKE

- F. **Sharon Abrams** and **Zachary Laurie**, Teachers, to attend *“Meaningful Making: Books and Bots”* at the Corbett Center in Norristown, PA on January 29, 2019. The total cost of this conference is \$698.00 (registration, mileage and substitute coverage).

DISTRICT-WIDE

- G. **Wendy Taylor**, Instructional Literacy Coach K-6, to attend *“Bridging the Writing and Reading Strategies Books – Understanding Texts and Reading”* at the Montgomery County Intermediate Unit in Norristown, PA on December 4, 2018. The total cost of this conference is \$220.00 (registration and mileage). No substitute is needed.
- H. **Christine Raber**, Special Education Supervisor, **Marlene Kimble** and **Deanne Snelling**, Teachers, to attend *“Challenging the Gifted”* at the Bucks County Intermediate Unit on December 12, 2018. The total cost for this conference is \$927.00 (registration, mileage and substitute coverage).

XI. OTHER BUSINESS

There were no questions or comments.

- A. The following policies are submitted as a first reading:

1. Policy #006 – LOCAL BOARD PROCEDURES: Meetings (**Attachment A15**)
2. Policy #217 – PUPILS: Graduation Requirements (**Attachment A16**)

- B. Administration recommends approval for Annette Eddowes Kiernan (Director) and Dawn Platchek (Assistant Director) to take the Spring-Ford Middle School Indoor Guard to compete in the 2019 Tournament Indoor Association Atlantic Coast Championships in Wildwood, NJ from Thursday, May 2nd through Sunday, May 5th, 2019. The Indoor Guard will be traveling by bus and staying in Wildwood, NJ at a location to be determined at a later date. The estimated cost of the trip is \$220.00 per person based on the cost of the same trip in 2018. The event runs from Thursday, May 2nd until Sunday May 5th, 2019. A preliminary schedule for the event will not be available until April 2019 therefore, the exact dates and times cannot be determined as of November 1, 2018. Departure and Arrival times may be adjusted to accommodate the performance schedule. Students will miss a few hours of school on the day of departure and any full days thereafter. The students will be responsible for any missed work. There will be no cost to the school district and no substitutes are needed.
- C. Administration recommends approval for Kris Jennings (Band Director), Alex Cifelli and Joe Perry (Choral Directors) and Ashley Baisch (Orchestra Director) to take the Spring-Ford Middle School Concert Band, Orchestra and 7th/8th Grade Chorus to perform at the 2019 Music in the Parks Festival in Upper Marlboro, MD on Saturday, May 18th, 2019. The Middle School Music Department will be traveling by chartered

bus. The cost of the trip shall not exceed one hundred twenty-five dollars (\$125.00) per person. The Spring-Ford Music Association will conduct fundraising events to help defray the costs. There will be no cost to the district and no substitutes are needed.

- D. Administration recommends the approval for all 2018-2019 Winter Athletic Teams/ Individuals that qualify for post season play to be granted permission for overnight travel, when deemed necessary by the Athletic Department, and approved by the Superintendent or their Designee. The School Board will be notified of this travel and Board approval will be sought at the next scheduled Board meeting. Funding will be paid from the Athletic Budget.
- E. Administration recommends approval of the following high school winter sport teams for overnight travel during the 2018-2019 school year. There will be no cost to the district for lodging and meals as this will be paid from the respective team's Booster Club Account. The total cost to the district will be \$192.00 for two ½ day substitutes on December 7th for the Cumberland Valley Tournament.

Wrestling

- 1. **Cumberland Valley Tournament – Mechanicsburg, PA**
Cumberland Valley High School
Depart 12/07/18 - Return 12/08/18
Meals and lodging provided by the Wrestling Team Booster Club Account
The team will use district transportation
- 2. **Liberty Holiday Wrestling Classic – Bethlehem, PA**
Liberty High School
Depart 12/27/18 – Return 12/29/18
Meals and lodging provided by the Wrestling Team Booster Club Account
The team will use district transportation

Girls' Basketball

- 3. **North Allegheny High School – Wexford, PA**
Depart 02/01/19 – Return 02/02/19
Meals and lodging provided by the Girls' Basketball Team Booster Club Account
The team will use district transportation

Indoor Boys' & Girls' Track

- 4. **New Balance Games (Runners/Throwers/Jumpers must qualify) – New York, NY**
The Armory
Depart 01/19/19 – Return 01/20/19
Meals and lodging will be provided by the Indoor Track Team Booster Club Account
The team will use district transportation

XII. BOARD COMMENT

There were no Board comments.

XIII. PUBLIC TO BE HEARD

There were no comments from the public.

XIV. ADJOURNMENT

Mr. Dehnert made a motion to adjourn and Mrs. Heine seconded it. The motion passed 5-0. The meeting adjourned at 9:17 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Thomas J. DiBello
Board President

Dawn R. Heine
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Linda C. Fazzini
Region I

Clinton L. Jackson
Region II

Christina F. Melton
Region III

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION 2018-34

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

Whereas, Emily Adam will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Emily Adam**, supported by the Spring-Ford Area School District, have embodied 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

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857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

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Region I

Linda C. Fazzini
Region I

Clinton L. Jackson
Region II

Christina F. Melton
Region III

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION 2018-35

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

Whereas, Jessica Casey will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Jessica Casey**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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Christina F. Melton
Region III

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION 2018-36

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

Whereas, **Rylee DePetrillo** will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Rylee DePetrillo**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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Clinton L. Jackson
Region II

Christina F. Melton
Region III

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION 2018-37

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

Whereas, Annika Giesa will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Annika Giesa**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

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Dawn R. Heine
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Linda C. Fazzini
Region I

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Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION 2018-38

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

Whereas, Ryan Henkels will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

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

NOW THEREFORE BE IT RESOLVED, this **26th** day of **November, 2018**

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Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION 2018-39

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

Whereas, **Nathan Kalish** will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Nathan Kalish**, 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 **26th** day of **November, 2018**

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Colleen Zasowski
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RESOLUTION 2018-40

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

Whereas, Matthew Mest will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Matthew Mest**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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Christina F. Melton
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Kelly J. Spletzer
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Colleen Zasowski
Region II

RESOLUTION 2018-41

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

Whereas, Isabella Nimmerichter will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Isabella Nimmerichter**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

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Colleen Zasowski
Region II

RESOLUTION 2018-42

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

Whereas, Hannah Russell will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Hannah Russell**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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Colleen Zasowski
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RESOLUTION 2018-43

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

Whereas, Hunter Stanaitis will be participating in the 2019 Tournament of Roses Honor Band sponsored by the Cavalcade of Bands Association thereby marching in Pasadena, California on Tuesday, January 1, 2019 at the Tournament of Roses Parade,

Whereas, the band features the 150 members from Cavalcade of Bands Member Schools in New Jersey, Pennsylvania, Maryland, Delaware, and West Virginia,

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

Further resolved, that the achievements, the recognition and the accomplishments of, **Hunter Stanaitis**, 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary



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857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

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RESOLUTION 2018-44

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 Hershey, PA on November 10, 2018,

Whereas, the Spring-Ford Area High School Golden Ram Marching Band entered the 2018 Cavalcade of Bands Patriot Open Championship in Hershey, PA and were awarded first place after having earned a score of 95.75, winning awards in high overall effect, high visual, high percussion, high auxiliary, and highest overall score.

Whereas, the Spring-Ford Area High School Golden Ram Marching Band has the distinction of having won eight 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 **26th** day of **November, 2018**

By: _____
Thomas J. DiBello
Board President

By: _____
Diane M. Fern
Board Secretary

On October 15, 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 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.: Nandini M. Patel and Julianna Lelli

The following Board Members were absent: Clinton L. Jackson and Kelly J. Spletzer

ANNOUNCEMENTS

Julianna announced that Limerick Elementary is currently hosting a Brick Fundraiser to support the installation of a walking path on school grounds. She added that bricks can contain customized messages and are a great way for alumni and the community to support Limerick Elementary. Nandini advised that the bricks would be installed as part of the completed walking path for the purchaser to enjoy for many years to come. She stated that more information is available on the Limerick Elementary School webpage.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEMS

Mr. Dehnert made a motion to approve Items A-B and Mrs. Heine seconded it. The motion passed 7-0.

- A. The Board approved of **Amy S. Hiller**; Supervisor of Special Education (Grades K-3), Upper Providence Elementary School, replacing Daniel C. Currie who resigned. Compensation will be set at \$115,000.00, prorated with benefits per the Administrators' Plan. Effective: October 29, 2018.
- B. The Board approved a contract with **Joanna Roger McCourt, Ed.D.** of Yardley, PA to provide consultation and Oversight to Evans Elementary School on an interim basis for a period of approximately 12 weeks. Funding will be paid from the General Fund and shall not exceed \$27,000.00.

III. PRESENTATIONS

Dr. Ruppert introduced Sophia Feingold and commended her on being named as a Scholar in the 2018-2019 National Hispanic Recognition Program. She announced that Sophia scored in the top 2.5% of Hispanic and Latina PSAT/NMSQT test takers in our region. Dr.

