

On November 20, 2017 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
Region II: Dawn R. Heine and Colleen Zasowski
Region III: Mark P. Dehnert and Thomas J. DiBello
Presiding Officer: Joseph P. Ciresi
Superintendent: Dr. David R. Goodin
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Taylor Stevens and Nandini M. Patel

The following Board Members were absent: **Kelly J. Spletzer**

The following Board Member arrived late: **Bernard F. Pettit** (7:34 p.m.)

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-G and Mrs. Heine seconded it. The motion passed 6-0.

- A. The Board approved **Resolution 2017-26** honoring **Charles Nawa** on being selected to the 2018 U.S. Army All-American Marching Band. (**Attachment A1**)
- B. The Board approved **Resolution 2017-27** commending **Benjamin Pochet** for winning the 2017 Pioneer Athletic Conference (PAC) Golf Championship and the PIAA District One Championship. (**Attachment A2**)
- C. The Board approved **Resolution 2017-28** commending the **Spring-Ford Area High School Boys' Golf Team** for winning the 2017 Pioneer Athletic Conference (PAC) Golf Championship. (**Attachment A3**)
- D. The Board approved **Resolution 2017-29** commending **Tori Alexander** for winning the 2017 Pioneer Athletic Conference (PAC) Girls' Tennis Singles Championship and qualifying for the PIAA District One Girls' Tennis Tournament. (**Attachment A4**)

- E. The Board approved **Resolution 2017-30** commending the **Spring-Ford Area High School Girls' Tennis Team** for winning the 2017 Pioneer Athletic Conference (PAC) Girls' Tennis Championship. **(Attachment A5)**
- F. The Board approved **Resolution 2017-31** commending **Gabriella Bamford** for winning the 2017 Pioneer Athletic Conference (PAC) Girls' Cross Country Championship. **(Attachment A6)**
- G. The Board approved **Resolution 2017-32** commending the **Spring-Ford Area High School Boys' Cross Country Team** for winning the 2017 Pioneer Athletic Conference (PAC) Boys' Cross Country Championship. **(Attachment A7)**

III. PRESENTATIONS

Mr. Fink presented a PowerPoint presentation highlighting the 2018-2019 Proposed Preliminary Budget. He began the presentation with a look at the Act 1 timeline and then spoke of the challenges in preparing the budget which were chiefly the fact that the state still has not adopted their budget. Mr. Fink next provided the financial forecast overview including the debt service schedule, revenue, the five year model, and expenditures. He explained the preliminary budget gap of \$3.7 million but cautioned that these figures were early and a lot more pencil sharpening needed to be done before the final budget. Mr. Fink explained the Act 1 Index which this year is 2.4%. He presented the referendum exceptions that the district is able to apply for which included those for Special Education in the amount of \$1.3 million and Retirement Contributions in the amount of \$.36 million for total exceptions in the amount of \$1.49 million. Mr. Fink commented that the next steps are to dive deep into the expenditures from the ground up and by each department and building, file for the PDE exceptions and keep an eye on the budget process at the state level.

Mr. Dehnert asked if the long range forecast five-year model anticipated any growth in the district or for it to remain status quo and Mr. Fink replied yes, it anticipates growth in relation to the feasibility study that had recently been completed last year.

Dr. Dressler questioned that by Mr. Fink's saying that they needed to sharpen their pencils he would assume that he knew of some places where adjustments could be made and he asked if Mr. Fink could tell about those areas. Mr. Fink responded that they are in the beginning stages and it is really early and the biggest piece of it is that they have very little data to go on to see if the budget we are using right now has any traction this year. He added that they also have not gone through the process of putting the budget books together for each department and each building in order to go line by line down every last little thing that needs to go into the budget so there is a way to go yet.

Mr. Pettit asked what the increase in PSERS looked like and Mr. Fink replied about \$2.2 million.

Mr. Ciresi thanked Mr. Fink and stated that like always it is a crystal ball as the state just finalized last year's budget about 2 weeks ago and here we are looking at a budget for next year. He stated that he knows Mr. Fink and his department will do a great job of getting the budget down to zero again if possible.

- A. **Mr. James D. Fink**, Chief Financial Officer, to present the 2018--2019 Proposed Preliminary Budget for the Spring-Ford Area School District.

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report Taylor Stevens/Nandini Patel

Taylor reported that Spring Ford's Model UN had their first annual conference on November 11th. They were joined by Methacton and Great Valley. She advised that at the conference they discussed major world issues such as the refugee crisis, nuclear nonproliferation, climate change, and many more hot topics. Taylor reminded seniors planning to attend college in the fall that they should aim to have their applications completed by Thanksgiving. She commented that if they haven't completed their applications yet, they are not alone as she also needed to put the finishing touch on and then hit submit. She wished everyone an enjoyable Thanksgiving holiday.

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

Mrs. Heine reported that the Curriculum and Technology Committee met on November 8th and began their meeting with the good news on the three national merit scholarship finalists and the news of Spring City Elementary receiving high achievement status as a Title I School for the 2016-2017 school year. Mrs. Heine advised that on the curriculum side, Mrs. Bast will be heading a team trained through the MCIU on Act 339. The committee also received an update on the November in-service day. Mrs. Gardy provided the committee with an update on the Professional Development being planned for November based on teacher needs and data review. Mrs. Rochlin reported to the committee that Math Night was a success as 167 students attended with their families for a total of approximately 250 people in attendance. Mrs. Rochlin also advised that Guided Math Professional Development workshops and meetings will continue on a weekly basis at Oaks and that she will continue working with Royersford grades 3 and 4 teachers to refine their practices based on the findings in the 2016-2017 PSSA data. She added that the grades 5-8 math resource is going well, CPM Implementation is going well and that they continue to work with 5th and 6th grade special education math teachers to help with the implementation of the new resource. She also reported that Science resource review is taking place at the 5th and 6th grade level with 3 vendors presenting their products and that a decision was expected to be made in mid-December. Mrs. Heine advised that on the Technology side Mr. Catalano and a team member attended a 6 hour seminar on all of the ins and outs of E-Rate and how it works. Mr. Catalano advised the committee that the camera project for the 9th Grade Center and the 10-12 Grade Center will begin. Mr. Catalano next reported on a potential phone replacement system and the investigative work done thus far. He added that the Technology Department will put out an RFI in the very near future to see what other districts are using and if they have experienced any issues. Mr. Catalano advised that they will continue to explore other options so that when the time comes to put in a new phone system, the correct decision is made. The committee also heard about the investigation being made regarding potential time clock procedures which would eliminate paper time cards. Frontline Education was chosen as the vendor for this project and a motion to approve this appears on the agenda this month. The Technology Department was asked to investigate the A/V System in the high school cafeteria and they have a technician coming in to look at the Hurda Learning Center A/V issues so the plan is to have him also look at the A/V System in the cafeteria and provide us with a full review of what is there and how it can be improved. The committee received an update on the Modernized Learning Initiative at the high school indicating that training for all cohorts will be in September, October and November as the project is off to another good start. There was also an update given on Hybrid Learning that additional training on digital content took place on October 9th and that both hybrid buildings are off to a good start. Mrs. Heine noted that the next meeting will be determined after the School Board Reorganization Meeting takes place.

Mr. DiBello commented that if we are going to do an RFI on phone systems he would assume that we are not concentrating on Skype for Business but rather an RFI on what other districts are using. He requested that Mr. Catalano go across the board as far as different options.

Mr. Dehnert stated that typically an RFI would be sent out suppliers and not other districts. He added that it goes to suppliers, people who supply solutions, to get information on what they represent and not other districts to ask them what they do.

Mr. Catalano responded that he is doing both by asking the vendors for information as well as other districts to see what they are doing. He added that they are doing their homework because they know they have probably about 2 years before they have to do this and want to make the most educated decision both financially and with what is best for the district.

Policy

Colleen Zasowski

2nd Mon. 7:30 p.m.

Mrs. Zasowski reported that the Policy Committee met on October 9th and first talked about Student Wellness policy. She advised that Dr. Roche, Dr. Patschke and Mrs. Germinario followed up from the last meeting to provide some clarification on the questions that were raised regarding the policy and the reasons for the changes which were the need to be in compliance due to the food services audit taking place later this school year. This policy has been placed on the agenda for a first reading. The committee also discussed the policy on Community Use of School Grounds and Playgrounds and Dr. Roche reviewed the specific revisions to the policy as well as some wordsmithing to this and the policy on the Use of the All-Weather Track by District Residents in order to keep them consistent with one another. The policies were recommended to move forward on this month's agenda for first readings. Mrs. Zasowski reported that they then moved on to review the policies on Sick Leave for Administration and Support Staff and based upon the review from last month the committee looked for consistent language on the sick leave for all employee groups. These policies were also placed on the agenda for first readings. The Committee next discussed the policy on Non-discrimination in School and Classroom Practices and Dr. Roche shared an update based upon a conversation with Mr. Fitzgerald and also introduced some new PSBA policies. Dr. Roche also provided an overview of the legal reason from the Policy Network flier sent out by PSBA. These policies will be on the January 2018 Policy Committee agenda for further discussion and additional work. Mrs. Zasowski stated that they also talked about the policy on Purchases Subject to Bid and Mrs. Davidheiser was in attendance to propose changes that are in line with bidding thresholds and purchases that are to be budgeted. Mrs. Zasowski advised that language was added to stay in line with all local, state and federal bidding limits but does not require a policy change each time a bid limit is changed. This policy was recommended to move forward as a first reading. Mrs. Zasowski stated that there were 7 policies that were discussed and recommended to move forward for first readings. She advised that she provided the committee with an update on the Use of Facilities policy and the feedback she has been working on getting from both the Property and Finance Committees and it was determined that they need to look at the costs to run the facilities during the week and on weekends to see what difference there might be. Mrs. Zasowski reported that they are continuing to gather information and when the Policy Committee reconvenes in January they will discuss what the next steps are in order to make sure that everyone is on board with what they are looking at.

Extracurricular

Tom DiBello

2nd Mon. 6:30 p.m.

Mr. DiBello reported that the Extracurricular Committee met on November 13th and there was still conversation on adding second teams at the middle school level. Mr. McDaniel

will report back to the committee at the January Extracurricular Committee meeting with a recommendation on the teams to be added. The committee will then provide the Board with its recommendation. Mr. DiBello reported that there was a presentation by the Spring-Ford 8th Grade WSFTV by Mr. Bowers and 3 students on their daily broadcasts to the entire 8th Grade Center. The students provided a sample of their show. The next presentation was from the Library Club by Ms. O'Brien and 2 students who talked about the committee primarily focusing on both the Reading Olympics and the Makerspace. Mr. DiBello explained that with the Reading Olympics they have 45 books they choose from with meetings to talk about the books they are reading and a competition taking place at the end. The Library Club gave a brief overview of the Makerspace which is a sub-group of the club and it was reported that the Makerspace area is coming close to completion.

Finance

Tom DiBello

2nd Tues. 7:30 p.m.

Mr. DiBello reported that the Finance Committee met on November 14th and began the meeting with a review of the executive monthly reports through October 31st. Mr. DiBello reported that they are confident that we will stay within budget although it is still early as we are only 3 months into the school year. Mr. DiBello advised that some of the revenue items are above the pace of previous years. Mr. DiBello commented that there was a brief conversation on the electronic timekeeping system and how it will be integrated into the Skyward System. Mr. DiBello reported that the committee discussed the preliminary budget and the information for the presentation that took place earlier this evening. Mrs. Zasowski spoke about the Use of Facilities which the committee discussed in detail. Mr. Fink presented the committee with a full spreadsheet and everyone is working towards understanding what the true cost on an hourly basis is for using the facilities during the week as well as on the weekends. He stated that the Policy Committee hopes to make some recommendations to the Board early next year.

Property

Joseph Ciresi

2nd Tues. 6:30 p.m.

Report next week.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche stated that he did not have a report as Mrs. Heine covered most of what he was going to report on during her Curriculum and Instruction report. Dr. Roche stated that he knows next week will be emotional for Mr. Ciresi as he attends his last meeting and he wanted to thank him for all of his support. Dr. Roche commented that Mr. Ciresi was here when Dr. Roche arrived in the district in terms of hiring him and he added that he appreciates their professional relationship. Dr. Roche joked that they will continue to work at getting Mr. Ciresi off hold when he calls in and also will look into correcting the music that is played while on hold.

Mr. Ciresi thanked Dr. Roche for his comments and said that he will hold his speech until next week's meeting.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald reported that he is continuing to work with administration on the roll out of additional provisions of the school code and how it will impact several departments moving forward.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the October 16, 2017 Work Session minutes. **(Attachment A8)**
- B. Administration recommends approval of the October 23, 2017 Board Meeting minutes. **(Attachment A9)**

VI. PERSONNEL

There were no questions or comments.

A. Resignations

- 1. **Sandy H. Bean**; Custodian, Spring City Elementary School, for the purpose of retirement. Effective: December 8, 2017
- 2. **Denise M. Emel**; Business Education - Elementary Teacher, 5th/6th Grade Center, for the purpose of retirement. Effective: January 24, 2018.
- 3. **Dana Freas**; Instructional Assistant, Oaks Elementary School. Effective: November 17, 2017.
- 4. **Ashley A. Miller**; Instructional Assistant, 7th Grade Center. Effective: November 15, 2017.
- 5. **Crystal C. Stubbs**; School Psychologist, 7th Grade Center. Effective: November 7, 2017.
- 6. **Travis S. Wagner**; Assistant Swimming Coach, Senior High School. Effective: November 15, 2017.

B. Professional Staff Employee

- 1. **Katelyn M. Loveland**; Special Education Teacher, 5/6th Grade Center, replacing Kyla Kaczerski who had a change of assignment. Compensation has been set at MS, Step 3, \$48,581.00, prorated with benefits per the Professional Agreement. Effective: December 4, 2017.

C. Support Staff Employees

- 1. **Cori L. Fuzi**; Instructional Assistant, 8th Grade Center, replacing Ashley A. Miller who resigned. Compensation has been set at \$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: To be determined.
- 2. **Carol Y. Keene**; Part-time Food Service (4 hours/day), 8th Grade Center, replacing Anne Falcone who had a change of assignment. Compensation has been set at \$12.91 an hour per the Food Service Plan. Effective: November 9, 2017.
- 3. **Sharon D. Ritson**; Level III Secretary, Senior High School-9th Grade, replacing Joan E. Bickley who resigned. Compensation has been set at \$15.20 an hour (degree rate) with benefits per the Secretarial Plan. Effective: November 8, 2017.
- 4. **Patricia B. Winston**; Instructional Assistant, Royersford Elementary School, replacing Corinda D. Bergey who resigned. Compensation has been set at

\$17.36 an hour (degree rate) with benefits per the Instructional Assistants' Plan.
Effective: November 6, 2017.

- D. Administration recommends approval for **Leah Stallard** to be hired as a Homebound Instructor. Compensation will be set at \$40.00/hour. Effective: November 7, 2017.
- E. Administration recommends approval of the attached extra-curricular contracts for the 2017-2018 school year. **(Attachment A10)**

VII. FINANCE

There were no questions or comments.

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

B. Checks:

1. General Fund Checks
Check No. 201186 – 201688 \$2,148,139.13
2. Food Service Checks
Check No. 451 – 538 \$ 119,881.15
3. Capital Reserve Checks
Check No. 2016 - 2017 \$ 114,287.42
4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800200 - 171800284 \$ 1,207,877.39
5. Procurement Payments
201700045 - 201700119 \$ 138,787.12

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

- Skyward Reports
 - General Fund Check Register
 - Food Service Check Register
 - Capital Reserve Check Register
 - ACH Check Register
 - Procurement Check Register
 - Summary Revenue Report
 - Summary Expense Report

- D. Administration recommends approval to make public the 2018-2019 Proposed Preliminary Budget for the required 20 days and advertise the Board's intent to adopt the Preliminary Budget on January 22, 2018.
- E. Administration recommends approval to seek bids and/or participate in the Montgomery County Intermediate Unit bids for supplies for the 2018-2019 school

- year. Supplies would include but not be limited to custodial, art, paper, physical education, science, technology education and furniture.
- F. Administration recommends approval for High School Activities accounts for the 2017-2018 school year. Each activity group has completed signature records and a listing of officers.
 - G. Administration recommends approval for 8th Grade Center Activities accounts for the 2017-2018 school year. Each activity group has completed signature records and a listing of officers.
 - H. Administration recommends approval for 7th Grade Center Activities accounts for the 2017-2018 school year. Each activity group has completed signature records and a listing of officers.
 - I. Administration recommends approval for the establishment of the Class of 2021 High School Activities account.
 - J. Administration recommends approval of a General Release Agreement between the district and the parents of a Spring-Ford Area School District student for the reimbursement of medical expenses not otherwise paid for or covered by a third party. The total reimbursement shall not exceed \$7,000.00.
 - K. Administration recommends approval of the materials for PlanCon Part J, Project Accounting Based on Final Costs, for the Spring-Ford Area High School Additions and Alterations Project #3438 approved and submitted to PDE on June 25, 2015. These materials have been reviewed and approved by the Pennsylvania Department of Education, Division of School Facilities, Bureau of Budget and Fiscal Management. **(Attachment A11)**
 - L. 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. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide five assemblies for the kindergarten students at Brooke Elementary entitled “Winter Secrets”. Funding will be paid by the Brooke Elementary Home and School Association and shall not exceed \$550.00.
 - 2. **Benmor Enterprises – Bushkill, PA.** Provide a dinosaur presentation and dig for second grade students at Oaks Elementary entitled “Dino Dig”. Funding will be paid by the Oaks Elementary Parent Teacher Association and shall not exceed \$525.00.
 - 3. **Benmor Enterprises – Bushkill, PA.** Provide an assembly for third grade students at Evans Elementary entitled “Rocks, Minerals and Fossil Show”. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$575.00.
 - M. Administration recommends approval of the following independent contracts:
 - 1. **Kim Hogan – Easton, PA.** Provide an Artist in Residence Program for students at Upper Providence Elementary to create and install a mosaic mural to be displayed in

the building. Funding will be paid from the Upper Providence Elementary Assembly Budget and shall not exceed \$6,200.00.

