

**SPRING-FORD AREA SCHOOL DISTRICT
WORK SESSION
MONDAY, May 16, 2022 ∞ 7:30 P.M.**

RCTV YouTube Address: <https://www.youtube.com/ramcountrytv>
Zoom Address: <https://spring-ford/zoom.us/j/737353244>

MISSION STATEMENT

Spring-Ford Area School District strives to be educationally relevant, focused on achievement and growth, and have a priority on people so that students are fully prepared to positively contribute to their society.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

II. PRESENTATION

- A. Lori Bignotti**, Limerick Elementary School Principal, and **John Hughes**, Limerick Elementary School School Counselor, to present on the Limerick Elementary School Mentorship Program.

III. ACTION ITEM

- A.** Administration recommends approval of **Resolution #2022-17**, commending **Thomas Brown** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A1)**
- B.** Administration recommends approval of **Resolution #2022-18**, commending **Steven Cox, Jr.** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A2)**
- C.** Administration recommends approval of **Resolution #2022-19**, commending **Connor Elison** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A3)**
- D.** Administration recommends approval of **Resolution #2022-20**, commending **Alyssa Guntz** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A4)**
- E.** Administration recommends approval of **Resolution #2022-21**, commending **Kathryn Mull** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A5)**
- F.** Administration recommends approval of **Resolution #2022-22**, commending **Spencer Schmalbach** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A6)**
- G.** Administration recommends approval of **Resolution #2022-23**, commending **Nolan Sheaffer** for being selected to represent Spring-Ford at the 2022 Inter County Band Festival. **(Attachment A7)**

- H. Administration recommends approval of **Resolution #2022-24**, commending **Samuel Brown** for their participation in the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA Region 6 Band, and the PMEA All State Band. (**Attachment A8**)
- I. Administration recommends approval of **Resolution #2022-25**, commending **Aimen Hashish** for their participation in the Pennsylvania Music Educators Association 2022 District 11 Band, PMEA District 11 Orchestra, and the PMEA All State Jazz Ensemble. (**Attachment A9**)
- J. Administration recommends approval of **Resolution #2022-26**, commending **Nicole Grebe** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band. (**Attachment A10**)
- K. Administration recommends approval of **Resolution #2022-27**, commending **Robert Palladino** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band. (**Attachment A11**)
- L. Administration recommends approval of **Resolution #2022-28**, commending **Aiden Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA District 11 Orchestra, the PMEA Region 6 Band, and the Pennsylvania Music Educators Association All State Jazz Ensemble. (**Attachment A12**)
- M. Administration recommend approval of **Resolution #2022-29**, commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band, the PMEA District 11 Orchestra, the PMEA Region 6 Orchestra, the PMEA Region 6 Band, and the PMEA All State Orchestra. (**Attachment A13**)
- N. Administration recommends approval of **Resolution #2022-30**, commending **Samuel Thomas** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Band and the PMEA District 11 Orchestra. (**Attachment A14**)
- O. Administration recommends approval of **Resolution #2022-31**, commending **James Civello** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir. (**Attachment A15**)
- P. Administration recommends approval of **Resolution #2022-32**, commending **Griffin Lee** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir. (**Attachment A16**)
- Q. Administration recommends approval of **Resolution #2022-33**, commending **Anne Rizzo** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir and Region VI Choir. (**Attachment A17**)
- R. Administration recommends approval of **Resolution #2022-34**, commending **Sunidhi Srinivas** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Choir, Region VI Choir, and All State Choir placing 4th in the State. (**Attachment A18**)
- S. Administration recommends approval of **Resolution #2022-35**, commending **Ayan Zaman** for being selected for the Pennsylvania Music Educators Association 2022 District 11 Orchestra. (**Attachment A19**)
- T. Administration recommends approval of **Resolution #2022-36**, commending **Avery Amerine** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A20**)
- U. Administration recommends approval of **Resolution #2022-37**, commending **Stella Butler** for being selected for the Montgomery County Honors String Orchestra. (**Attachment A21**)

- V. Administration recommends approval of **Resolution #2022-38**, commending **Maddie D'Annunzio** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A22)**
- W. Administration recommends approval of **Resolution #2022-39**, commending **Abigail Duersch** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A23)**
- X. Administration recommends approval of **Resolution #2022-40**, commending **Leah Texter** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A24)**
- Y. Administration recommends approval of **Resolution #2022-41**, commending **Leana Tran** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A25)**
- Z. Administration recommends approval of **Resolution #2022-42**, commending **Carrie Valente** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A26)**
- AA. Administration recommends approval of **Resolution #2022-43**, commending **Albany Viet** for being selected for the Montgomery County Honors String Orchestra. **(Attachment A27)**
- BB. Administration recommends approval of **Resolution #2022-44**, commending **The Spring-Ford Area High School Golden Rams Marching Band** for the 2021 Cavalcade of Bands Patriot Open Championship. **(Attachment A28)**
- CC. Administration recommends the approval of the Memorandum of Understanding between the Spring-Ford Area School District and the Spring-Ford Education Association. **(Attachment A32)**

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report	Allison McVey/Aditi Mangal
Policy	Wendy Earle
Curriculum/Technology	Dr. Margaret Wright
Finance	Clinton L. Jackson
Property	Clinton L. Jackson
WMCTC	Earle/Weingarten/Zasowski
Asst. Superintendent Report	Dr. Kelly Murray, Dr. Tina Giambattista
Solicitor's Report	Mark Fitzgerald

V. MINUTES

- A. Administration recommends approval of the April 19, 2022, Work Session minutes. **(Attachment A29)**
- B. Administration recommends approval of the April 25, 2022, Board Meeting minutes. **(Attachment A30)**

VI. PERSONNEL

A. Resignations

1. **Sheila Egleston**; Teacher, Summer R.A.M.S. Effective: May 10, 2022.
2. **Connie L. Henry**; Level III Secretary, Senior High School for the purpose of retirement. Effective: July 5, 2022.
3. **Katie T. Kennedy**; Instructional Assistant, 9th Grade Center. Effective: May 2, 2022.

4. **Katherine Macel**; Speech & Language Therapist, Extended School Year. Effective: May 8, 2022.
5. **Aaron R. Rhoads**; Systems Technician, 7th Grade Center. Effective: May 18, 2022.
6. **Elizabeth E. Rio**; Level II Administrative Assistant, District Office. Effective: May 19, 2022.
7. **Susan M. Snyder**; Elementary Teacher, Royersford Elementary School for the purpose of retirement. Effective: June 13, 2022.
8. **Christine M. Stewart**; Instructional Assistant, 9th Grade Center. Effective: May 5, 2022.
9. **Greta L.E. Verma**; Special Education Teacher, Extended School Year. Effective: May 6, 2022.

B. Support Staff

1. **Carol E. Roth**; Instructional Assistant, 8th Grade Center replacing Rachel S. Perry who resigned. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistant Benefit Summary. Effective: June 1, 2022.

C. Leave of Absence

1. **Joseph D. Stimmler**; Maintenance, District Office for an unpaid leave of absence per Board Policy. Effective: February 28, 2022 through May 23, 2022.
2. **Emily A. Sonnon**; Elementary Teacher, Spring City Elementary for child-rearing leave of absence per the Professional Agreement. Effective: August 23, 2022, through the 2022-2023 school year.

D. Professional Employees

1. **Rebecca G. Gluck**; Special Education Teacher, 9th Grade Center replacing Nancy A. McDonough who retired. Compensation has been set at M, Step 5, \$56,500.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

E. Temporary Professional Employee

1. **Noah C. Clinard**; Spanish Teacher, 9th Grade Center replacing Paula M. Love who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
2. **Rachel A. DeBias**; Special Education Teacher, Evans Elementary School replacing Shannon Tolas who resigned. Compensation has been set at B, Step 2, \$52,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
3. **Lauren E. Flanagan**; English Language Arts Teacher, 8th Grade Center replacing Elizabeth Comport who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
4. **Matthew J. Gallagher**; Health & Physical Education Teacher, 9th Grade Center replacing David A. Caldwell who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

5. **Lisa H. Gruhn**; German Teacher, Senior High School replacing Ingrid Huss who retired. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.
6. **Ayannah J. Stanton**; Spanish Teacher, Senior High School replacing Sarah M. Toback who had a change of assignment. Compensation has been set at B, Step 1, \$51,000.00 with benefits per the Professional Agreement. Effective: August 23, 2022.

F. Change of Status

1. **Bernadette J. Crenshaw**; Junior Accountant, District Office to Staff Accountant, District Office replacing Judith M. Nuskey who resigned. Compensation has been set \$45,000.00, prorated with benefits per the Administrative Support Benefit Summary. Effective: May 4, 2022.
2. **Gerard B. Rogers**; Assistant Principal to Principal, 8th Grade Center, replacing Dr. Michael J. Siggins who retired. Compensation has been set at \$142,000.00, prorated with benefits per the Act 93 Administrators' Plan. Effective May 24, 2022.

G. Tenure

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. **Naomi C. Morissette**

- H. Administration recommends approval of the following Professional Staff as Special Education Teachers for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Courtney A. Gerber**
2. **Sophia A. Iliadis**
3. **Shana L. Savard**
4. **Rachel N. Weeks**

- I. Administration recommends approval of the following Professional Staff as Special Education Teacher Tutors for the 2022 Extended School Year Program (ESY) for a minimum of 30 hours. The position runs June 27, 2022 through August 19, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Kimberly L. Acosta**

- J. Administration recommends approval of the following Support Staff as Instructional Assistants for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, and their hours will be from 8:45 AM to 2:15 PM; June 23, 2022 through July 28, 2022. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Dylan B. Clark**
2. **Margaret R. Craig**
3. **Elizabeth M. Emmitt**
4. **Alexa K. Habermehl**
5. **Jordyn Mayes**

- K.** Administration recommends approval of the following Professional Staff for English Language Development Camp. The program will be held Tuesdays and Thursdays for 1.5 hour sessions from June 21, 2022 through July 31, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from Title III funds.
1. **Nicole A. Catts**
 2. **Sandra Cerniglia**
 3. **Elizabeth C. Miller**
- L.** Administration recommends approval of the following Professional Staff as Substitutes for English Language Development Camp. The program will be held Tuesdays and Thursdays for 1.5 hour sessions from June 21, 2022 through July 31, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be from Title III funds.
1. **Tara L. Chester**
- M.** Administration recommends approval to have two School Police Officers assigned to traffic control to support the Summer R.A.M.S. Program. The Summer R.A.M.S. Program will be located at the 5/6/7 FLEX Building and Upper Providence Elementary. The volume of drop-off and pick-up of students necessitates the need for safe and effective traffic control. The total cost shall not exceed \$9,000.00 (including FICA & Retirement) for 23 days, four hours a day, and will be paid from the ESSER grant.
- N.** Administration recommends the following Professional Staff as Teachers for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the ESSER Grant.
1. **Mary E. Jones**
- O.** Administration recommends professional development for cyber course development that will include training on Canvas, Edgenuity and effective cyber instructional practices. This program includes approximately 35 teachers and four trainers. The training is required to ensure that sources are built properly and adequately staffed for Spring-Ford Cyber Learning. The total cost will not exceed \$20,000 and will be funded from Title IIa.
- P.** Administration recommends approval of **Gabrielle G. Procario** and **Allison Ramil** to teach summer course advancement (Honors Algebra 2, Honors Geometry, and Honors Pre-Calculus) and **Amanda M. Myers** to monitor the platform through Spring-Ford Cyber Learning at a cost not to exceed \$5,000.00. The program will be self-funded via student tuition.
- Q.** Administration recommends approval of **Dr. Anthony R. DiLella IV**, Senior High 9th Grade Principal, replacing Dr. Theresa M. Weidenbaugh who is retiring. Compensation will be set at \$151,000.00, prorated based upon start date, with benefits as per the Act 93 Administrators' Plan. Effective: to be determined.
- R.** Administration recommends the approval of the following Professional Staff as SFCL teachers for the 2022-2023 school year. Compensation has been set according to the Memorandum of Agreement matrix (FICA & Retirement). Funding will be from the ESSER grant.