Ruppert stated that everyone is proud of Sophia. Sophia was presented with a certificate in honor of her accomplishment.

- A. **Dr. Elaine Ruppert**, 12th Grade House Principal, recognized **Sophia Feingold**, on being named as a “Scholar” in the 2018-2019 National Hispanic Recognition Program.

Dr. Ruppert introduced the Commended Students in the 2019 National Merit Scholarship Program. She stated that these 9 students were among the 34,000 highest performers out of the 1.6 million students in the country who took last fall’s PSAT/NMSQT. Dr. Ruppert stated that the high school is very proud of these students and she asked each student to come forward so they could be presented with a certificate in recognition of their achievements.

- B. **Dr. Elaine Ruppert**, 12th Grade House Principal, recognized the following 9 students on being named as “Commended Students” in the 2019 National Merit Scholarship Program.

Hiba F. Hamid
Axel Kalbach
Olivia Kuklentz
Christopher S. Lambert
Ahila S. Moorthy

Alicia J. Platchek
Megha Rajan
Ingrid E. Shu
Jennifer D. Zajac

Dr. Ruppert introduced the semi-finalists in the 2019 National Merit Scholarship Program and stated that these 5 students were among the 16,000 highest performers out of the 1.6 million students in the country who took last fall’s PSAT/NMSQ. She explained the process students had to follow in order to continue on and be considered for a monetary award. Dr. Ruppert stated that the high school is very proud of these students and she asked each student to come forward so they could be presented with a certificate in recognition of their achievements.

- C. **Dr. Elaine Ruppert**, 12th Grade House Principal, to recognize the following 5 students on being named as “Semi-Finalist Students” in the 2019 National Merit Scholarship Program.

Anya Aggarwal
Sarah E. Chiaradonna
Megan A. Englert

Kristine Luo
Caitlin McGee

Dr. Goodin began presentation with the question, “What would prepare high school students for college and career?” He responded that one way is to provide students with exposure and to make the school experience a training ground for and similar to the work/college experience students will have after high school.

Mrs. Bast spoke about The Chapter 339 Mandate and the district’s efforts on building a K-12 Career Development Program to enhance the college and career readiness of all students. She discussed the Every Student Succeeds Act (ESSA) and the 6 ESSA Federal Accountability Indicators which were; Percent Proficient and Advanced on PSSA/PASA/Keystone Exam, meeting annual growth expectations (PVAAS), English language proficiency, graduation rate, chronic absenteeism and career readiness indicator. Mrs. Bast explained all that is included in the 339 Plan and provided an overview on a few of the sections. She spoke about 3 grade level stages for the K-12 Career Development System which were broken down into: K-5 Awareness, 6-8 Exploring and 9-12 Planning. Mrs. Bast

provided examples of activities that various grade levels would work on and how the results would gathered. She presented an overview of some industry-based experiences that were available to students and stated that the hopes are to continue to expand these typed of opportunities for all students. Mrs. Bast played a clip from a video entitled "*Success in the New Economy*". She encouraged all to view the entire video. The link for the video is <https://www.youtube.com/watch?v=zs6nQpVI164>.

Mr. Dehnert commented that we have a high percentage of students going to college and felt that we should be looking at where the jobs are at and steer students towards those areas. Mrs. Bast indicated that our job is to make students and families aware of what is out there and we certainly try to steer students towards these areas but we may still have a good number that want to go to college and therefore choose that as their path. Mr. Dehnert suggested that we coordinate what we find with the Western Center and Mrs. Bast replied that she spent time with Western Center Administration working on this and that they are equally invested in this. Ms. Falco spoke about the resources available at the college/career center.

Dr. Dressler stated that this country as opposed to the European System offers a second chance in that you are not essentially locked into the career choice you make after leaving high school. He felt it was important for students to be aware of the flexibility they have.

Mrs. Melton commented that this was awesome as it helps provide students an earlier opportunity to decide where they may want to go after high school and what they may want to do. She thanked Mr. Bast and the guidance staff on the work they have done.

Mrs. Zasowski asked about the video Mrs. Bast showed a clip from and wondered if the entire video was available and Mrs. Bast indicated that she would provide the Board Member's with the link. Mrs. Zasowski asked how information could be relayed to the business owners in the community so they could offer opportunities to our students. Mrs. Bast replied that when we host college and career fairs we reach out to our local business owners as well as rely on the resources and relationships developed by the Chamber of Commerce. Mrs. Zasowski asked whom they should refer business owners to if an interest is expressed and Mrs. Bast replied they could be referred to her.

Mr. Dehnert asked what the plan was for tracking where students go after they graduate in order to determine if the plan needs to be adjusted. Mrs. Bast replied that we know where students are going when they graduate but wasn't sure of the response we get once they have graduated. Dr. Goodin confirmed that many years ago the district used to do 5 year post graduate surveys but it was tough to track the students down and the response was very low so the cost to the district for this low a response was too high.

Mr. DiBello stated that percentages for where students go post-graduation vary from district to district and that some students take a couple years off before continuing their post graduate education. He felt that it was more parents who needed to be educated on post graduate options for students as many parents are college driven. He felt parents also needed to be better educated about the options for students at the Western Center. Mr. DiBello commented that he would bet that he could gather a group of parents together and find that information the district relays to students is never relayed from the students to their parents. He added that it is also tough to get parents to come out to the district's evening parent presentations. Mr. DiBello cautioned that he did not want to give the impression that the district is down on college.

- D. **Mrs. Kim Bast**, Director of Curriculum and Instruction, to present the District's Chapter 339 K-12 School Counseling Plan.

IV. BOARD AND COMMITTEE REPORTS

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

Mrs. Heine advised she will provide her report next week.

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

Mrs. Zasowski reported on the Policy Committee meeting held on 10/8/2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

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

Mrs. Zasowski reported on the Community Relations Committee meeting held on 10/8/2018. 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 Finance Committee meeting held on 10/9/2018. 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 Finance Committee meeting held on 10/9/2018. 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. Roche reported that the Spring-Ford Area School District's Comprehensive Plan (formerly known as Strategic Plan) serves as a roadmap to ensure alignment of district expenditures with the instructional goals that are embraced by our school district and mandated by the Pennsylvania Department of Education. He stated that according to PDE, the process for districts to complete the plan provides the framework for continuous improvement and success. Dr. Roche advised that Spring-Ford is up this year to complete its Comprehensive Plan that will establish the direction for the District. He added that earlier this year, the District developed an internal and external stakeholder survey to help determine district challenges and strengths, skills and attitudes necessary for Spring-Ford graduates and fiscal priorities for the next five years. He reported that district strengths, challenges, and priorities were established by holding focus groups that included district administration, faculty, school board members, parents and community members. He added that part of the process is a 28-day public review and comment period on the Comprehensive Plan which allows parents, community members and district stakeholders to review the draft plan and send comments, questions and/or suggestions to the district before it is presented to the school board on Monday, November 26, 2018. He noted that as of 4:00 p.m. today, our Comprehensive Plan is on our website for anyone to review and provide comments that will be sent directly to the administration. Dr. Roche advised that parent-teacher conferences are just around the corner and he shared the schedule of fall conference days. Dr. Roche noted that American Education Week will run from November 12th through November 16th and that specific information regarding the activities planned will be sent out by the individual schools to their families.

Mr. DiBello commented that the Board used to work with the Superintendent's Office to participate in certain classes during American Education Week and he knows that Dr.

Goodin has some ideas related to this. He urged the Board to reach out to Dr. Goodin if they have an interest in participating this year.

Solicitor's Report Mark Fitzgerald

Mr. Fitzgerald reported that there are 3 policies on the agenda to be approved next week including Policy 104 the non-discrimination policy. He encouraged some level of a PR blast on this to the community because we will be rescinding the district's 3 harassment policies in conjunction with the approval of Policy 104. He stated that individuals will need to know where to go if they are looking for the harassment policies as they will need to now go to Policy 104. Mr. Fitzgerald advised that his office modified slightly the revised child abuse policy simply to align it to the updated language in the Child Protective Services Law. Mr. Fitzgerald noted that the Board Members would be receiving a mailing from the Board Secretary regarding the notice of election for the Superintendent and Assistant Superintendent. Lastly, Mr. Fitzgerald introduced his colleague from his office, Shannon Pierce, who will be sitting in on a few board meetings over the next several months to see how governance is done here at Spring-Ford.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the September 17, 2018 Work Session minutes. **(Attachment A1)**
- B. Administration recommends approval of the September 24, 2018 Board Meeting minutes. **(Attachment A2)**

VI. PERSONNEL

There were no questions or comments.

A. Resignations

- 1. **Mary C. Patton**; Instructional Assistant, 5/6th Grade Center for the purpose of retirement. Effective: October 10, 2018.
- 2. **Jennie C. Stokley**; Winter Cheerleading Coach, 7th Grade Center. Effective: October 5, 2018.
- 3. **Cheryl Traub**; Level II - Administrative Assistant, Upper Providence Elementary School. Effective: December 14, 2018.

B. Leave of Absence

- 1. **Katelyn M. Reynolds**; Instructional Assistant, Royersford Elementary for an unpaid leave of absence per Board Policy. Effective: January 7, 2019 through March 30, 2019.