2. **All for KIDZ – Lynnwood, WA.** Provide an assembly for students at Royersford Elementary School entitled “The NED Show” teaching students to never give up, to encourage others and to do their best. Funding will be paid from the Royersford Elementary Assembly Budget and shall not exceed \$1,800.00.
3. **Aaron Christ – Fresh Start Fitness – Pottstown, PA.** Provide an assembly for students at Spring City Elementary entitled “Fresh Start Fitness: Fitness Concert”. Funding will be paid by the Phoenixville Community Health Foundation (\$500.00) and the Spring City Elementary Assembly Budget (\$300.00) and shall not exceed a total of \$800.00.
4. **Jack Bracale, DMD – Royersford, PA.** Perform state mandated dental screenings of students in grades 3 and 7 during the 2017-2018 school year as requested by parents/guardians. Funding will be paid from the General Fund and shall not exceed \$5.00 per screening.
5. **Education Alternatives – King of Prussia, PA.** Provide Behavioral Support services for 3 special needs students as per their IEPs. Services will be provided for 18 hours per month for 10 months at a rate of \$95.00 per hour. Funding will be paid from the Special Education Budget and shall not exceed \$17,100.00.
6. **Behavior Interventions – King of Prussia, PA.** Provide Direct Trained PCA Support services for a special needs student as per the IEP. Services will be provided for 337.5 hours at a rate of \$30.00 per hour (\$10,125.00). In addition, 24 hours of Behavior Supervision services will be provided at a rate of \$100.00 per hour (\$2,400.00). Funding will be paid from the Special Education Budget and shall not exceed \$12,525.00.
7. **Chester County Intermediate Unit – Downingtown, PA.** Provide School Year Educational services for a special needs student as per the IEP. The CCIU School providing services will be TCHS-Pickering. Funding will be paid from the Special Education Budget and shall not exceed \$13,946.00.
8. **Capstone Academy – East Norriton, PA.** Provide School Year Educational services for a special needs student as per the IEP. Services will be provided for 126 days at a rate of \$430.66 per day. Funding will be paid from the Special Education Budget and shall not exceed \$54,263.60.
9. **Dr. Fernando Cavallo – Huntingdon Valley, PA.** Conduct a Psychological Evaluation of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$3,500.00.

VIII. PROPERTY

Mr. Dehnert asked about Item B and what the extra \$250,000 in soft costs were and Mr. Cooper replied that most of the money is escrow money that must be put up front for things like curb work, sewer work, underground drainage systems, electrical work and any type of paving and repaving. Mr. Cooper stated that we must put that into an interest bearing escrow account with the township and as then as the work gets done we can pull that money out. Mr. Cooper added that most of the time we wait until the end to pull the money out so that we do not have to keep paying administration fees on it. Mr. Cooper advised that some of the other fees are for different inspection fees and soil conservation fees. He added that the district needs to put this

up also in case we were not to finish the project as the township could then come in and finish the project with the money in the escrow account. Mr. Dehnert asked if this amount was in the estimate originally and Mr. Cooper replied yes that it was built into the construction costs and when the project was bid it was put into the contractor bids. Mr. Dehnert asked for clarification that it was not an additional cost to the project and Mr. Cooper confirmed it was not.

Mr. Fitzgerald added that they are working on the language for the agreements with the township and he suggested that the motion for Item B include the language "subject to final review and approval by the solicitor's office".

- A. Administration recommends approval to purchase a replacement Security ATV from Sports 'N Turf of Pottstown as per their quote (#QUO-20289-101117) to include a \$5,500.00 trade-in of the existing vehicle. Funding will be paid from the Capital Reserve and shall not exceed \$16,692.41.
- B. Administration recommends approval for \$250,000.00 to be added for soft cost expenditures to be used for Limerick Township, escrow fees and recording fees for the High School Addition Project.

IX. PROGRAMMING AND CURRICULUM

There were no questions or comments.

- A. Administration recommends approval to enter into a 3 year software license agreement with Frontline Education for the use of the Time and Attendance software solution as part of the implementation of the electronic time keeping system initiative for non-exempt district employees. Funding will be paid from the annual Technology Budget and shall not exceed a total of (\$51,500.00) \$15,000.00 per year for 3 years plus a one-time implementation fee of \$6,500.00.
- B. Administration recommends approval for the modification of the Spring-Ford Area High School Social Skills course for the 2018-2019 school year. Special needs students currently taking this Social Skills instruction course do not receive credit. Credit will now be given to those students successfully completing the course. There will be no cost to the district for this modification.

X. CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

The following individuals are recommended for attendance at the following:

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

DISTRICT-WIDE

- A. **Kimberly Bast**, Director of Curriculum & Instruction, **Heidi Rochlin**, Curriculum Supervisor for Math and Science, **Dr. Robb Colyer** and **Dr. Rob Moyer**, Principals, to attend the "SAS Institute" in Hershey, PA from December 3 through December 5, 2017. The total cost of this conference is \$1,160.20 (registration, transportation, meals). No substitutes are needed.
- B. **Robert Catalano**, Director of Technology, **Sandra Bernat**, Manager of Technology Operations, and **Kathleen Cox**, Software Specialist, to attend "PETE&C 2018" at the Hershey Lodge and Convention Center from February 11 through February 14, 2018.

The total cost of this conference is \$2,134.00 (registration, mileage lodging and meals).
No substitutes are needed.

XI. OTHER BUSINESS

There were no questions or comments.

- A. Administration recommends approval for **Annette Eddowes-Kiernan**, MS Indoor Guard Instructor and **Dawn Platchek**, Assistant Director, to take the **Spring-Ford Middle School Indoor Guard** to compete in the 2018 Tournament Indoor Association Atlantic Coast Championships in Wildwood, NJ from Wednesday, May 2nd through Sunday, May 6th, 2018. The indoor guard will be traveling by bus and staying at a motel in Wildwood, NJ 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 2017. The event runs from Thursday, May 3rd until Sunday, May 6th, 2018. A preliminary schedule for the event will not be available until April 2018 therefore, the exact dates and times cannot be determined as of yet. If the students are to perform Thursday, May 3rd the guard will leave on Wednesday, May 2nd. If they are scheduled to perform on Friday the guard will leave on Thursday, May 3rd. The day and time of return is also to be determined by 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. No substitutes are needed.
- B. Administration recommends the approval for all 2017-2018 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.
- C. Administration recommends approval of the following high school winter sport teams for overnight travel during the 2017-2018 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 \$96.00 for a ½ day substitute on December 8th for the Cumberland Valley Tournament.

Wrestling

- 1. **Cumberland Valley Tournament – Mechanicsburg, PA**
Cumberland Valley High School
Depart 12/08/17 - Return 12/09/17
Meals and lodging provided by the Wrestling Team Booster Club Account
The team will use district transportation
- 2. **Hurricane Classic Tournament – Bethlehem, PA**
Liberty High School
Depart 12/27/17 – Return 12/29/17
Meals and lodging provided by the Wrestling Team Booster Club Account
The team will use district transportation

Girls' Basketball

*These tournaments replace the tournament previously approved for Puerto Rico which was cancelled due to the damage from Hurricane Maria.

3. **Tina Thompson She's Got Game Tournament–National Showcase-Washington, DC**
St. John Carroll High School and Elizabeth Seton High School
Depart 12/08/17 – Return 12/10/17
Meals and lodging provided by the Girls' Basketball Team Booster Club Account
The team will use district transportation
4. **Susan G. Komen Ball 4 Cure – National Showcase – Queens, NY**
Nazareth High School
Depart 01/19/18 – Return 01/21/18
Meals and lodging provided by the Girls' Basketball Team Booster Club Account
The Team will use district transportation
5. **North Allegheny Junior Varsity & Varsity Games – Wexford, PA**
North Allegheny High School
Depart 02/02/18 – Return 02/03/18
Meals and lodging provided by the Girls' Basketball Team Booster Club Account
The Team will use district transportation

Indoor Boys' & Girls' Track

6. **The Hispanic Games (Runners/Throwers/Jumpers must qualify) – New York, NY**
The Armory
Depart 01/06/18 – Return 01/07/18
Meals and lodging will be provided by the Indoor Track Team Booster Club Account.
The team will use district transportation
 7. **New Balance Games (Runners/Throwers/Jumpers must qualify) – New York, NY**
The Armory
Depart 01/20/18 – Return 01/21/18
Meals and lodging will be provided by the Indoor Track Team Booster Club Account
The team will use district transportation
- D. The following policies are submitted for a second reading for approval at next week's meeting:
1. Policy #204 – PUPILS: Attendance (**Attachment A12**)
 2. Policy #434 – PROFESSIONAL EMPLOYEES: Sick Leave (**Attachment A13**)
- E. The following policies are submitted for a first reading:
1. Policy #246 – PUPILS: Student Wellness (**Attachment A14**)
 2. Policy #334 – ADMINISTRATIVE EMPLOYEES: Sick Leave (**Attachment A15**)
 3. Policy #534 – CLASSIFIED EMPLOYEES: Sick Leave (**Attachment A16**)
 4. Policy #610 – FINANCES: Purchases Subject to Bid (**Attachment A17**)
 5. Policy #611 – FINANCES: Purchases Budgeted (**Attachment A18**)
 6. Policy # 707.1 – PROPERTY: Community Use of School Grounds and Playgrounds (**Attachment A19**)
 7. Policy #707.2 – PROPERTY: Use of All-Weather Track by District Residents (**Attachment A20**)

XII. BOARD COMMENT

Mr. Dehnert stated that he wanted to clarify for the benefit of the people in the audience that when they talk about an RFI that it means Request for Information.

XIII. PUBLIC TO BE HEARD

There were no questions or comments from the public.

XIV. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 7-0. The meeting adjourned at 8:11 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

DISTRICT ADMINISTRATION OFFICE

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Region III

Mark P. Dehnert
Region III

Thomas J. DiBello
Region III

Dr. Edward Dressler
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

RESOLUTION #2017-26

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

Whereas, Charles Nawa was selected from more than 1,300 students by the National Association for Music Education, All American Games and Drum Corps International to participate in the 2018 U.S. Army All-American Marching Band,

Whereas, the U.S. Army All-American Marching Band has been a fixture at the U.S Army All-American Bowl since 2008,

Whereas, the band features the 125 top marching band members from across the United States,

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

Further resolved, that the achievements, the recognition and the accomplishments of, Charles Nawa, 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 20th day of November, 2017.

By: _____
School Board Secretary

By: _____
School Board President



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2017 – 27

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Board President

Thomas J. DiBello
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

The Spring-Ford Area School District Board of Education commends Benjamin Pochet, a member of the Spring-Ford High School Boys' Golf Team, and Spring-Ford Boys' Golf Head Coach Jeff Mast and his Assistant Coaches Gerold Hollingsworth and Daniel Butterweck.

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

Whereas, the Spring-Ford High School Boys' Golf Team member Benjamin Pochet, under the guidance, leadership, and direction of his coaches, was able to win the Pioneer Athletic Conference Championship and the PIAA District One Championship and,

Whereas, Spring-Ford High School's Benjamin Pochet won the Pioneer Athletic Conference Championship by scoring a 71, one under par for eighteen holes and,

Whereas, Spring-Ford High School's Benjamin Pochet won the PIAA District One Championship by scoring a 136, eight under par for thirty-six holes and,

Whereas, Spring-Ford High School's Benjamin Pochet also qualified for PIAA State East Regional Tournament and the PIAA State Tournament and,

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

Further resolved, that the achievements, the recognition, the accomplishments, the goals set by the 2017 Pioneer Athletic Conference and PIAA District One Boys' Golf Champion Benjamin Pochet, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this 20th day of November, 2017.

By: _____
Joseph P. Ciresi
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2017 – 28

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Board President

Thomas J. DiBello
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

The Spring-Ford Area School District Board of Education commends Spring-Ford Boys' Golf Coach Jeff Mast and his Assistant Coaches Gerold Hollingsworth and Daniel Butterweck for winning the Pioneer Athletic Championship,

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

Whereas, the Spring-Ford Area High School Boys' Golf Team under the guidance, leadership, and direction of both its coaches and captains was able to win the Pioneer Athletic Conference by defeating Methacton with a score of 178 to 193

Whereas, the Spring-Ford Area High School Boys' Golf Team won their sixth Conference Championship in school history and,

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

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

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

NOW THEREFORE BE IT RESOLVED, this **20th** day of **November, 2017**.

By: _____
Joseph P. Ciresi
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2017 – 29

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Board President

Thomas J. DiBello
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

The Spring-Ford Area School District Board of Education commends Tori Alexander, a member of the Spring-Ford High School Girls' Tennis Team, and Spring-Ford Girls' Tennis Head Coach Todd Reagan and his Assistant Coach Devon Staino.

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

Whereas, the Spring-Ford High School Girls' Tennis Team member Tori Alexander, under the guidance, leadership, and direction of her coaches, was able to win the Pioneer Athletic Conference Girls' Tennis Singles Championship and,

Whereas, Spring-Ford High School's Tori Alexander won the Pioneer Athletic Conference Girls' Tennis Championship by scoring 0-6, 6-3, 6-2 in the championship match and,

Whereas, Spring-Ford High School's Tori Alexander also qualified for PIAA District One Girls' Tennis Tournament,

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

Further resolved, that the achievements, the recognition, the accomplishments, the goals set by the 2017 Pioneer Athletic Conference Girls' Tennis Singles Champion Tori Alexander, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **November**, **2017**.

By: _____
Joseph P. Ciresi
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2017 – 30

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Board President

Thomas J. DiBello
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

The Spring-Ford Area School District Board of Education commends Spring-Ford High School Girls' Tennis Coach Todd Reagan and his Assistant Coach Devon Staino for winning the Pioneer Athletic Conference Championship with a league record of 11 wins, 0 losses and,

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

Whereas, the Spring-Ford Area High School Girls' Tennis Team under the guidance, leadership, and direction of both its coaches and captains was able to win the Pioneer Athletic Conference final match over Upper Merion 6-1 for Pioneer Athletic Conference automatic seed to PIAA District One Tournament and,

Whereas, the Spring-Ford Area High School Girls' Tennis Team won their second Pioneer Athletic Conference Championship in school history and,

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

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

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

NOW THEREFORE BE IT RESOLVED, this **20th** day of **November, 2017**.

By: _____
Joseph P. Ciresi
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2017 – 31

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Board President

Thomas J. DiBello
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

The Spring-Ford Area School District Board of Education commends Gabriella Bamford, a member of the Spring-Ford High School Girls' Cross Country Team and Spring-Ford High School Girls' Cross Country Head Coach Brian Sullivan and Assistant Coaches, Heather Giovagnoli, Jack Kraynak and Matt Varaday and,

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

Whereas, Gabriella Bamford, a member of the Spring-Ford High School Girls' Cross Country Team, under the guidance, leadership, and direction of his coaches was able to win the Pioneer Athletic Conference Girls' Cross Country Championship and,

Whereas, Spring-Ford Area High School's Gabriella Bamford won the Pioneer Athletic Conference Girls' Cross Country Championship Meet with a time of 19 minutes and 03 seconds,

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

Further resolved, that the achievements, the recognition, the accomplishments, and the goals achieved by the 2017 Pioneer Athletic Conference Girls' Cross Country Champion, Gabriella Bamford, demonstrated over and over throughout the season the toughness, good-will, sportsmanship, and all that is embodied in being a **SPRING-FORD RAM**.

NOW THEREFORE BE IT RESOLVED, this **20th** day of **November, 2017**.

By: _____
Joseph P. Ciresi
Board President

By: _____
Diane M. Fern
Board Secretary



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

RESOLUTION 2017 – 32

ADMINISTRATION

Dr. David R. Goodin
Superintendent

Dr. Allyn J. Roche
Assistant Superintendent

BOARD OF DIRECTORS

Joseph P. Ciresi
Board President

Thomas J. DiBello
Board Vice President

Mark P. Dehnert
Region III

Dr. Edward T. Dressler, Jr.
Region I

Dawn R. Heine
Region II

Bernard F. Pettit
Region I

Kelly J. Spletzer
Region I

Colleen Zasowski
Region II

The Spring-Ford Area School District Board of Education commends Spring-Ford High School Boys' Cross Country Coach Brian Sullivan and his Assistant Coaches Heather Giovagnoli, Jack Kraynak and Matt Varady for winning the Pioneer Athletic Conference Championship with a league record of 4 wins, 1 loss and,

Whereas, the Spring-Ford High School Boys Cross Country Team is a member of the Pioneer Athletic Conference and won their third championship in school history and,

Whereas, the Spring-Ford High School Boys Cross Country Team under the guidance, leadership, and direction of both its coaches and captains was able to win the Pioneer Athletic Conference Championship meet with a team score of 37 and,

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

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

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

NOW THEREFORE BE IT RESOLVED, this **20th** day of **November, 2017**.

By: _____
Joseph P. Ciresi
Board President

By: _____
Diane M. Fern
Board Secretary

On October 16, 2017 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 Bernard F. Pettit
Region II: Dawn R. Heine and Colleen Zasowski
Region III: Mark P. Dehnert and Thomas J. DiBello
Presiding Officer: Joseph P. Ciresi
Assistant Superintendent: Dr. Allyn J. Roche
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Taylor Stevens and Nandini M. Patel

The following Board Member was absent: **Kelly Spletzer**

ANNOUNCEMENTS

Taylor invited all Oaks Elementary teachers, parents, students and friends to save the date for the Oaks 50th Anniversary Celebration. This event will be held at Oaks Elementary School on November 5th starting at 1:00 p.m. She advised that more information can be found by visiting the Oaks Elementary School 50th Anniversary Facebook page.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no questions or comments from the public.

II. ACTION ITEM

Mrs. Heine made a motion to approve Item A and Mr. Pettit seconded it.

Mr. Dehnert commented that he had talked with a Limerick Township Supervisor today regarding the transportation study. Mr. Dehnert felt the study did not make much sense to him since the expansion project did not add any additional traffic. Mr. Dehnert stated that the township supervisor had indicated that Spring-Ford could ask for a waiver for this and the Limerick Township Board may waive it. Mr. Dehnert felt the motion should be amended to reflect that we will ask for a waiver from the traffic impact study fee of \$32,000. Mr. Dehnert questioned why we would pay this if they possibly will be willing to waive it and he stated that we would not know unless we asked.

Mr. Fitzgerald replied that he was not under the impression that this was possible as his understanding is that we were presented with this resolution over the last week or so and we have to accept it. The township is going to take action on this tomorrow evening. Mr. Fitzgerald added that he has not heard anything to suggest that a waiver is possible under these circumstances.

Mr. Dehnert reiterated that he had asked one of the supervisors and that is what he told him today. He added that the supervisor cannot grant it as the Limerick Township Board has to but he had said if you ask it may be granted.

Mr. DiBello commented that there was a preliminary meeting held with the township and the waiver was discussed. He asked what said at that meeting.

Mr. Cooper indicated that both he and Mr. Ziegler were present for the meeting and were told that they would not and could not waive this for a couple of reasons. Mr. Cooper stated that the original traffic impact study that we paid for was done in 2008 when the high school addition was done and at that time we had also asked that this be waived and it was denied.

Mr. Dehnert asked who they was that Mr. Cooper was referring to and Mr. Cooper replied Limerick Township Supervisors, the township manager, their engineers and their solicitor. Mr. Dehnert asked if it was a public meeting and Mr. Cooper replied no that it was a private meeting. Mr. Cooper stated that he specifically asked for this to be waived and was told no.

The motion passed 5-2 with Mr. Dehnert and Mr. DiBello voting no.

Mr. Ciresi asked that if any Board Member was free tomorrow evening that they attend the Limerick Township meeting and ask again for this fee to be waived even though our Board has already approved it.

- A. The Board approved the Resolution for the Preliminary/Final Land Development Plan between the Spring-Ford Area School District and Limerick Township. **(Attachment A1)**

III. PRESENTATIONS

Mr. Moyer spoke about the Oaks Elementary 50th Anniversary saying it is Sunday, November 5th and will be an Open House from 1:00 PM – 4:00 PM. He added that the actual 50th anniversary of the Oaks School occurred as it opened during the 1966-67 school year so we are in fact in the 51st school year. Mr. Moyer provided some facts on the history of Oaks Elementary. He stated that one interesting fact was that the school which is on about 25 acres was built for \$1.2 million. Mr. Moyer added that the very first principal of the school happened to be his father and he will be attending the 50th anniversary celebration on November 5th. Mr. Moyer invited everyone to come out and attend the celebration.