Colleen E. Antal
Ashley E. Baisch
Katherine J. Beerer
Dale P. Bergman
Ashley C. Bilotti
Mary K. Blank
Melanie F. Bowen
Mary K. Burkholder
Daniel R. Butterweck
Christopher D. Cameron

Matthew J. Cappelletti
Amanda V. Christofas
Amy B. Culp
Kevin M. Czapora
Hope K. Davis
Karen M. DeLange
Joseph N. Dimino
Kelly Donatelli
Kevin J. Donnelly
Valarie A. Dubbs

Ian G. Fickert
 Laura A. Foulke
 Karen M. Gallagher
 Kelly L. German
 Jennifer R. Giangilio
 Mallory R. Greene
 Rachelle Hafer
 Susan S. Hammond
 Eric J. Hill
 Stacey Hoffman
 Kristi M. Holstein
 Lucinda J. Iezzi
 Victoria L. Karalius
 Lauren M. Keifer
 Desiree L. Keppler
 Jason A. Kerkusz
 Brent E. Kissel
 Lisa L. Knaub
 Brian J. Kraeer
 James R. Laky
 Doug W. Landis
 Daniel W. Leppold
 Ian P. MacMillan
 Taylor P. MacMillan
 Jason Marcellus
 Megan M. McCloskey
 Jaclyn A. McDermott
 Jennifer D. McGlade
 Michael J. Miedlar
 Elizabeth C. Miller
 Susan C. Miscavage
 Marisa Moley
 Lisa M. Morrow
 Christina M. Moyer

Joy S. Needles
 Elyse F. Ohms
 Christopher Okonski
 Karen F. Parker
 Kourosh Parsia
 Gabrielle G. Procario
 Susan V. Prophet
 Lisa S. Pupo
 Cheryl A. Rabinowitz
 Allison Ramil
 Louis M. Rizzo
 Kristin L. Rouyer
 Jamie J. Scheck
 Bradley J. Seltzer
 Amanda P. Smith
 Holly Smith
 Ryan N. Souder
 Dana M. Starkey
 Heather Steinmetz
 Chadwick A. Strickler
 David Susek
 Adam Swavely
 Robert A. Swier III
 Vincent E. Terry
 Nicholas A. Tier
 Sarah M. Toback
 Lindsey F. Waltermeyer
 Sara Lynn Wanamaker
 Lynne M. Webb
 Tricia J. Weller
 Michelle Willemin
 Allison L. Workman
 Heather L. Woznicki
 Samantha M. Wren

- S. Administration recommends approval of the attached extra-curricular contracts for the 2021-22 school year. **(Attachment A31)**

VII. FINANCE

- 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. Payments:

1. General Fund Checks

Check No. 214608 - 214833 \$ 1,750,767.38

2. General Fund, Food Service, Capital Reserve & Projects ACHs

ACH No. 212202307 - 212202649 \$ 5,678,646.48

3. Wires

Wire No. 202122094 - 202122114 \$ 2,112,115.68

4. Procurement Payments

Transaction No. 210000226 - 210000320 \$ 20,634.34

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

1. Skyward Reports
 - Check Report (All funds)
 - ACH Report (All funds)
 - Wires Report (All funds)
 - Procurement Report (All funds)

D. Administration recommends approval of the following **independent contracts**.

1. Administration recommends approval of an independent contract with **Austill's Rehabilitation Services, Inc.** for the provision of direct and consultative Speech and Language Therapy for Extended School Year 7/1/2022-8/30/2022 for one student. A speech therapist will provide for up to 34 total hours at a cost of \$68.34 per hour for a total cost not to exceed \$2,323.56. Funding will come from the Special Education Budget.
2. Administration recommends approval for an independent contract with **Deaf-Hearing Communication Centre** to provide professional sign language interpreting for meetings and events within the school for the 2022-23 school year. The total cost will not exceed \$1,500.00. The contract will be funded from the Assistant Superintendent Budget.
3. Administration recommends an independent contract with **Dr. Sandoval-Barrett**, to conduct an Independent Psychiatric Evaluation for one student for the 2021-2022 school year. The cost for the evaluation is not to exceed \$3,900.00. The contract will be paid from the Special Education Budget.
4. Administration recommends the approval of an independent contract with **Capstone Academy** to provide Extended School Year tuition and related services for students as per the IEP. The total cost for all services is not to exceed \$63,161.26. Funding will be paid from the 2022-23 Special Education Budget.
5. Administration recommends approval for an independent contract with **The Vanguard School** to provide School Year Services for nine students who receive special education services; two of which receive food services. The total cost of the contract is not to exceed \$634,086.00. The contract will be funded from the Special Education Budget.
6. Administration recommends approval of an independent contract with **Procare Therapy** to provide 1:1 Nursing Services for one student during the school day and/or on transportation for the 2021-2022 school year and ESY 2022 per the IEP. The total cost of the contract will not exceed \$10,947.20 and will be funded from the Special Education Budget.
7. Administration recommends approval of an addendum to the 3-year (7/1/2020 through 6/30/2023) independent contract agreement with **Pediatric Therapeutic Services Inc. (PTS)**, 525 Fayette Street, Conshohocken PA 19428 which was board approved June 2020. This addendum is necessary due to additional costs needed to provide behavioral health services (RBTs, BTs, BCBA) and speech therapy during ESY 2022. The total cost will not exceed \$59,314.02. Funding will come from the Special Education Budget.

- E. Administration recommends approval of a **confidential settlement agreement 2022-01** with the parent of a special education student in an amount not to exceed \$37,000.00. Funding will be paid from the Special Education Budget.
- F. Administration recommends approval of a **confidential settlement agreement 2022-02** with the parent of a special education student in an amount not to exceed \$46,635.00. Funding will be paid from the Special Education Budget.
- G. **Montgomery County Intermediate Unit – Norristown, PA** to provide school-based ACCESS Program billing services for the 2022-2023 school year at an amount equal to 8.5% of the ACCESS dollars earned by the district. Funding will be paid from the Medical ACCESS dollars received.
- H. Administration recommends approval to continue with the legal services, for the 2022-2023 fiscal year, of **Fox Rothschild LLP** at a blended hourly rate of \$195.00 per hour for those services listed in the Agreement. Items not covered under the Agreement of Services Letter will be billed at the established rates under the Miscellaneous Matters and Rates as outlined in the Fox Rothschild Agreement. There is no increase from last year's rates.
- I. Administration recommends approval of **Resolution #2022-45** for the adoption of the 2022-2023 General Fund Budget in the amount of \$182,934,906.00 which represents a tax increase of 3.31% (millage 29.6885). (**Attachment A33**)
- J. Administration recommends approval of **Resolution #2022-46** for the 2022-2023 Homestead and Farmstead Exclusion. (**Attachment A34**)
- K. Administration recommends approval to enter into a five year agreement with **Box Clever Incorporated** for the use of their Bus Status System application (app). The application provides parents/guardians more transparency with regards to the day-to-day status of their student(s) transportation. The cost shall not exceed \$5,650.00 per year and will be funded from the Transportation Budget.
- L. Administration recommends approval of the **Western Montgomery Career and Technology Center's** 2022-2023 Budget in the amount of \$7,703,375.00. Spring-Ford's share of the cost is \$2,448,617.00 or an increase of \$159,210.00 from the prior year's budget. The district's contribution calculation is based on the 5-year average ADM ratio per agreement.
- M. The Board of School Directors authorizes **Fox Rothschild, LLP** to enter into an agreement for the property located at 600 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-04-6 setting (i) the assessment of the property at \$5,956,300 for tax year 2021 (School District tax year 2021-22) and (ii) the assessment of the property at \$6,123,900 for tax year 2022 (School District tax year 2022-23) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.

VIII. PROGRAMMING AND CURRICULUM

- A. Administration recommends approval to submit to PDE the Spring-Ford Area School District's "District Level Comprehensive Plan" Effective July 1, 2022, through June 30, 2025, as presented.
- B. Administration recommends the approval of the Memorandum of Understanding with **Montgomery County Intermediate Unit** for the purposes of coordination and cooperation of early learning programs. (**Attachment A35**)

- C. Administration recommends the renewal of **Raptor Volunteer Management** for the 2022-2023 school year. The total cost will not exceed \$5,400.00. This will be purchased from the Technology operating budget.
- D. Administration recommends the renewal of **Office 365** for the 2022-2023 school year. The total cost will not exceed \$83,000.00. This will be purchased from the Technology operating budget.
- E. Administration recommends the renewal of **Skyward SIS** and Financial services for the 2022-2023 school year. The total cost will not exceed \$104,000.00. This will be purchased from the Technology operating budget.
- F. Administration recommends the renewal of our **EMS LINQ, Registration Gateway** and **DocuShare** software package for the 2022-2023 school year. Total cost will not exceed \$36,000.00. This will be funded from the Technology operating budget.
- G. Administration recommends the purchase of security awareness training **KnowBe4** for the 2022-2023 school year. The total cost will not exceed \$11,000.00. This will be purchased from the Technology operating budget.

IX. CONFERENCES AND WORKSHOPS

- A. **Dr. Tina Giambattista, Assistant Superintendent**, to attend the “Special Education Law Symposium” virtually June 19-24, 2022. The total cost of the conference is \$945.00 (Registration). No substitute coverage is needed.
- B. **Robert Hunter, Planning, Operations and Facilities, Shawn Ryan, Supervisor of Operations/Facilities, Robert Rizzo, Superintendent, and Dr. Kelly Murray, Assistant Superintendent**, to attend the “Education Green Ribbon Schools Celebration Conference” July 25-27, 2022 in Washington DC. The total cost shall not exceed \$3,337.88 (\$834.47 per person for lodging, travel, and food) Substitute coverage is not needed.
- C. **Joseph Mayo, Information Systems Administrator**, attended the “2022 Keystone State Skyward User Group Conference” April 19-20, 2022. The total cost was \$220.93 (travel and lodging). On March 28, 2022 the Board approved three staff members to attend the 2022 Keystone State Skyward User Group Conference for a total of \$1,249.00. One staff member did not attend. Administration is seeking approval to reimburse Mr. Mayo for travel and lodging expenses which will not exceed the previously approved amount of \$1,249.00. No substitute coverage was needed.
- D. Administration requests approval for **Shawn Ryan, Supervisor of Operations/Facilities**, to attend in place of Robert Hunter for the “MCIU 2022 Facilities Directors Workshop” from May 12-13, 2022. Attendance for Robert Hunter has been previously approved and this request will not impact the previously approved cost of \$563.71 (Registration, transportation and hotel).

X. OTHER BUSINESS

- A. The following policies are submitted for **approval**:
 1. Policy #323 - Tobacco and Vaping Products (**Attachment A36**)
 2. Policy #324 - Personnel Files (**Attachment A37**)
 3. Policy #326 - Complaint Process (**Attachment A38**)
 4. Policy #328 - Compensation Plans/Salary Schedules (**Attachment A39**)

5. Policy #330 - Overtime (**Attachment A40**)
6. Policy #331 - Job Related Expenses (**Attachment A41**)
7. Policy #332 - Working Periods (**Attachment A42**)
8. Policy #333 - Professional Development (**Attachment A43**)
9. Policy #334 - Sick Leave (**Attachment A44**)
10. Policy #335 - Family and Medical Leaves (**Attachment A45**)
11. Policy #336 - Personal Necessity Leave (**Attachment A46**)
12. Policy #337 - Vacation (**Attachment A47**)
13. Policy #338 - Sabbatical Leave (**Attachment A48**)
14. Policy #338.1 - Compensated Professional Leaves (**Attachment A49**)

XI. BOARD COMMENT

XII. PUBLIC TO BE HEARD

XIII. ADJOURNMENT



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-17

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

Whereas, Thomas was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-1)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-18

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

Whereas, Steven was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-2)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-19

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

Whereas, Connor was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-3)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-20**

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

Whereas, Alyssa was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-4)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-21**

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

Whereas, Kathryn was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-5)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-22**

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

Whereas, Spencer was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-6)



SPRING-FORD AREA SCHOOL DISTRICT

District Office

857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-23

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

Whereas, Nolan was selected to represent Spring-Ford at the 2022 Inter County Band festival.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-7)



**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-24**

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

Whereas, Samuel was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022; the PMEA Region 6 Band that performed at Rustin HS on Friday, March 11, and the PMEA All State Concert Band that performed at the Kalahari Resort in the Poconos on April 9, 2022.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-8)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-25

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

Whereas, Aimen was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022; the PMEA District 11 Orchestra that performed at Upper Perkiomen HS on Friday, January 28, 2022; and the PMEA All State Jazz Ensemble that performed at Pocono Mountain West on Friday, April 8, 2022.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-9)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-26

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

Whereas, Nicole was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022,

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-10)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-27**

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

Whereas, Robert was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022,

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-11)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-28

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

Whereas, Aiden was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022; the PMEA District 11 Orchestra that performed at Upper Perkiomen HS on Friday, January 28, 2022; the PMEA Region 6 Band that performed at Rustin HS on Friday, March 11, 2022; and the PMEA All State Jazz Ensemble that performed at Pocono Mountain West on Friday, April 8, 2022.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-12)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-29

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

Whereas, Anne was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022; the District 11 Orchestra that performed at Upper Perkiomen HS on Friday, January 28, 2022; the PMEA Region 6 Orchestra that performed at Lower Merion HS on Friday, February 25, 2022; the PMEA Region 6 Band that performed at Rustin HS on Friday, March 11, and the PMEA All State Orchestra that performed at the Kalahari Resort in the Poconos on April 9, 2022.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-13)



**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-30**

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

Whereas, Samuel was selected for the Pennsylvania Music Educators Association 2022 District 11 Band that performed at Pennsbury High School on Friday, February 11, 2022, as well as the PMEA District 11 Orchestra that performed at Upper Perkiomen HS on Friday, January 28, 2022,

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-14)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-31**

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

Whereas, James was selected through an audition process for the Pennsylvania Music Educators Association 2022 District 11 Choir.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-15)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-32**

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

Whereas, Griffin was selected through an audition process for the Pennsylvania Music Educators Association 2022 District 11 Choir.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-16)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-33

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

Whereas, Anne was selected through a series of auditions for the Pennsylvania Music Educators Association 2022 District 11 Choir, and Region VI Choir.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-17)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-34**

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

Whereas, Sunidhi was selected through a series of auditions for the Pennsylvania Music Educators Association 2022 District 11 Choir, Region VI Choir and All-State choir placing 4th in the State.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-18)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-35**

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

Whereas, Ayan was selected for the Pennsylvania Music Educators Association 2022 District 11 Orchestra that performed at Upper Perkiomen HS on Friday, January 28, 2022,

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-19)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-36

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

Whereas, Avery was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-20)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-37**

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

Whereas, Stella was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-21)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-38

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

Whereas, Maddie was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-22)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-39

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

Whereas, Abigail was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-23)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT RESOLUTION #2022-40

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

Whereas, Leah was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-24)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-41**

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

Whereas, Leana was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-25)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-42**

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

Whereas, Carrie was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-26)



SPRING-FORD AREA SCHOOL DISTRICT
District Office
857 South Lewis Road, Royersford, PA 19468

**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-43**

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

Whereas, Albany Viet was selected for the Montgomery County Honors String Orchestra that performed at Upper Merion High School on Friday, November 5, 2021.

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____
Margaret D. Wright, Ed.D.
Board President

By: _____
Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-27)



**SPRING-FORD AREA SCHOOL DISTRICT
RESOLUTION #2022-44**

The Spring-Ford Area School District Board of Education commends the **Spring-Ford Area High School Golden Rams Marching Band** under the direction of Seth Jones and his staff for successfully placing at the Cavalcade of Bands Patriot Open Championship in Hershey, PA on November 13, 2021.