C. Professional Employee

- 1. **Lisa M. Morrow**; Special Education Teacher/Virtual Learning Facilitator, Senior High School. Compensation has been set at MS+30, Step 7, \$67,123.00 (prorated) with benefits per the Professional Agreement. Effective: October 25, 2018.

D. Temporary Professional Employees

1. **Lauren N. Edmunds**; Special Education Teacher, Royersford Elementary School replacing Laura E. Milligan who resigned. Compensation has been set at BS, Step 1, \$47,000.00 (prorated) with benefits per the Professional Agreement. Effective: To be determined, but will not exceed January 2, 2019.
2. **Rachel A. Fine**; School Psychologist, 7th Grade Center who received School Board approval in August was released earlier than expected and her effective date has been updated to September 28, 2018.

E. Support Employees

1. **Hope R. Embree**; Instructional Assistant, Upper Providence Elementary School replacing Kathryn Calvert A. Calvert who had a change of status. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 15, 2018.
 2. **Timothy J. Keaveney**; School Police Officer, District-Wide. Compensation has been set at \$28.61 an hour. Effective: To be determined.
 3. **Kimberly A. Luciani**; Instructional Assistant, Royersford Elementary School, replacing Crystal L. Fritz who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 15, 2018.
 4. **Adrianna Martinez**; Instructional Assistant, 5/6th Grade Center, replacing Danielle M. Imperial who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 22, 2018.
 5. **Viola S. McCollum**; Instructional Assistant, 5/6th Grade Center, replacing Mary C. Patton who retired. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: To be determined.
 6. **Heather N. Miscavage**; Part-time Food Service (4 hours/day), Upper Providence Elementary School, replacing Juliet Christman who had a change of assignment. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: October 30, 2018.
 7. **Jennifer L. Seraphin**; Instructional Assistant, Oaks Elementary School, replacing Teresa I. Bickley who resigned. Compensation has been set at \$17.36 an hour (degree rate) per the Instructional Assistants' Plan. Effective: October 22, 2018.
 8. **Denise L. Smith**; Part-time Food Service (3 hours/day), Senior High School, replacing Maria L. Young who resigned. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: October 9, 2018.
- F. Administration recommends approval of the attached extra-curricular contracts for the 2018-2019 school year. **(Attachment A3)**

G. Board approval is needed to grant a commission to **Dr. David R. Goodin** for the position of Superintendent of Schools beginning July 1, 2019 for a period of three (3) years or until June 30, 2022 and adopt the contract governing the terms of his employment.

H. Board approval is needed to grant a commission to **Dr. Allyn J. Roche** for the position of Assistant Superintendent of Schools beginning July 1, 2019 for a period of four (4) years or until June 30, 2023 and adopt the contract governing the terms of his employment.

I. **Personnel Information Item**

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

1. **Joanna M. Trautman**

VII. FINANCE

There were no questions or comments.

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

B. Checks:

1.	<u>General Fund Checks</u>	
	Check No. 204595 – 204996	\$1,179,679.29
2.	<u>Food Service Checks</u>	
	Check No. 1146 – 1216	\$ 78,470.30
3.	<u>Capital Reserve Checks</u>	
	Check No. 2043 - 2047	\$ 357,998.85
4.	<u>Capital Projects</u>	
	Reserve Fund: Check No. 13 – 15	\$ 6,769.17
	Bond Fund: Check No. 13 - 14	\$ 463,720.87
5.	<u>General Fund, Food Service, & Capital Reserve ACHs</u>	
	ACH 181900271 – 181900402	\$1,871,656.39
6.	<u>Procurement Payments and Wires</u>	
	201700548 – 201700780	\$ 78,689.10
	201800001 – 201800022	\$2,828,449.85

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

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

D. Administration recommends approval of the following independent contracts:

1. **Dominic Kayatta – Newark, DE.** Provide four 80-minute workshops for all staff Diversity and Cultural Sensitivity during the November 20th In-service Day. Funding will be paid by the Professional Development Budget of the General Fund and shall not exceed \$900.00.
2. **The Lincoln Center for Family and Youth – Audubon, PA.** Provide Educational 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 \$39,499.20.
3. **Chester County Intermediate Unit – Downingtown, PA.** Provide School Year Educational services at The Learning Center for 3 special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed \$131,456.12.
4. **Thom Stecher & Associates – Malvern, PA.** Provide Resiliency Services for Upper Providence Elementary in conjunction with Unity Day. Funding will be paid from the Upper Providence Guidance Budget and shall not exceed \$1,000.00.
5. **TLS Teaching Learning Succeeding, LLC – Phoenixville, PA.** Provide consultation, planning and training in Assessment Principles, the Continuum of Check for Understanding including Targeted Checks for staff at Upper Providence Elementary School. Services will be provided at a rate of \$675.00 per day for 10-12 days. Funding will be paid from the Upper Providence Professional Services Budget.
6. **Mobile Ed Productions, Inc. – Redford, MI.** Provide 3 assemblies for students at Royersford Elementary entitled “BOT! The Secret World of Robots”. Funding will be paid from the Royersford Elementary Professional Services Budget and shall not exceed \$1,195.00.

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. **Caron Foundation – Wernersville, PA.** Provide two pre-winter dance assemblies for all high school students promoting awareness on topics including vaping, drug use, making good decisions and helping a friend in need. There is no cost to the district as all costs are being covered by a grant.
2. **Cris Johnson, Inc. – Niagara Falls, NY.** Provide an assembly for all students at Royersford Elementary entitled “No Bully Zone”. Funding will be paid by the Royersford Parent Teacher Organization and shall not exceed \$1,197.00.
3. **Frank Murphy – Chalfont, PA.** Provide 6 presentations for all students at Royersford Elementary in conjunction with “Author Day”. Funding will be paid by the Royersford Parent Teacher Organization and shall not exceed \$500.00.
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Funding will be paid by the Royersford Parent Teacher Organization and shall not exceed \$525.00.

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 6. **A Fresh Start Fitness – Pottstown, PA.** Provide two concerts for students at Upper Providence Elementary and one concert for students at Spring City Elementary involving up-tempo music and choreographed kid inspired workouts that build self-esteem and educate students about health and nutrition. Funding will be paid by the Upper Providence Home and School Association (\$1,200.00) and the Spring City Professional Services Budget (\$800.00) and shall not exceed a total of \$2,000.00.
 7. **Prismatic Magic, LLC – Fort Worth, TX.** Provide 4 Laser Light Assemblies for students at Upper Providence Elementary and 2 Laser Light Assemblies for students at Spring City Elementary entitled “Black History Laser Tribute”. Funding will be paid by the Upper Providence Home and School Association (\$1,163.34) and the Spring City Professional Services Budget (\$581.66) and shall not exceed a total of \$1,745.00.
- F. Administration recommends approval of an addendum to the amount for confidential settlement agreement #2018-01 originally approved at the September 24, 2018 Board Meeting. This addendum is for an additional amount not to exceed \$4,000.00. Funding will be paid from the Special Education Budget.

VIII. PROPERTY

There were no questions or comments.

- A. Administration recommends approval for snow removal services district-wide by C&C Landscaping. The cost will be \$70.00 per hour/per truck, \$95.00 per hour for skid loader and \$135.00 per hour for loader. Funding will come from the 2018-2019 Maintenance Budget.
- B. Administration recommends approval for a Replacement Chiller at Spring City Elementary to S.J. Thomas Company, Inc. for a total cost of \$166,189.67 per the KPN Proposal # 201801JOCC-29. Funding will come from the Capital Reserve.
- C. Administration recommends approval for installation of a pavilion at Spring City Elementary for costs not to exceed \$23,129.75 by Recreation Resources through the COSTARS Program. Funding will come from the Capital Reserve.

IX. PROGRAMMING AND CURRICULUM

Mr. DiBello pointed out the error in the last line where it should read “Act 339” not “Act 39”. Mrs. Fern will make the correction for next week’s agenda.

- A. Administration recommends approval of Spring-Ford’s Act 339 Plan as mandated by the Pennsylvania Department of Education. This plan will be edited annually to reflect changes in counselor/student ratios, goals, types of evidence, etc., but will not require annual approval. New Act 39 plans are approved after five years, coinciding with when the CTC School associated with Spring-Ford is audited.

X. NEW 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. **Kimberly Bast**, Director of Curriculum and Instruction, **Robert Catalano**, Director of Technology, **Sandra Bernat**, Manager of Technology, **Kathleen Cox**, Software Specialist, **Brian Cooper** and **Aaron Scott**, Systems Technicians, to attend "*The Pennsylvania Educational Technology Expo and Conference (PETE&C)*" at the Hershey Lodge and Convention Center in Hershey, PA from February 10, 2018 through February 13, 2018. The total cost of this conference is \$4,315.00 (registration, mileage, lodging and meals). No substitutes are needed.
- B. **Lora Sanderson**, Coordinator of Transportation, to attend the "*Pupil Transportation Symposium*" at the Northampton Community College in Bethlehem, PA on November 14, 2018. The total cost of this conference is \$103.00 (registration and mileage). No substitute is needed.