Mr. Moyer stated that they are here tonight to highlight the Art Program at Oaks and he introduced Mrs. Karen Bollinger the Art Teacher.

Mrs. Bollinger thanked the Board for having them out tonight and stated that Picasso once said that every child is born an artist and the real work of an artist is to remain one as you grow up. She stated that the group of students here from Oaks are already artists, are hardworking and are excited to share what they have been doing in class. Mrs. Bollinger advised that the Art Program incorporates painting, drawing ceramics, printmaking, art history and sculpture. Mrs. Bollinger went through each grade level and explained what the students were working on at that level. Students from the various levels brought their art pieces forward and shared them with the Board and the public.

Mr. Ciresi thanked the students, Mrs. Bollinger and Mr. Moyer for coming out tonight and stated that all of the art work looks great.

- A. **Mark Moyer**, Principal, **Karen Bollinger**, Art Teacher, and students from Oaks Elementary to provide an overview of the **“Oaks Elementary Art Program”**.

Dr. Roche advised that he would be giving the back to school presentation due to Dr. Goodin being unable to make the meeting. Dr. Roche stated that he will be presenting information on how we open up a school year from the district's perspective. He began the presentation by talking about transportation which is a hot topic right now. Dr. Roche reported that they continue to work hard to deal with the current challenges and have been proactive with communicating with parents of those students impacted by those challenges. He gave the facts on the number of students transported on a daily basis, the number of busses and the number of bus routes. Dr. Roche stated the number one priority is safety and then getting the students home as quickly as possible. He next reported on the Technology Department saying they do a tremendous amount of work over the summer as well as during the school year. He added that they continue to do a terrific job deploying technology across the district and providing technical support to staff. Dr. Roche next spoke about the Food Services Department saying that it is always a topic of conversation especially with students. He commented that every survey from students list the #1 thing as school lunches and typically not positive in terms of having more choices amongst. Dr. Roche advised that there are rules and regulations regarding what we can and cannot serve. He added that as of this week our food sales are up 6% from last year at this time. Dr. Roche presented information pertaining to curriculum and instruction on Ram QUEST which will include student being able to work on robotics soon, the new math program in 5th-8th grades as well as for Algebra I and Geometry, Modernized Learning and the Hybrid Learning Projects. He added that he is happy to report that they continue to value and work on in-service opportunities for staff in order to continue to support the curriculum. Dr. Roche announced that parent-teacher conferences are set for Thursday evening, November 16th, all day Monday, November 20th as well as in the evening and then on November 21st there will be additional conferences for kindergarten and 5/6th grade teachers. Dr. Roche added that also on November 21st they are working on an additional professional development plan for those teachers in those grades not mentioned. He stated that the district is trying to empower teachers to take the information they have learned by attending conferences and teach their colleagues and peers during these in-service days. Dr. Roche next spoke about the Communication, Marketing and Media Department that successfully hosted the 2nd Annual Back to Spring-Ford Night, the 2nd First Day Verification which continues to be fine-tuned as we go through the process, new shows and programs on RCTV including Gridiron, Body Metrix and more. Dr. Roche addressed the efforts that have been made in the safety and security areas by providing an overview on the ALICE Training Program for grades K-12. He added that there was a parent presentation program held recently that was well attended and elementary teachers are working through the book, "I'm Not Scared I'm Prepared" with students. Students in grades 5-12 will participate in drills and get into some things that we hope we never have to address or work with such as barricading rooms and rendezvous points. He added that unfortunately with where we are in society, these are conversations we have to have and we are having them as delicately as we can with the younger kids and as straight forward as we can with the older kids. Dr. Roche explained that if an event occurs in Spring-Ford or anywhere in a student's life they will be ready to address it as best possible with the adults continuing to lead the way and provide guidance as best we can.

Mr. Dehnert asked about the bussing issues and if Custer's had given the district a corrective action plan with a timeline on what actions Custer's will be taking and when do they expect to have the problem resolved? Dr. Roche stated that he did not have this information as he has not been a part of that conversation in terms of an action plan or the exact resolution date. Dr. Roche added that he knows they are continuing to hire and continuing to have people come on board. Dr. Roche added that what he is hearing is that the market for bus drivers is extremely competitive. He commented that they will continue

to try and hire and we will continue to try and adjust things on our end. Mr. Dehnert stated that he would like to see the status on Custer's weekly or periodically.

Mr. Pettit thanked Dr. Roche and all of the staff for a smooth start to the school year and added that everyone did a great job.

Mr. Ciresi thanked Dr. Roche for the great presentation and commented on the bussing with regards to the number of miles the busses travel which total over 8600 miles per day. Mr. Ciresi asked if the Board will be seeing the PSSA's at the next meeting and Dr. Roche replied yes, they would be presented on October 23rd. Dr. Roche advised that as of now we still do not have the SPP numbers even though we were promised them several times.

B. **Dr. David R. Goodin**, Superintendent, to provide an update on the start of the 2017-2018 school year.

IV. **BOARD AND COMMITTEE REPORTS**

Student Rep. Report Taylor Stevens/Nandini Patel

Nandini reported that last week was spirit week and Spring-Ford's won against the Boyertown Bears. She advised that students and teachers all enjoyed dressing up and showing a great amount of school spirit which all led up to our annual powder puff game which raised \$10,000 for Camp Rainbow and the homecoming dance. Nandini reported that the SATs were held here on October 7th along with the PSATs which were held on October 11th for all sophomores and registered juniors. She advised that the 1st marking period will be ending on November 2nd.

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

Mrs. Zasowski reported that the Policy Committee met on October 9th where Dr. Patschke and Mrs. Germinario were present and suggested edits to Policy 246 on Student Wellness. Mrs. Zasowski stated that based upon recommendations that were received from the District Wellness Committee and as a result of changes from PDE related to school nutrition services, additional work was needed on some of the suggested changes. She added that administration will bring the changes and updates back to the November committee meeting. Mrs. Zasowski stated that the committee next reviewed Policy 204 Student Attendance due to revisions being made as a result of changes made by PDE and state laws regarding school attendance, truancy, school attendance improvement plans and petitions to court for students who are considered habitually truant. She added that the updated policy is on the agenda for a first reading tonight. Mrs. Zasowski reported that the committee reviewed the updates to Policy 484 Sick Leave which came as a result of the changes and new language added to the professional agreement. This revised policy is also on the agenda for a first reading tonight. The committee next moved onto Policy 103 Non-Discrimination in Participation-Employment-Contract Practices at the suggestion of the solicitor a revised draft of Policy 103 was considered and it was asked to be returned to the committee next month with further clarification of the policy based on a question asked. Mrs. Zasowski advised that the solicitor has provided a newer interpretation of the policy change which includes a revision to Policy 103 and the addition of a Policy 104. She stated that additional conversations will take place on both of these policies at the next meeting. The committee did talk about the Community Use of School Grounds and Playgrounds. Mrs. Zasowski commented that the policy was discussed and additional changes will be shared at the November committee meeting. The policy on the Use of the All-Weather Track was discussed and additional changes will be shared at the November committee

meeting. Mrs. Zasowski advised that the committee did not discuss the Use of Facilities policy as they are waiting on feedback from the Property and Finance Committees.

Extracurricular

Tom DiBello

2nd Mon. 6:30 p.m.

Mr. DiBello reported that the Extracurricular Committee met on October 9th and had a few presentations beginning with one from the High School Theater on their fall production of *A Christmas Carole* which will take place on November 17th and 18th. Mr. DiBello advised that all 36 students who tried out will be in the show and the goal is to get another 20-30 students involved in the production. The committee next had a High School Athletic update from Mr. McDaniel which indicated that there were 499 students participating in activities in the 2017-2018 school year which is up by 10 students from last year at the 9-12 grade level. Mr. DiBello reported that the overall records for fall sports have been pretty impressive. He provided the update on PAC Championships. Mr. DiBello provided an update on coach certification saying that PIAA has changed the recent certification requirements and the good news is that it will be zero cost to the school district as coaches will be able to utilize the Safe Schools Website, which Spring-Ford already participates in, as the necessary courses are on that website. Mr. DiBello spoke about the topic of expanding the 7th and 8th grade athletics to include 2 teams as many kids try out for spots on the teams and get cut due to us only being able to carry so many kids per team. Mr. DiBello reported that the recommendation from Mr. McDaniel and Mr. Racich is to do a pilot program in the fall of the 2018-2019 school year. He added that the anticipated costs for this will be around \$84,000. The committee asked that Mr. McDaniel come back to them with what programs the Athletic Department wants to start with in the fall of 2018.

Property

Joseph Ciresi

2nd Tues. 6:30 p.m.

Mr. DiBello reported that the Property Committee met on October 10th and received an update from Mr. Cooper on the Crabtree and Limerick Township approval that the Board just voted on at the beginning of the meeting. Mr. DiBello clarified that the reason he voted no on the resolution earlier tonight was because he was not sure why our Board was being asked to vote on a resolution before Limerick Township approved it. He added that he was in agreement with Mr. Dehnert that we should not have to pay a traffic impact fee. The committee received an update on the high school auditorium lighting project. It was also discussed that the district through its participation in the EnerNOC Program will be looking at a savings of \$53,000 for last year. The committee received updates on the 9th grade roof repairs which have been completed, the Brooke Elementary fire panel which is in its final stages of testing, and the reconfiguration of the conference room and some offices at the district office which Crabtree has agreed to take a look at the drawings and provide us with some recommendations pro bono. Mr. DiBello reported that approximately 700 feet of fencing will need to be replaced at the 9th Grade Center Baseball Field at a cost of \$8,800. He advised that all of these projects are part of Mr. Cooper's planned budget for 2018. Mr. DiBello stated that everyone appreciates all that Mr. Cooper is doing. He next commented that Mrs. Zasowski on behalf of the Policy Committee to speak about the Use of Facilities Policy as she is in the process of gathering information in order to modify and update the policy. Mr. DiBello stated that it needs to be clear that these are recommendations and that everything that is recommended will not necessarily be included in the policy but the Board needs to see everything all of the recommended information.

Mrs. Zasowski commented that in the meeting when they discussed the traffic impact fee, she believes we said we would consider it but at no point did we say that we were in agreement with all of this.

Mr. DiBello responded that the conversation was that they felt this is not something we should do and Bruce talked to the Township at the preliminary meeting that is part of the normal land development process and was told by the Township Engineer and Township Solicitor that they would not waive the traffic impact fee. Mr. DiBello stated that there is a township meeting tomorrow night and he felt that someone should attend and ask again that the fee be waived.

Finance

Tom DiBello

2nd Tues. 7:30 p.m.

Mr. DiBello reported that the Finance Committee met on October 10th and went through the executive monthly reports and some of the highlights are that the current assessments are up \$2.9 million, real estate transfers are slightly better than expected and earned income taxes are up as well. He added that as part of the first few months into the budget we are projecting to be on or a little better than our target for the 2017-2018 budget. Mr. DiBello cautioned that this could change and each month they will provide an update as far as how we are trending. Mr. DiBello reported that the committee did talk about the 2018-2019 budget timeline and the goal is to have a budget presentation at the November Work Session, approval of the preliminary budget at the November Board Meeting and the adoption of the preliminary budget at the January 22nd Board Meeting. Mr. DiBello stated that there is a very good chance that we will be finishing our preliminary 2018-2019 budget before the state passes their 2017-2018 budget. He urged everyone to be cautious and pay close attention to what is going on as they are over \$2 billion short and they have to make up the money somewhere by finding additional funding, making cuts or borrowing money which is what they are doing now to get them through. Mr. DiBello reported that the state just borrowed \$700 million but in reality what they are doing is just digging the hole deeper. Mr. DiBello commented that Mrs. Zasowski was present for the Finance Committee meeting on behalf of the Policy Committee to speak about the Use of Facilities Policy and gather information in order to modify and update the policy.

Dr. Dressler commented that our budget is based on what we anticipate we are going to get from the state but how do we know where our budget is for this year let alone what is going to happen with next year's budget when the state does not have a budget as of yet. Mr. Fink replied that the good news is that we have experience with this from two years ago and we have adequate reserves so we are good for now. He added that the question is the state's budget shortfall and how they will make it up. Dr. Dressler asked if we knew what we were getting from the state and Mr. Fink responded that the state told us what we were getting and that is what is in the budget. Dr. Dressler stated that the state just doesn't know how they are going to pay for it and Mr. Fink confirmed this was correct.

Mr. Ciresi commented that the district has done a great job with budgeting and forecasting so we do not just have money sitting in an account as a slush fund. He stated that he did not want the state to come back and say that Spring-Ford has money so they do not need our money. He added that we have properly budgeted and put money away. Mr. Ciresi expressed that he thinks it is a shame that we are at the end of October and the state still does not have any idea of how they are going to fund the budget and now they are once again attacking public education and higher education. He urged everyone to get on their state representatives and senators. Mr. Ciresi spoke about the referendum question that is on the ballot and stated that no one understands the question.

Mr. DiBello commented that the information being put out there about this is inaccurate and it is being pushed as a property tax reduction which it is not. Mr. DiBello stated that you cannot fight the propaganda that is being put out there.

Asst. Superintendent Rpt. Dr. Allyn J. Roche

Dr. Roche provided a PowerPoint presentation for his report tonight. He advised that he wanted to provide an overview of some of the work that he does which mainly involves pupil services. Dr. Roche gave a summary of all of the departments that he oversees as the Assistant Superintendent which include Special Education, School Counselors, Psychologists, Nurses, Home and School Visitor and all the related services providers for these areas such as Speech and Language, Hearing Specialists, Occupational Therapists and Physical Therapists as well as overseeing all homebound instruction, homeschooling, and providing support for homeless students. Dr. Roche stated that many of these departments provide support to students who are struggling and the population in these areas continues to grow. Dr. Roche provided an overview of the supports provided in the areas of a student being deemed homeless and stated that there are laws that govern how a district deals with this. He provided an example of a student who is a Spring-Ford student and may find themselves homeless but is able to find a place to live in Bensalem then it is up to Spring-Ford to transport that student on a daily basis to and from Bensalem every day. Dr. Roche shared a video on a professional development program concerning suicide prevention that he said he is very proud of that all teachers in grades K-4 were able to participate in as well as support staff. Dr. Roche next provided a summary of on-going work that will take place in 2017-2018 and beyond.

Mr. Ciresi asked about the Spring-Ford Virtual Academy and how many students are enrolled and Dr. Roche replied 19-20. Mr. Ciresi asked if the district picks up a few more students year after year and Dr. Roche advised that it is an ebb and a flow as not all students are successful in a cyber-program. He commented that the program was initially designed to bring students back from outside cyber program. Dr. Roche added that they get requests also from parents who want to move their students from our school into the cyber program and he indicated that the district does not immediately honor that request as they try to exhaust all other possibilities at the building level first and the goal is to make parents and students take time before jumping into this type of educational program.

Dr. Dressler asked about the example Dr. Roche gave regarding transporting a student from and to Bensalem and if he heard him correctly and Dr. Roche confirmed that if a student is deemed homeless under the McKinney-Vento Act then we must transport from wherever the student is staying to Spring-Ford as the most important thing in that type of situation is stability for the student. He added that at times we are able to work in conjunction with the school district where the student may be staying to share the costs with us for transportation.

Dr. Roche walked everyone with iPhones through the process to download the Spring-Ford School District app and then select allow push notifications. He provided a short tutorial on how to download the app and how to customize it for your preferences.

Mr. Ciresi asked that as part of next year's budget the district purchase the most state of the art technology we can for this room and have everything that we could possibly need in order to run the meetings more efficiently and in time with technology. Mr. Ciresi asked that when they look at the budget they look at the high school cafeteria as a corporate presentation room. He stated that they have had issues over the years with presentations and he would like to see them buy what they need to have and not beat around the bush.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald commented on Policy 103 saying he had sent it over to Dr. Roche for his review regarding some concern about some language in it. Mr. Fitzgerald stated that a day or two after receiving a response from Dr. Roche, he had heard from another client that PSBA is planning on merging their non-discrimination policy and their harassment-sexual harassment policies. Mr. Fitzgerald stated that from a legal perspective these are two of the most active policies that any district uses as it involves students and employees. Mr. Fitzgerald indicated that he had shared with the Policy Committee the potential to merge Policy 103 and Policy 104 with the 248, 348, 448 series of policies which are all the harassment policies. He added that this may take a bit more time to digest what is approximately 12 pages or so per policy but this is something that the Policy Committee will more than likely be digesting over the next few months.

Dr. Dressler appealed to the Board Members to consider attending the NSBA Conference in April in San Antonio, Texas. He stated that he does not believe he can attend at this time but though it would be encouraging to see some other Board Members attend and possibly do a presentation there on some of our school initiatives. He expressed that he felt it was important that we have representation there and he would like to encourage someone to attend this meeting.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the September 18, 2017 Work Session minutes. **(Attachment A2)**
- B. Administration recommends approval of the September 25, 2017 Board Meeting minutes. **(Attachment A3)**

VI. PERSONNEL

There were no questions or comments.

A. Resignations

- 1. **Michelle Albanese**; Instructional Assistant, Upper Providence Elementary School. Effective: September 22, 2017.
- 2. **Janell M. Shelly**; Fitness Room Supervisor (Fall) – Senior High School. Effective: August 9, 2017.

B. Leaves of Absence

- 1. **Catherine W. Cabrera**; Speech Teacher, Oaks Elementary School, for a military leave of absence per Board Policy. Effective: October 16, 2017 through October 20, 2017.
- 2. **Katie A. Grohoski**; English Teacher, Senior High School, for child-rearing leave per the Professional Agreement. Effective: September 8, 2017 through the 2017-2018 school year.

3. **Ashley H. Pettinelli**; Elementary Teacher, Oaks Elementary School, for child-rearing leave per the Professional Agreement. Effective: December 17, 2017 through the 2017-2018 school year.
4. **Robin L. Riegel**; Elementary Teacher, 5/6th Grade Center, for child-rearing leave per the Professional Agreement. Effective: August 22, 2017 through the 2017-2018 school year.

C. Support Staff Substitute

1. **Mary R. Newett** Office/Clerical

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

1. **Stacey C. Huntington** 7th Grade Center

- E. Administration recommends approval of the attached extra-curricular contracts and department head contracts for the 2017-2018 school year. **(Attachment A4)**

VII. FINANCE

There were no questions or comments.