Whereas, the Spring-Ford Area High School Golden Rams Marching Band entered the 2021 Cavalcade of Bands Patriot Open Championship in Hershey, PA and were awarded first place after having earned a score of 96.30, winning awards in high visual, high percussion, and high overall effect.

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

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

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

NOW THEREFORE BE IT RESOLVED, this **16th** day of **May 2022**.

By: _____

Margaret D. Wright, Ed.D.
Board President

By: _____

Erin G. Crew
Assistant Board Secretary

SFASD Board Members

Mrs. Abby Deardorff | Mrs. Wendy Earle | Mrs. Erica Hermans, Vice President
Mr. Clinton L. Jackson | Mr. David R. Shafer | Mrs. Diane C. Sullivan
Dr. Margaret D. Wright, President | Mrs. Karen Weingarten | Mrs. Colleen Zasowski

(Attachment A-28)

On April 19, 2022 The Spring-Ford Area School District Work Session was called to order at 7:36 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle, Karen Weingarten, and Dr. Margaret D. Wright
Region II: Clinton L. Jackson, David R. Shafer, and Colleen Zasowski
Region III: Abby Deardorff, Erica Hermans, and Diane Sullivan
Presiding Officer: Dr. Margaret D. Wright
Superintendent: Robert W. Rizzo
Assistant Superintendents: Kelly M. Murray and Tina Giambattista
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Allison McVey and Aditi Mangal

CALL TO ORDER

Dr. Wright called the meeting to order at 7:36 pm.

PLEDGE OF ALLEGIANCE

Executive session prior to the start of the meeting to discuss a student issue.

Mrs. Bickert noted that all members were present.

Dr. Wright made a motion to remove Action items A-N from the agenda, seconded by Mrs. Earle.
Motion carries 8-1 (Mr. Jackson was the dissenting vote)

ANNOUNCEMENTS

None

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

Maryjo Mcnamar, Limerick - Committee Meeting Structure

II. PRESENTATION

A. Mr. James D. Fink CPA, Chief Financial Officer, Presentation and Discussion of the 2022-2023 Proposed Final Budget.

Mr. Fink provided a detailed presentation of the 2022-23 District Proposed Budget. The presentation included actual revenues and what the projected amounts for where he feels the district will be at the end of the current fiscal year. He then reviewed the audited actual expenditures and projected. We are about .75% about where we thought we'd be. Obstacles include finalizing a budget before the state budget is done and passed. Federal spending and grants are also not finalized. State Revenues, Earned Income, and Federal were reviewed. For expenditures, about 70% is made up by wages & benefits. A shortfall of about 4.5 million which is about 3.8% at this stage of the process, the index is 3.4% so we are within this window. Mr. Fink went over what a 1% tax change would look like and noted that equates to about 1.2 million in revenue, and about \$28.74 per \$100k assessment. The next steps are to adopt the proposed final budget at the May 23rd Board meeting. He will continue to work on the budget

until this meeting. The proposal of the proposed Final Budget is based on the 3.8% increase. Mrs. Herman stated that they are not ok with the 3.8% and will be working at the Committee meetings trying to get that down.

- B. Heather Nuneviller, 5/6/7 Building Principal, Courtney Ojakovo, 6th Grade Gifted Support Teacher, Samhita Basuthakur, 7/8 ELD Teacher, and club member students,** to present on the scope of the new Countries and Cultures Club at the 5/6/7 Grade Center.

Mrs. Nuneviller said about 4 years ago they held a multicultural Thanksgiving and will be bringing it back this coming year. The club was started from ideas coming from other districts that held these successful events. The club started by getting to know each other, knowledge about other countries and appreciating their differences. Each student chose a country of interest or family heritage. An epcot style experience was created so each could travel through the countries that included food, culture, experiences and more. The student enjoyed the club, making friends, learning about other cultures and enjoyed the experience.

III. ACTION ITEM

Motion by Mrs. Zasowski to approve Action item O-P, seconded by Mrs. Hermans.
Motion carries 9-0.

- ~~A. Administration recommends approval of **Resolution 2022-03**, commending Mason Doan and Spring-Ford Boys Bowling Head Coach Ryan Souder and Assistant Coach Mallory Greene, for winning the Pennsylvania State Championship and was the first Pennsylvania State Bowling Championship Gold Medal in school history. **(Attachment A1)**~~
- ~~B. Administration recommends approval of **Resolution 2022-04**, commending Nene Mokonehu and Spring-Ford High School Girls Indoor Track Head Coach Danielle Stauffer and Assistant Coaches Steve Entenman, Amy Short, Dave Cain, and Bella Marchini, for winning the PTFCA State Championship High Jump. **(Attachment A2)**~~
- ~~C. Administration recommends approval of **Resolution 2022-05**, commending Vania Mokonehu and Spring-Ford High School Girls Indoor Track Head Coach Danielle Stauffer and Assistant Coaches, Steve Entenman, Amy Short, Dave Cain, and Bella Marchini, for earning a 5th Place medal at the PTFCA State Championship Shot Put and winning the first Indoor State Meet Medal in Shot Put in school history. **(Attachment A3)**~~
- ~~D. Administration recommends approval of **Resolution 2022-06**, commending Travell Wellons, Leonell Aguilar, Justin Russell, and Colby Basalyga and Spring-Ford High School Boys Indoor Track Head Coach Danielle Stauffer and Assistant Coaches Steve Entenman, Amy Short, Dave Cain, and Bella Marchini, for earning a 6th Place medal at the PTFCA State Championship 4x200 meter relay and winning the first indoor State Meet Medal in 4x200 meter relay in school history. **(Attachment A4)**~~
- ~~E. Administration recommends approval of **Resolution 2022-07**, commending Ashley Gutshall and Spring-Ford High School Swimming Team Head Coach Jack Graham and Assistant Coaches Mark Agnew and Melinda Borgnis, for winning the 2022 Pioneer Athletic Conference 100 freestyle. **(Attachment A5)**~~
- ~~F. Administration recommends approval of **Resolution 2022-08**, commending Ashley Gutshall and Spring-Ford High School Swimming Head Coach Jack Graham and Assistant Coaches, Mark Agnew and Melinda Borgnis, and winning the 2022 Pioneer Athletic Conference 50 freestyle. **(Attachment A6)**~~
- ~~G. Administration recommends approval of **Resolution 2022-09**, commending Maris Sadowski, Sydney Koehler, Abby Koehler, and Ashley Gutshall and Spring-Ford High School Swimming Head Coach Jack Graham and Assistant Coaches Mark Agnew and Melinda Borgnis for~~

~~winning the 2022 Pioneer Athletic Conference 200 medley relay and Pioneer Athletic Conference Girls' 200 freestyle relay. (Attachment A7)~~

- ~~H. Administration recommends approval of **Resolution 2022-10**, commending the Spring-Ford Girls Basketball Coach Mickey McDaniel and his Assistant Coaches Dan Brittingham, Phil Roche, Matt Labick, and Marisa Moley for winning the Pioneer Athletic Conference Championship. (Attachment A8)~~
- ~~I. Administration recommends approval of **Resolution 2022-11**, commending the Spring-Ford Wrestling Coach Tim Seislove and his Assistant Coaches Mike Busa, Doug Landis, and volunteer coaches Chase Brown and BJ Algeo for winning the PAC Championship and the PIAA District One North Champion. (Attachment A9)~~
- ~~J. Administration recommends approval of **Resolution 2022-12**, commending Ryan Lepore and Spring-Ford High School Wrestling Head Coach Tim Seislove and Assistant Coaches Mike Busa, Doug Landis and Volunteer Coaches Chase Brown and BJ Algeo for winning the PAC Championship 145-pound weight class. (Attachment A10)~~
- ~~K. Administration recommends approval of **Resolution 2022-13**, commending Gus Smith and Spring-Ford High School Wrestling Head Coach Tim Seislove and Assistant Coaches Mike Busa, Doug Landis, and Volunteer Coaches Chase Brown and BJ Algeo for winning the PIAA District One Championship 106-pound weight class. (Attachment A11)~~
- ~~L. Administration recommends approval of **Resolution 2022-14**, commending Cole Smith and Spring-Ford High School Wrestling Head Coach Tim Seislove and Assistant Coaches Mike Busa, Doug Landis and Volunteer Coaches Chase Brown and BJ Algeo for winning the PAC Championship 113-pound weight class and PIAA District One North Championship. (Attachment A12)~~
- ~~M. Administration recommends approval of **Resolution 2022-15**, commending Quinn Smith and Spring-Ford High School Wrestling Head Coach Tim Seislove and Assistant Coaches Mike Busa and Doug Landis and Volunteer Coaches Chase Brown and BJ Algeo for winning the PAC Championship 126-pound weight class and PIAA District One North Championship. (Attachment A13)~~
- ~~N. Administration recommends approval of **Resolution 2022-16**, commending Anthony Attilio and Spring-Ford High School Wrestling Head Coach Tim Seislove and Assistant Coaches Mike Busa and Doug Landis and volunteer Coaches Chase Brown and BJ Algeo for winning the PIAA District One North Championship 152-pound weight class. (Attachment A14)~~
- O. Administration recommends approval of an independent contract with **Mike Straka** in Bushkill, PA to provide "*The Dinosaur Dig Assembly*" for 2nd Grade Students at Spring City Elementary. The cost shall not exceed \$450.00 and will be paid from the Spring City Elementary Budget.
- P. Administration recommends adoption of the Proposed Final Budget for the 2022-2023 school year in the amount of \$183,292,885.00. The proposed final budget must be approved thirty (30) days prior to the final budget adoption, and the proposed final budget will be made available for public inspection at least twenty (20) days prior to the adoption of the final budget.

IV. BOARD AND COMMITTEE REPORTS

Student Rep. Report

Allison McVey/Aditi Mangal

Aditi reported on recent events which included report cards being released tomorrow, student council voter registration drive, SFHS Aevium club will be hosting a self-care night, and PSSA testing will be administered in grades 3-8 starting next week.

Allison reported Read Across America was held in February, String Jamboree was last weekend, and the 5/6/7 Center held a BMX assembly as some of the events recently held.

Mrs. Weingarten stated SNAP is still looking for volunteers for the post prom event.

Mr. Shafer complimented the student reps.

Policy

Wendy Earle

2nd Mon. 6:30 p.m

Mrs. Earle noted that the Policy Committee has really made some significant progress with consolidating policies. The policies being retired on this agenda are consolidated or addressed as separate policies and nothing is being taken away. The complete minutes will be approved at the next meeting and posted on the District website.

Curriculum/Technology

Dr. Margaret D. Wright

2nd Mon. 7:30 p.m.

Dr. Wright stated that some of the Technology items discussed the Smart Board implementation plan, several contract renewals that are annual and storage. The summer band program was discussed and presented, information about the ELD, Global studies and international travel were all discussed as a few of the topics. The full minutes to this meeting will be approved at the next committee meeting and will be posted on the District website.

Finance

Clinton L. Jackson

2nd Tue. 6:30 p.m.

Mr. Jackson briefly reviewed the financial report, and said the committee will be moving YMCA item to the full board for approval and noted that they are going to continue to work and come up with an agreeable percentage for a tax increase. The full minutes will be posted on the District website after being approved at next month's meeting.

Property

Clinton L. Jackson

2nd Tue. 7:30 p.m.

Mr. Jackson said some of the items talked about at the Property meeting was the Spring City strategic planning presentation, Oaks Elementary discussion on the need for 4 small instruction group classrooms at Brooke Elementary. The full minutes will be posted on the District website after approval next month.

WMCTC

Earle/Weingarten/Zasowski 1st Mon. 7:00 p.m.

Mrs. Zasowski reported at the JOC meeting there was an Executive Session to discuss Personnel, the new director was offering a tour of the school to the Board members, and it was asked that the Western Center provide a plan for the repairs that are needed. Student achievements were also highlighted during the meeting and she noted that applications have increased. Mr. Jackson asked about Limerick Fire to which she responded that is no longer going to be looked at.

Superintendent's Report

Robert Rizzo

Mr. Rizzo reported that there is an increase in cases of Covid then noted that even though there are talks in the area about indoor masking, Spring-Ford is in the low range so no cause for concern.

Mr. Rizzo updated the Board on the independent contract approval process that was asked at a previous meeting. He noted that independent contracts between the vendor and the district would still need to be approved by the Board as well as any programs paid by the district. Any programs with a contract between Home & School and the program provider and is paid by Home & School will not need to be approved by the Board but a use of facilities will still need to be completed.

Mr. Rizzo noted that Decision day has grown and will be held in McNelly stadium on April 29th. Please read the communications from the schools for all the events taking place.

Solicitor's Report

Mark Fitzgerald

Mr. Fitzgerald stated that there are 2 cases that he is keeping his eye on and he will report once there is more information.

V. MINUTES

Minutes A-B, No questions or comments from the Board

A. Administration recommends approval of the March 21, 2022, Work Session minutes.
(Attachment A15)

B. Administration recommends approval of the March 28, 2022, Board Meeting minutes.
(Attachment A16)

VI. PERSONNEL

Personnel items A-T, Dr. Wright noted that items N-Q should have an ending date of June 30, 2024.

A. Resignations

1. **Alyson N. Barlok**; Speech and Language Therapist, Senior High School. Effective: August 12, 2022.
2. **Kathleen L. DiBenedetto**; Elementary Teacher, Evans Elementary School. Effective: June 13, 2022.
3. **Kenya H. Kistler**; School Psychologist, Limerick Elementary School. Effective: June 13, 2022.
4. **Jacquelyn M. Lippincott**; Special Education Teacher, Extended School Year. Effective: March 31, 2022.
5. **Judith M. Nuskey**; Staff Accountant, District Office. Effective: April 8, 2022.
6. **Charlene Strange**; Instructional Assistant, Oaks Elementary School. Effective: April 15, 2022.