HIGH SCHOOL

- C. **Seth Jones**, High School Band Director, **Emily McGranahan**, High School Orchestra Director, and **Yvonne O'Dea**, High School Choir Director, to attend the "*PMEA All State Annual Conference*" in Pittsburgh, PA from April 3, 2019 through April 6, 2019. The total cost of this conference is \$4,923.00 (registration, mileage, lodging, meals and 3 days of substitute coverage for each).
- D. **Doug Reigner**, Principal, **Jennie Anderson** and **Khrystin Herb**, Teachers, **Katie Baker** and **Denise Johnston**, School Counselors, and **Bridget Mullins**, Nurse, to attend the "*SAP Conference 2018*" at the Four Falls Corporate Center in West Conshohocken, PA on November 6, 2018. The total cost of this conference is \$240.00 (registration and mileage). No substitutes are needed.
- E. **Chad Brubaker**, Media Specialist, to attend "*Meaningful Making – A Spotlight on Teaching Writing*" at the Corbett Center in Norristown, PA on November 1, 2018. The total cost of this conference is \$267.00 (registration and one day of substitute coverage).

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 #104 – PROGRAMS: Nondiscrimination in Employment Practices (**Attachment A4**)
 - 2. Policy #806 – OPERATIONS: Child Abuse (**Attachment A5**)
 - 3. Policy #918 – COMMUNITY: Title I Parent and Family Engagement (**Attachment A6**)

XII. BOARD COMMENT

Mr. Dehnert reported that he had attended the Spring City Home and School meeting and was glad to see that this month there were some assemblies for this school being funded by the district. He indicated that he would like to see more of this so that they are on par with the assemblies some of the other schools provide for their students. He added that Spring City is a very small school with a lower social economic class that does not have the resources that the other schools have. Dr. Roche reminded everyone that a couple years ago when times were a little tighter, we had to reduce some building level budgets that the principals oversee and Spring City's budget was not touched during that process in acknowledgement of those points raised by Mr. Dehnert. Dr. Roche indicated that Mrs. Choi and Dr. Patschke are aware that they can certainly reach out to the district for help if they feel the need for it. Mr. Dehnert expressed that he was impressed with Mrs. Choi and Dr. Patschke and how they carried themselves at the meeting. He felt it was a good choice to have Mrs. Choi as the Teacher on Assignment at Spring City Elementary.

Mrs. Zasowski thanked everyone who came out to support SNAP at the fundraiser hosted by Caldwell Banker. She stated that it was a great success and more information will follow.

Dr. Dressler stated that he has been asked to have the Board look into changing the starting times for classes in the district. He asked for direction on what committee might look into this issue. He commented that there are a lot of parents who are interested in changing the starting times especially for the older students.

Mr. DiBello asked for clarification on what Dr. Dressler is asking the Board to do or if he was asking administration to look into this. Dr. Dressler stated that he was looking for a recommendation but was not sure which direction it needed to go whether it be a Board Committee or administration looking into it.

Mr. Dehnert commented that Phoenixville has an Ad Hoc Committee right now looking into this. He voiced his opposition to this and felt that students needed discipline on what time they should go to bed and did not feel that adjusting the time would help as they would only stay up later.

Dr. Goodin stated that it is not a simple issue as it would have an impact on providing bussing for all of our students including bussing for after school activities. Dr. Dressler replied that he understood that it is complicated but that other districts have been able to accomplish this. He asked the district to explore if there was any interest amongst the stakeholders.

Mr. DiBello stated that he was not sure where it would fall committee wise as it would be a pretty extensive study. He commented that was must also take into consideration all of the students we bus to private schools. He questioned whether there was Board commitment for this extensive study and he suggested that Dr. Dressler make a motion to see if the Board was in agreement with this.

Mr. Fitzgerald advised that if the Board's plans are to look into this as an Ad Hoc Committee then it would require Board support to move in that direction. He stated that if they are asking that administration look into this then it did not need a motion. He added that based on the information obtained by the administration's investigation they could then determine whether or not a committee would need to be set up.

It was decided that Dr. Goodin would look into this and report back on his findings as an informational discussion at next month's meeting.

XIII. PUBLIC TO BE HEARD

There were no comments from the public.

XIV. ADJOURNMENT

Mrs. Melton made a motion to adjourn and Mrs. Heine seconded it. The motion passed 7-0. The meeting adjourned at 9:01 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On October 22, 2018 the Board Meeting 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
Region III: 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.: Nandini M. Patel and Julianna Lelli

The following Board Members were absent: **Kelly J. Spletzer, Clinton L. Jackson, and Colleen Zasowski**

The following Board Member arrived late: **Mark P. Dehnert** (7:38 p.m.)

ANNOUNCEMENTS

Julianna announced that this Wednesday is National Unity Day. She stated that Unity Day, the signature event of National Bullying Prevention Month, has been recognized in the United States since 2011. Julianna added that to participate in **Unity Day**, individuals, schools, communities, and businesses wear or display orange to show support for students who have been bullied. She urged everyone to look for the Orange this week and to make sure to spread some RAMdom Kindness around the community.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. BOARD AND COMMITTEE REPORTS

Student Rep. Report Nandini Patel/Julianna Lelli

Nandini and Julianna showed a PowerPoint and video of Spirit week events. They also reported on the afternoon they spent at the Administration Building meeting with district administration, learning about all of work done by the administrators and their role in the district's day to day operations.

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

Mrs. Heine reported on the Curriculum/Technology Committee meeting held on 10/2/2018. The minutes from this meeting will be posted on the district website once available and approved at the committee level.

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

There was no report as the WMCTC Joint Operating Committee did not meet.

PSBA Liaison

Dr. Edward Dressler

Dr. Dressler reported that he attended the PSBA School Leadership Conference last week. He spoke of the sessions he attended such as a talk on 21st Century Learning which focused on the Google model of being less concerned about grades and transcripts and more interested in how a student thinks. He added that class rank was not thought to be of any importance and that AP Courses should be replaced with internships. Dr. Dressler stated that Unionville-Chaddsford has recently experimented with changing start times for students. Students in high school now start at 8:00 AM as opposed to 7:35. Elementary School students will now begin their day at 9:10 AM. Dr. Dressler reported that the cost for the changes in bussing to Unionville-Chaddsford will be \$2,500.00. He added that the change of start times is also being proposed in the Radnor School District, Owen J. Roberts School District and the Phoenixville School District. Dr. Dressler next reported that the keynote speaker was Chuck Underwood who spoke about generational differences and ways to address their varied attitudes towards work and life. He stated that he found this to be a very informational discussion. Dr. Dressler advised that he also attended a talk given by Terry Madonna on PA's political landscape. Lastly, Dr. Dressler spoke of a session he attended at the end of the conference by keynote speaker Darrel Scott who founded Rachel's Challenge. Mr. Scott's daughter Rachel was a victim of the Columbine shooting and Rachel's Challenge is a cause dedicated to making school's safer. He provided a DVD video of the talk by Mr. Scott to Julianna and Nandini in hopes that our high school can set a program like this up. Dr. Dressler added that there were no surprises at the voting delegate session. He advised all of the Board Members that he will provide additional information in the weekly Board Memo and if anyone should have any interest in additional information from the sessions he attended that he could provide a password that would grant access to the information.

Legislative Committee

Christina Melton

3rd Weds. 7:30 p.m.

There was no report as the meeting was postponed until this Wednesday due to the PSBA meeting.

MCIU

Thomas J. DiBello

4th Weds. 7:00 p.m.

There was no report as the MCIU Board did not meet this month.

Superintendent's Report Dr. David R. Goodin

Dr. Goodin announced that the 3rd Annual Math Night will take place on November 12th for students in K-6 and their parents. Dr. Goodin stated that the 2 previous events had been very well attended and were good programs. He advised that the Theater Department will be hosting the fall play, "*Little Women*" with shows on Friday night November 16th and the afternoon of November 17th. Dr. Goodin invited parents to bring their children out for a Mommy and Me Tea at 1:30 PM prior to the matinee performance of the play at 3:00 PM on the 17th. He added that the Mommy and Me Tea is free with an advanced ticket purchase. Dr. Goodin reported that the Spring-Ford Golden Ram Marching Band travelled to the University of Delaware to participate in the Bands of America Newark Regionals. He stated that while the bands performance was outstanding their marks landed them just shy of the finals round. Dr. Goodin commented that the students have played with great pride this year and have shown the music community what it means to be Spring-Ford proud.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald noted that on the agenda tonight unlike last week, the Board will see "New Other Business" which will mark the rescission of 3 Unlawful Harassment Policies due to the Board approving Policy 104 tonight.

III. MINUTES

Mr. Dehnert made a motion to approve Items A-B and Mrs. Heine seconded it. The motion passed 6-0.

- A. The Board approved the September 17, 2018 Work Session minutes. **(Attachment A1)**
- B. The Board approved the September 24, 2018 Board Meeting minutes. **(Attachment A2)**

IV. PERSONNEL

Mr. Dehnert made a motion to approve Items A-J and Mr. DiBello seconded it. The motion passed 6-0.