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

B. Checks:

1. General Fund Checks
Check No. 200690 – 201185 \$1,858,407.42
2. Food Service Checks
Check No. 371 – 450 \$ 88,173.18
3. Capital Reserve Checks
Check No. 2013-2015 \$ 674,718.66
4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800136 - 171800199 \$ 831,080.11
5. Procurement Payments
201700000 - 201700044 \$ 47,472.00

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

- Skyward Reports
 - General Fund Check Register
 - Food Service Check Register
 - Capital Reserve Check Register
 - Procurement Check Register
 - Summary Revenue Report
 - Summary Expense Report

- D. Administration recommends Board approval of a modification to Policy #610 and #611 to reflect current legal quotation and bidding thresholds consistent with state and federal law and to authorize the Administration in conjunction with the Policy Committee to review and revise as applicable Policy #610 and #611.
- 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. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide four assemblies for the kindergarten students at Evans Elementary entitled “Winter Secrets”. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$440.00.
 2. **Science Explorers – Mohonton, PA.** Provide an assembly for students in grades 1-4 at Spring City Elementary in conjunction with the kick off of the Science Explorer Club including the exploration of the Wacky World of Science and Kitchen Chemistry. There is no cost for this assembly.
 3. **Benmor Enterprises – Bushkill, PA.** Provide a dinosaur presentation and dig for second grade students at Royersford Elementary entitled “Dino Dig”. Funding will be paid by the Royersford Elementary Parent Teacher Organization and shall not exceed \$525.00.
 4. **Minding Your Mind Foundation – Ardmore, PA.** Provide a mental health presentation for students in 9th grade. There is no cost to the district for this presentation as all costs are being paid from a limited grant.
- F. Administration recommends approval of the following independent contracts:
1. **Academic Entertainment, Inc. – Snohomish, WA.** Provide two assemblies for the students at Upper Providence Elementary entitled “Cory the Dribbler”. Funding will be paid by the Upper Providence Elementary Assembly Budget and shall not exceed \$1,345.00.
 2. **Dr. Lisa Hain – Narvon, PA.** Conduct a Neuropsychological Evaluation and Functional Behavioral Assessment including a written report and participation in the follow-up meeting for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$4,000.00.
 3. **Chester County Intermediate Unit – Downingtown, PA.** Provide a Speech and Language Evaluation for a special needs student as per the IEP. Services will be provided at The Child and Career Developmental Center. Funding will be paid from the Special Education Budget and shall not exceed \$839.73.
 4. **Camphill Special School – Glenmoore, PA.** Provide a 1:1 Aide for a special needs student as per the IEP. Services will be provided for 156 days at a rate of \$205.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$31,980.00.

5. **Education Alternatives – King of Prussia, PA.** Provide Direct Program Supervision Applied Behavior Analysis services during the Extended School Year Program for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$688.75.
6. **LifeWorks Schools – Foundations Behavioral Health – Doylestown, PA.** Provide Educational services for a special needs student as per the IEP. Services will be provided for 180 days at a rate of \$209.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$37,620.00.
7. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Direct 1:1 services during the 2017-2018 school year for a special needs student as per the IEP. Services will be provided for 7 hours per day for 159 student days at \$35.00 per hour (\$38,955.00). In addition, Education Alternatives will participate in a half-hour meeting once weekly for 34 weeks at a rate of \$17.50 per meeting (\$595.00). Funding will be paid from the Special Education Budget and shall not exceed \$39,550.00.

VIII. CONFERENCE/ WORKSHOP RECOMMENDATIONS

There were no questions or comments.

The following individuals are recommended for attendance at the following:

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

DISTRICT-WIDE

- A. **Dr. David Goodin**, Superintendent, **Dr. Elaine Ruppert**, **Dr. Robin Moyer**, and **Dr. Kathleen Kotch**, House Principals, to attend “*PA Bullying Prevention/Response Regional Training*” at the Best Western Lehigh Valley in Bethlehem, PA on November 3, 2017. The total cost of this training is \$866.00 (registration and mileage). No substitutes are needed.
- B. **Nancy Quain** and **Elaine Sandilos**, School Psychologists, to attend “*Pediatric Psychopharmacology*” at the Montgomery County Intermediate Unit in Norristown, PA on November 7, 2017. The total cost of this conference is \$280.00 (registration). No substitutes are needed.

HIGH SCHOOL

- C. **Khrystin Herb**, SAP Coordinator, **Jennie Anderson**, **Valarie Dubbs**, **Bridget Mullins**, **Douglas Reigner**, **Gerald Rogers** and **Janell Shelly**, Sap Team Members, to attend the “*PASAP Southeastern Fall Regional Workshop*” at the Caron Foundation in Wernersville, PA on November 2, 2017. The total cost of this conference is \$1,809.00 (registration, mileage and substitute coverage).
- D. **Lindsay Miller**, Multiple Disabilities Teacher, to attend “*HELIX: High Expectations for Students with Low Incidence Disabilities*” at State College, PA on November 15, 2017. The total cost of this conference is \$495.68 (registration, mileage and substitute coverage).

5TH/6TH GRADE CENTER

- E. **Jeff Moyer**, Health/PE Teacher, to attend the “*2017 Pennsylvania State Association for Health, Physical Education, Recreation and Dance Convention (PSAHPERD)*” in Valley

Forge, PA on November 17 and November 18, 2017. The total cost of this conference is \$396.68 (registration, mileage, meals and one day of substitute coverage).

IX. OTHER BUSINESS

Mr. Dehnert indicated that he felt Item A should be a Superintendent decision and that the policy on this should be changed so that Board approval is not necessary. He felt the Superintendent had the authority and the good judgement to approve this without Board input. Dr. Roche indicated that if it was desired that this could be brought back to policy for discussion.

- A. Administration recommends approval of the Parent Permission and Release of Liability to allow a parent who has requested permission to transport their child to the Music Department's trip to compete at the 2018 Festival Disney Musical Competition at the Walt Disney World Resort in Orlando, Florida from Thursday, March 15, 2018 through Monday, March 19, 2018.
- B. Administration recommends approval for the Spring-Ford Area High School Baseball Team to accept the invitation to participate in The Ripken Experience held in Myrtle Beach, South Carolina, March 21st – March 25th, 2018. The cost per student-athlete will be approximately \$650.00 including land transportation. The team will be scheduled to participate in two approved scrimmages and two regular season contests which are part of the 2018 schedule, that permits a maximum of 20 contests and 2 scrimmages as per PIAA by laws. The High School Baseball Program and staff will conduct fundraising events to help defray the costs. Student-athletes will miss three school days and will be responsible for all missed work. The total cost to the district shall not exceed \$1,152.00 for substitute coverage for three days for each of the two coaches.
- C. The following policies are submitted for a first reading:
 - 1. Policy #204 – PUPILS: Attendance (**Attachment A5**)
 - 2. Policy #434 – PROFESSIONAL EMPLOYEES: Sick Leave (**Attachment A6**)

X. BOARD COMMENT

Mrs. Zasowski commented that both she and Dr. Dressler will be attending the PSBA Conference and coordinating the sessions on the day she is there so that they can get information as possible to be brought back to the Board. She indicated that Dr. Dressler would be attending the entire conference and she will be present for one day of the conference.

XI. PUBLIC TO BE HEARD

There were no comments from the public.

XII. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 7-0. The meeting adjourned at 8:53 p.m.

Respectfully submitted

Diane M. Fern
School Board Secretary

On October 23, 2017 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 Kelly J. Spletzer
Region II: Dawn R. Heine
Region III: Mark P. Dehnert and Thomas J. DiBello
Presiding Officer: Joseph P. Ciresi
Superintendent: Dr. David R. Goodin
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Taylor Stevens and Nandini M. Patel

The following Board Member was absent: **Colleen Zasowski**

The following Board Member arrived late: **Bernard F. Pettit** (arrived at 7:35)

ANNOUNCEMENTS

Nandini announced that hundreds of Spring-Ford families came out to support Spring-Ford SNAP at the second annual Harlem Wizards Game. She extended a special thanks to the SNAP volunteers who organized this event and the Spring-Ford All-Star Team. Nandini advised that the community can find more information about SNAP, make a donation or sign up to volunteer for upcoming events by visiting sfsnap.org.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no questions or comments.

II. PRESENTATIONS

Mr. Currie introduced himself and said it was his pleasure to introduce the McNutt Family. Mr. Currie reported that every year for the past 10 years in April the McNutt's, owners of Rita's Water Ice in Royersford and Collegeville, have run the "Ice for Autism" fundraiser. He stated that during that event funds are raised to benefit students with Autism across the district. Mr. Currie stated that this event is definitely a highlight of their year as district personnel have the opportunity to go in and scoop water ice on two Wednesdays in April. He expressed his appreciation for the funds that are donated and stated that they have benefitted hundreds and hundreds of students over the years.

Mrs. McNutt introduced herself and said she wanted to first thank and recognize the students at the 5th/6th Grade Center for their contribution this year from the sale of the puzzle pieces. She also thanked the teachers from Oaks Elementary and the 5/6/7 Grade Centers for their donation from funds raised during dress down days. Mrs. McNutt reported that they have been doing this event for 10 years now and over those years have raised a cumulative total of between \$40,000 and \$50,000. She stated that "Ice for Autism" would not be possible without the help of all of the teachers who scooped, the special education supervisors who scooped, Dr. Roche who scooped and a few others who have scooped in the past. Mrs. McNutt spoke about her son Justin who has been in

the Special Education Program since kindergarten and will be 21 years old in January so this will be his last year attending Spring-Ford. Mrs. McNutt stated that she and her husband Greg are extremely grateful for all of the help, guidance and support they have received over the last 15 years. She added that her son, Justin, has received speech therapy, physical therapy, occupational therapy, has been in learning support and is now in the STEP Program which is a work training program to ensure he will have the skills he needs for a paid position out in the workforce. She added that Justin currently is doing data entry for the ARC Alliance and has been recommended for a paid internship until he officially graduates. Mrs. McNutt advised that Justin did walk at graduation with his twin sister in 2015 so that they graduated together and this year he will receive his diploma. She expressed hope that Justin will be offered a full-time position at the ARC. Mrs. McNutt on behalf of her family thanked the district for providing Justin with an appropriate education that has prepared him for the next step in his life. She added that they have met the most caring and supportive people along the way and they will forever be in their hearts. Mrs. McNutt presented the district with their check for \$4,238.68 to be used for the special needs and autistic support fund at Spring-Ford.

Mr. Ciresi thanked them for doing this every year and for their commitment to Spring-Ford Programs. He stated that it is really a tribute to see them every year and we look forward to seeing them every year.

- A. **Daniel Currie and Christine Raber**, Special Education Supervisors, to accept a donation from **Beverly McNutt** on behalf of **Rita's Water Ice** sponsorship of the **"Ice for Autism"** fundraiser which benefits the Spring-Ford Area School District's Autism Program.

Dr. Colyer introduced the commended students in the 2018 National Merit Scholarship Program. He stated that these 7 students were among the 34,000 highest performers out of the 1.6 million students in the country who took last fall's PSATs. Dr. Colyer stated that the high school is very proud of these students and he asked each student to come forward so they could be presented with a certificate in recognition of their achievements.

- B. **Dr. Robert Colyer**, 12th Grade House Principal, to recognize the following 7 students on being named as "Commended Students" in the 2018 National Merit Scholarship Program.

Pooja Chawla
Katrina A. Hernandez
Jake B. Pajovich
Benjamin J. Pochet

Amal Tyagi
Abigail Varughese
Emily J. Wen

Dr. Colyer introduced the semi-finalists in the 2018 National Merit Scholarship Program and stated that these 3 students were among the 16,000 highest performers out of the 1.5 million students in the country who took last fall's PSATs. Dr. Colyer explained the process students had to follow in order to continue on and be considered for a monetary award. Dr. Colyer stated that the high school is very proud of these students and he asked each student to come forward so they could be presented with a certificate in recognition of their achievements.

- C. **Dr. Robert Colyer**, 12th Grade House Principal, to recognize the following 3 students on being named as “Semi-Finalists” in the 2018 National Merit Scholarship Program.

John T. Kelly
Nicholas D. Moore
Yash B. Shah

Dr. Goodin reported that each year the state releases various assessment results and we take time at the October Board meeting to review those assessments both for our buildings and for our individuals. Dr. Goodin advised that the state in looking at the assessments assigns a School Performance Profile (SPP) score and has done this for the past 5 years but this will be the last year for that. He stated that the state is changing this and will now give out a Future Ready PA Index. Dr. Goodin stated that SPP scores have not been made public yet so we are not able to compare with other districts but should be by the end of the week. He advised that we did have our scores but cautioned that the scores as they become public have been known to change but normally they have changed on the uptick and we would be notified if the scores were going to be lower. Dr. Goodin reminded everyone that the PSSA Test did change two years ago and they came up with a new test and that test is once again going through a change. Dr. Goodin provided the results for the 2016-2017 PSSA Test for our buildings which included the scores from 2016, the scores from 2017, the state average of advance and proficient and the comparison of Spring-Ford to the state.

Mrs. Bast provided an overview of the action steps the district planned to take based on the data. She stated that once they receive this information, normally in late July, they begin to dig in and then her office starts to look for the gap curricularly. They determine what things they can do as they look at different strands and standards that may have been weak areas or strong areas overall. Mrs. Bast reviewed the steps that they have identified, already started and put into place for this year. She added that they also look at more than just PSSA Tests and Keystone Exams as they also look at F&P scores, AIMS web scores, and curriculum based assessments which are very strong.

Mr. Ciresi asked Mrs. Bast to explain what the sharing of strategies between teachers and administrators was as he was concerned that this needed to be listed as he felt that this should be taking place all of the time. Mrs. Bast replied that this was not new and it is something that they are truly doing all of the time. She added that the building principals hold data meetings and when they see a teacher with students who may have done really well they inquire as to how the teacher provided the lesson so as to share with others.

Mrs. Spletzer expressed her concern over the math scores saying it looked like a “D” across the board in math. Mrs. Bast clarified that the numbers shown were the percent proficient so a 76% means that 76% of the students were proficient as this was not the grade so it is better than a “D”. Mrs. Spletzer commented that this also means that there are a lot of kids who are not proficient in math. She added that we have great resources, great administration, great teachers, great parents and great kids and there is so much available to us that we need to use it to the best of our ability so that we do not allow kids to be average or below average. Mrs. Bast responded that one thing that they cannot show due to time constraints is the cohort growth. She indicated that one of the best data analytics that we have is the emetric system which just became available on October 9th. She commented that traditionally when they look at the cohort

growth it is very healthy. Mrs. Bast also pointed out that state scores in math are abysmal.

Mrs. Heine asked what they believe the root cause is for this as they have talked about a lot of things such as test changes. She added that the district has put resources in place to improve the upper grades but this obviously does not address the lower grades which they chose not to do so as to not overwhelm them. Mrs. Heine felt the scores were dismal. Mrs. Bast replied that she felt our scores in a lot of cases were pretty good but the fact is that they do continue to change the test and they are asking students to do a lot more writing to show their mathematical thinking and some students still do not have that quite down. Mrs. Bast stated that we are also learning how the state scores the writing and as we learn more we are able to help the students understand how to show their work or attempt to show it.

Mr. Dehnert commented that he noticed that some of the schools from 3rd to 4th grade scores went down and the 7th to 8th grade scores went down from 72% to 61% in math. Mr. Dehnert felt that students should be tracked from year to year in order to see how kids progress. Mrs. Bast stated that this would be the cohort analysis. Mr. Dehnert said he did not feel the tracking of 3rd grade this year to 3rd grade last year was telling him much. He also added that the scores from 7th to 8th grade saw a significant drop. Mrs. Bast pointed out that when looking at 7th to 8th grade math it is important to understand that many of the 8th grade students are getting Algebra I as math but yet they have to take the PSSA math test which is a very different test than what they are preparing for all year long. She added that the students are taking the Algebra I Keystone Exam as well as the PSSA math test and may not perform as well because they have not done that kind of math. Mrs. Bast advised that they have taken steps to work on this. Mrs. Bast commented that she can break down the data and provide the Board with the cohort data.

Mr. DiBello commented that all of this is changing again for next year so all of this work and analysis does not mean much. He added that in order for us to do a true analysis we should have historical data going back several years but we do not have this as the tests keep changing. Mr. DiBello questioned how many school districts are using everyday math and Mrs. Bast replied that she did not have that information. He expressed that he would like to see how the schools who do not use it are scoring. Mr. DiBello stated that he has been against everyday math from the beginning. He relayed a story of how the Quakertown School District did away with it saying it was the worst thing they had put in place. Mr. DiBello asked how much time teachers and students spend gearing up and preparing for the test and Mrs. Bast replied that it was tough to answer that question as we spend a lot of time aligning our standards. She added that she did not feel we spent an inordinate amount of time preparing for the tests just for tests sake.

Mr. Pettit expressed his concern over everyday math and seeing scores drop rather than go the other way. He asked if there was some way Mrs. Bast could provide the data on the schools who use everyday math compared to ours. Mrs. Bast indicated that she can certainly look into this and prepare it for the Board.

Mr. Dehnert felt it might be better to look at the schools that are successful around us and above to see what they use rather than worry about those that are not successful.

Mrs. Spletzer stated that she did not feel that this was a good news story and said the results did not give her a good feeling. Mrs. Bast replied that every year when they get the scores they are nervous as its good news and bad news. She stated that she is always very proud of our results as she felt we do really well and they constantly think about how we can do better.

Mrs. Heine stated that based on the information they received she feels they should look at the curriculum being used by those districts that are higher performing so that when we are doing our curriculum review we can make sure we are using a successful program.

Mr. Dehnert requested that the information be provided to the Board in advance so that they have time to review it and prepare for the presentation.

Mrs. Bast spoke about moving away from the School Performance Profile. She stated that Pennsylvania will continue to calculate but not publicize each school's SPP score as they will still be used for the purpose of teacher evaluations but not as a comparison tool. Mrs. Bast advised that Future Ready PA Index will be used as it will provide a holistic look at school performance. Mrs. Bast reported that once they get more information from the state on the Future Ready PA Index they will provide a presentation to the Board with this information.

Mr. Ciresi asked if the district had its own formula to measure ourselves year after year as he felt the state was never going to get this right. He added that every year it is another change and we spend millions on a stupid idea that someone came up with. Mrs. Bast replied that the district has common curriculum based assessments in K-12 and we continually work on those.

Mr. Dehnert asked Mr. Fitzgerald whether the SPP score was calculated if it would not be subject to a Right to Know Request to get the information and Mr. Fitzgerald replied that if it was something that we possessed as a record then there certainly would be an opportunity for someone to request it from the district. Mr. Dehnert clarified that he was asking about the information state-wide and Mr. Fitzgerald replied absolutely and he would not be surprised if it was not someone's motivation to get a full composite of scores. Mrs. Bast advised that there is a SPP website and that is what is not yet public so we do not know the scores of anyone else.

Dr. Nugent gave an overview of the Keystone Exams saying we currently give exams in Algebra I, Literature and Biology. He added that originally there were supposed to be 10 exams and students would be required to pass 6 out of the 10 exams in order to graduate but they have only developed 3 exams to date. He advised that the Keystone scores do contribute to the SPP score. Dr. Nugent stated that the biggest thing they want to look at is % proficient and he provided this data for 2016-2017. Dr. Nugent reminded the Board that the scores are banked until the students 11th grade year so if students take the exams and are not proficient they receive remediation and then retake the test. If they still do not test proficient then they receive remediation again and are able to take the test again.