B. Leave of Absence

1. **Krista M. Mansfield**; Elementary Teacher, 5/6th Grade Center for a child-rearing leave of absence per the Professional Agreement. Effective: August 23, 2022, through the first semester of the 2022-2023 school year.

C. Temporary Professional Employee

1. **Meaghan M. Snyder**; Elementary Teacher, 5/6th Grade Center replacing Lauren E. Dietrich who resigned. Compensation has been set at B, Step 1 \$50,750.00, prorated, with benefits per the Professional Agreement. Effective: May 2, 2022.

D. Support Staff

1. **Jennifer V. Giles**; Instructional Assistant, Limerick Elementary School replacing Judy Denning who retired. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistant Benefit Summary. Effective: April 19, 2022.
2. **Bruce A. McClintock**; Custodian, Senior High School replacing Brandon M. Evans who had a change of status. Compensation has been set at \$17.22/hour with benefits per the Custodian Benefit Summary. Effective: April 11, 2022.

E. Administration recommends approval of the following Professional Staff for before and after school tutoring for the 2021-2022 school year. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), ARP ESSER 7% as previously approved.

1. **Louis M. Rizzo**

- F.** Administration recommends approval of the following Professional Staff as Special Education Teachers for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.
1. **Kelsey E. Mitton**
 2. **Ilyse J. Perloff**
- G.** Administration recommends approval of the following Professional Staff as Special Education Teacher Tutor for the 2022 Extended School Year Program (ESY) for a minimum of 30 hours. The position runs June 27, 2022 through August 19, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.
1. **Sarah D. Rizzuto**
- H.** Administration recommends approval of the following Professional Staff as Certified School Nurse Substitutes for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.
1. **Stacey C. Huntington**
 2. **Jennifer A. Kurian**
 3. **Bridget A. Mullins**
 4. **Rachael A. Schauder**
- I.** Administration recommends approval of the following Support Staff as Instructional Assistants for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:45 AM to 2:15 PM; June 23, 2022 through July 28, 2022. Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds.
1. **Nora K. Albertson**
 2. **Kayla M. Christman**
 3. **Meghan E. McCullough**
- J.** Administration recommends the following Professional Staff as Covid Compensatory Services (CCS) Tutor. Tutoring will occur March 1, 2022 through June 9, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will come from the Governor's Emergency Education Relief Fund (GEER)
1. **Diana L. Bilardo**
- K.** Administration recommends approval for **Stacey C. Huntington** to be hired as a nurse for Summer Band Camp from August 8, 2022 through August 19, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), not to exceed 55 hours. Funding will be from the General Fund.
- L.** Administration recommends the following Professional Staff as Teacher for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the -ESSER Grant.
1. **Sheila Egleston**
- M.** Administration recommends the following Registered Nurses as Substitute Nurses for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the ESSER Grant.
1. **Jennifer A. Kurian**
 2. **Bridget A. Mullins**

- N. Administration recommends approval for the Spring-Ford Area School District Custodian Benefit Summary, effective July 1, 2022 to June 3, 2024.
- O. Administration recommends approval for the Spring-Ford Area School District Food Service Benefit Summary, effective July 1, 2022 to June 3, 2024.
- P. Administration recommends approval for the Spring-Ford Area School District Administrative Assistants, Secretaries, and Copy Center Clerks Benefit Summary, effective July 1, 2022 to June 3, 2024.
- Q. Administration recommends approval for the Spring-Ford Area School District Act 93 Principals and Administrators Meet & Discuss Plan, effective July 1, 2022 to June 3, 2024.
- R. Administration recommends approval of the attached extra-curricular contracts for the 2021-22 school year. **(Attachment A17)**

VII. FINANCE

Finance items A-F, Mr. Rizzo noted that Item D13 will be updated with the cost for next week's meeting.

- 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. Payments:

1. General Fund Checks

Check No. 214529 - 214607	\$ 162,043.03
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2. Food Service Checks

Check No. 2377 - 2382	\$ 187.11
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3. General Fund, Food Service, Capital Reserve & Projects ACHs

ACH No. 212202146 - 212202306	\$ 3,669,082.46
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4. Wires

Wire No. 202122076 - 202122093	\$ 9,201,015.34
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5. Procurement Payments

Transaction No. 210000196 - 210000225	\$ 12,070.14
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C. The following monthly Board reports are submitted for your approval:

1. Skyward Reports

- Check Report (All funds)
- ACH Report (All funds)
- Wires Report (All funds)
- Procurement Report (All funds)

D. Administration recommends approval of the following **independent contracts**.

- 1. Administration recommends approval of Provisional of educational services from **Lakeside Educational Network** to provide services through the Lakeside Mobile Support Program for one special education student. The total contract cost shall not exceed \$17,700.00. The contract will be paid from the Special Education Budget.

2. Administration recommends the approval of an independent contract with **The Lincoln Center** to provide educational services for one special education student for the 2021-2022 school year. The total cost of the contract is not to exceed \$20,250.00. The funding will be paid from the Special Education Budget.
3. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** for 2 performances of the “*Zoo on Wheels, Animal Adaptation*” at Upper Providence Elementary. The total cost of the program shall not exceed \$880.00 and will be funded from the Upper Providence Elementary Budget.
4. Administration recommends approval for an independent contract with **The Wilderness Classroom Organization, Western Springs, IL** for the performance of “*Rainforest*”, a virtual school assembly program for all 1st Grade Students at Royersford Elementary School. The total cost shall not exceed \$400.00 and will be funded from the Royersford Elementary Budget.
5. Administration recommends approval for an independent contract with **Academic Entertainment, Snohomish, WA** to perform “*Dare to Draw - Pencil Power*” virtually at Royersford Elementary School. The total cost shall not exceed \$1,595.00 and will be funded from the Royersford Elementary Budget.
6. Administration recommends approval for an independent contract with **Musicopia, Philadelphia, PA** to perform “Voices and Bucket Drumming” assembly at Spring City Elementary School. The total cost to the district is \$0.00. All funding will be provided by Robert L. Bard and Agnes Cook Bard Trust (Bard Foundation).
7. Administration recommends approval for an independent contract with **Musicopia, Philadelphia, PA** to perform “*Bucket Drumming*” Workshops for grade 2, 4 classes at Spring City Elementary School. The total cost to the district is \$0.00. All funding will be provided by Robert L. Bard and Agnes Cook Bard Trust (Bard Foundation).
8. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform the “*Zoo on Wheels*” program at Spring City Elementary School. The total cost shall not exceed \$505.00. Funding will be provided by the Spring City Elementary Home and School Association.
9. Administration recommends approval for an independent contract with **Michael Straka, Bushkill, PA** to perform “*Rocks, Minerals and Fossil Show*” at Evans Elementary School. The total cost shall not exceed \$575.00. Funding will be provided by the Evans Elementary Home and School Association.
10. Administration recommends approval for an independent contract with **Alan Sands Entertainment, Foster City, CA** to perform “*Comedy Juggler Michael Rosman*” at Upper Providence Elementary School. The total cost shall not exceed \$1,400.00. Funding will be provided by the Upper Providence Elementary Home and School Association.
11. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform “*Distance Learning (Zoom)*” at Limerick Elementary School. The total cost shall not exceed \$175.00. Funding will be provided by Limerick Elementary Home and School League.
12. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform “*Zoo on Wheels*” for First Grade students at Limerick Elementary School. The total cost shall not exceed \$530.00. Funding will be provided by Limerick Elementary Home and School League.

13. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform “*Zoo on Wheels*” for Third Grade students at Limerick Elementary School. Funding will be provided by Limerick Elementary Home and School League.
 14. Administration recommends approval for an independent contract with **Musicopia, Philadelphia, PA** to perform “*Bucket Drumming*” at Limerick Elementary School. The total cost to the district is \$0.00. All funding will be provided by Robert L. Bard and Agnes Cook Bard Trust (Bard Foundation).
- E. Administration recommends approval of an increase to the Montgomery County Intermediate Unit 2021-2022 Shared Services Plan, originally approved January 2022, in the amount of \$114,844.75 to cover increased expenditures for services. Funding will be paid from the Special Education Budget and shall not exceed a newly adjusted MCIU Shared Services Plan amount of \$1,362,565.41.
 - F. Administration recommends a multi-year use of facilities agreement with Limerick Township Parks and Recreation for their Shamrock Summer Camp. The day camp is offered to local residents and is utilized primarily by Spring-Ford families. The fees to be collected from the township are annual fixed-fees as follows: 2022 \$7,500; 2023 \$15,000; 2024 \$15,000; 2025 \$15,000 and 2026 \$15,000.

VIII. PROPERTY

Mrs. Hermans asked what is end of life for furniture to which Mr. Shafer said it is far overdue.

Dr. Wright noted on item C, the cost is for 3 years. Mr. Jackson asked what the cost is projected for years 5 and 6.

- A. Administration recommends retroactive payment for the difference in custodial overtime hours worked which were paid at the straight time rate. The retroactive dates are from 9/2/21 through 10/25/21. On October 25th, 2021, the school board approved the amendment to the custodial agreement to allow vacation and sick time to be counted in the 40 hour work week if deemed an emergency by the Director of Operations. The total cost shall not exceed \$2,000.00 and will be paid from the Maintenance Operating Budget.
- B. Administration recommends approval for the purchase of teacher classroom furniture with Kurtz Brothers through COSTARS contract # 035-002. The total cost shall not exceed \$160,770.30 and will be paid from the Capital Reserve.
- C. Administration recommends approval for the phase 1 camera upgrade project at the 8thGC, 9thGC at the High School with Integrated Security Systems through COSTARS contract # 040-058. Total cost will not exceed \$485,026.00. Funding will come from the Capital Reserve and then repaid from the School Safety Operating Budget.

IX. PROGRAMMING AND CURRICULUM

Item P, it was noted that this is for classes not offered at Spring-Ford.

- A. Administration recommends approval of the Memorandum of Agreement between the Spring-Ford Area School District and the Spring-Ford Education Association for the purpose of establishing the compensation plan and expectations for Spring-Ford Cyber Learning staff during the 2022-2023 school year.
- B. Administration recommends the approval of Spring-Ford Learning year two course build plan in Canvas. The total cost shall not exceed \$300,608.00 and will be funded from ESSER Grant Funds as previously allocated.

- C. Administration recommends the approval of Edmentum- Exact Path Math, Reading, and Language Arts with NWEA link plus Exact Path Assessments for grades K-8 for a 3 year implementation. The total cost is not to exceed \$225,960.00. The funding will be paid from ESSER grant funds as previously allocated.
- D. Administration recommends the approval of EdPuzzle Pro. This is a digital resource that will be used to support instruction in grades 5-12 and cyber course building. The annual cost is not to exceed \$7,200.00 and will be paid from the 2022-2023 Curriculum Budget.
- E. Administration recommends the renewal of Nearpod. This is a one year district digital license which includes access to standards aligned resources, digital citizenship, social emotional learning, college and career readiness, and English Learner resources. The cost is not to exceed \$42,000.00 and will be paid from the Curriculum Budget.
- F. Administration recommends the renewal of aimswebPlus. This is a reading and math assessment system that is used for screening purposes and for progress monitoring. The cost is not to exceed \$16,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- G. Administration recommends the renewal of Discovery Education Streaming Plus Package. This resource is purchased through the Montgomery County Intermediate Unit at a discounted consortium price. Discovery Education provides access to K-12 digital content for multiple content areas. The cost is not to exceed \$16,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- H. Administration recommends the renewal of Learning A-Z. This is a digital reading resource for grades K-4 that is purchased through the MCIU consortium. The cost is not to exceed \$62,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- I. Administration recommends the renewal of ST Math by Mind Research. This is a digital resource that will be used to support math instruction in grades K-4. The cost is not to exceed \$23,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- J. Administration recommends the renewal of Pebble Go & Pebble Go Next. This is a one year district digital license for online book access for each elementary school. The cost is not to exceed \$12,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- K. Administration recommends the renewal of Performance Tracker and Assessment Builder (Powerschool). This is a resource that is used to manage assessment data. The cost is not to exceed \$23,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- L. Administration recommends the renewal of Chinese I, II, & III through Proximity Learning. This is a live teaching resource for Chinese. The cost is not to exceed \$28,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- M. Administration recommends the renewal of Seesaw. This is a digital resource that will be used to support instruction in grades K-2. The cost is not to exceed \$10,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- N. Administration recommends the renewal of the Smart Futures On-line Program to manage Act 339 evidence for all students K-12. The cost is not to exceed \$9,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.

- O. Administration recommends the renewal of USA Test Prep for 9th English, 8th Science, Biology, and Algebra. The cost is not to exceed \$2,200.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- P. Administration recommends the renewal of VHS through the Montgomery County Intermediate Unit. This includes 40 student seats (20 in the fall semester and 20 in the spring semester). The contract is not to exceed \$6,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- Q. Administration recommends the renewal of Safari Montage for the 22-23 school year. The total cost will not exceed \$10,500.00. This will be purchased from the Technology operating Budget.
- R. Administration recommends the renewal of E-Rate services from the MCIU for the 22-23 school year. The total cost will not exceed \$6,500.00. This will be purchased from the Technology operating Budget.
- S. Administration recommends the renewal of RWAN services from the MCIU for the 22-23 school year. The total cost will not exceed \$35,000.00. This will be purchased from the Technology operating Budget.
- T. Administration recommends the purchase of two HPE Nimble's, all associated equipment, installation, and support as part of our storage refresh. Total cost will not exceed \$300,000. This will be funded out of capital reserve and then repaid from the Technology Operating Budget.