A. Resignations

1. **Mary C. Patton**; Instructional Assistant, 5/6th Grade Center for the purpose of retirement. Effective: October 10, 2018.
2. **Jennie C. Stokley**; Winter Cheerleading Coach, 7th Grade Center. Effective: October 5, 2018.
3. **Cheryl Traub**; Level II - Administrative Assistant, Upper Providence Elementary School. Effective: December 14, 2018.

New Resignations

4. **Paula H. Germinario**; Coordinator of Food Service, District Office. Effective: November 9, 2018.
5. **Patricia Glass**; TV Studio Coordinator, 7th Grade Center. Effective: October 9, 2018.
6. **Mallory R. Greene**; Fitness Room Supervisor-Winter, Senior High School. Effective: October 17, 2018

B. Leave of Absence

1. **Katelyn M. Reynolds**; Instructional Assistant, Royersford Elementary for an unpaid leave of absence per Board Policy. Effective: January 7, 2019 through March 30, 2019.

C. Professional Employee

1. **Lisa M. Morrow**; Special Education Teacher/Virtual Learning Facilitator, Senior High School. Compensation has been set at MS+30, Step 7, \$67,123.00 (prorated) with benefits per the Professional Agreement. Effective: November 1, 2018.

D. Temporary Professional Employees

1. **Lauren N. Edmunds**; Special Education Teacher, Royersford Elementary School replacing Laura E. Milligan who resigned. Compensation has been set at BS, Step 1, \$47,000.00 (prorated) with benefits per the Professional Agreement. Effective: To be determined, but will not exceed January 2, 2019.

2. **Rachel A. Fine**; School Psychologist, 7th Grade Center who received School Board approval in August was released earlier than expected and her effective date has been updated to September 28, 2018.

E. Support Employees

1. **Hope R. Embree**; Instructional Assistant, Upper Providence Elementary School replacing Kathryn Calvert A. Calvert who had a change of status. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 15, 2018.
2. **Timothy J. Keaveney**; School Police Officer, District-Wide. Compensation has been set at \$28.61 an hour. Effective: October 15, 2018.
3. **Kimberly A. Luciani**; Instructional Assistant, Royersford Elementary School, replacing Crystal L. Fritz who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 15, 2018.
4. **Adrianna Martinez**; Instructional Assistant, 5/6th Grade Center, replacing Danielle M. Imperial who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 22, 2018.
5. **Viola S. McCollum**; Instructional Assistant, 5/6th Grade Center, replacing Mary C. Patton who retired. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 22, 2018.
6. **Heather N. Miscavage**; Part-time Food Service (4 hours/day), Upper Providence Elementary School, replacing Juliet Christman who had a change of assignment. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: October 30, 2018.
7. **Jennifer L. Seraphin**; Instructional Assistant, Oaks Elementary School, replacing Teresa I. Bickley who resigned. Compensation has been set at \$17.36 an hour (degree rate) per the Instructional Assistants' Plan. Effective: October 22, 2018.
8. **Denise L. Smith**; Part-time Food Service (3 hours/day), Senior High School, replacing Maria L. Young who resigned. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: October 9, 2018.

New Support Employee

9. **Colleen N. Steube**; Instructional Assistant, Royersford Elementary School. Compensation has been set at \$16.36 an hour with benefits per the Instructional Assistants' Plan. Effective: October 22, 2018.
- F. The Board approved the attached extra-curricular contracts for the 2018-2019 school year. **(Attachment A3)**

G. The Board approved and granted a commission to **Dr. David R. Goodin** for the position of Superintendent of Schools beginning July 1, 2019 for a period of three (3) years or until June 30, 2022 and adopt the contract governing the terms of his employment. Dr. Goodin's salary for 2019-2020, beginning July 1, 2019, will be \$198,252.94.

H. The Board approved and granted a commission to **Dr. Allyn J. Roche** for the position of Assistant Superintendent of Schools beginning July 1, 2019 for a period of four (4) years or until June 30, 2023 and adopt the contract governing the terms of his employment. Dr. Roche's salary for 2019-2020, beginning July 1, 2019, will be \$180,000.00.

I. Personnel Information Item

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

1. **Joanna M. Trautman**

New Personnel Motion

J. Change of Status

1. **Erin G. Crew**; Manager of Communications/Marketing-Support Staff to Director of Communications/Marketing-Administration. Compensation remains the same with benefits per the Administrators' Plan. Effective: October 23, 2018.

V. FINANCE

Mr. Dehnert made a motion to approve Items A-F and Mrs. Heine seconded it. The motion passed 6-0.

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

B. Checks:

1. General Fund Checks
Check No. 204595 – 204996 \$1,179,679.29
2. Food Service Checks
Check No. 1146 – 1216 \$ 78,470.30
3. Capital Reserve Checks
Check No. 2043 - 2047 \$ 357,998.85
4. Capital Projects
Reserve Fund: Check No. 13 – 15 \$ 6,769.17
Bond Fund: Check No. 13 - 14 \$ 463,720.87
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ACH 181900271 – 181900402 \$1,871,656.39

6. <u>Procurement Payments and Wires</u>	
201700548 – 201700780	\$ 78,689.10
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C. The following monthly Board reports were approved:

- Skyward Reports
 - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Procurement and Wires)
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D. The Board approved the following independent contracts:

1. **Dominic Kayatta – Newark, DE.** Provide four 80-minute workshops for all staff Diversity and Cultural Sensitivity during the November 20th In-service Day. Funding will be paid by the Professional Development Budget of the General Fund and shall not exceed \$900.00.
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5. **TLS Teaching Learning Succeeding, LLC – Phoenixville, PA.** Provide consultation, planning and training in Assessment Principles, the Continuum of Check for Understanding including Targeted Checks for staff at Upper Providence Elementary School. Services will be provided at a rate of \$675.00 per day for 10-12 days. Funding will be paid from the Upper Providence Professional Services Budget.
6. **Mobile Ed Productions, Inc. – Redford, MI.** Provide 3 assemblies for students at Royersford Elementary entitled “BOT! The Secret World of Robots”. Funding will be paid from the Royersford Elementary Professional Services Budget and shall not exceed \$1,195.00.

New Independent Contracts

7. **Apex Learning Digital Curriculum Solutions – Seattle, WA.** Provide school year Mandarin Chinese digital curriculum services for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$600.00.

8. **Dr. Claudia Chernow – Dresher, PA.** Conduct a psychiatric evaluation for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$2,000.00.
- E. The Board approved the following **independent contracts** that are offered free of charge or are being funded by the Home and School Associations, the Home and School Leagues, the Parent Teacher Associations, the Parent Teacher Organizations or an outside source:
1. **Caron Foundation – Wernersville, PA.** Provide two pre-winter dance assemblies for all high school students promoting awareness on topics including vaping, drug use, making good decisions and helping a friend in need. There is no cost to the district as all costs are being covered by a grant.
 2. **Cris Johnson, Inc. – Niagara Falls, NY.** Provide an assembly for all students at Royersford Elementary entitled “No Bully Zone”. Funding will be paid by the Royersford Parent Teacher Organization and shall not exceed \$1,197.00.
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 7. **Prismatic Magic, LLC – Fort Worth, TX.** Provide 4 Laser Light Assemblies for students at Upper Providence Elementary and 2 Laser Light Assemblies for students at Spring City Elementary entitled “Black History Laser Tribute”. Funding will be paid by the Upper Providence Home and School Association (\$1,163.34) and the Spring City Professional Services Budget (\$581.66) and shall not exceed a total of \$1,745.00.
- F. The Board approved an addendum to the amount for a confidential settlement agreement #2018-01 originally approved at the September 24, 2018 Board Meeting. This addendum is for an additional amount not to exceed \$4,000.00. Funding will be paid from the Special Education Budget.

VI. PROPERTY

Mrs. Heine made a motion to approve Items A-C and Mr. Dehnert seconded it. The motion passed 6-0.

- A. The Board gave approval for snow removal services district-wide by C&C Landscaping. The cost will be \$70.00 per hour/per truck, \$95.00 per hour for skid loader and \$135.00 per hour for loader. Funding will come from the 2018-2019 Maintenance Budget.
- B. The Board gave approval for a Replacement Chiller at Spring City Elementary to S.J. Thomas Company, Inc. for a total cost of \$166,189.67 per the KPN Proposal # 201801JOCC-29. Funding will come from the Capital Reserve.
- C. The Board gave approval for the installation of a pavilion at Spring City Elementary for costs not to exceed \$23,129.75 by Recreation Resources through the COSTARS Program. Funding will come from the Capital Reserve.

VII. PROGRAMMING AND CURRICULUM

Mrs. Heine made a motion to approve Items A-B and Mrs. Melton seconded it. The motion passed 6-0.

- A. The Board approved Spring-Ford's Act 339 Plan as mandated by the Pennsylvania Department of Education. This plan will be edited annually to reflect changes in counselor/student ratios, goals, types of evidence, etc., but will not require annual approval. New Act 339 Plans are approved after five years, coinciding with when the Western Montgomery Career and Technology Center is audited.