Mrs. Spletzer asked about Dr. Nugent's report of 60-70 students testing at basic or below basic range and wondered what this number equates to and if it included special needs students. Dr. Nugent replied that it includes all students taking the Keystone Exams. Mrs. Spletzer questioned if the 1.4% meant that we were graduating students that cannot read

at a basic level and Dr. Nugent stated that the 1.4% equated to less than 10 students. He added that a lot of the students are IEP students. Dr. Nugent spoke about the state coming up with project based assessments for those students who are struggling. He commented that the project based assessments have diminished significantly as they do not have the resources at the state to provide to school districts even to grade these projects. Dr. Nugent stated that they are up against it continually at the school level to keep up with the changes to get our students where they need to be. He advised that working with the lower level students is a major focus for the staff as they do not want any student leaving the high school who cannot do Algebra or read and write.

Mr. DiBello commented that over the years since they have been talking about the Keystones, the district has spent probably millions of dollars. He added that the state keeps pushing these requirements and districts are forced to spend lots of money not knowing if this is going to work or even stay in place. Dr. Nugent acknowledged that the Future Ready PA Index would be the 4th change since he has been principal at the high school.

Mr. Dehnert asked what the weight was of the Keystone Exams in calculating SPP scores and Dr. Nugent replied that he would have to find out but it was a significant piece although there are a lot of factors used in this calculation.

Mr. DiBello commented that demographics play into the scoring as well and Dr. Nugent confirmed this was correct.

Mr. Ciresi asked Dr. Nugent about the district not being invited to the stakeholder table and wondered who all is invited. Dr. Nugent advised that the district has gotten themselves invited because they barked so much about it. Mr. Ciresi said that if we were not invited then we need to start making a scene as we are one of the top districts around and one of the higher performing districts. Dr. Nugent stated that we got there but it was very frustrating. He spoke about a group of administrators going to the Educational Congress and voiced their opinion.

Dr. Nugent next reported on the AP Exams showing scores from 2012 through 2017. The report revealed that the district's number have steadily grown over the years. He advised that there has been a big push by the high school and the Board over the years to increase AP courses and students taking AP Exams. Dr. Nugent stated that in 2012 there were 378 AP Exams taken and in 2017 there were 1,191. Mr. Dehnert asked how many different students that involved and Dr. Nugent replied 672 students. Dr. Nugent commented that he would love to see every high school student take an AP course as he feels it is very beneficial and is a college level course but students still can receive a lot of support at the high school level. Dr. Nugent spoke of his daughter taking the AP Exam and scoring a 2 but felt that taking an AP course and the exam was one of the best experiences she has ever had. Mr. Ciresi asked if she had passed the course and if students scoring 1 and 2 are passing the course. Dr. Nugent indicated that she had passed the course. Mr. Ciresi asked where we were failing if students passed the course but not the exam and Dr. Nugent stated that we were not failing as students are getting a great experience. Dr. Nugent stated that by putting kids in these courses it raises the expectations for students to perform at a higher level. Mr. Ciresi asked if we knew why kids were able to pass the course but not score high on the exam and Dr. Nugent replied that they do a lot of research and that the AP teachers take it personally and want their students to excel. Mr. Ciresi stated that he just wanted to make sure that we are putting a lot of effort into determining why students who do well in the course are

not doing well on the exams. Mrs. Heine commented that the exam is a one-day thing and a student may just not test well on any given day.

Dr. Nugent advised on the difference between the ACT and the SAT tests. He then presented the results of the ACT and SAT Exams which revealed that Spring-Ford was in line with the state averages or above in most instances. He commented that there is a lot of testing taking place at the high school level. Dr. Nugent thanked Mrs. Bast and the Curriculum Department, Dr. Weidenbaugh, the teaching staff and most importantly the students.

Mr. Ciresi thanked Dr. Nugent. He agreed with Mr. Dehnert's comment that the Board needs prior to the presentation so that they have time to review and formulate their questions. Mr. Ciresi asked about the instructional coaching positions that were hired at the elementary level and what they were doing with regards to those schools that saw significant drops in scores. Mrs. Bast responded that the Instructional Support Teachers (IST) took over the role of the Child Find and kids who are struggling so they are doing a lot of that plus interventions with students. She added that this year they are focused a lot more on math as there is a reading specialist in every building so the IST can take on a little bit more of the math and work with the teachers to build some strategies for students who might be struggling. Mr. Ciresi asked that the scores for the buildings be brought back up and questioned some of the larger drops in scores. Mrs. Bast asked that the Board keep in mind when looking at SPP scores that the calculation for K-8 is largely derived from PSSA and points are given for achievement, for growth and then points are likely given against those historically underperforming groups which is where the sub groups are listed. She stated that when you see the SPP it is for overall achievement but when you see the dashboard which is more in line with what the PA Index will look like you will get to see each category and how we did. Mrs. Bast added that those schools where their scores went up did well with the historically underperforming population but those that went down did not as that is where we see the variance.

Mr. DiBello stated that in looking at the overall scores, 8 years ago we were at one level and we worked extremely hard to raise the bar and we set the bar very high. Mr. DiBello said overall as a district we are doing well. He commended everyone on their hard work but as a Board we always want to do better. Mrs. Bast thanked Mr. DiBello for the praise and said that they always want to do their best but it was nice to hear the praise.

D. **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 2016-2017 Spring-Ford Area School District Assessment Data.

III. BOARD AND COMMITTEE REPORTS

Community Relations
There was no report.

Colleen Zasowski

3rd Mon. 6:30 p.m.

WMCTC

Ciresi, Dressler, Heine

1st Mon. 7:00 p.m.

Dr. Dressler reported that the Joint Operating Committee met and he wanted to remind the public of the upcoming event, Girl's Night Out on November 15th. He commented that this event is being held in order to introduce girls to non-traditional career opportunities. Dr. Dressler next advised that on November 29th there will be an Open House held at the Western Center.

PSBA Liaison

Dr. Edward Dressler

Dr. Dressler reported that last week both he attended the PSBA Conference from Wednesday through Friday and heard 9 talks in all for a total of 15 hours. He advised that the talks covered topics from transgender laws to public education funding to mindfulness in the classroom. Dr. Dressler stated that there are 2 discussions that he would like to report on with the first being one by John Couch the VP for Educational Programming at Apple and the other one by Ralph Martire on how to fund education. Dr. Couch had advised that now there are so many jobs available through programming starting at over \$150,000 per year. Mr. Martire made an important point by saying that statistics show that the United States is not performing well compared to other countries. He said that if you take our best school districts and compare them with the rest of the world, we outperform everyone in the world. Mr. Martire also reported that in the last 10 years teachers' salaries have gone down 1.67% throughout the country. Dr. Dressler added that he is sorry to say but we are not funding education properly in this country. Dr. Dressler stated that while at the conference he spoke to people about class start times and he wanted to report that this is something that appears to be taking hold. He advised that the better districts are looking at this because they have found that there are fewer sports injuries and better performing students when they change class times. Dr. Dressler stated that he also asked about class rankings and found that many did away with this years ago as well as weighted grades. Dr. Dressler stated that he will give a more in-depth report on all that he learned at the conference at next month's meeting.

Legislative Committee

Joseph Ciresi

3rd Weds. 7:30 p.m.

There was no report.

MCIU

Tom DiBello

4th Weds. 7:00 p.m.

Mr. DiBello reported that the MCIU Board met on September 27th and went through all of the business and operational reports. He reported that they did apply for a grant to help improve the building where they are running the Head Start Program. He advised that with regards to the state budget, they did approve the revenue plan and he read some of the bullets from that plan. He expressed concern over the state taking money from the tobacco settlement fund to cover the \$2 billion deficit in the amount of \$1.5 billion. Mr. DiBello stated that as they have discussed at the Finance Committee meetings, you do not balance a budget with one-time disbursements. He advised that next year they will have to come up with \$1.5 billion or more. Mr. DiBello advised on the other ways the state had proposed for balancing the budget. He cautioned that 1/3 of the state educational funding is tied to all of this and we must continually prepare ourselves knowing that at some point in the near future there will be some type of takeback of state educational funding to school districts. He urged parents to get involved and understand what is going on and to contact their legislators.

Dr. Dressler asked if there was any movement on taxing the nitrogas extraction and Mr. Ciresi said no that it was pushed back for a votes so they are waiting for it to be put back on the floor.

Superintendent's Report Dr. David R. Goodin

Dr. Goodin thanked everyone who helped to make the homecoming week and weekend successful. He added that they also dedicated a new mural in the arboretum thanks to the efforts of Mrs. Wellington which is very much appreciated. Dr. Goodin recognized the fundraiser that SNAP held this past weekend to raise money for the after prom. He

added that the Harlem Wizards event was well done and he expressed his appreciation for all of the work that SNAP does.

Solicitor's Report Mark Fitzgerald

There was no report.

IV. MINUTES

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

A. The Board approved the September 18, 2017 Work Session minutes. **(Attachment A1)**

B. The Board approved the September 25, 2017 Board Meeting minutes. **(Attachment A2)**

V. PERSONNEL

Mr. Dehnert made a motion to approve Items A-F and Mr. Pettit seconded it. The motion passed 7-0.

A. Resignations

1. **Michelle Albanese**; Instructional Assistant, Upper Providence Elementary School. Effective: October 6, 2017.
2. **Janell M. Shelly**; Fitness Room Supervisor (Fall) – Senior High School. Effective: August 9, 2017.

B. Leaves of Absence

1. **Catherine W. Cabrera**; Speech Teacher, Oaks Elementary School, for a military leave of absence per Board Policy. Effective: October 16, 2017 through October 20, 2017.
2. **Katie A. Grohoski**; English Teacher, Senior High School, for child-rearing leave per the Professional Agreement. Effective: September 8, 2017 through the 2017-2018 school year.
3. **Ashley H. Pettinelli**; Elementary Teacher, Oaks Elementary School, for child-rearing leave per the Professional Agreement. Effective: December 17, 2017 through the 2017-2018 school year.
4. **Robin L. Riegel**; Elementary Teacher, 5/6th Grade Center, for child-rearing leave per the Professional Agreement. Effective: August 22, 2017 through the 2017-2018 school year.

New Leave of Absence

5. **Anna E. Haring**; Instructional Support Teacher, Evans Elementary School, for an extension of child-rearing leave per the Professional Agreement. Effective: January 24, 2018 through the 2017-2018 school year.

C. Support Staff Substitute

1. **Mary R. Newett** Office/Clerical

D. The individual listed below has completed three (3) years of satisfactory service as a temporary professional employee and was approved for tenure status:

1. **Stacey C. Huntington** 7th Grade Center

E. The Board approved the attached extra-curricular contracts and department head contracts for the 2017-2018 school year. **(Attachment A3)**

New Personnel Motions

F. Support Staff

1. **Mary E. Lynch**; Instructional Assistant, Upper Providence Elementary School, replacing Julie A. Weber who resigned. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: October 17, 2017.
2. **Joanna B. Shanley**; Instructional Assistant, 7th Grade Center. Compensation has been set at \$17.36/hour (degree rate) with benefits per the Instructional Assistants' Plan. Effective: To be determined.

VI. FINANCE

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

A. The Board approved 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. 200690 – 201185 \$1,858,407.42
2. Food Service Checks
Check No. 371 – 450 \$ 88,173.18
3. Capital Reserve Checks
Check No. 2013-2015 \$ 674,718.66
4. General Fund, Food Service, & Capital Reserve ACHs
ACH 171800136 - 171800199 \$ 831,080.11
5. Procurement Payments
201700000 - 201700044 \$ 47,472.00

C. The following monthly Board reports were approved:

- Skyward Reports
 - General Fund Check Register
 - Food Service Check Register
 - Capital Reserve Check Register
 - Procurement Check Register
 - Summary Revenue Report
 - Summary Expense Report

D. The Board approved a modification to Policy #610 and #611 to reflect current legal quotation and bidding thresholds consistent with state and federal law and to authorize the Administration in conjunction with the Policy Committee to review and revise as applicable Policy #610 and #611.

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. **Perkiomen Watershed Conservancy – Schwenksville, PA.** Provide four assemblies for the kindergarten students at Evans Elementary entitled “Winter Secrets”. Funding will be paid by the Evans Elementary Home and School Association and shall not exceed \$440.00.
2. **Science Explorers – Mohonton, PA.** Provide an assembly for students in grades 1-4 at Spring City Elementary in conjunction with the kick off of the Science Explorer Club including the exploration of the Wacky World of Science and Kitchen Chemistry. There is no cost for this assembly.
3. **Benmor Enterprises – Bushkill, PA.** Provide a dinosaur presentation and dig for second grade students at Royersford Elementary entitled “Dino Dig”. Funding will be paid by the Royersford Elementary Parent Teacher Organization and shall not exceed \$525.00.
4. **Minding Your Mind Foundation – Ardmore, PA.** Provide a mental health presentation for students in 9th grade. There is no cost to the district for this presentation as all costs are being paid from a limited grant.

F. The Board approved the following independent contracts:

1. **Academic Entertainment, Inc. – Snohomish, WA.** Provide two assemblies for the students at Upper Providence Elementary entitled “Cory the Dribbler”. Funding will be paid by the Upper Providence Elementary Assembly Budget and shall not exceed \$1,345.00.
2. **Dr. Lisa Hain – Narvon, PA.** Conduct a Neuropsychological Evaluation and Functional Behavioral Assessment including a written report and participation in the follow-up meeting for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$4,000.00.

3. **Chester County Intermediate Unit – Downingtown, PA.** Provide a Speech and Language Evaluation for a special needs student as per the IEP. Services will be provided at The Child and Career Developmental Center. Funding will be paid from the Special Education Budget and shall not exceed \$839.73.
4. **Camphill Special School – Glenmoore, PA.** Provide a 1:1 Aide for a special needs student as per the IEP. Services will be provided for 156 days at a rate of \$205.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$31,980.00.
5. **Education Alternatives – King of Prussia, PA.** Provide Direct Program Supervision Applied Behavior Analysis services during the Extended School Year Program for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$688.75.
6. **LifeWorks Schools – Foundations Behavioral Health – Doylestown, PA.** Provide Educational services for a special needs student as per the IEP. Services will be provided for 180 days at a rate of \$209.00 per day. Funding will be paid from the Special Education Budget and shall not exceed \$37,620.00.
7. **Education Alternatives for ABA, LLC – King of Prussia, PA.** Provide Direct 1:1 services during the 2017-2018 school year for a special needs student as per the IEP. Services will be provided for 7 hours per day for 159 student days at \$35.00 per hour (\$38,955.00). In addition, Education Alternatives will participate in a half-hour meeting once weekly for 34 weeks at a rate of \$17.50 per meeting (\$595.00). Funding will be paid from the Special Education Budget and shall not exceed \$39,550.00.

VII. CONFERENCE/ WORKSHOP RECOMMENDATIONS

Mr. Dehnert made a motion to approve Items A-F and Mr. Pettit seconded it. The motion passed 7-0.

The following individuals were approved for attendance at the following:

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

DISTRICT-WIDE

- A. **Dr. David Goodin**, Superintendent, **Dr. Elaine Ruppert**, **Dr. Robin Moyer**, and **Dr. Kathleen Kotch**, House Principals, to attend “*PA Bullying Prevention/Response Regional Training*” at the Best Western Lehigh Valley in Bethlehem, PA on November 3, 2017. The total cost of this training is \$866.00 (registration and mileage). No substitutes are needed.
- B. **Nancy Quain** and **Elaine Sandilos**, School Psychologists, to attend “*Pediatric Psychopharmacology*” at the Montgomery County Intermediate Unit in Norristown, PA on November 7, 2017. The total cost of this conference is \$280.00 (registration). No substitutes are needed.

HIGH SCHOOL

- C. **Khrystin Herb**, SAP Coordinator, **Jennie Anderson**, **Valarie Dubbs**, **Bridget Mullins**, **Douglas Reigner**, **Gerald Rogers** and **Janell Shelly**, Sap Team Members, to attend the

"PASAP Southeastern Fall Regional Workshop" at the Caron Foundation in Wernersville, PA on November 2, 2017. The total cost of this conference is \$1,809.00 (registration, mileage and substitute coverage).

- D. **Lindsay Miller**, Multiple Disabilities Teacher, to attend *"HELIX: High Expectations for Students with Low Incidence Disabilities"* at State College, PA on November 15, 2017. The total cost of this conference is \$495.68 (registration, mileage and substitute coverage).

5TH/6TH GRADE CENTER

- E. **Jeff Moyer**, Health/PE Teacher, to attend the *"2017 Pennsylvania State Association for Health, Physical Education, Recreation and Dance Convention (PSAHPERD)"* in Valley Forge, PA on November 17 and November 18, 2017. The total cost of this conference is \$396.68 (registration, mileage, meals and one day of substitute coverage).

New Conference and Workshop

- F. **Sydney McGill** and **Susan Saylor**, Human Resources Office Support, to attend the *"PASPA HR Assistants' Workshop"* at the Capital Area IU in Summerdale, PA on November 17, 2017. The total cost of this conference is \$270.00 (registration and mileage). No substitutes are needed.

VIII. OTHER BUSINESS

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

- A. The Board approved the Parent Permission and Release of Liability to allow a parent who has requested permission to transport their child to the Music Department's trip to compete at the 2018 Festival Disney Musical Competition at the Walt Disney World Resort in Orlando, Florida from Thursday, March 15, 2018 through Monday, March 19, 2018.
- B. The Board gave approval for the Spring-Ford Area High School Baseball Team to accept the invitation to participate in The Ripken Experience held in Myrtle Beach, South Carolina, March 21st – March 25th, 2018. The cost per student-athlete will be approximately \$650.00 including land transportation. The team will be scheduled to participate in two approved scrimmages and two regular season contests which are part of the 2018 schedule that permits a maximum of 20 contests and 2 scrimmages as per PIAA by laws. The High School Baseball Program and staff will conduct fundraising events to help defray the costs. Student-athletes will miss three school days and will be responsible for all missed work. The total cost to the district shall not exceed \$1,152.00 for substitute coverage for three days for each of the two coaches.
- C. The following policies are submitted for a first reading:
1. Policy #204 – PUPILS: Attendance (**Attachment A4**)
 2. Policy #434 – PROFESSIONAL EMPLOYEES: Sick Leave (**Attachment A5**)

IX. BOARD COMMENT

There were none.

X. PUBLIC TO BE HEARD

There were none.