X. CONFERENCES AND WORKSHOPS

No questions or comments

- A. **Robert Hunter** to attend the “MCIU 2022 Facilities Directors Workshop” in Lehigh Valley, PA May 12-13, 2022. The total cost of the conference is \$563.71 (Registration, transportation, and hotel). No substitute coverage is needed.
- B. **Laura DiBattista** to attend the “LaSalle University APSI 2022” online training July 11-14, 2022. The total cost of the training is \$995.00 (Registration). No substitute coverage is needed.

XI. OTHER BUSINESS

Mrs. Hermans asked for clarification for item C1 Policy 005.1. Mr. Rizzo will provide that before the Board Meeting. Solicitor Fitzgerald shared requirements of meeting. The Board is to review and bring ideas back.

Mr. Jackson on B2, Policy #321 concerned it doesn't address political solicitations.

Mrs. Hermans on C1, Policy 005.1, feels structure and consistency is needed.

Mr. Rizzo will discuss political activities with students at committee and will get feedback from students.

- A. The following policies are being brought forward to be **rescinded and retired** as part of our 300s/400s/500s policy compaction process. The content of these policies is covered within other existing policies.

1. Policy #321 - Political Activities (**Attachment A18**)
2. Policy #322 - Gifts (**Attachment A19**)
3. Policy #323 - Tobacco Use (**Attachment A20**)

4. Policy #324 - Personnel Files (**Attachment A22**)
5. Policy #325 - Dress and Grooming (**Attachment A23**)
6. Policy #328 - Wage and Salary (**Attachment A24**)
7. Policy #331 - Job Related Expenses (**Attachment A25**)
8. Policy #333 - Professional Development (**Attachment A26**)
9. Policy #334 - Sick Leave (**Attachment A27**)
10. Policy #335 - Family and Medical Leaves of Absence (**Attachment A28**)
11. Policy #336 - Personal Leave (**Attachment A29**)
12. Policy #337 - Vacation (**Attachment A30**)
13. Policy #338 - Sabbatical Leave (**Attachment A31**)
14. Policy #338.1 - Compensated Professional Development Leaves (**Attachment A32**)
15. Policy #345 - Staff-Student Communication/Relations (**Attachment A33**)
16. Policy #352 - Alcohol-Free Workplace (**Attachment A34**)
17. Policy #421 - Political Activities (**Attachment A35**)
18. Policy #422 - Gifts (**Attachment A36**)
19. Policy #423 - Tobacco Use (**Attachment A37**)
20. Policy #424 - Personnel Files (**Attachment A38**)
21. Policy #425 - Dress and Grooming (**Attachment A39**)
22. Policy #426 - Complaint Policy (**Attachment A40**)
23. Policy #428 - Salary Determination (**Attachment A41**)
24. Policy #429 - Substitute Compensation (**Attachment A42**)
25. Policy #431 - Job Related Expenses (**Attachment A43**)
26. Policy #432 - Working Periods (**Attachment A44**)
27. Policy #433 - Professional Development (**Attachment A45**)
28. Policy #434 - Sick Leave (**Attachment A46**)
29. Policy #435 - Family and Medical Leaves of Absence (**Attachment A47**)
30. Policy #436 - Personal Leave (**Attachment A48**)
31. Policy #438 - Sabbatical Leave (**Attachment A49**)
32. Policy #438.1 - Compensated Professional Development Leaves (**Attachment A50**)
33. Policy #445 - Staff-Student Communications/Relations (**Attachment A51**)
34. Policy #452 - Alcohol-Free Workplace (**Attachment A52**)
35. Policy #523 - Tobacco Use (**Attachment A53**)
36. Policy #524 - Personnel Files (**Attachment A54**)
37. Policy #525 - Dress and Grooming (**Attachment A55**)
38. Policy #526 - Complaint Policy (**Attachment A56**)
39. Policy #528 - Wage and Salary Determination (**Attachment A57**)
40. Policy #529 - Substitute Compensation (**Attachment A58**)

41. Policy #530 - Overtime (**Attachment A59**)
42. Policy #531 - Job Related Expenses (**Attachment A60**)
43. Policy #532 - Working Periods (**Attachment A61**)
44. Policy #534 - Sick Leave (**Attachment A62**)
45. Policy #535 - Family and Medical Leaves of Absence (**Attachment A63**)
46. Policy #536 - Personal Leave (**Attachment A64**)
47. Policy #537 - Vacation (**Attachment A65**)
48. Policy #545 - Staff-Student Communications/Relations (**Attachment A66**)
49. Policy #552 - Alcohol-Free Workplace (**Attachment A67**)

B. The following policies are submitted for approval:

1. Policy #320 - Freedom of Speech in Nonschool Settings (**Attachment A68**)
2. Policy #321 - Political Activities (**Attachment A69**)
3. Policy #322 - Gifts (**Attachment A70**)
4. Policy #325 - Dress and Grooming (**Attachment A71**)
5. Policy #815 - Acceptable Use of the Electronic Communications Systems (**Attachment A72**)

C. The following policies are submitted for first reading:

1. Policy #005.1 - Board Committee (**Attachment A73**)
2. Policy #323 - Tobacco and Vaping Products (**Attachment A74**)
3. Policy #324 - Personnel Files (**Attachment A75**)
4. Policy #326 - Complaint Process (**Attachment A76**)
5. Policy #328 - Compensation Plans/Salary Schedules (**Attachment A77**)
6. Policy #330 - Overtime (**Attachment A78**)
7. Policy #331 - Job Related Expenses (**Attachment A79**)
8. Policy #332 - Working Periods (**Attachment A80**)
9. Policy #333 - Professional Development (**Attachment A81**)
10. Policy #334 - Sick Leave (**Attachment A82**)
11. Policy #335 - Family and Medical Leaves (**Attachment A83**)
12. Policy #336 - Personal Necessity Leave (**Attachment A84**)
13. Policy #337 - Vacation (**Attachment A85**)
14. Policy #338 - Sabbatical Leave (**Attachment A86**)
15. Policy #338.1 - Compensated Professional Leaves (**Attachment A87**)

XII. BOARD COMMENT

Mrs. Zasowski spoke about the Financial Interest Statements

Mr. Jackson requested non action items on the Work Session Agenda, Mr. Rizzo stated that if there is a need to have an action item on the Work Session Agenda and that there would be justification for that item in the Board Memo.

Mrs. Deardorff thanked the Islamic Community for inviting the Board Members to the Sharing Ramadan Event.

XIII. PUBLIC TO BE HEARD

Jordan Jackson, Collegeville - Asked the Board to consider changing the dress requirements for graduations as well as caps and gowns. Mr. Jacksons agrees that the Board should look at that. Several Board members discussed the gown colors and what is asked to be worn. Mr. Rizzo, talked about Graduation dress options for this year and noted that Mr. Colyer has put a lot of work into changing this.

Maryjo McNamara, Limerick - Racial comment about another team member

There was discussion between the Board members on addressing comments during the Public To Be Heard section of the meeting. Dr. Wright confirmed that all Board members are allowed to comment if they wish.

XIV. ADJOURNMENT

The Board unanimously adjourned the meeting at 10:08 p.m. with the motion from Mrs. Deardorff, seconded by Mrs. Zasowski.

Respectfully submitted,

Laurie J. Bickert
Board Secretary

On April 25, 2022 The Spring-Ford Area School District Board Meeting was called to order at 7:31 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle, Karen Weingarten, and Dr. Margaret D. Wright

Region II: Colleen Zasowski

Region III: Abby Deardorff, Erica Hermans, and Diane Sullivan

Presiding Officer: Dr. Margaret D. Wright

Superintendent: Robert W. Rizzo

Assistant Superintendents: Kelly M. Murray and Tina Giambattista

Chief Financial Officer: James D. Fink

Solicitor: Mark Fitzgerald, Esq.

Student Reps.: Allison McVey and Aditi Mangal

Virtual via Zoom: David R. Shafer

Absent: Clinton L. Jackson

CALL TO ORDER

Dr. Wright called the meeting to order at 7:31 pm.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Mrs. Bickert announced Mr. Jackson absent, Mr. Shafer on Zoom and all others present in person. Dr. Wright noted the Spring-Ford Education Foundation welcomed 400 runners to the SFEF to the Fun Run which was the first since 2018 and she thanked everyone for all the hard work that went into this event to make it happen.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

None

II. ACTION ITEM

Motion by Mrs. Deardorff to approve Action item A-N, seconded by Mrs. Earle.

Motion carries 7-0-1 (Mrs. Hermans abstained)

- A.** Administration recommends approval of **Resolution 2022-03**, commending **Mason Doan** and the Spring-Ford Boys Bowling Head Coach **Ryan Souder** and Assistant Coach **Mallory Greene**, for winning the Pennsylvania State Championship and was the first Pennsylvania State Bowling Championship Gold Medal in school history. **(Attachment A1)**
- B.** Administration recommends approval of **Resolution 2022-04**, commending **Nene Mokonchu** and the Spring-Ford High School Girls Indoor Track Head Coach **Danielle Stauffer** and Assistant Coaches **Steve Entenman**, **Amy Short**, **Dave Cain**, and **Bella Marchini**, for winning the PTFCA State Championship High Jump. **(Attachment A2)**

- C. Administration recommends approval of **Resolution 2022-05**, commending **Vania Mokonchu** and the Spring-Ford High School Girls Indoor Track Head Coach **Danielle Stauffer** and Assistant Coaches, **Steve Entenman, Amy Short, Dave Cain**, and **Bella Marchini**, for earning a 5th Place medal at the PTFCA State Championship Shot Put and winning the first Indoor State Meet Medal in Shot Put in school history. **(Attachment A3)**
- D. Administration recommends approval of **Resolution 2022-06**, commending **Travell Wellons, Leonell Aguilar, Justin Russell**, and **Colby Basalyga** and the Spring-Ford High School Boys Indoor Track Head Coach **Danielle Stauffer** and Assistant Coaches **Steve Entenman, Amy Short, Dave Cain**, and **Bella Marchini**, for earning a 6th Place medal at the PTFCA State Championship 4x200 meter relay and winning the first indoor State Meet Medal in 4x200 meter relay in school history.**(Attachment A4)**
- E. Administration recommends approval of **Resolution 2022-07**, commending **Ashley Gutshall** and the Spring-Ford High School Swimming Team Head Coach **Jack Graham** and Assistant Coaches **Mark Agnew** and **Melinda Borgnis**, for winning the 2022 Pioneer Athletic Conference 100 freestyle. **(Attachment A5)**
- F. Administration recommends approval of **Resolution 2022-08**, commending **Ashley Gutshall** and the Spring-Ford High School Swimming Head Coach **Jack Graham** and Assistant Coaches, **Mark Agnew** and **Melinda Borgnis**, and winning the 2022 Pioneer Athletic Conference 50 freestyle. **(Attachment A6)**
- G. Administration recommends approval of **Resolution 2022-09**, commending **Maris Sadowski, Sydney Koehler, Abby Koehler**, and **Ashley Gutshall** and the Spring-Ford High School Swimming Head Coach **Jack Graham** and Assistant Coaches **Mark Agnew** and **Melinda Borgnis** for winning the 2022 Pioneer Athletic Conference 200 medley relay and Pioneer Athletic Conference Girls' 200 freestyle relay. **(Attachment A7)**
- H. Administration recommends approval of **Resolution 2022-10**, commending the Spring-Ford Girls Basketball Coach **Mickey McDaniel** and his Assistant Coaches **Dan Brittingham, Phil Roche, Matt Labick**, and **Marisa Moley** for winning the Pioneer Athletic Conference Championship. **(Attachment A8)**
- I. Administration recommends approval of **Resolution 2022-11**, commending the Spring-Ford Wrestling Coach **Tim Seislove** and his Assistant Coaches **Mike Busa, Doug Landis**, and volunteer coaches **Chase Brown** and **BJ Algero** for winning the PAC Championship and the PIAA District One North Champion. **(Attachment A9)**
- J. Administration recommends approval of **Resolution 2022-12**, commending **Ryan Lepore** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa, Doug Landis** and Volunteer Coaches **Chase Brown** and **BJ Algero** for winning the PAC Championship 145-pound weight class. **(Attachment A10)**
- K. Administration recommends approval of **Resolution 2022-13**, commending **Gus Smith** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa, Doug Landis**, and Volunteer Coaches **Chase Brown** and **BJ Algero** for winning the PIAA District One Championship 106-pound weight class. **(Attachment A11)**
- L. Administration recommends approval of **Resolution 2022-14**, commending **Cole Smith** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa, Doug Landis** and Volunteer Coaches **Chase Brown** and **BJ Algero** for winning the PAC Championship 113-pound weight class and PIAA District One North Championship. **(Attachment A12)**

- M. Administration recommends approval of **Resolution 2022-15**, commending **Quinn Smith** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa** and **Doug Landis** and Volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PAC Championship 126-pound weight class and PIAA District One North Championship. **(Attachment A13)**
- N. Administration recommends approval of **Resolution 2022-16**, commending **Anthony Attilio** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa** and **Doug Landis** and volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PIAA District One North Championship 152-pound weight class. **(Attachment A14)**

III. PRESENTATIONS

Mr. McDaniel presented each of the resolutions and noted the accomplishments of each student and coach.