New Programming and Curriculum

- B. The Board approved an addition to the current agreement with Broadview Networks for the purpose of adding a POTS line (Copper Telephone line) to the elevator at Limerick Elementary School. The cost will be a one-time installation fee of \$175.00 and a recurring fee of \$41.01 per month. Funding will come from the Technology Budget.

VIII. NEW CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mrs. Melton made a motion to approve Items A-F and Mrs. Heine seconded it. The motion passed 6-0.

The following individuals were approved for attendance at the following:

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

DISTRICT OFFICE

- A. **Kimberly Bast**, Director of Curriculum and Instruction, **Robert Catalano**, Director of Technology, **Sandra Bernat**, Manager of Technology, **Kathleen Cox**, Software Specialist, **Brian Cooper** and **Aaron Scott**, Systems Technicians, to attend "*The Pennsylvania Educational Technology Expo and Conference (PETE&C)*" at the Hershey Lodge and Convention Center in Hershey, PA from February 10, 2018 through February 13, 2018. The total cost of this conference is \$4,315.00 (registration, mileage, lodging and meals). No substitutes are needed.

- B. **Lora Sanderson**, Coordinator of Transportation, to attend the “*Pupil Transportation Symposium*” at Northampton Community College in Bethlehem, PA on November 14, 2018. The total cost of this conference is \$103.00 (registration and mileage). No substitute is needed.

HIGH SCHOOL

- C. **Seth Jones**, High School Band Director, **Emily McGranahan**, High School Orchestra Director, and **Yvonne O’Dea**, High School Choir Director, to attend the “*PMEA All State Annual Conference*” in Pittsburgh, PA from April 3, 2019 through April 6, 2019. The total cost of this conference is \$4,923.00 (registration, mileage, lodging, meals and 3 days of substitute coverage for each).
- D. **Doug Reigner**, Principal, **Jennie Anderson** and **Khrystin Herb**, Teachers, **Katie Baker** and **Denise Johnston**, School Counselors, and **Bridget Mullins**, Nurse, to attend the “*SAP Conference 2018*” at the Four Falls Corporate Center in West Conshohocken, PA on November 6, 2018. The total cost of this conference is \$240.00 (registration and mileage). No substitutes are needed.
- E. **Chad Brubaker**, Media Specialist, to attend “*Meaningful Making – A Spotlight on Teaching Writing*” at the Corbett Center in Norristown, PA on November 1, 2018. The total cost of this conference is \$267.00 (registration and one day of substitute coverage).

New Conference and Workshop

- F. **Dr. Robb Colyer** and **Mike DeCaro**, House Principals, **Tricia Falco**, College Career Coordinator, and **Patricia Flynn**, School Counselor, to attend the “*2018 SAS Institute: Innovative Students, Innovative Educators*” at the Hershey Lodge and Convention Center from December 9 through December 12, 2018. The total cost of this conference is \$1,517.24 (registration, mileage, lodging and meals). No substitutes are needed.

IX. OTHER BUSINESS

Mr. Dehnert made a motion to approve Items A-B and Mrs. Heine seconded it. The motion passed 6-0.

- A. The following policies were approved:

1. Policy #104 – PROGRAMS: Nondiscrimination in Employment Practices
(Attachment A4)
2. Policy #806 – OPERATIONS: Child Abuse **(Attachment A5)**
3. Policy #918 – COMMUNITY: Title I Parent and Family Engagement
(Attachment A6)

New Other Business

- B. In conjunction with the approval of Policy 104, the board approved the rescinding of the following policies as specific provisions of these policies are now included within the revised and updated Policy 104:
1. Policy #348 - ADMINISTRATIVE EMPLOYEES: Unlawful Harassment
(Attachment A7)
 2. Policy #448 – PROFESSIONAL EMPLOYEES: Unlawful Harassment
(Attachment A8)

3. Policy #548 – CLASSIFIED EMPLOYEES: Unlawful Harassment
(Attachment A9)

X. BOARD COMMENT

There were no comments from the Board.

XI. PUBLIC TO BE HEARD

There were no comments from the public.

XII. ADJOURNMENT

Mrs. Melton made a motion to adjourn and Mrs. Heine seconded it. The motion passed 6-0. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

**2018-2019 EXTRACURRICULAR CONTRACTS
NOVEMBER 2018**

	Contract Title	Season	Last	First	Stipend
1	7 th Gr. Club #14	Winter	Borgnis	Melinda	\$402.00
2	Spring Musical Piano - HS (1/2 Contract)	Spring	Cifelli	Alexander	\$1,000.00
3	Reading Olympics – Oaks Elementary	Year	Diaz	Brigitte L.	\$402.00
4	5/6 Club #7	Winter	Fallstich	Kimberly A.	\$402.00
5	7 th Gr. Club #5	Winter	Ferko	Elizabeth	\$402.00
6	Reading Olympics - Oaks Elementary	Year	Haggar	Stephanie M.	\$402.00
7	Fitness Room Supervisor-Winter-HS	Winter	Hughes	John T.	\$679.00
8	Drill Designer - MS	Year	Jennings	Krisnoel	\$2,215.00
9	Basketball Coach-Boys' (7th Grade)	Winter	Laky	James R.	\$3,186.00
10	Indoor Winter Color Guard Coach-HS	Winter	Marone	Danielle M.	\$3,197.00
11	Safety Patrol Sponsor – Upper Providence Elementary	Year	Mest	Steven M.	\$585.00
12	Volunteer Assistant Basketball Coach - Girls'- HS	Winter	Moley	Marisa	Volunteer
13	Spring Musical Piano - HS (1/2 Contract)	Spring	Perry	Joseph	\$1,000.00
14	Asst. Indoor Color Guard Instructor - 7 & 8	Winter	Platchek	Dawn E.	\$1,104.00
15	Ramoirs Advisor-HS	Year	Reagan	Jennifer E.	\$585.00
16	Volunteer Assistant Basketball Coach - Boys'- HS	Winter	Reber	Randy	Volunteer
17	Volunteer Assistant Basketball Coach - Girls'- HS	Winter	Roche	Philip T.	Volunteer
18	Volunteer Assistant Basketball Coach - Boys'- HS	Winter	Rosenfeld	Karl	Volunteer
19	Reading Olympics - Oaks Elementary	Year	Salleme	Tiffany	\$402.00
20	Asst. Wrestling Coach (7/8/9th Grade)	Winter	Swier, III	Robert A.	\$4,445.70
21	Indoor Winter Percussion Director - HS	Winter	Thurston	Mark D.	\$3,197.00
22	Volunteer Assistant Track Coach -Boys' & Girls'- HS	Winter	Varady	Matthew J.	Volunteer
23	Basketball Coach-Girls' (7th Grade)	Winter	Wallis	Kaylee J.	\$3,186.00
24	Reading Olympics - Oaks Elementary	Year	Wike	Christine N.	\$402.00

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEETINGS

ADOPTED: March 25, 1991

REVISED: August 24, 2015

REVIEWED: November 12, 2018

	006. MEETINGS
SC 407 65 Pa. C.S.A. Sec. 701 et seq	<p>Section 1. <u>Parliamentary Authority</u></p> <p>All Board meetings will be conducted in an orderly and business-like manner. Robert's Rules of Order, Newly Revised, including small group rules shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, regulations of the State Board, or Board procedures.</p>
SC 422	<p>Section 2. <u>Quorum</u></p> <p>A quorum shall be five (5) Board members present at a meeting (monthly Work Session and/or Action Meeting). No business shall be transacted at a meeting without a quorum, but the Board members at such a meeting may adjourn to another time.</p> <p>In the case of an emergency or other personal conflict, each school board member can attend up to three (3) school board meetings per calendar year remotely utilizing audio/video technology (phone, video conferencing, Skype). The school board member must notify the School Board President and the Superintendent at least twenty-four (24) hours in advance of the school board meeting to request attendance at the meeting remotely and specify the technology that will be used. To clarify further, a quorum of five (5) Board members must still be physically present at the meeting and any school board member attending a meeting remotely using audio/video technology maintains normal school board member rights and privileges (speaking, voting, etc.) even though they are not physically present at the meeting location.</p>
SC 405, 426, 427, 428	<p>Section 3. <u>Presiding Officer</u></p> <p>The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes. The act of any person so</p>

	designated shall be legal and binding.
	Section 4. <u>Notice</u>
65 Pa. C.S.A. Sec. 703, 709	Notice of all open public Board meetings, including committee meetings and discussion sessions, shall be given by the publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and the posting of such notice at the administrative offices of the Board.
65 Pa. C.S.A. Sec. 703, 709	a. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the calendar year at least three (3) days prior to the time of the first regular meeting.
65 Pa. C.S.A. Sec. 703, 709	b. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.
65 Pa. C.S.A. Sec. 703, 709	c. Notice of all rescheduled meetings shall be given by notification on the school district website, television station and the district social media network and posting of notice at the District Office at least twenty-four (24) hours prior to the time of the meeting.
65 Pa. C.S.A. Sec. 703	d. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of meeting and sending copies of such notice to interested parties.
65 Pa. C.S.A. Sec. 709	e. Notice of all public meetings shall be advertised once in one (1) daily newspaper circulating in Montgomery and Chester Counties. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.
SC 423	Notice of all regular and special Board meetings shall be given by the Board Secretary to Board members not later than two (2) days prior to the time of the meeting.
SC 423 65 Pa. C.S.A. Sec. 709	Notice of executive sessions, if not previously announced, shall be provided, in writing, to Board members at least twenty-four (24) hours prior to the executive session.
	Section 5. <u>Regular Meetings</u>
SC 421 65 Pa. C.S.A. Sec. 701 et seq	Regular Board meetings shall be public and shall be held at specified places at least once every two (2) months.