XI. ADJOURNMENT

Mr. Pettit made a motion to adjourn and Mrs. Heine seconded it. The motion passed 7-0. The meeting adjourned at 9:08 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

**2017-2018 EXTRACURRICULAR CONTRACTS
NOVEMBER 2017**

Contract Title	Season	Last Name	First Name	Contract Rate
Asst. Wrestling Coach - 7/8/9th Grade	Winter	Anspach	Jason R.	\$4,445.70
Asst. Wrestling Coach - HS	Winter	Busa	Michael G.	\$5,448.45
Asst. Swimming Coach - HS	Winter	Borgnis	Melinda J.	\$5,189.00
Lacrosse Coach-Boys - HS (Head)	Spring	Donnelly	Kevin J.	\$7,422.39
SAP Building Coordinator - HS/9th	Year	Dubbs	Valarie A.	\$402.00
Asst. Basketball Coach-Girls - HS (1/2 contract)	Winter	Druckenmiller	Katie	\$2,395.00
Reading Olympics - Spring City Elementary	Year	Eaton	Deborah	\$402.00
Baseball Coach (8th Grade Head)	Spring	Heffernan	Michael B.	\$2,910.60
Reading Olympics - Brooke Elementary	Year	Heffner	Keith	\$402.00
SAP District Coordinator	Year	Herb	Khrystin	\$1,471.00
Asst. Swimming Coach - HS	Winter	Huff	Gregory	\$5,189.00
Asst. Track Coach (7/8th Grade)	Spring	Hollingsworth, Jr.	Gerald A.	\$3,681.91
Softball Head Coach - HS	Spring	Hughes	John Timothy	\$7,422.39
Asst. Lacrosse Coach-Girls - HS (1/2 contract)	Spring	Hundermark	Stephanie	\$1,995.50
Ram Buddies Club - Grade 7 (1/2 contract)	Year	Jeffers	Victoria	\$552.00
Asst. Track Coach-Girls & Boys-Winter - HS	Winter	Loughead	Richard	\$6,892.29
Asst. Track Coach-Girls & Boys - Spring - HS	Spring	Loughead	Richard	\$5,301.04
Lacrosse Coach-Boys (7th Grade Head)	Spring	Marcellus	Jason	\$2,910.60
Reading Olympics - Brooke Elementary	Year	McCoy	Kathleen	\$402.00
Reading Olympics - Upper Providence Elementary	Year	Mountz	Daniel	\$402.00
Head Cheerleading Winter - 8th Grade	Winter	Needles	Joy S.	\$1,875.00
Reading Olympics - Upper Providence Elementary	Year	Pence	David	\$402.00
Homework Club Advisor - IS	Year	Pendleton	Kimberly	\$1,471.00
Athletic Event Supervisor	Spring	Rinehimer	Jeffrey W.	\$1,181.00
Reading Olympics - Brooke Elementary	Year	Romanelli	Gina	\$402.00
Reading Olympics - Spring City Elementary	Year	Rudinsky	Janet	\$402.00
Reading Olympics - Brooke Elementary	Year	Steiner	Rebecca	\$402.00
Head Cheerleading Winter - 7th Grade	Winter	Stokley	Jennie	\$1,875.00

October 18, 2017

Ms. Diane M. Fern
Board Secretary
Spring-Ford Area School District
857 South Lewis Road
Royersford, PA 19468

RE: PLANCON PART J: PROJECT ACCOUNTING BASED ON FINAL COSTS

PROJECT NO.: 3438
PROJECT BUILDING NAME: Spring-Ford Area High School
TYPE WORK: Additions/Alterations
COUNTY: Montgomery
BOARD ACTION: June 25, 2015

Dear Ms. Fern:

The materials for PlanCon Part J, "Project Accounting Based on Final Costs," have been reviewed and approved. This approval is based on a limited review of the documents submitted. If information reviewed subsequent to this approval violates law, policy or procedure, the department reserves the right to rescind any and all approvals materially affected.

Please note reimbursement will not occur until funding is established in accordance with Act 25 of 2016.

Based on our review of the final cost data for the above-referenced school construction project, the lease number(s) and reimbursable percent(s) are as follows:

<u>Lease Number</u>	<u>Bond Issue</u>	<u>Method of Financing</u>	<u>Reimbursable Percent</u>	<u>Temporary or Permanent</u>	<u>Effective Date</u>
073438	\$36,000,000	GOB Series A of 2007	12.24%	P	7-1-2007
153438	\$44,705,000	GOB Series of 2015	18.71%	P	7-1-2015

Ms. Fern
Page 2
October 18, 2017

The retroactive reimbursement, if any, will be calculated by the Comptroller's Office and a lump sum payment will be forwarded to the school district. There is no need for the school district to file form PDE-2071, "Application For Reimbursement For School Construction Project," in order to receive the retroactive reimbursement on the financing for this project. **However, the school district must file form PDE-2071, if cash is a Method of Financing for this project.**

This document and appended materials should be entered into the minutes of the next board meeting. If you have any questions, please contact Jason Drayer at 717.787.5993.

Sincerely,



Danielle Mariano, Director
Bureau of Budget and Fiscal Management

DM/pgs

Attachments

cc: EI Associates
School Finance
Project File - 3435
Budget
Log

**** PDE USE ONLY ****

SD NAME: SPRING-FORD AREA
PROJECT #: 3438
BLDG NAME: SPRING-FORD AREA HS

MAXIMUM REIMBURSABLE PROJECT AMOUNT (1 OF 2)

TOTAL

A. CAPACITY FORMULA

1. Elementary	
a. Rated Pupil Capacity	0
b. State Reimbursement per Pupil	\$4,700
c. Reimbursement for Elem Capacity	\$0
2. Secondary	
a. Rated Pupil Capacity	2,754
b. State Reimbursement per Pupil	\$6,200
c. Reimbursement for Sec Capacity	\$17,074,800
3. Vocational	
a. Rated Pupil Capacity	0
b. State Reimbursement per Pupil	\$7,600
c. Reimbursement for Voc Capacity	\$0
4. Total Reimbursement Based on Capacity (1-c + 2-c + 3-c)	\$17,074,800

B. ARCHITECTURAL AREA PRORATION

	NEW	EXISTING
1. Architectural Area	106,215	292,425
2. Total Architectural Area	398,640	398,640
3. Percent of Total	0.2664	0.7336
4. Total Reimbursement Based on Architectural Area Proration (A-4 times B-3)	\$4,548,727	\$12,526,073

C. REIMBURSABLE ARCHITECTURAL AREA
AS PCT OF TOTAL ARCHITECTURAL AREA

1.0000 0.0000

D. MAXIMUM FORMULA-BASED REIMBURSEMENT
(B-4 times C)

\$4,548,727 \$0

NEW EXISTING

E. ADJUSTED STRUCTURE COSTS

1. Allowable Structure Costs or Building Purchase Amt	\$17,007,146	\$0
2. Plus: Architect's Fee on Allowable Structure and Asbestos Abatement	\$1,020,429	\$0
3. Plus: Movable Fixtures & Equipment	\$443,577	\$0
4. Plus: Architect's Fee on Movable Fixtures & Eqpmnt	\$0	\$0
5. Adjusted Structure Costs (E-1 thru E-4)	\$18,471,152	\$0

F. APPROVED BUILDING CONSTRUCTION COST WITHOUT
ADDITIONAL FUNDING INCENTIVES (lesser of JW06, line D or E-5)

\$4,548,727 \$0

REVISED ON 10/17/2017

PLANCON-JW06

MAXIMUM REIMBURSABLE PROJECT AMOUNT (2 OF 2)

G. APPRAISAL VALUE OF EXISTING BUILDING - FOR REIMBURSEMENT \$12,526,073
PURPOSES ONLY (JW06, A-4 minus B-4-New and E-4-Existing; minimum = 0)

ADDITIONAL FUNDING INCENTIVES

H. PROJECT BUILDING CONSTRUCTED AND BASED ON APPROVED FACILITY DESIGN
RECEIVED FROM THE DEPARTMENT'S SCHOOL DESIGN CLEARINGHOUSE

1. Elementary Rated Pupil Capacity	X	\$470	=	\$0	
2. Secondary & Vocational Rated Pupil Capacity	X	\$620	=	\$0	
3. Additional Funding - School Design Clearinghouse (H-1 plus H-2)					\$0

I. GENERAL CONSTRUCTION CONTRACT ALTERS OR EXPANDS EXISTING BUILDING

1. Elementary Rated Pupil Capacity	X	\$470	=	\$0	
2. Secondary & Vocational Rated Pupil Capacity	X	\$620	=	\$1,707,480	
3. Lines I-1 plus I-2 - Subtotal				\$1,707,480	
4. Additional Funding - Existing Building (I-3 minus G; minimum = 0)					\$0

J. PROJECT BUILDING RECEIVING SILVER, GOLD OR PLATINUM LEED CERTIFICATION
OR TWO, THREE OR FOUR GREEN GLOBES CERTIFICATION

1. Elementary Rated Pupil Capacity	X	\$470	X	0.0000	\$0
(1.0000 for NEW BLDG, ALT & ADD/ALT; B-3 for REIMB BASIS: ADD only project)					
2. Secondary & Vocational Rated Pupil Capacity	X	\$620	X	0.0000	\$0
(1.0000 for NEW BLDG, ALT & ADD/ALT; B-3 for REIMB BASIS: ADD only project)					
3. Additional Funding - LEED or Green Globes certification (J-1 plus J-2)					\$0

K. APPROVED BUILDING CONSTRUCTION COST WITH ADDITIONAL FUNDING INCENTIVES (JW06, line F plus JW07, lines H, I and J) \$4,548,727

	NEW	EXISTING
L. REIMBURSABLE SITE COSTS		
1. Rough Grading to Receive the Building (JW05, line N)	\$55,816	XXXXXXXXXX
2. Sanitary Sewage Disposal (JW05, line O-3)	\$51,260	\$0
3. Architect's Fee on Rough Grading & Sewage Disposal (JW05, line P-9)	\$3,529	\$0
4. Site Acquisition Costs (JW05, Q-6)	\$0	XXXXXXXXXX
5. Reimbursable Site Costs (L-1 thru L-4)	\$110,605	\$0

M. LINES K PLUS L-5 ---> \$4,659,332

N. TOTAL PROJECT COSTS

1. Total Project Costs (J03, line I)	\$26,112,074
2. Less: Adjustment if applicable (JW01)	\$0
3. Adjusted Total Project Costs (N-1 minus N-2)	\$26,112,074

O. MAXIMUM REIMBURSABLE PROJECT AMOUNT (lesser of M or N-3) \$4,659,332

NOTES: _____

REVISED ON 10/17/2017

PLANCON-JW07

PERMANENT REIMBURSABLE PERCENT FOR ISSUE OR NOTE FINANCING POST-BEC 24 P.S. 25-2574 PROJECTS ONLY

LEASE #: 073438
SD/AVTS: SPRING-FORD AREA
FINANCING METHOD: GOB 2007A
TOTAL AMOUNT: \$36,000,000
EFFECTIVE DATE: July 1, 2007

ALWAYS INPUT CASH (IF NOT TREATED AS A SEPARATE SOURCE) ON PAGE J03 INFO
FOR ISSUES OR NOTES WITH BOTH PRE- AND POST-BEC 24 P.S. 25-2574 PROJECTS, USE WORKSHEET JB-BOTH.

ADJUSTMENT CALCULATION FOR ALL PROJECTS FUNDED BY THESE REVENUE SOURCES

LEASE #: 073438 SD/AVTS: SPRING-FORD AREA

IF MORE THAN ONE BOND ISSUE USED TO FUND THE PROJECT(S), ONLY COMPLETE THIS SECTION FOR THE ISSUE
TO BE ADJUSTED; DO NOT COMPLETE THIS SECTION ON THE WORKSHEETS USED FOR THE OTHER ISSUES FUNDING
THE PROJECT(S).

PAGE J04 INFORMATION FOR ISSUES FINANCING BEC 24 P.S. 25-2574 PROJECTS ONLY
FOR REFUNDING WITH NEW MONEY, USE NEW MONEY-TOTAL FOR TOTAL BOND ISSUE

LEASE NO.	073438	XXXXXX	XXXXXX	XXXXXX	XXXXXX	XXXXXX	TOTAL	ADJUSTED TOTAL *
TOTAL BOND ISSUE	\$36,000,000	\$0	\$0	\$0	\$0	\$0	\$36,000,000	\$36,000,000
TOTAL OID/OIP	(\$158,817)	\$0	\$0	\$0	\$0	\$0	(\$158,817)	(\$158,817)
TOTAL INTEREST EARNINGS	\$1,519,223	\$0	\$0	\$0	\$0	\$0	\$1,519,223	\$1,519,223
BUILDING INSURANCE RECEIVED							\$0	\$0
SALE OF BUILDING AND LAND							\$0	\$0
LOCAL & OTHER FUNDS-NOT SHARED							\$0	\$0
LOCAL & OTHER FUNDS-SHARED							\$0	\$0
TOTAL							\$37,360,406	\$37,360,406

ALWAYS COMPLETE THIS SECTION FOR ALL PROJECTS FUNDED BY THIS ISSUE ONLY.

PAGE J03 INFORMATION ON BEC 24 P.S. 25-2574 PROJECTS ONLY

PROJECT NO.	3438	XXXX	XXXX	XXXX	XXXX	XXXX	TOTAL
TOTAL PROJECT COSTS	\$26,112,074	\$0	\$0	\$0	\$0	\$0	\$26,112,074
OID/OIP							
INTEREST EARNINGS	(\$114,148)	\$0	\$0	\$0	\$0	\$0	(\$114,148)
BUILDING INSURANCE RECEIVED	\$1,519,223	\$0	\$0	\$0	\$0	\$0	\$1,519,223
SALE OF BUILDING AND LAND	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LOCAL & OTHER FUNDS-NOT SHARED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LOCAL & OTHER FUNDS-SHARED	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* - GREATER OF J03 OR J04

TOTAL OID/OIP & INTEREST EARNINGS ON PAGE J04
PROJECT COSTS AS PCT OF ADJUSTED TOTAL REVENUE SOURCES
CALCULATED REIMBURSABLE PROJECT SHARE
ADJUSTMENT (CALCULATED OID/OIP & INTEREST EARNINGS (J03) MINUS
ACTUAL INTEREST EARNINGS; MIN = 0)

\$1,360,406
69.89%
\$950,788
\$0

10/17/2017

LEASE #: 073438 SD/AVTS: SPRING-FORD AREA EFFECTIVE DATE: July 1, 2007		PERMANENT REIMBURSABLE PERCENT						FINANCING METHOD: TOTAL AMOUNT:		GOB 2007A \$36,000,000.00
PROJECT NUMBER & PROJECT BLDG NAME	3438 HIGH SCHOOL	XXXX XXXX	XXXX XXXX	XXXX XXXX	XXXX XXXX	XXXX XXXX	XXXX XXXX	XXXX XXXX	XXXX XXXX	TOTAL
A-1. AMOUNT FINANCED BY THE ABOVE ISSUE, NOTE OR CASH PAYMENT FOR THIS PROJECT (J03, LINE J)	\$24,706,999			\$0		\$0		\$0		\$24,706,999
A-2. ADJUSTED AMOUNT FINANCED (A-1 minus ADJ)	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	\$24,706,999
B. TOTAL AMOUNT FINANCED FOR THIS PROJECT - ALL ISSUES, NOTES AND CASH PAYMENTS (J03, LINE J-TOTAL)	\$24,706,999			\$0		\$0		\$0		XXXXXXX
C. AMOUNT FINANCED FACTOR (A-1 divided by B)	1.0000	0.0000		0.0000		0.0000		0.0000		XXXXXXX
D. ADJUSTED MAXIMUM REIM- BURSABLE PROJECT AMOUNT	\$4,659,332			\$0		\$0		\$0		XXXXXXX
E. REIMBURSEMENT FOR THIS ISSUE, NOTE OR CASH PYMT (C times D)	\$4,659,332			\$0		\$0		\$0		\$4,659,332
F-1. TOTAL PROJECT COSTS 2. LESS: CASH / OTHER FUNDS NOT SHARED	\$26,112,074 \$0			\$0 \$0		\$0 \$0		\$0 \$0		XXXXXXX XXXXXXX
3. ADJUSTED PROJECT COSTS G. PROJECT COSTS ASSIGNABLE TO THIS BOND ISSUE (C times F-3)	\$26,112,074			\$0		\$0		\$0		XXXXXXX
H. TOTAL ISSUE, NOTE OR CASH I. ADJ AMT FINANCED DIVIDED BY TOTAL ISSUE/ NOTE/CASH (A-2 divided by H)	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	\$26,112,074 \$36,000,000
J. PRORATED REIMBURSEMENT DIVIDED BY PROJECT COSTS (E div. by G; max = 1)	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	0.6863
K. REIMBURSABLE FRACTION (1 times J)	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	0.1784
L. REIMBURSABLE PERCENT (K times 100)	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	XXXXXXX	0.1224 12.24%
NOTES: ADJUSTMENT = \$0										PLANCON-JW09 -P%

REIMBURSABLE PERCENT -
REFINANCING WITH NEW MONEY

SD/AVTS: SPRING-FORD AREA

LEASE #: 153438

Lease #	Outstanding Debt Service	Available Funds	Net Outstanding Debt	Reim %	T or P	Eligible Debt
051611	23,259,250	0	23,259,250	0.2920	(P)	6,791,701
073438	37,654,504	0	37,654,504	0.1224	(P)	4,608,911
0	0	0	0	0.0000	(P)	0
0	0	0	0	0.0000	(P)	0
0	0	0	0	0.0000	(P)	0
TOTAL:	60,913,754	0	60,913,754			11,400,612

A. Reimbursable Percent-All Lease Numbers	0.1872
B-1. Escrow	47,749,330
2. New Money-Reimbursable	0
3. New Money-Non-Reimbursable (New Money - Acc Interest)	17,667
4. Total (B-1 plus B-2 and B-3)	47,766,997
C. Escrow divided by Total (B-1 divided by B-4)	0.9996
D. Total Debt Service	58,212,437
E. Debt Assignable to Escrow (C times D)	58,189,152
F. Eligible Debt - Refinancing	
(E=>Net Outstanding - Total Eligible Debt;	10,893,009
E<Net Outstanding - Line A times Line E)	

G-1. Amount Financed - This Issue (G03, line J for this issue)	0
2. Total Amount Financed (G03, line J-Total)	0
3. Amount Fin-This Issue as Pct of Total (G-1 divided by G-2)	0.0000
H-1. Total Reimbursement for This Project	0
2. Reimbursement Assigned to This Bond Issue (H-1 times G-3)	0
I-1. Total Project Costs (G03, line I)	0
2. Project Costs Assigned to This Bond Issue (I-1 times G-3)	0
J. New \$-Reimb divided by Escrow & New Money	0.0000
(KW02N, line M divided by KW02, line B-4)	
K-1. Reimbursable Percent - New Money-Reimb	0.0000
(H-2 divided by I-2; max = 1.0000)	
2. .5% Reduction for Prjt Assigned Temp Pct	0.0000
3. Applicable Reimbursable Percent (K-1 minus K-2)	0.0000
L. Debt Assignable to New Money-Reimbursable (J times D)	0
M. Eligible Debt - New Money (K-3 times L)	0

N. Eligible Debt - Total (F plus M)	10,893,009
O. Reimbursable Percent (N divided by D)	0.1871 (P)

PREPARED 10/17/2017

KW02

ATTACHMENT A11

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED: March 25, 1991

REVISED: February 24, 2014

REVIEWED: November 13, 2017

	204. ATTENDANCE
<p>1. Purpose SC 1301, 1326, 1327 Title 22 Sec. 11.12, 11.13, 11.41, 12.1 Pol. 200</p>	<p>The Board requires that school-aged students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by this district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.</p>
<p>2. Authority SC 1327, 1329, 1330 Title 22 Sec. 11.23, 11.25, 12.1</p>	<p>Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that a principal/assistant principal may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent conditions that may reasonably cause the student's absence.</p>
	<p>Students are expected to be in school, on time. The Board shall establish and enforce attendance requirements, in accordance with applicable laws and regulations, Board policy and administrative regulations.</p>
	<p><u>Definitions</u></p> <p>Compulsory school age shall mean the period of a child's life from the time the child's parents/guardians elect to have the child enter school, and which shall be no later than eight (8) years of age until the child reaches seventeen (17) years of age. The term does not include a child who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.</p>
<p>22 PA Code 11.13 24 P.S. 1326</p>	<p>Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a child subject to compulsory school attendance.</p>
<p>24 P.S. 1326</p>	<p>Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a child subject to compulsory school</p>