- A. Presentation of **Resolution 2022-03**, commending **Mason Doan** and the Spring-Ford Boys Bowling Head Coach **Ryan Souder** and Assistant Coach **Mallory Greene**, for winning the Pennsylvania State Championship and was the first Pennsylvania State Bowling Championship Gold Medal in school history. **(Attachment A1)**
- B. Presentation of **Resolution 2022-04**, commending **Nene Mokonchu** and the Spring-Ford High School Girls Indoor Track Head Coach **Danielle Stauffer** and Assistant Coaches **Steve Entenman**, **Amy Short**, **Dave Cain**, and **Bella Marchini**, for winning the PTFCA State Championship High Jump. **(Attachment A2)**
- C. Presentation of **Resolution 2022-05**, commending **Vania Mokonchu** and the Spring-Ford High School Girls Indoor Track Head Coach **Danielle Stauffer** and Assistant Coaches, **Steve Entenman**, **Amy Short**, **Dave Cain**, and **Bella Marchini**, for earning a 5th Place medal at the PTFCA State Championship Shot Put and winning the first Indoor State Meet Medal in Shot Put in school history. **(Attachment A3)**
- D. Presentation of **Resolution 2022-06**, commending **Travell Wellons**, **Leonell Aguilar**, **Justin Russell**, and **Colby Basalyga** and the Spring-Ford High School Boys Indoor Track Head Coach **Danielle Stauffer** and Assistant Coaches **Steve Entenman**, **Amy Short**, **Dave Cain**, and **Bella Marchini**, for earning a 6th Place medal at the PTFCA State Championship 4x200 meter relay and winning the first indoor State Meet Medal in 4x200 meter relay in school history. **(Attachment A4)**
- E. Presentation of **Resolution 2022-07**, commending **Ashley Gutshall** and the Spring-Ford High School Swimming Team Head Coach **Jack Graham** and Assistant Coaches **Mark Agnew** and **Melinda Borgnis**, for winning the 2022 Pioneer Athletic Conference 100 freestyle. **(Attachment A5)**
- F. Presentation of **Resolution 2022-08**, commending **Ashley Gutshall** and the Spring-Ford High School Swimming Head Coach **Jack Graham** and Assistant Coaches, **Mark Agnew** and **Melinda Borgnis**, and winning the 2022 Pioneer Athletic Conference 50 freestyle. **(Attachment A6)**
- G. Presentation of **Resolution 2022-09**, commending **Maris Sadowski**, **Sydney Koehler**, **Abby Koehler**, and **Ashley Gutshall** and the Spring-Ford High School Swimming Head Coach **Jack Graham** and Assistant Coaches **Mark Agnew** and **Melinda Borgnis** for winning the 2022 Pioneer Athletic Conference 200 medley relay and Pioneer Athletic Conference Girls' 200 freestyle relay. **(Attachment A7)**

- H. Presentation of **Resolution 2022-10**, commending the Spring-Ford Girls Basketball Coach **Mickey McDaniel** and his Assistant Coaches **Dan Brittingham, Phil Roche, Matt Labick,** and **Marisa Moley** for winning the Pioneer Athletic Conference Championship. (**Attachment A8**)
- I. Presentation of **Resolution 2022-11**, commending the Spring-Ford Wrestling Coach **Tim Seislove** and his Assistant Coaches **Mike Busa, Doug Landis,** and volunteer coaches **Chase Brown** and **BJ Algeo** for winning the PAC Championship and the PIAA District One North Champion. (**Attachment A9**)
- J. Presentation of **Resolution 2022-12**, commending **Ryan Lepore** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa, Doug Landis** and Volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PAC Championship 145-pound weight class. (**Attachment A10**)
- K. Presentation of **Resolution 2022-13**, commending **Gus Smith** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa, Doug Landis,** and Volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PIAA District One Championship 106-pound weight class. (**Attachment A11**)
- L. Presentation of **Resolution 2022-14**, commending **Cole Smith** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa, Doug Landis** and Volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PAC Championship 113-pound weight class and PIAA District One North Championship. (**Attachment A12**)
- M. Presentation of **Resolution 2022-15**, commending **Quinn Smith** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa** and **Doug Landis** and Volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PAC Championship 126-pound weight class and PIAA District One North Championship. (**Attachment A13**)
- N. Presentation of **Resolution 2022-16**, commending **Anthony Attilio** and the Spring-Ford High School Wrestling Head Coach **Tim Seislove** and Assistant Coaches **Mike Busa** and **Doug Landis** and volunteer Coaches **Chase Brown** and **BJ Algeo** for winning the PIAA District One North Championship 152-pound weight class. (**Attachment A14**)
- O. **Tina Parker, Spring-Ford SNAP At Large Member**, to provide an update on the Spring-Ford SNAP organization.
 Heidi Ciano and Tina Parker from SNAP spoke about the post prom event at Arnold's Family Fun Center and spoke about how important it is to hold events after prom for the students safety as an alternative post prom event. They held a raffle for a gas card, Dancing with the Stars with Spring-Ford staff and the Dress Boutique selling over \$5,000 serving dresses to those in and the community around Spring-Ford. A short video was presented on what those attending post prom will get to experience. SNAP invited everyone to attend the Community walk through on May 14th 6:30 - 8:30 pm. Mrs. Zasowski stated the Board supports SNAP and thanks them for keeping the Students, Parents and Community safe on the most dangerous night of the year. Mrs. Hermans thanked them for putting the event together. Arnolds has done a huge renovation. They are in great need for chaperones for 1-4 am night shift.
- P. **Dr. Kelly Murray, Assistant Superintendent of Teaching, Learning, and Innovation, and Dr. Tina Giambattista, Assistant Superintendent of Special Education and Student Services,** to present on the 2022-2025 Comprehensive Plan to include an overview of the process as well as the action steps for continuous school improvement.

Dr. Murray and Dr. Giambattista presented the Comprehensive plan which is a 3-year plan. The process includes goal setting and action plans from committee members that included staff, parents, guardians, and community members. They also had a presentation from the Spring-Ford Chamber of Commerce to ensure the plan was reflective of the entire community. The process included establishing a committee, reflecting on the mission, vision and educational values to name a few points. There will be reflection and evaluations throughout the 3-year plan. Educational Values were reviewed and Goals were set. The committee was able to identify strategies that are high powered that yield really well that will ensure students are getting support as early as possible. Dr. Giambattista noted that there will also be a Special Education plan and this will include meeting the goal for specific learning disability (SLD). The district provides Special Education Services and supports in the least restrictive environment. General Education should always be the first consideration for placement. Outcomes, differentiate between inclusion and least restrictive environment. 18.9 percent of the student population is receiving special education in the spring-ford district. Some of the indicators that the state looks at include monitoring, identification method, placement, and discipline. A few of the goal areas highlighted include Autism ASD, Positive behavior support Social/Emotional/IBehavioral intervention, Parent training include special ed parents and advisory committee. This is over a 3 year span, some of these we have already been doing and are in place which we will continue.

A curriculum audit was done. There is some work particularly in the area of Math.

Housebill 1332, did not pass however the information from this is important. As curriculum documents are reviewed and have it readily available on the district website. The professional development plan also needs to be updated which includes a 3-year induction plan. All teachers new to Spring-Ford are required to go through this process. Time is one of the biggest challenges for Professional development.

The entire Comprehensive plan will be on display for 28 days and a motion will be placed on the May Board meeting for approval before being filed with PDE.

Mrs. Hermans talks about what is involved with Mission and Vision and what the desired outcome results are for consideration to bring back to the Board in May. She also mentioned the Data slide presentation and attending committee meetings and observing are important for the Board to get a true sense of what is going on at Spring-ford.

Mrs. Zasowski talked about the PSSA presentation and that even with Covid, Spring-ford rated above average but there were dips in scores. This data was state averages, not local. She also stated that in her experience, parents are happy and we are inclusive.

IV. BOARD AND COMMITTEE REPORTS

Extracurricular Activities

David Shafer

1st Tue. 6:30 p.m.

Mr. Shafer reported some of the items discussed at the committee meeting were that winter sports was up 28% from last year and Spring Sports was up 22% from last year. The Student Rep presentation included elementary activities such as Reading olympics and Secret agent to name a few. The full minutes will be posted on the district website once approved at the next committee meeting in June.

Legislative Committee

Abby Deardorff

3rd Wed. 7:30 p.m.

Mrs. Deardorff reported on the federal level, congress has yet to extend nutrition waivers. State house and senate are in recess this week. PA revenue 5.6 billion collected Endeavors are underway to eliminate property tax. Wants to bring to the Board about a resolution for Charter Reform.

MCIU

Dr. Margaret Wright

4th Wed. 7:00 p.m.

No report

PSBA Liaison

David Shafer

Mr. Shafer shared that an announcement was made that PSBA and 21 other state school board associations found a new association. Governor Wolfe Dr. Ortega Secretary of Ed resigned effective at the end of week.

American Legion

Diane Sullivan

No report

Asst. Superintendent's Report Dr. Kelly Murray/Dr. Tina Giambattista

Dr. Giambattista, Nurses attended diabetes training and trauma informed care. 2 nurses received Board certification. SFHS hosted Unified Track against 2 other districts. PIAA recognizes special education programming. Special thanks to the coaches and she also noted that the Special Ed advisory will meet this Thursday and will be discussing related services.

Dr. Murray reported that the district is celebrating many events in each building. The Foundation held the successful Fun run and later this week the Art Festival will be held. She also congratulated Mr. Hunter, Mr Ryan and the Facilities and Operations for being selected for the Green Ribbon award and thanked them for all their efforts for environmental responsive.

Solicitor's Report

Mark Fitzgerald

No report

V. MINUTES

Motion by Mrs. Earle to approve item A-B, seconded by, Mrs. Deardorff.
Motion carries 8-0.

A. Administration recommends approval of the March 21, 2022, Work Session minutes. (Attachment A15)

B. Administration recommends approval of the March 28, 2022, Board Meeting minutes. (Attachment A16)

VI. PERSONNEL

Motion by Mrs. Hermans to approve Personnel A-R, seconded by Mrs. Weingarten.
Motion carries 8-0.

A. Resignations

1. **Alyson N. Barlok**; Speech and Language Therapist, Senior High School. Effective: August 12, 2022.
2. **Kathleen L. DiBenedetto**; Elementary Teacher, Evans Elementary School. Effective: June 13, 2022.
3. **Kenya H. Kistler**; School Psychologist, Limerick Elementary School. Effective: June 13, 2022.
4. **Jacquelyn M. Lippincott**; Special Education Teacher, Extended School Year. Effective: March 31, 2022.
5. **Judith M. Nuskey**; Staff Accountant, District Office. Effective: April 8, 2022.
6. **Charlene Strange**; Instructional Assistant, Oaks Elementary School. Effective: April 15, 2022.

New Resignations

7. **Paula T. Donatelli**; Instructional Assistant, Extended School Year. Effective: April 19, 2022.

8. **Joanna B. Melcher; Instructional Assistant, 7th Grade Center. Effective: May 2, 2022.**

B. Leave of Absence

1. **Krista M. Mansfield;** Elementary Teacher, 5/6th Grade Center for a child-rearing leave of absence per the Professional Agreement. Effective: August 23, 2022, through the first semester of the 2022-2023 school year.

C. Temporary Professional Employee

1. **Meaghan M. Snyder;** Elementary Teacher, 5/6th Grade Center replacing Lauren E. Dietrich who resigned. Compensation has been set at B, Step 1 \$50,750.00, prorated, with benefits per the Professional Agreement. Effective: May 2, 2022.

D. Support Staff

1. **Jennifer V. Giles;** Instructional Assistant, Limerick Elementary School replacing Judy Denning who retired. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistant Benefit Summary. Effective: April 19, 2022.
2. **Bruce A. McClintock;** Custodian, Senior High School replacing Brandon M. Evans who had a change of status. Compensation has been set at \$17.22/hour with benefits per the Custodian Benefit Summary. Effective: April 11, 2022.

- E. Administration recommends approval of the following Professional Staff for before and after school tutoring for the 2021-2022 school year. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), ARP ESSER 7% as previously approved.

1. **Louis M. Rizzo**

- F. Administration recommends approval of the following Professional Staff as Special Education Teachers for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Kelsey E. Mitton**
2. **Ilyse J. Perloff**

- G. Administration recommends approval of the following Professional Staff as Special Education Teacher Tutor for the 2022 Extended School Year Program (ESY) for a minimum of 30 hours. The position runs June 27, 2022 through August 19, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Sarah D. Rizzuto**

- H. Administration recommends approval of the following Professional Staff as Certified School Nurse Substitutes for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:30 AM to 2:30 PM; June 23, 2022 through July 28, 2022. Compensation has been set at \$40.00/ hour plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Stacey C. Huntington**
2. **Jennifer A. Kurian**
3. **Bridget A. Mullins**
4. **Rachael A. Schauder**

- I. Administration recommends approval of the following Support Staff as Instructional Assistants for the 2022 Extended School Year Program (ESY). The program will be held at the 5/6/7 Grade Center Monday through Thursday, 8:45 AM to 2:15 PM; June 23, 2022 through July 28, 2022.

Compensation for new employees will be set at \$16.36/hour non-degree rate or \$17.36/hour degree rate. Current hourly employees will be paid at their current Instructional Assistant hourly rate plus benefits (FICA & Retirement). Funding will be from the Special Education funds.

1. **Nora K. Albertson**
2. **Kayla M. Christman**
3. **Meghan E. McCullough**

J. Administration recommends the following Professional Staff as Covid Compensatory Services (CCS) Tutor. Tutoring will occur March 1, 2022 through June 9, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will come from the Governor's Emergency Education Relief Fund (GEER) * Designates new additions since the work session

1. **Diana L. Bilardo**
2. ***Kimberly L. Acosta**

K. Administration recommends approval for **Stacey C. Huntington** to be hired as a nurse for Summer Band Camp from August 8, 2022 through August 19, 2022. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement), not to exceed 55 hours. Funding will be from the General Fund.

L. Administration recommends the following Professional Staff as Teacher for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the -ESSER Grant.

1. **Sheila Egleston**

M. Administration recommends the following Registered Nurses as Substitute Nurses for the 2022 Summer R.A.M.S. Program. Compensation has been set at \$40.00/hour plus benefits (FICA & Retirement). Funding will be paid from the ESSER Grant.

1. **Jennifer A. Kurian**
2. **Bridget A. Mullins**

N. Administration recommends approval for the Spring-Ford Area School District Custodian Benefit Summary, effective July 1, 2022 to June 30, 2024.