<p>SC 423, 426 65 Pa. C.S.A. Sec. 701 et seq</p>	<p>a. Agenda</p> <p>It shall be the responsibility of the Superintendent, in cooperation with the Board President, to prepare an agenda of the items of business to come before the Board, which shall include all recommendations from standing committees at each regular meeting. The agenda shall be provided to each school director at least two (2) days before the meeting.</p> <p>Any additions or changes to the prepared agenda may be requested by a Board member or the Superintendent and must be approved by a majority vote of the Board members present.</p> <p>b. Order of Business</p> <p>The order of business for regular meetings shall be as follows, unless altered by the President at the Board meeting:</p> <ul style="list-style-type: none"> • Call to Order and Roll Call • Pledge of Allegiance • Announcements • Public to be Heard on Agenda Items Only • Presentation • Board Committee Reports • Superintendent/Assistant Superintendent Report • Solicitor's Report • Approval of the Minutes • Personnel • Finance • Property • Programming and Curriculum • Conference/Workshop Recommendations • Other Business • Information Items • Board Comment • Public to be Heard • Adjournment <p>Section 6. <u>Special Meetings</u></p> <p>Special meetings shall be public and may be called for special or general purposes.</p>
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<p>SC 426</p>	<p>The President may call a special meeting at any time and shall call a special meeting upon presentation of written requests of three (3) school directors. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the Board members.</p> <p>The order of business for special meetings shall be as follows unless altered by the President or a majority of those present and voting:</p> <ul style="list-style-type: none"> • Call to Order • Roll Call • Public to be Heard • Announcement • Reading of Notice of Meeting • Transaction of Business for Which Meeting was Called and/or Other Business Properly Brought Before the Meeting • Public to be Heard • Adjournment
<p>65 Pa. C.S.A. Sec. 701 et seq Pol. 903</p>	<p>Section 7. <u>Hearing Of Citizens</u></p> <p>A member of the public present at a meeting of the Board may address the Board in accordance with the Board's rules.</p> <p>Section 8. <u>Voting</u></p> <p>All motions shall require for adoption a majority vote of those Board members present or attending the meeting remotely (using audio/video technology) and voting, except as provided by statute or Board procedures. All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another Board member.</p>
<p>SC 609, 687</p>	<p>a. The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:</p> <ol style="list-style-type: none"> 1. Transfer of budgeted funds.
<p>SC 687</p>	<ol style="list-style-type: none"> 2. Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.
<p>SC 634</p>	<ol style="list-style-type: none"> 3. Incur a temporary debt or borrow money upon an obligation.
<p>SC 687</p>	<ol style="list-style-type: none"> 4. Incur a temporary debt to meet an emergency or catastrophe.
<p>SC 324</p>	<ol style="list-style-type: none"> 5. Elect to a teaching position a person who has served as a Board member and who has resigned.

SC 707	6. Convey land or buildings to the municipality co-terminus with the school district.
SC 803	7. Adopt or change textbooks without the recommendation of the Superintendent.
SC 1129	8. Dismiss, after a hearing, a tenured professional employee.
	b. The following actions require the recorded affirmative votes of a majority of the full number of Board members:
SC 508	1. Fixing the length of school term.
SC 508 Pol. 108	2. Adopting textbooks recommended by the Superintendent.
SC 508, 1071, 1076	3. Appointing the district Superintendent and the Assistant Superintendent(s).
SC 508	4. Appointing teachers and principals.
SC 508 Pol. 604	5. Adopting the annual budget.
SC 508 Pol. 005, 606	6. Appointing tax collectors and other appointees.
SC 508 Pol. 605	7. Levying and assessing taxes.
SC 508	8. Purchasing, selling, or condemning land.
SC 508	9. Locating new buildings or changing the location of old ones.
SC 508 Pol. 107	10. Adopting planned instruction.
SC 508	11. Establishing additional schools or departments.
SC 508, 621	12. Designating depositories for school funds.
	13. Expending district funds.

SC 508 Pol. 610	14. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to \$10,000 bid requirements).
SC 508	15. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.
SC 224	16. Combining or reorganizing into a larger school district.
SC 508	17. Entering into contracts with and making appropriations to the Intermediate Unit for the district's proportionate share of the cost of services provided or to be provided by the Intermediate Unit.
SC 508, 514, 1080	18. Dismissing, after a hearing, a nontenured employee.
SC 212	19. Adoption of a corporate seal for the district.
SC 702	20. Determining the location and amount of any real estate required by the school district for school purposes.
SC 708	21. Vacating and abandoning property to which the Board has title.
SC 1503	22. Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day.
Pol. 004	23. Removing a school director.
Pol. 004	24. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.
Pol. 005	25. Removing an officer of the Board.
Pol. 005	26. Removing an appointee of the Board.
Pol. 003	27. Adopting, amending or repealing Board policy.
	<p><u>Abstention from Voting</u></p> <p>A school director shall be required to abstain from voting consistent with the requirements of the State Ethics Act and/or the Public School Code as applicable. The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.</p>

<p>SC 518 65 Pa. C.S.A. Sec. 706</p>	<p>Section 9. <u>Minutes</u></p> <p>The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:</p> <ul style="list-style-type: none"> a. The date, place, and time of the meeting. b. The names of Board members present. c. The presiding officer. d. The substance of all official actions. e. Actions taken. f. Recorded votes and a record by individual members of all roll call votes taken. g. The names of all citizens who appeared officially and the subject of their testimony.
<p>65 Pa. C.S.A. Sec. 705</p>	
<p>SC 407</p>	<p>The Board Secretary shall provide each Board member with a copy of the minutes of the last meeting prior to the next regular meeting.</p>
<p>SC 433</p>	<p>The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.</p>
<p>SC 407 Pol. 800, 801</p>	<p>Notations and any tape or audiovisual recordings shall not be the official record of an open public Board meeting.</p> <p>The Board reserves the right to have verbatim minutes when the Board deems necessary.</p>
<p>65 Pa. C.S.A. Sec. 703, 709 Pol. 006</p>	<p>Section 10. <u>Adjournment</u></p> <p>The Board may at any time recess or adjourn to an adjourned meeting at a specified date and place upon the majority vote of those present. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon. Notice of the rescheduled meeting shall be given as provided in Board policy.</p>
<p>65 Pa. C.S.A. Sec. 707, 708</p>	<p>Section 11. <u>Executive Session</u></p> <p>The Board may hold an executive session, which is not an open meeting, before, during, at the conclusion of an open meeting, or at some other time. The presiding</p>

	<p>officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.</p> <p>The Board may discuss the following matters in executive session:</p> <ul style="list-style-type: none"> a. Employment issues. b. Labor relations. c. Purchase or lease of real estate. d. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation. e. Matters that must be conducted in private to protect a lawful privilege or confidentiality. f. School safety and security, of a nature that if conducted in public, would be reasonably likely to impair the effectiveness of school safety measures. <p>Official actions based on discussions held in executive session shall be taken at a public meeting.</p> <p><u>Section 12. Work Sessions</u></p>
65 Pa. C.S.A. Sec. 701 et seq Pol. 006	<p>The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made.</p> <p><u>Section 13. Committee Meetings</u></p>
65 Pa. C.S.A. Sec. 703, 709 Pol. 006	<p>Committee meetings may be called at any time by the Committee Chairperson, with proper public notice, or when requested to do so by two (2) members of the committee.</p> <p>A majority of the total membership of a committee shall constitute a quorum. If a quorum is not reached, the chairperson may designate a member of the Board in attendance to serve on the committee for that particular meeting.</p>
65 Pa. C.S.A. Sec. 701 et seq	<p>Unless held as an executive session, committee meetings shall be open to the public, other Board members, and the Superintendent.</p> <p>A majority of the committee or the Chairperson may invite school district employees, consultants or other persons who may have special knowledge of the area under investigation.</p>

	<p>Board members who are not committee members but who attend committee meetings may not make committee recommendations to the Board, but may participate in the discussion.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 212, 224, 324, 405, 407, 408, 421, 422, 423, 426, 427, 428, 433, 508, 514, 518, 609, 621, 634, 671, 687, 702, 707, 708, 803, 1071, 1075, 1076, 1077, 1080, 1111, 1129, 1503</p> <p>Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.</p> <p>Board Policy – 003, 004, 005, 006, 107, 108, 604, 605, 606, 610, 612, 800, 801, 903</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: GRADUATION
REQUIREMENTS