<p>24 P.S. 1326</p> <p>42 Pa. C.S.A. 6302</p> <p>24 P.S. 1326</p> <p>Title 22 Sec. 11.23, 11.25</p> <p>24 P.S. 1327</p> <p>22 PA Code 11.23 24 P.S. 1327 22 PA Code 11.22 22 PA Code 11.28 Pol. 115 Pol. 116 Pol. 117 Pol. 118</p>	<p>attendance.</p> <p>Person in parental relation shall mean a:</p> <ol style="list-style-type: none"> 1. Custodial biological or adoptive parent. 2. Noncustodial biological or adoptive parent. 3. Guardian of the person of a child. 4. Person with whom a child lives and who is acting in a parental role of a child. <p>This definition shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child as defined by law.</p> <p>School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a child's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.</p> <p><u>Guidelines</u></p> <p><u>Compulsory School Attendance Requirements</u></p> <p>All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.</p> <p>A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; or the student is receiving approved homebound instruction.</p>
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<p>SC 1329, 1330 Title 22 Sec. 11.34</p> <p>SC 1327 Title 22 Sec. 11.5, 11.32</p> <p>SC 1327</p> <p>SC 1330 Title 22 Sec. 11.28</p> <p>SC 1333, 1354 Title 22 Sec. 12.1</p> <p>22 PA Code 11.41 24 P.S. 510.2</p> <p>24 P.S. 1332 24 P. S. 1339</p>	<p>The Superintendent of Schools or the Superintendent's designee(s) shall excuse the following students from the requirements of attendance at the schools of this district:</p> <ol style="list-style-type: none"> 1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance. 2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the district schools shall be counted as being in attendance in this district. 3. Students attending a home education program or private tutoring in accordance with law. 4. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved. 5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate. <p>The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearance, driver examination and/or family emergency.</p> <p>The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.</p> <p><u>Delegation of Responsibility</u></p> <p>The Superintendent or designee shall annually notify students, parents/guardians, staff, local children and youth agency and local Magisterial District Judges about the district's attendance policy by publishing such policy in the student handbook, parent newsletters, district website and other efficient methods.</p> <p>The Superintendent or designee, in coordination with the building principal, and school social worker shall be responsible for the implementation and enforcement of this policy.</p> <p>The Superintendent or designee shall:</p> <ol style="list-style-type: none"> 1. Govern the maintenance of attendance records in accordance with
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	<p>law.</p> <ol style="list-style-type: none"> 2. Detail the process for submission of requests and excuses for student absences. 3. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate judge. 4. Details the school rules and regulations governing student attendance, absences and excusals. 5. Ensure that students legally absent have an opportunity to make up work. 6. Identify district staff authorized to excuse a student for temporary absences.
<p>22 PA Code 11.25 24 P.S. 1329</p> <p>24 P.S. 1329</p> <p>24 P.S.1329 22 PA Code 11.41</p> <p>22 PA Code 11.21</p> <p>22 PA Code 11.23 24 P.S. 1329</p>	<p><u>Excused/Lawful Absence</u></p> <p>For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:</p> <ol style="list-style-type: none"> 1. Illness, including if a student is dismissed by designated district staff during school hours for health related reasons. 2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory. 3. Quarantine. 4. Family emergency. 5. Recovery from accident. 6. Required court attendance. 7. Death in family. 8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request. 9. Observance of a religious holiday observed by bona fide religious group, upon written parental request.

10. College or postsecondary institution visit, with prior approval.

11. Other urgent reasons. Urgent reasons shall be strictly construed and do not permit irregular attendance.

12. Adult-Sponsored Tours and Trips

Upon receipt of a written request from the parents of the pupils involved, pupils may be excused from school attendance to participate in a family trip provided during the school term at the expense of the parents when such trip is evaluated by the district Superintendent or the Superintendent's designee(s). Pupil participants therein are subject to direction and supervision by an adult acceptable to the district Superintendent or the Superintendent's designee(s) and to the parents of the pupils concerned.

The following regulations are applicable:

- 1. Absences for non-school trips shall not be excused unless a written request by the parent has been approved by the building principal. Such requests are to be submitted in a format developed by school officials ten (10) days prior to the date of the trip.**
- 2. Only ten (10) days of absence for non-school trips during any school year will be classified as excused. If a student already has a number of excused days (cumulative of sick, previous non-school trip or other excused reason) for that school year, only the difference between the number of accrued excused days up to ten (10) will be approved as excused. The remaining days will be considered unexcused. Additional days will be classified as unexcused and/or unlawful and will be subject to the legal procedure prescribed by attendance regulations.**
- 3. Coursework missed during a period of excused absence to participate in a trip must be completed satisfactorily after return to school within fourteen (14) calendar days subsequent to the last approved day of absence. Given adequate notice of planned absences, teachers are requested, insofar as such is possible, to provide an outline of assignments for completion during the period of absence. Work submitted by students in conforming with this requirement is to be evaluated, without penalty, for late submission.**

<p>24 P.S. 1327 22 PA Code 11.22 Pol. 116</p> <p>22 PA Code 11.21 24 P.S. 1546</p>	<ol style="list-style-type: none"> 4. Absences from school to participate in adult-sponsored tours and trips may not be approved for students who are failing two (2) or more subjects; for students who are identified as habitually truants and/or, for students for whom a physician's excuse is required. 5. Students who participate in non-school trips of educational merit shall, at the discretion of the teacher, give an oral or submit a written report concerning the highlights of the trip. At the discretion of the teacher, such report may be accepted in lieu of comparable course requirements. 6. Family or non-school sponsored trips that exceed ten (10) school days will result in the student being disenrolled from the school district. Upon return from the family or non-school sponsored trip, a parent or guardian will need to re-register with the District by first scheduling and attending an appointment with the District Office. <p><i>Temporary Excusals –</i></p> <p>The following students may be temporarily excused from the requirements of attendance at district schools:</p> <ol style="list-style-type: none"> 1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies. 2. Students participating in a religious instruction program, if the following conditions are met: <ol style="list-style-type: none"> a. The parent/guardian submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction. b. The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction. The Board shall not provide transportation to religious instruction. c. Following each absence, the parent/guardian shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.
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<p>22 PA Code 11.34</p>	<p>d. All absences from school for religious holidays or for religious instruction shall be excused, and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.</p> <p>3. School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.</p> <p><i>Parental Notice of Absence</i></p> <p>Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within three (3) school days of the absence. Failure to submit a written excuse signed by the parent, legal guardian or attending physician within three (3) school days of the student's return to school will be recorded as an unexcused and/or unlawful absence. Messages left on the district absentee hot line are not accepted in place of the written excuse note.</p> <p>A maximum of ten (10) days of cumulative lawful absences (including excused days for non-school trips) verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days will require an excuse from a licensed practitioner or physician. An absence or period of absence shall be deemed unexcused if a physician's statement is not submitted as required under the provisions of this policy.</p> <p><u>Unexcused/Unlawful Absence</u></p> <p>For purposes of this policy, absences which do not meet the criteria indicated above shall be considered an unexcused/unlawful absence.</p> <p>An out-of-school suspension may not be considered an unexcused absence.</p> <p><i>Parental Notification -</i></p> <p>District staff shall provide notice in the electron student record or student management system to the person in parental relation upon each incident of unexcused absence.</p>
<p>24 P.S. 1333</p>	<p><u>Enforcement of Compulsory Attendance Requirements</u></p> <p><i>Student is Truant -</i></p> <p>When a student has been absent for three (3) days during the current school</p>

24 P.S. 1333	<p>year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.</p> <p>The notice shall:</p> <ol style="list-style-type: none"> 1. Be in the mode and language of communication preferred by the person in parental relation; 2. Include a description of the consequences if the student becomes habitually truant; and 3. When transmitted to a person who is not the biological or adoptive parent, also be provided to the child's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order. <p>The notice may include the offer of a School Attendance Improvement Conference.</p> <p>If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.</p> <p><i>School Attendance Improvement Conference -</i></p>
24 P.S. 1333	
24 P.S. 1333	
24 P.S. 1333	
24 P.S. 1326	<p>District staff shall notify the person in parental relation of the date and time of the School Attendance Improvement Conference.</p>
24 P.S. 1326	<p>The purpose of the School Attendance Improvement Conference is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.</p> <p>The following individuals shall be invited to the School Attendance Improvement Conference:</p> <ol style="list-style-type: none"> 1. The student. 2. The student's person in parental relation. 3. Other individuals identified by the person in parental relation who may be a resource. 4. Appropriate school personnel. 5. Recommended service providers.
24 P.S. 1333	<p>Neither the student nor the person in parental relation shall be required to</p>

24 P.S. 1333	<p>participate, and the School Attendance Improvement Conference shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.</p>
24 P.S. 1333	<p>The outcome of the School Attendance Improvement Conference shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.</p>
24 P.S. 1333.1	<p>The district may not take further legal action to address unexcused absences until after the date of the scheduled School Attendance Improvement Conference has passed.</p> <p><i>Student is Habitually Truant -</i></p> <p>When a student under fifteen (15) years of age is habitually truant, district staff:</p> <ol style="list-style-type: none"> 1. Shall refer the student to: <ol style="list-style-type: none"> a. A school-based or community-based attendance improvement program; or b. The local children and youth agency. 2. May file a citation in the office of the appropriate judge against the person in parental relation who resides in the same household as the student.
24 P.S. 1333.2	<p>When a student fifteen (15) years of age or older is habitually truant, district staff shall:</p> <ol style="list-style-type: none"> 1. Refer the student to a school-based or community-based attendance improvement program; or 2. File a citation in the office of the appropriate judge against the student or the person in parental relation who resides in the same household as the student.
24 P.S. 1333.1	<p>District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.</p>
24 P.S. 1333.1	<p>Regardless of age, when district staff refer a habitually truant student to the</p>

24 P.S. 1333.2	local children and youth agency or file a citation with the appropriate judge, district staff shall provide verification that the school held a School Attendance Improvement Conference.
24 P.S. 1333.2	<p><i>Filing a Citation -</i></p> <p>A citation shall be filed in the office of the appropriate judge whose jurisdiction includes the school in which the student is or should be enrolled.</p> <p>Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.</p> <p><u>Special Needs and Accommodations</u></p> <p>If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.</p> <p>24 P.S. 1333</p> <p>For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.</p> <p><u>Discipline</u></p> <p>The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1301, 1318, 1326, 1327, 1327.1, 1329, 1330, 1332, 1333, 1338, 1339, 1354, 1501, 1504, 1546</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.4, 11.1, 11.2, 11.3, 11.5, 11.8, 11.12, 11.13, 11.21, 11.22, 11.23, 11.24, 11.25, 11.26, 11.28, 11.32, 11.34, 11.41, 12.1</p> <p>Board Policy – 115, 116, 117, 118, 137, 200, 218, 233</p>
Pol. 103.1 Pol. 113 Pol. 113.3 Pol. 114	
Pol. 103.1 Pol. 113 Pol. 114	

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: SICK LEAVE

ADOPTED: March 25, 1991

REVISED:

REVIEWED: October 9, 2017

<p>1.Purpose SC 1154</p> <p>2.Guidelines SC 1154</p>	<p style="text-align: center;">434. SICK LEAVE</p> <p>There shall be a sick leave policy for professional employees that ensures that such employees will receive no less than the minimum sick leave provided under law. Such policy shall be in accordance with the following guidelines.</p> <p>The district will provide up to ten days annually for sick leave (must be ten minimum) of which all shall be cumulative and is intended for non-work-related use only.</p> <p>The Board reserves the right to require of any employee claiming sick leave pay sufficient proof, including a physician's certification, of the employee's illness or disability. The Board shall consider the application of any eligible employee for an extension of sick leave, pursuant to law where applicable, when the employee's own accumulated sick leave is exhausted.</p> <p><u>Sick Leave Bank</u></p> <p>Within thirty (30) days of any September 1 included in the term of the collective bargaining agreement, any member of the bargaining unit who has not already done so may contribute one (1) day of sick leave entitlement to the common bank to be administered by the Spring-Ford Area Education Association. When the balance of the bank is below 150 days, members may contribute an additional day. A member of the bank may apply during each year of the collective bargaining agreement, after all other sick leave provisions are exhausted, for a maximum of sixty (60) days at 65% of the employee's per diem salary.</p> <p>The administration of the bank is subject to the following regulations as the Association may adopt, subject to concurrence by the school district.</p> <p>1. Donations to the bank are to be authorized and substantiated by a properly executed form of assignment approved by the school district.</p>
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SC 1154	<p>2. The bank is to be administered according to rules which are to be applied in a uniform fashion in relation to each member of the bargaining unit who contributed to this bank.</p> <p>The following conditions shall be part of this policy.</p> <p><u>A. Eligibility</u></p> <p>A sick leave shall commence when the employee or agent, if the employee is sufficiently disabled reports the absence. A sick leave day, once commenced, may be reinstated as a working day only with the approval of the Superintendent or designee.</p> <p>Whatever the claims of disability, no day of absence shall be considered to be a sick leave day on which the employee has engaged in or prepared for other gainful employment, or has engaged in any activity which would raise doubts regarding the validity of the sick leave request.</p> <p><u>B. Proof Of Disability</u></p> <p>Any employee absent on sick leave may be required to submit a physician's written statement certifying his/her disability.</p> <p>Such statements, in and of themselves conclusively, may not be presumed to establish the employee's disability.</p> <p><u>C. Duration Of Leave</u></p> <p>Upon the expiration of all then currently earned and accumulated sick leave, upon request of the employee, the Board may grant unpaid leave for the remainder of the school year.</p> <p>Should leave be required beyond the end of the school year, an employee may request that the Board grant a one year extension. If granted, the Board may provide a position of like responsibility upon the employee's return.</p> <p><u>D. Records</u></p> <p>Attendance records shall be maintained electronically and shall be available to the employee to access.</p>
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<p>School Code 1154</p>	<p><u>Benefit for Unused Sick Leave</u></p> <p>Professional employees who retire from service within the Spring-Ford Area School District shall receive a non-elective contribution to one or more annuity contracts described in Code Section 403(b) the dollar amount derived from the application of the following schedule payable on the 10th day of the month following the month of retirement.</p> <p>Accumulated sick leave will be compensated at a rate of 50% of the maximum per diem substitute rate per day.</p> <p>The Collective Bargaining Agreement with the Spring-Ford Education Association provides for procedures that may differ from this policy. In the event that such a condition exists, the procedures must be adapted to the Collective Bargaining Agreement for the bargaining unit personnel.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: **SCHOOL WELLNESS**

ADOPTED: June 19, 2006

REVISED: March 26, 2012

REVIEWED: November 13, 2017

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

<p>42 U.S.C. Sec. 1751 nt</p>	<p>Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.</p> <p>The Superintendent or designee shall annually report to the Board, if requested, on the district's compliance with law and policies related to school wellness. The report may include:</p> <ol style="list-style-type: none"> 1. Assessment of school environment regarding school wellness issues. 2. Evaluation of food services program. 3. Review of all foods and beverages sold in schools for compliance with established nutrition guidelines. 4. Listing of activities and programs conducted to promote wellness, nutrition and physical activity, including curriculum and physical education program. 5. Recommendations for policy and/or program revisions. 6. Suggestions for improvement in specific areas. 7. Feedback received from district staff, students, parents/guardians, community members and Wellness Committee. 8. Report on district-wide BMI results <p>An assurance that district guidelines for reimbursable meals are not less restrictive than regulations and guidelines issued for schools in accordance with federal law shall be provided annually by the Business Office.</p> <p>The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy. In addition, at least once every three (3) years, the district shall update or modify this policy, as needed, based upon the most recent assessment by the Wellness Committee and/or as district and community needs and priorities change.</p>
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<p>4. Guidelines 7CFR Sec. 210.15</p>	<p>The Wellness Committee shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.</p> <p>Recordkeeping</p> <p>The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:</p> <ol style="list-style-type: none"> 1. The written School Wellness policy. 2. Posting of the current School Wellness policy on the district website 3. Documentation of efforts to review and update the School Wellness policy, including who was involved in the review and any minutes from the Wellness Committee regarding the policy review process. <p>Wellness Committee</p> <p>The district shall establish a Wellness Committee comprised of, but not limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, school health professional, physical education teacher, student, parent/guardian, and a member of the public. It shall be the goal that the committee membership will include representatives from each school building and reflect the diversity of the community.</p> <p>The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing a School Wellness policy that complies with law to recommend to the Board for adoption.</p> <p>The Wellness Committee may review and consider evidence-based strategies and techniques in establishing goals and making recommendation for nutrition education and promotion, physical activity and other school based activities that promote school wellness as a part of the policy development and revision process.</p> <p><u>Nutrition Education</u></p> <p>The goal of nutrition education is to teach, encourage and support healthy eating by students. Promoting school health and nutrition enhances readiness for learning and increases student achievement.</p>
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<p>SC 1513 Pol. 102, 105</p>	<p>Nutrition education will be provided within the sequential, comprehensive health education program in meeting the State Board of Education curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.</p> <p>Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives.</p> <p>Nutrition education lessons and activities shall be age-appropriate.</p> <p>Nutrition curriculum shall be behavior focused.</p> <p>Nutrition education shall be integrated into other subjects to complement but not replace academic standards based on nutrition education.</p> <p>Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.</p> <p>Consistent nutrition messages shall be disseminated throughout the district, schools, classrooms, cafeterias, homes, community and media.</p> <p>The staff responsible for providing nutrition education shall be properly trained and prepared and shall participate in appropriate professional development in their related fields.</p> <p>Nutrition education may extend beyond the school environment by engaging and involving families and communities.</p> <p><u>Nutrition Promotion</u></p> <p><u>Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.</u></p> <p><u>Physical Activity</u></p> <p>District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.</p>
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	<p>District schools shall contribute to the effort and strive to provide students opportunities to accumulate at least sixty (60) minutes of age-appropriate physical activity most days of the week as recommended by the Centers for Disease Control and Prevention Opportunities. That time will augment physical activity outside the school environment, such as outdoor play at home, sports, etc.</p> <p>Students shall be encouraged to participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness, and performance benefits inside and outside of the school environment.</p> <p>Age-appropriate physical activity opportunities, such as recess; before and after school; during lunch; clubs; intramurals; and interscholastic athletics, shall be provided to meet student needs and interests, in addition to planned physical education.</p> <p>A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.</p> <p>Extended periods of student inactivity, one and one-half (1.5) hours or more, shall be discouraged.</p> <p>Physical activity breaks shall be provided for elementary students during classroom hours and highly encouraged as often as possible at the intermediate, middle and high school levels.</p> <p>Physical activity shall not be used or withheld as a form of punishment.</p> <p>Before and/or after-school programs shall provide developmentally appropriate physical activity for participating children.</p> <p><u>Physical Education</u></p> <p>Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.</p> <p>Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.</p> <p>A comprehensive physical education course of study that focuses on providing</p>
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	<p>students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented.</p> <p>A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.</p> <p>Physical education shall be taught by certified health and physical education teachers.</p> <p>Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.</p> <p>Safe and adequate equipment, facilities and resources shall be provided for physical education courses.</p> <p>Appropriate professional development shall be provided for physical education staff.</p> <p>Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical conditions and disabilities shall be accommodated during class.</p> <p><u>Other School Based Activities</u></p> <p>District schools shall provide adequate space, as defined by the district, for eating and serving school meals.</p> <p>Students shall be provided a clean and safe meal environment.</p> <p>Meal periods shall be scheduled at appropriate hours, as defined by the district.</p> <p>Drinking water shall be available at all meal periods and throughout the school day.</p> <p>Students shall have access to hand washing or sanitizing before meals and snacks.</p> <p>Access to the food service operation shall be limited to authorized staff.</p> <p>Administrators, teachers, food service personnel, students, parents/guardians, and community members shall be encouraged to serve as positive role models.</p>
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Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.