O. Administration recommends approval for the Spring-Ford Area School District Food Service Benefit Summary, effective July 1, 2022 to June 30, 2024.

P. Administration recommends approval for the Spring-Ford Area School District Administrative Assistants, Secretaries, and Copy Center Clerks Benefit Summary, effective July 1, 2022 to June 30, 2024.

Q. Administration recommends approval for the Spring-Ford Area School District Act 93 Principals and Administrators Meet & Discuss Plan, effective July 1, 2022 to June 30, 2024.

R. Administration recommends approval of the attached extra-curricular contracts for the 2021-22 school year. **(Attachment A17)**

VII. FINANCE

Motion by Mrs. Deardorff to approve Finance A-f, seconded by Mrs. Earle.

Mr. Rizzo reviewed independent contracts and Board approvals going forward.

Motion carries 8-0.

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. Payments:

1. General Fund Checks
Check No. 214529 - 214607 \$ 162,043.03
2. Food Service Checks
Check No. 2377 - 2382 \$ 187.11
3. General Fund, Food Service, Capital Reserve & Projects ACHs
ACH No. 212202146 - 212202306 \$ 3,669,082.46
4. Wires
Wire No. 202122076 - 202122093 \$ 9,201,015.34
5. Procurement Payments
Transaction No. 210000196 - 210000225 \$ 12,070.14

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

1. Skyward Reports
 - Check Report (All funds)
 - ACH Report (All funds)
 - Wires Report (All funds)
 - Procurement Report (All funds)

D. Administration recommends approval of the following independent contracts.

1. Administration recommends approval of provisional educational services from **Lakeside Educational Network** to provide services through the Lakeside Mobile Support Program for one special education student. The total contract cost shall not exceed \$17,700.00. The contract will be paid from the Special Education Budget.
2. Administration recommends the approval of an independent contract with **The Lincoln Center** to provide educational services for one special education student for the 2021-2022 school year. The total cost of the contract is not to exceed \$20,250.00. The funding will be paid from the Special Education Budget.
3. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** for 2 performances of the “*Zoo on Wheels, Animal Adaptation*” at Upper Providence Elementary. The total cost of the program shall not exceed \$880.00 and will be funded from the Upper Providence Elementary Budget.
4. Administration recommends approval for an independent contract with **The Wilderness Classroom Organization, Western Springs, IL** for the performance of “*Rainforest*”, a virtual school assembly program for all 1st Grade Students at Royersford Elementary School. The total cost shall not exceed \$400.00 and will be funded from the Royersford Elementary Budget.
5. Administration recommends approval for an independent contract with **Academic Entertainment, Snohomish, WA** to perform “*Dare to Draw - Pencil Power*” virtually at Royersford Elementary School. The total cost shall not exceed \$1,595.00 and will be funded from the Royersford Elementary Budget.
6. Administration recommends approval for an independent contract with **Musicopia, Philadelphia, PA** to perform “*Voices and Bucket Drumming*” assembly at Spring City Elementary School. The total cost to the district is \$0.00. All funding will be provided by Robert L. Bard and Agnes Cook Bard Trust (Bard Foundation).

7. Administration recommends approval for an independent contract with **Musicopia, Philadelphia, PA** to perform "*Bucket Drumming*" Workshops for grade 2, 4 classes at Spring City Elementary School. The total cost to the district is \$0.00. All funding will be provided by Robert L. Bard and Agnes Cook Bard Trust (Bard Foundation).
8. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform the "*Zoo on Wheels*" program at Spring City Elementary School. The total cost shall not exceed \$505.00. Funding will be provided by the Spring City Elementary Home and School Association.
9. Administration recommends approval for an independent contract with **Michael Straka, Bushkill, PA** to perform "*Rocks, Minerals and Fossil Show*" at Evans Elementary School. The total cost shall not exceed \$575.00. Funding will be provided by the Evans Elementary Home and School Association.
10. Administration recommends approval for an independent contract with **Alan Sands Entertainment, Foster City, CA** to perform "*Comedy Juggler Michael Rosman*" at Upper Providence Elementary School. The total cost shall not exceed \$1,400.00. Funding will be provided by the Upper Providence Elementary Home and School Association.
11. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform "*Distance Learning (Zoom)*" at Limerick Elementary School. The total cost shall not exceed \$175.00. Funding will be provided by Limerick Elementary Home and School League.
12. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform "*Zoo on Wheels*" for First Grade students at Limerick Elementary School. The total cost shall not exceed \$530.00. Funding will be provided by Limerick Elementary Home and School League.
13. Administration recommends approval for an independent contract with **Elmwood Park Zoo, Norristown, PA** to perform "*Zoo on Wheels*" for Third Grade students at Limerick Elementary School. The total cost shall not exceed \$440.00. Funding will be provided by Limerick Elementary Home and School League.
14. Administration recommends approval for an independent contract with **Musicopia, Philadelphia, PA** to perform "*Bucket Drumming*" at Limerick Elementary School. The total cost to the district is \$0.00. All funding will be provided by Robert L. Bard and Agnes Cook Bard Trust (Bard Foundation).

NEW independent contract:

15. Administration recommends approval for an independent contract with **Forgotten Friend Reptile Sanctuary (Jesse Rothacker)** to perform one "*Interactive Science assembly about reptiles from around the world*" at Brooke Elementary School. The total cost shall not exceed \$450.00 and will be paid by the Brooke Elementary Home and School Association.
- E. Administration recommends approval of an increase to the Montgomery County Intermediate Unit 2021-2022 Shared Services Plan, originally approved January 2022, in the amount of \$114,844.75 to cover increased expenditures for services. Funding will be paid from the Special Education Budget and shall not exceed a newly adjusted MCIU Shared Services Plan amount of \$1,362,565.41.
 - F. Administration recommends a multi-year use of facilities agreement with Limerick Township Parks and Recreation for their Shamrock Summer Camp. The day camp is offered to local

residents and is utilized primarily by Spring-Ford families. The fees to be collected from the township are annual fixed-fees as follows: 2022 \$7,500; 2023 \$15,000; 2024 \$15,000; 2025 \$15,000 and 2026 \$15,000.

VIII. PROPERTY

Motion by Mrs. Deardorff to approve Property A-C, motion seconded by Mrs. Hermans.
Motion carries 8-0.

- A.** Administration recommends retroactive payment for the difference in custodial overtime hours worked which were paid at the straight time rate. The retroactive dates are from 9/2/21 through 10/25/21. On October 25th, 2021, the school board approved the amendment to the custodial agreement to allow vacation and sick time to be counted in the 40 hour work week if deemed an emergency by the Director of Operations. The total cost shall not exceed \$2,000.00 and will be paid from the Maintenance Operating Budget.
- B.** Administration recommends approval for the purchase of teacher classroom furniture with Kurtz Brothers through COSTARS contract # 035-002. The total cost shall not exceed \$160,770.30 and will be paid from the Capital Reserve.
- C.** Administration recommends approval for the phase 1 camera upgrade project at the 8thGC, 9thGC at the High School with Integrated Security Systems through COSTARS contract # 040-058. Total cost will not exceed \$485,026.00. Funding will come from the Capital Reserve and then repaid from the School Safety Operating Budget.

IX. PROGRAMMING AND CURRICULUM

Motion by Mrs. Deardorff to approve Programming and Curriculum A-T, seconded by Mrs. Hermans.
Motion carries 8-0.

- A.** Administration recommends approval of the Memorandum of Agreement between the Spring-Ford Area School District and the Spring-Ford Education Association for the purpose of establishing the compensation plan and expectations for Spring-Ford Cyber Learning staff during the 2022-2023 school year.
- B.** Administration recommends the approval of Spring-Ford Learning year two course build plan in Canvas. The total cost shall not exceed \$300,608.00 and will be funded from ESSER Grant Funds as previously allocated.
- C.** Administration recommends the approval of Edmentum- Exact Path Math, Reading, and Language Arts with NWEA link plus Exact Path Assessments for grades K-8 for a 3 year implementation. The total cost is not to exceed \$225,960.00. The funding will be paid from ESSER grant funds as previously allocated.
- D.** Administration recommends the approval of EdPuzzle Pro. This is a digital resource that will be used to support instruction in grades 5-12 and cyber course building. The annual cost is not to exceed \$7,200.00 and will be paid from the 2022-2023 Curriculum Budget.
- E.** Administration recommends the renewal of Nearpod. This is a one year district digital license which includes access to standards aligned resources, digital citizenship, social emotional learning, college and career readiness, and English Learner resources. The cost is not to exceed \$42,000.00 and will be paid from the Curriculum Budget.
- F.** Administration recommends the renewal of aimswebPlus. This is a reading and math assessment system that is used for screening purposes and for progress monitoring. The cost is not to exceed \$16,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.

- G.** Administration recommends the renewal of Discovery Education Streaming Plus Package. This resource is purchased through the Montgomery County Intermediate Unit at a discounted consortium price. Discovery Education provides access to K-12 digital content for multiple content areas. The cost is not to exceed \$16,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- H.** Administration recommends the renewal of Learning A-Z. This is a digital reading resource for grades K-4 that is purchased through the MCIU consortium. The cost is not to exceed \$62,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- I.** Administration recommends the renewal of ST Math by Mind Research. This is a digital resource that will be used to support math instruction in grades K-4. The cost is not to exceed \$23,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- J.** Administration recommends the renewal of Pebble Go & Pebble Go Next. This is a one year district digital license for online book access for each elementary school. The cost is not to exceed \$12,000.00 and is a budgeted it that will be paid from the 2022-2023 Curriculum Budget.
- K.** Administration recommends the renewal of Performance Tracker and Assessment Builder (Powerschool). This is a resource that is used to manage assessment data. The cost is not to exceed \$23,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- L.** Administration recommends the renewal of Chinese I, II, & III through Proximity Learning. This is a live teaching resource for Chinese. The cost is not to exceed \$28,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- M.** Administration recommends the renewal of Seesaw. This is a digital resource that will be used to support instruction in grades K-2. The cost is not to exceed \$10,000.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- N.** Administration recommends the renewal of the Smart Futures On-line Program to manage Act 339 evidence for all students K-12. The cost is not to exceed \$9,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- O.** Administration recommends the renewal of USA Test Prep for 9th English, 8th Science, Biology, and Algebra. The cost is not to exceed \$2,200.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- P.** Administration recommends the renewal of VHS through the Montgomery County Intermediate Unit. This includes 40 student seats (20 in the fall semester and 20 in the spring semester). The contract is not to exceed \$6,500.00 and is a budgeted item that will be paid from the 2022-2023 Curriculum Budget.
- Q.** Administration recommends the renewal of Safari Montage for the 22-23 school year. The total cost will not exceed \$10,500.00. This will be purchased from the Technology operating Budget.
- R.** Administration recommends the renewal of E-Rate services from the MCIU for the 22-23 school year. The total cost will not exceed \$6,500.00. This will be purchased from the Technology operating Budget.
- S.** Administration recommends the renewal of RWAN services from the MCIU for the 22-23 school year. The total cost will not exceed \$35,000.00. This will be purchased from the Technology operating Budget.

- T. Administration recommends the purchase of two HPE Nimble's, all associated equipment, installation, and support as part of our storage refresh. Total cost will not exceed \$300,000. This will be funded out of capital reserve and then repaid from the Technology Operating Budget.

NEW Programming and Curriculum

Motion by Mrs. Deardorff to approve New Programming and Curriculum item U, seconded by Mrs. Earle. Mrs. Wright noted that this was presented at committee and the teachers were happy with the proof of concept. These are for only rooms that need them.
Motion carries 8-0.

- U. Administration recommends the purchase of ViewSonic Smart panels as part of the Smart Panel project. Total cost will not exceed \$500,000.00. This will be funded out of capital reserve and then repaid from the Technology Operating Budget.

X. CONFERENCES AND WORKSHOPS

Motion by Mrs. Weingarten to approve Conferences and Workshops items A-B, seconded by Mrs. Hermans.
Motion carries 8-0.

- A. **Robert Hunter** to attend the "MCIU 2022 Facilities Directors Workshop" in Lehigh Valley, PA May 12-13, 2022. The total cost of the conference is \$563.71 (Registration, transportation, and hotel). No substitute coverage is needed.
- B. **Laura DiBattista** to attend the "LaSalle University APSI 2022" online training July 11-14, 2022. The total cost of the training is \$995.00 (Registration). No substitute coverage is needed.

XI. OTHER BUSINESS

Motion by Mrs. Earle to approve Other Business items A-B, seconded by Mrs. Weingarten. Mrs. Zasowski asked about a Political Policy and Mr. Rizzo said he pulled 14 for the solicitor to review.