ADOPTED: March 25, 1991

REVISED: February 22, 2016

REVIEWED: November 12, 2018

	217. GRADUATION REQUIREMENTS
1. Purpose	The Board will acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by awarding a diploma at graduation ceremonies.
2. Authority Title 22 Sec. 4.24, 4.51, 4.52	The Board shall adopt the graduation requirements students must achieve, which shall include course completion and grades, and proficiency on district and state assessments.
SC 1611, 1613 Title 22 Sec. 4.24 Pol. 102, 127, 213	The Board shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by the Pennsylvania Department of Education, as well as those established by the Spring-Ford Area School District Board of Directors.
SC 1614 Title 22 Sec. 4.12, 4.24, 11.27 34 CFR Sec. 300.102, 300.305 Pol. 113	The Board may permit an identified student with a disability to participate in graduation ceremonies with his/her graduating class, even though the student will not be granted a diploma and will continue to receive educational services.
SC 1613 Title 22 Sec. 4.12 Pol. 102	<p>A requirement for graduation shall be the completion of work and studies representing the instructional program assigned to grades 9 through 12. Credits toward graduation can only be earned when a student is in grade 9 through 12. High School courses taken by students in grades below 9th grade shall not count toward graduation requirements.</p> <p>The Board requires that each candidate for graduation shall have earned at least twenty-two (22) credits and demonstrate proficiency on district and state assessments to receive a diploma and be involved in the commencement ceremony.</p>

217. GRADUATION REQUIREMENTS - Pg. 2

3. Delegation of Responsibility	The Superintendent or designee shall be responsible for planning and executing graduation ceremonies that appropriately recognize this important achievement.
4. Guidelines Pol. 213, 216	Accurate recording of each student's achievement of academic standards shall be maintained, as required by law and state regulations.
	Students shall be informed of graduation requirements and the amount of credits they are required to complete.
Pol. 212	Periodic warnings shall be issued to students in danger of not fulfilling graduation requirements. Written notification shall be sent to parents/legal guardians of students in danger of not fulfilling graduation requirements at the end of the student's junior year and at the conclusion of the second and third marking periods of the student's senior year.
	A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure, but the student may be denied participation in the graduation ceremony when personal conduct so warrants.
Title 22 Sec. 11.4, 11.8	The fourth year of high school shall not be required if the student has been accepted by an accredited institution of higher learning and has completed all requirements for graduation.
	<u>Early Graduation</u>
	Students requesting early graduation must submit a written request executed by their parent/guardian to do so through their high school counselor, who shall confer with the student and parent prior to recommending the request for approval by the high school principal, Superintendent and Board.
	Students desiring to graduate early must:
	1) Request permission for early graduation by June 1 st of his/her sophomore year (10 th grade),
	2) Have attended Spring-Ford Area School District for one (1) complete school year, and
	3) Have a cumulative GPA of ninety-five percent (95%) or higher
	By June 1 st of his/her sophomore year, the student will submit a plan detailing the manner in which all graduation requirements (twenty-two (22) credits and proficiency on district and state assessments) will be satisfied. By June 30 th , the Superintendent or designee will respond to the student and parent(s)/guardian(s)

	<p>regarding approval/denial of the submitted plan.</p> <p>Each course taken offsite and/or on-line needs to be separately approved using the Course Advancement Approval Process to ensure that the course meets the expectation of the Spring-Ford Area School District and graduation requirements. Courses taken offsite and/or on-line are not calculated toward GPA and/or honor roll.</p> <p><u>Early College Admissions – Seniors Only</u></p> <p>Students requesting participation in an early college admissions program must submit a written request executed by their parent/guardian to their child's high school guidance counselor, who shall confer with the student and parent/guardian prior to recommending the request for approval by the high school principal, Superintendent and Board. Application for early college admission must be submitted by June 1st of their junior year.</p> <p>Students who request permission for early admissions application must have completed the 11th grade and have a cumulative GPA of ninety percent (90%) or higher, and have been in attendance in the Spring-Ford Area School District for one (1) complete school year.</p> <p>The student must maintain a C average in his/her freshman year of college work and must be considered a full-time student before the school district will approve a request for a Spring-Ford diploma. Credits presented for the diploma must include all courses mandated by the State Board of Education regulations which have not been completed prior to college entrance.</p> <p>It shall be the obligation of the student to maintain communication with the home school before leaving for college in September and between semesters to finalize details of graduation and for information concerning student activities.</p> <p><u>Dual Enrollment</u></p> <p>Students currently enrolled in the eleventh (11th) or twelfth (12th) grade may enroll in Dual (credit) Enrollment course options subject to the restrictions noted in the established guidelines. To remain eligible for continued enrollment, students must maintain a 70% average; and must conform to the State Board of Education curriculum regulations for dual high school and college enrollment. All dual enrollment students will be subject to the following guidelines:</p> <p><u>Part-Time Dual Enrollment</u></p> <ul style="list-style-type: none"> • Dual credit classes may count only toward elective graduation requirements.
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	<ul style="list-style-type: none"> Any dual credit student carrying over 7.0 credits will not have their second semester dual credit course calculated in their GPA. All students must register for dual enrollment courses through their Spring-Ford Senior High School counselor. Dual enrollment placement tests determine math course selection, however if a similar course has previously been completed and credit awarded, a student will not receive additional Spring-Ford credit. Only seniors who take dual credit classes are eligible for open campus. Open campus allows senior students to arrive late or leave early on the days/semester the dual credit class does not meet. If previously scheduled, students are not permitted to drop a spring semester dual credit class. Senior Final Exam Exemption does not apply for these college classes. On a case-by-case basis and with pre-approval by the student's house principal, college courses may be substituted for graduation requirements imposed by the school district. <p><u>Full-Time Dual Enrollment</u></p> <ul style="list-style-type: none"> All students must register for dual enrollment courses through their Spring-Ford Senior High School counselor. Any junior enrolling as a full-time dual enrollment student must take at least three (3) credit courses in their first semester and four 3-credit courses each semester following and be on track to meet the Spring-Ford graduation requirements. Any senior enrolling as a full-time dual enrollment student is required to take three 3-credit courses both semesters and must remain on track to meet Spring-Ford graduation requirements. Note that English, math, science, and social studies are required and must align with Spring-Ford Senior High School course offerings (approved via the student's counselor). Participation in PIAA requires students to be enrolled in four (4) courses per semester and passing each course with at least a 70% average. All full-time dual enrollment students must have scored proficient or advanced on all required Keystone end-of-course exams.
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<p>SC 1611</p>	<ul style="list-style-type: none"> • All dual enrollment courses must be approved by the student's guidance counselor one semester in advance. • Any course taken to replace a Spring-Ford required course must be approved prior to the last day of the previous school year, i.e. English Comp 101, American National Government 124, Health and PE. • All dual enrollment health courses will equal .40 Spring-Ford Senior High School credit. • All dual enrollment Physical Education courses will equal .40 Spring-Ford Senior High School credit. • All dual enrollment (3 or more) credit courses will receive one (1) Spring-Ford High School credit. • Full-time dual enrollment students are recommended to meet with their counselor once a semester. • Students may not take winter session (condensed) courses for Spring-Ford Senior High School credit. • Any dual credit student carrying over 7.0 credits will not have their second semester dual credit course calculated in their GPA. • Dual enrollment placement tests determine math course selection, however if a similar course has previously been completed and credit awarded, a student will not receive additional Spring-Ford credit. • Students are responsible for checking that all prerequisite requirements have been met before registering for a course. • Senior Final Exam Exemption does not apply for these college classes. • Students participating in full-time dual enrollment are not eligible to be considered for commencement speaker. <p style="text-align: center;">DIPLOMAS FOR ELIGIBLE VETERANS</p> <p><u>Veterans of World War II</u></p> <p>In order to recognize and honor veterans who left high school prior to graduation to serve in World War II, the Board shall grant a diploma to a veteran who completes the required application and meets the following requirements:</p>
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<p>SC 1611</p>	<ol style="list-style-type: none"> 1. Was honorably discharged from the Armed Forces of the United States of America. 2. Served in the United States military between September 16, 1940 and December 31, 1946. 3. Attended high school between 1937 and 1946 and would have been a member of a graduation class during the years 1941 through 1950 but did not graduate due to entry into military service. <p><u>Veterans of Korean War</u></p> <p>In order to recognize and honor veterans who left high school prior to graduation to serve in Korean War, the Board shall grant a diploma to a veteran who completes the required application and meets the following requirements:</p> <ol style="list-style-type: none"> 1. Was honorably discharged from the Armed Forces of the United States of America. 2. Served in the United States military between June 27, 1950 and January 31, 1955. 3. Attended high school between 1947 and 1955 and would have been a member of a graduation class during the years 1951 through 1957 but did not graduate from high school due to entry into military service. <p>Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements.</p> <p>The Superintendent shall submit to the Board for its approval the names of veterans eligible for a high school diploma.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1611, 1613, 1614</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.12, 4.24, 4.51, 4.52, 11.4, 11.5, 11.8, 11.27</p> <p>Individuals With Disabilities Education Act, Title 34, Code of Federal Regulations – 34 CFR Part 300</p> <p>Board Policy – 102, 113, 127, 212, 213, 214, 216, 233</p>
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