The district shall support the efforts of parents/guardians to provide a healthy diet and daily physical activity for children by communicating relevant information through various methods.

Goals of the **School** Wellness Policy shall be considered in planning all school based activities.

Students shall be **provided** adequate time to eat; ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch.

Students and parents/guardians may be involved in menu selection through various means, such as taste testing and surveys.

Food shall not be used in the schools as a punishment.

Food Services will continue to update the nutritional content of school meals and make them available to students and parents/ guardians upon request.

To the extent possible, the district shall utilize available funding and outside programs to enhance **school** wellness.

The district shall maintain a healthy school environment, including but not limited to indoor air quality, in accordance with the district's programs and applicable laws and regulations.

Nutrition Guidelines for All Food/Beverages at School

All foods **and beverages** available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing childhood obesity.

Foods **and beverages** provided through the National School Lunch or School Breakfast Programs shall comply with federal nutrition standards under the School Meals Initiative.

Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in addition to more traditional fare

<p>Policy 229</p> <p>7CFR 210.11</p>	<p><u>Competitive Foods/Beverages</u></p> <p>Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). There standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.</p> <p>Competitive foods are defined as foods and beverages offered at school or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.</p> <p>For purposes of this policy, school campus means any area of property under the jurisdiction of the school that students may access during the school day and the school day means the period from midnight before school begins until thirty (30) minutes after the end of the official student day.</p> <p>Fundraiser Exemptions</p> <p>Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.</p> <p>The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year; up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. Exempt fundraisers are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.</p> <p>Each school shall contact the Superintendent or designee in writing to request a fundraiser exemption.</p> <p>Non-Sold Competitive Foods</p> <p>Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.</p> <p>If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:</p>
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	<p>1. Rewards and Incentives:</p> <p>a. Food and beverages shall not used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.)</p> <p>2. Classroom Parties and Celebrations:</p> <p>a. Classroom parties/celebrations with food/beverages shall be limited to not more than one (1) per month in each classroom.</p> <p>b. Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period.</p> <p>3. Shared Classroom Snacks:</p> <p>a. Shared classroom snacks are not permitted in district schools.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 504.1, 1337.1, 1422, 1422.1, 1512.1, 1513</p> <p>Child Nutrition and WIC Reauthorization Act of 2004 – 42 U.S.C. Sec. 1751 notes</p> <p>Board Policy – 100, 102, 105, 808</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: ADMINISTRATIVE
EMPLOYEES

TITLE: SICK LEAVE

ADOPTED: March 25, 1991

REVISED: May 19, 1997

REVIEWED: November 13, 2017

	334. SICK LEAVE
1. Purpose SC 1154	There shall be a sick leave policy for administrative employees that ensures that such employees will receive no less than the minimum sick leave provided under law for professional employees.
2. Definition SC 1154	<p>Sick leave is defined as leave taken by a regular, fulltime employee of the school district who is absent from assigned duty because of personal disability due to illness or injury.</p> <p>The district will provide administrators with up to twelve (12) days annually for sick leave; of which all shall be cumulative and is intended for non-work related use only.</p>
3. Authority	<p>The Board reserves the right to require of any administrator claiming sick leave pay sufficient proof, including a physician's certification, of the employee's illness or disability.</p> <p>The Board shall consider the application of any eligible administrator for an extension of sick leave, pursuant to law where applicable, when the employee's own accumulated sick leave is exhausted.</p> <p>The Superintendent shall report to the Board the names of those administrators absent for noncompensable cause or whose claim for sick leave pay cannot be justified.</p> <p>The misuse of sick leave shall be considered a serious infraction subject to disciplinary action.</p> <p>The following conditions shall be part of this policy.</p> <p><u>Eligibility</u></p> <p>A sick leave absence shall commence when the administrator or agent, if the administrator is sufficiently disabled, reports the absence. A sick leave day, once commenced, may be reinstated as a working day only with the approval of the</p>

<p>SC 1154</p>	<p>Superintendent or designee.</p> <p>Whatever the claims of disability, no day of absence shall be considered to be a sick leave day on which the employee has engaged in or prepared for other gainful employment, or has engaged in any activity which would raise doubts regarding the validity of the sick leave request.</p> <p><u>Proof Of Disability</u></p> <p>An employee absent on sick leave may be required to submit a physician's written statement certifying his/her disability. The district reserves the right to request a second opinion.</p> <p><u>Duration Of Leave</u></p> <p>Upon the expiration of all currently earned and accumulated sick leave, the Board may grant unpaid leave for the remainder of the school year. Each request shall be considered on its own merit.</p> <p><u>Records</u></p>
<p>SC 1154</p> <p>School Code 1154</p>	<p>The personnel records of the district for administrators shall show the attendance of each employee, and such days as that administrator may be absent shall be recorded with the reason for such absence noted. A record shall be made of the unused sick leave days accumulated by each administrator, which shall be made available to the employee in accordance with law.</p>

SPRING-FORD AREA SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: SICK LEAVE

ADOPTED: March 25, 1991

REVISED: March 22, 1999

REVIEWED: November 13, 2017

	534. SICK LEAVE
1. Purpose	Regularly employed classified employees eligible for benefits will receive sick leave as per the individual group plans.
2. Definition	Sick leave is defined as leave taken by an employee of the School District who is absent from assigned duty because of personal disability due to illness or injury and is intended for non-work related use only.
3. Authority	<p>The Board reserves the right to require of any employee claiming sick leave pay sufficient proof, including a physician's certification, of the employee's illness or disability.</p> <p>The Board shall consider the application of any eligible employee for an extension of unpaid sick leave (pursuant to law where applicable) when the employee's accumulated sick leave is exhausted.</p> <p>The Superintendent shall report to the Board the names of those employees absent for noncompensable cause or whose claim for sick leave pay cannot be justified.</p> <p>The misuse of sick leave shall be considered a serious infraction and subject to disciplinary action.</p> <p>The following conditions shall be part of this policy.</p> <p><u>Eligibility</u></p> <p>A sick leave absence shall commence when the employee or agent, if the employee is sufficiently disabled, reports the absence. A sick leave day, once commenced, may be reinstated as a working day only with the approval of the Superintendent or designee.</p> <p>Whatever the claims of disability, no day of absence shall be considered to be a sick leave day on which the employee has engaged in or prepared in a work stoppage, or has engaged in any activity which would raise doubts regarding the validity of the</p>

SC 1154	<p>sick leave request.</p> <p><u>Proof Of Disability</u></p> <p>Any employee absent on sick leave may be required to submit a physician's written statement certifying his/her disability. The District reserves the right to request a second opinion.</p> <p><u>Duration Of Leave</u></p> <p>Upon the expiration of all currently earned and accumulated sick leave, an employee may request that the Board grant unpaid leave for the remainder of the school year.</p> <p>Each request shall be considered on its' own merit.</p> <p><u>Records</u></p> <p>The personnel records of the District shall show the attendance of each employee, and such days as that employee may be absent for sick leave purposes shall be recorded with the reason for such absence noted. A record shall be made annually of the unused sick leave days accumulated by each employee, and shall be reported to the employee.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: FINANCES

TITLE: PURCHASES SUBJECT TO BID

ADOPTED: March 25, 1991

REVISED: November 24, 2008

REVIEWED: November 13, 2017

610. PURCHASES SUBJECT TO BID	
1. Authority SC 751, 807.1	It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law.
SC 120, 751, 807.1 UGG	<u>Supplies</u> Furniture, equipment, and school supplies to be purchased by the district shall comply with all applicable legal requirements governing bidding & purchasing thresholds published annually by the Pennsylvania Department of Labor and Industry and/or Federal guidelines, when applicable.
SC 751	<u>Contracts</u> All contracts for construction, reconstruction, repairs, maintenance or work on any school building as property shall comply with all applicable legal requirements governing bidding & purchasing thresholds published annually by the Pennsylvania Department of Labor and Industry and/or Federal guidelines, when applicable.
62 Pa. C.S.A. Sec. 4602, 4603	<u>Electronic Bidding</u> The Board may receive bids electronically for competitive contracts, except for construction and design services, in compliance with applicable laws and Board policy.
62 Pa. C.S.A. Sec. 4603	The district shall electronically maintain the confidentiality of the bid until the bid opening.
2. Delegation of Responsibility	Bid specifications and bid documents shall be prepared by the administrator responsible for overseeing the purchase and reviewed by the solicitor.
SC 807.1	Bid specifications shall provide for alternates wherever possible.
SC 751, 807.1	The administrator shall combine like items of supply and material whenever it is feasible, and permissible under statute, and not split purchases to avoid these

610. PURCHASES SUBJECT TO BID - Pg. 2

<p>3. Guidelines SC 807.1</p> <p>SC 751</p>	<p>requirements for bidding.</p> <p>Bids shall be opened publicly by the administrator before one (1) or more witnesses at a previously designated time and place. Contracts shall be awarded to the lowest responsible bidder upon resolution of the Board, unless the Board chooses to reject all bids.</p> <p>The Board recognizes that emergencies may occur when imminent danger exists to persons or property or the continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 751, 807.1</p> <p>Uniform Grant Guidance - UGG</p> <p>Local Government Unit Electronic Bid Act – 62 Pa. C.S.A. Sec. 4601 et seq.</p>
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SPRING-FORD AREA SCHOOL DISTRICT

SECTION: FINANCES

TITLE: PURCHASES BUDGETED

ADOPTED: March 25, 1991

REVISED:

REVIEWED: November 13, 2017

	611. PURCHASES BUDGETED
1.Purpose SC 751	It is the policy of the Board that when funds are available all purchases contemplated within the current budget and not subject to bid be made in a manner that ensures the best interests of the district.
2.Authority SC 807.1	All purchases that are within budgetary limits and were originally contemplated within the budget may be made upon authorization of the Business Manager.
SC 609	All purchase order requests must be referred to the Building Principal who shall check as to whether the proposed purchase is subject to bid, whether sufficient funds exist in the budget, and whether the material might be available elsewhere in the district.
SC 1-120, 7-751, 807.1, UGG	<p>Furniture, equipment, textbooks, school supplies and other appliances (herein called "supplies") to be purchased by the district, unless exempt by statute, shall comply with all applicable legal requirements governing bidding & purchasing thresholds published annually by the Pennsylvania Department of Labor and Industry and/or Federal guidelines, when applicable..</p> <p>All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property (herein called "work"), unless exempt by statute, shall comply with all applicable legal requirements governing bidding & purchasing thresholds published annually by the Pennsylvania Department of Labor and Industry and/or Federal guidelines, when applicable..</p>
3.Guidelines	In the interests of economy, fairness and efficiency in its business dealings, the Board requires that items commonly used in various schools or units thereof be standardized whenever possible.

SECTION: PROPERTY

TITLE: COMMUNITY USE OF
SCHOOL GROUNDS AND
PLAYGROUNDS

ADOPTED: February 26, 1996

REVISED: August 22, 2011

REVIEWED: November 13, 2017

SPRING-FORD AREA SCHOOL DISTRICT

<p>1. Purpose SC 775</p> <p>2. Authority SC 775</p> <p>3. Guidelines</p>	<p>707.1. COMMUNITY USE OF SCHOOL GROUNDS AND PLAYGROUNDS</p> <p>As a service to the community and in accordance with laws, the Spring-Ford Area School District will allow the use of public school grounds, fields and playgrounds by individuals for recreational purposes (subjective to availability).</p> <p>No use of school grounds and playgrounds is permitted during the hours school is in session or when a use of facilities permit has been issued for a specific area, field or campus. Appropriate signage will be placed at each school.</p> <p>In general, permission to use the general school grounds and playgrounds for individual use is permitted when such use will not interfere in any way with the regular extra-curricular programs and activities of the school or facility and/or if it conflicts with a school district issued permit to use the facility. Permission to request a permit to the use of school grounds, fields and buildings for individual and association, group and organizational use is described in Policy 707 – Use of Facilities.</p> <p><u>Rules For Grounds and Playground Use</u></p> <ol style="list-style-type: none"> 1. Maintain proper conduct. The use of obscene language is not permitted. 2. Users of the grounds or playgrounds will respect the personal property of others. 3. Users of the grounds or playgrounds will refrain from causing intentional harm as well as conduct that would alter, damage or be injurious to any district property, equipment or furnishings. The use of the facilities will not be permitted during inclement weather or following inclement weather that would damage grass fields and field playing surfaces. 4. Use, possession, or distribution of illegal drugs, drug paraphernalia, tobacco or alcohol is strictly forbidden as well as the possession of weapons. 5. No skateboards, motorized recreational vehicles, three-wheel and four-wheel all-terrain vehicles, dirt bikes, and snowmobiles are allowed.
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<p>4. Delegation of Responsibility</p>	<p>6. Roller skating, roller blading and bike riding are permitted on paved areas only, not on tennis courts or the track or where otherwise prohibited by appropriate signage.</p> <p>7. No pets are permitted on school district property (all campuses) including all buildings, playing fields, playgrounds, stadiums and walking pathways</p> <p><u>Prohibited Activities</u></p> <p>The following activities are strictly prohibited in school facilities and on school district property.</p> <ol style="list-style-type: none"> 1. Possession, use or distribution of illegal drugs and/or alcoholic beverages. 2. Possession of weapons. 3. Conduct that would alter, damage or be injurious to any district property, equipment, or furnishings. 4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations. 5. Use of Tobacco products. <p><u>Violations</u></p> <p>The district reserves the right to remove from district premises any individual or organization, who fails to comply with the terms and conditions of this policy.</p> <p>In the event an individual or organization violates this policy or the terms under which permission was granted to use school facilities, that individual or organization forfeits the right to the use of the school grounds and playgrounds and forfeits the right to submit future written requests to use district property, unless otherwise decided by the board. Such actions shall be considered as trespassing on school property and may subject the offender to criminal prosecution.</p> <p>It is the responsibility of parents/guardians to control the conduct of their children on school grounds and playgrounds.</p>
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	<p>References:</p> <p>School Code – 24 P.S. Sec. 775</p>
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SECTION: PROPERTY

TITLE: USE OF ALL-WEATHER
TRACK BY DISTRICT
RESIDENTS

ADOPTED: April 22, 2013

REVISED:

REVIEWED: November 13, 2017

SPRING-FORD AREA SCHOOL DISTRICT

	707.2. USE OF ALL-WEATHER TRACK BY DISTRICT RESIDENTS
1. Purpose	The Spring-Ford Area School District is an integral part of the community. The members of the Board of School Directors restate their belief that, because the school buildings and facilities belong to the people of the community, they should be made available for community purposes, provided that such use does not interfere with the educational programs of the schools-
2. Authority	The school district will, through appropriate administrative procedures, make available to the community the all-weather track at Coach McNelly Stadium during established times and as appropriately determined by the school administration. The members of the Spring-Ford Area School District Board of School Directors shall reserve the right to deny the use of the all-weather track at Coach McNelly Stadium based on this policy.
3. Guidelines	<ol style="list-style-type: none"> 1. An initial cost will be charged to a district resident in order to obtain an access card. To apply for a card, one must be 18 years of age and a current resident of the Spring-Ford Area School District. An annual renewal fee will be charged on the original issue date of the access card. Access cards are obtained by completing the <i>Agreement and Release of Liability Form</i> and the <i>Track Registration Form</i> by contacting the District Office to-set up an appointment to obtain an access card. 2. The loss of an access card must be reported to the District Office upon discovery to deactivate the card. In the event of a lost access card, the individual will be charged a fee for a replacement card. Upon receipt of payment, a replacement access card will be issued by the District. 3. The track facility will be opened from dawn to dusk, every non-student day, weekend day and during all school breaks, to district residents who have approved access with certain restrictions. Access to the track is for the running/walking lanes and not for use of the turf field, areas between the end-zone and the running/walking track, bleachers, bathrooms or other areas.

	<ol style="list-style-type: none">4. Track usage is prohibited during the school day and/or if there is a Home sporting event, practice (sports, band, event or rental) utilizing the track and/or turf field.5. Residents who have obtained an access card are not permitted to share their access card with others. Any child(ren) under the age of 18 may enter with their parent or legal guardian and must be accompanied at all times by their parent or legal guardian who has obtained their access card from the district office. Sharing or using the access card multiple times to allow others into the running/walking area is strictly prohibited. Violations of this type of access card misuse shall result in a six (6) month suspension of the access card.6. Licensed vehicles may be operated only on driveways and parking lots. Unlicensed motor vehicles, including but not limited to mini-bikes, snowmobiles, ATV's and the like, shall not be operated on district property.7. Residents are NOT permitted to use the turf field, high jump pads, and pole vault pads. The access card is for use of the all-weather track only. Use of other areas or and/or equipment shall result in a six (6) month suspension of the access card.8. Maintain proper conduct. The use of obscene language is not permitted9. Users of the all-weather track will respect the personal property of others.10. No bikes, skateboards, roller skates or rollerblades are allowed on the track area.11. No high heeled shoes are permitted on the track, only footwear with rubber soles is permitted.12. No strollers of any type are permitted inside the track fence.13. Items that may cause damage to the synthetic surface are not permitted inside the track perimeter fencing. These items include, but are not limited to: Food, Gum, and Sunflower Seeds14. No pets are permitted on school district property (all campuses) including all buildings, playing fields, playgrounds, stadiums and walking pathways.
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	<p>15. Water is permitted.</p> <p>Additional regulations may be developed by the administration for specific buildings or grounds.</p> <p><u>Prohibited Activities</u></p> <p>The following activities are strictly prohibited in school facilities and on school district property.</p> <ol style="list-style-type: none">1. Possession, use or distribution of illegal drugs and/or alcoholic beverages.2. Possession of weapons.3. Conduct that would alter, damage or be injurious to any district property, equipment, or furnishings.4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.5. Use of Tobacco products. <p><u>Violations</u></p> <p>The district reserves the right to remove from district premises any individual or organization, who fails to comply with the terms and conditions of this policy.</p> <p>In the event an individual or organization violates this policy or the terms under which permission was granted to use school facilities, that individual forfeits the use of the access card as well as the right to submit future written requests to use district property, unless otherwise decided by the board. Such actions shall be considered as trespassing on school property and may subject the offender to criminal prosecution.</p>
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