- A. The following policies are being brought forward to be **rescinded and retired** as part of our 300s/400s/500s policy compaction process. The content of these policies is covered within other existing policies.
 1. Policy #321 - Political Activities (**Attachment A18**)
 2. Policy #322 - Gifts (**Attachment A19**)
 3. Policy #323 - Tobacco Use (**Attachment A20**)
 4. Policy #324 - Personnel Files (**Attachment A21**)
 5. Policy #325 - Dress and Grooming (**Attachment A22**)
 6. Policy #328 - Wage and Salary (**Attachment A23**)
 7. Policy #331 - Job Related Expenses (**Attachment A24**)
 8. Policy #333 - Professional Development (**Attachment A25**)
 9. Policy #334 - Sick Leave (**Attachment A26**)
 10. Policy #335 - Family and Medical Leaves of Absence (**Attachment A27**)
 11. Policy #336 - Personal Leave (**Attachment A28**)
 12. Policy #337 - Vacation (**Attachment A29**)
 13. Policy #338 - Sabbatical Leave (**Attachment A30**)

14. Policy #338.1 - Compensated Professional Development Leaves (**Attachment A31**)
15. Policy #345 - Staff-Student Communication/Relations (**Attachment A32**)
16. Policy #352 - Alcohol-Free Workplace (**Attachment A33**)
17. Policy #421 - Political Activities (**Attachment A34**)
18. Policy #422 - Gifts (**Attachment A35**)
19. Policy #423 - Tobacco Use (**Attachment A36**)
20. Policy #424 - Personnel Files (**Attachment A37**)
21. Policy #425 - Dress and Grooming (**Attachment A38**)
22. Policy #426 - Complaint Policy (**Attachment A39**)
23. Policy #428 - Salary Determination (**Attachment A40**)
24. Policy #429 - Substitute Compensation (**Attachment A41**)
25. Policy #431 - Job Related Expenses (**Attachment A42**)
26. Policy #432 - Working Periods (**Attachment A43**)
27. Policy #433 - Professional Development (**Attachment A44**)
28. Policy #434 - Sick Leave (**Attachment A45**)
29. Policy #435 - Family and Medical Leaves of Absence (**Attachment A46**)
30. Policy #436 - Personal Leave (**Attachment A47**)
31. Policy #438 - Sabbatical Leave (**Attachment A48**)
32. Policy #438.1 - Compensated Professional Development Leaves (**Attachment A49**)
33. Policy #445 - Staff-Student Communications/Relations (**Attachment A50**)
34. Policy #452 - Alcohol-Free Workplace (**Attachment A51**)
35. Policy #523 - Tobacco Use (**Attachment A52**)
36. Policy #524 - Personnel Files (**Attachment A53**)
37. Policy #525 - Dress and Grooming (**Attachment A54**)
38. Policy #526 - Complaint Policy (**Attachment A55**)
39. Policy #528 - Wage and Salary Determination (**Attachment A56**)
40. Policy #529 - Substitute Compensation (**Attachment A57**)
41. Policy #530 - Overtime (**Attachment A58**)
42. Policy #531 - Job Related Expenses (**Attachment A59**)
43. Policy #532 - Working Periods (**Attachment A60**)
44. Policy #534 - Sick Leave (**Attachment A61**)
45. Policy #535 - Family and Medical Leaves of Absence (**Attachment A62**)
46. Policy #536 - Personal Leave (**Attachment A63**)
47. Policy #537 - Vacation (**Attachment A64**)
48. Policy #545 - Staff-Student Communications/Relations (**Attachment A65**)
49. Policy #552 - Alcohol-Free Workplace (**Attachment A66**)

B. The following policies are submitted for approval:

1. Policy #320 - Freedom of Speech in Nonschool Settings (**Attachment A67**)
2. Policy #321 - Political Activities (**Attachment A68**)
3. Policy #322 - Gifts (**Attachment A69**)
4. Policy #325 - Dress and Grooming (**Attachment A70**)
5. Policy #815 - Acceptable Use of the Electronic Communications Systems (**Attachment A71**)

C. The following policies are submitted for first reading:

1. Policy #005.1 - Board Committee (**Attachment A72**)
2. Policy #323 - Tobacco and Vaping Products (**Attachment A73**)
3. Policy #324 - Personnel Files (**Attachment A74**)
4. Policy #326 - Complaint Process (**Attachment A75**)
5. Policy #328 - Compensation Plans/Salary Schedules (**Attachment A76**)
6. Policy #330 - Overtime (**Attachment A77**)
7. Policy #331 - Job Related Expenses (**Attachment A78**)
8. Policy #332 - Working Periods (**Attachment A79**)
9. Policy #333 - Professional Development (**Attachment A80**)
10. Policy #334 - Sick Leave (**Attachment A81**)
11. Policy #335 - Family and Medical Leaves (**Attachment A82**)
12. Policy #336 - Personal Necessity Leave (**Attachment A83**)
13. Policy #337 - Vacation (**Attachment A84**)
14. Policy #338 - Sabbatical Leave (**Attachment A85**)
15. Policy #338.1 - Compensated Professional Leaves (**Attachment A86**)

XII. BOARD COMMENT

Erica, thanks to all the administrative staff and Mrs. Bickert for all they do for our staff.

Erica, attended the PSBA advocacy day and thanked all the representatives she met and it was impactful. She also had the opportunity to meet with local school board directors and it was nice to hear how the districts are being challenged with the same challenges but in different ways. Need to put continued pressure on legislators to advocate for the districts. 61.5% increase in Special Education costs.

Mrs. Hermans spoke about abstaining from the vote on athletics but does support our teams. Choice to abstain was taken with discussion from Mr. Fitzgerald, Dr. Wright and Mr. Rizzo.

Dr. Wright, this Saturday is the last day for RAMS Rally donations.

Mrs. Zasowski Property and Finance switched from May.

Mrs. Weingarten said the SNAP FaceBook page and Mr. Rizzo's weekly memo for signing up to help with Post Prom at Arnolds.

Mrs. Zasowski reminded the Board about the Community Meal on May 5th.

XIII. PUBLIC TO BE HEARD

Ryan Nice, Limerick - encourages the school board to plan ahead in a hyper inflation economy.

Kathy Morris, Royersford - SmartBoard approval

XIV. ADJOURNMENT

The Board unanimously adjourned the meeting at 10:24 p.m. with the motion from Mrs. Deardorff, seconded by Mrs. Weingarten.

Respectfully submitted,

Laurie J. Bickert
Board Secretary

	Contract Title	Season	Last	First	Stipend
1	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Federman	Nina C.	\$50/game
2	Co-Ed Fitness Intramural # 13 - Grade 8 - Co-Ed Fitness Training	Spring	Harrison, Jr.	Richard L.	\$402.00
3	HS Club #29 - Robotics/Tech Club	Year	Iannelli	Jeramie J.	\$402.00
4	8 th Gr. Club #8 - Board Games	Spring	Parsia	Kourosh	\$402.00

**MEMORANDUM OF UNDERSTANDING BETWEEN THE SPRING-FORD AREA
SCHOOL DISTRICT AND THE SPRING-FORD EDUCATION ASSOCIATION**

May 11, 2022

WHEREAS, the Spring-Ford Area School District (hereinafter “District”) and the Spring-Ford Education Association (hereinafter “Association”) are parties to a Collective Bargaining Agreement whose term expires on June 30, 2024 (hereinafter “CBA”); and

WHEREAS, the CBA prohibits, in ARTICLE VIII.B.3 Personal Days, the use of personal days on in-service days.

WHEREAS, Deanne Snelling has been elected Judge of Elections in her home town.

NOW, THEREFORE, and intending to be legally bound hereby, the Parties agree as follows.

1. The District is willing to grant Deanne Snelling a personal day on Tuesday, May 17, 2022.
2. Ms. Snelling will be responsible for all in-service day activities/assignments/etc. that she misses to be done on her own time.
3. This MOU does not establish a practice or precedent for either party to rely on.

Spring-Ford Education Association

Spring-Ford School District

Jaclyn Ritter, SFEA President Date

Margaret Wright, Board President Date



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Robert W. Rizzo
Superintendent

Dr. Kelly Murray
Dr. Tina Giambattista
Assistant Superintendents

BOARD OF DIRECTORS

Dr. Margaret D. Wright
Board President

Erica Hermans
Board Vice President

Wendy Earle
Region I

Karen Weingarten
Region I

Clinton L. Jackson
Region II

Gabrielle Deardorff
Region III

David R. Shafer
Region II

Diane C. Sullivan
Region III

Colleen Zasowski
Region I

RESOLUTION 2022-45 2022-2023 BUDGET ADOPTION SPRING-FORD AREA SCHOOL DISTRICT

WHEREAS, under the terms of 24 P.S. §6-687 and 53 P.S. §6926.312 the Spring-Ford Area School District (the "District") is required to adopt an annual budget for the 2022-2023 school year ("2022-2023 budget") no later than June 30, 2022; and

WHEREAS, the District previously adopted a preliminary budget for the 2022-2023 school year on January 24, 2022 as required by 53 P.S. §6925.311 and a proposed final 2021-2022 budget on April 19, 2022 (no less than 30 days prior to adopting final budget) as required by 24 P.S. §6-687; and

WHEREAS, the District has made the proposed 2022-2023 budget available for inspection at the District's business office and on the District's web site since at least May 3, 2021 for at least twenty days; and

WHEREAS, the District advertised its intent to adopt the 2022-2023 budget on or before May 13, 2021, which is at least ten days prior to the date of adoption; and

WHEREAS, said 2022-2023 budget is attached hereto and made a part hereof; and

WHEREAS, pursuant to 24 P.S. §6-672.1, as the District lies in more than one county, the 2022-2023 budget reflects a tax rate that is equalized between the District's two counties through a means adopted by the District in May 1999 to permit a uniform millage rate for the entire district; and

WHEREAS, the District has set the millage rate necessary to fund this budget at an equalized 29.6885 mills (a copy of the calculations to reach this millage rate appears in the RETR section of the 2022-2023 budget); and

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

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

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

NOW THEREFORE, intending to be legally bound, the Board of School Directors of the Spring-Ford Area School District (the "Board") hereby resolved this 23rd Day of May 2022 as follows:

1. The above referenced recitals are herein incorporated by reference and made a part hereof as if fully set forth, herein.
2. The 2022-2023 Budget, as attached, is hereby adopted by the Board along with the millage as set forth, therein.
3. The Board's action of May 1999 in determining a means to equalize property tax rates for properties in Chester County and Montgomery County is reaffirmed.
4. The Board's action of June 2012 allowing school Real Estate Taxes to be paid in installments to particular qualified taxpayers is reaffirmed.
5. The Board also re-affirms for the 2022-2023 school year the prior levy of taxes imposed pursuant to the LTEA, as well as any other prior lawfully imposed taxes, without limitation, at the same rate as previously levied.

BY: _____
Dr. Margaret Wright
Board President
May 23, 2022

BY: _____
Laurie Bickert
Board Secretary
May 23, 2022



SPRING-FORD AREA SCHOOL DISTRICT

OFFICE OF THE SUPERINTENDENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

ADMINISTRATION

Robert W. Rizzo
Superintendent

Dr. Kelly Murray
Dr. Tina Giambattista
Assistant Superintendents

BOARD OF DIRECTORS

Dr. Margaret D. Wright
Board President

Erica Hermans
Board Vice President

Wendy Earle
Region I

Karen Weingarten
Region I

Clinton L. Jackson
Region II

Gabrielle Deardorff
Region III

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Region II

Diane C. Sullivan
Region III

Colleen Zasowski
Region II

RESOLUTION 2022-46 SPRING-FORD AREA SCHOOL DISTRICT

2022-2023 Homestead and Farmstead Exclusion Resolution

WHEREAS, the Pennsylvania Department of Education (the "Department") has certified that, pursuant to Special Session Act 1 of 2006 (the "Taxpayer Relief Act" or Act 1), section 505(a)(4), that it will distribute funds during the 2022-2023 school year to the Spring-Ford Area School District (the "District") for property tax relief; and

WHEREAS, the Department's certification indicates it will give the District \$3,073,513.13 comprised of \$2,522,012.15 from the property tax relief formula and \$551,500.98 in Sterling Act reimbursements, which have both been prorated based on the total funds available for tax relief; and

WHEREAS, funds will be available during the 2022-2023 school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2021-2022 in the amount of \$8,036.00.

WHEREAS, total funds to be distributed during the 2022-2023 school year for real estate reduction will be \$3,081,549.00.

WHEREAS, the Montgomery County and Chester County assessor's office has certified, as required by Act 1 § 341(g)(3), the specific properties within the District that have been approved as Homesteads and Farmsteads within the District. Within that certification there are 12,256 approved Homesteads and 11 approved Farmsteads; and

WHEREAS, pursuant to Act 1 § 341, the District is required to designate the Homestead exclusion and to designate the Farmstead exclusion no later than the last day prior to the beginning of the year for which the exclusions will apply, and for budget year 2022-2023 that date will be June 30, 2022; and

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

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

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

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

1. On its own behalf and on behalf of the District's approved homestead and farmstead owners, the Board accepts all property tax allocations and earned income tax reimbursements offered to the District pursuant to Act 1 and declares it will not seek to reject any such funds as permitted under Act 1, Chapter 9.
2. In order to utilize, as directed in Act 1, the Certified Funds for property tax relief, the District resolves to set the maximum property tax reductions for its approved Homestead properties at \$251.00 and the maximum property tax reductions for its approved Farmstead properties shall be the same amount as the Homestead properties.
3. In the 2022-2023 school year, the real estate tax rate for the District is 29.6885 mills.
4. Using the District's millage rate, converting the maximum tax reduction for Homesteads and Farmsteads yields a \$8,454.00 calculated Homestead exclusion and Farmstead exclusion.
5. Therefore, the Board hereby sets the exclusion from assessed value for school property tax purposes of each approved Homestead and Farmstead at \$8,454.00 which is less than half the median assessed value of approved Homestead properties within the District.
6. Where the assessor has approved a property as both a Homestead and Farmstead, the property will receive multiple exclusions, however, whether eligible for multiple exclusions or not, no property may exclude an amount from its assessment greater than the assessed value of the property.
7. The exclusions will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.
8. Pursuant to 53 Pa.C.S.A. § 8584, any property, which loses its approval as a Homestead or Farmstead after the beginning of the District's budget year, shall be taxed from that point at the full assessed value without exclusion, and shall receive an interim tax bill reflecting the balance due.
9. Any funds received from the Department by the District to fund exclusions where the funds are unused due to exclusions lost on or after July 1, 2022 shall be held by the District and added to the funds used for exclusions in the following budget year.

**Resolution approved by the Board of School
Directors of the Spring-Ford Area School
District on May 23, 2022**

Dr. Margaret Wright
President

_____ Yes / _____ No

(Attachment A34)



SPRING-FORD AREA SCHOOL DISTRICT

Office of Teaching, Learning, and Innovation
857 South Lewis Road, Royersford, PA 19468

SPRING-FORD AREA SCHOOL DISTRICT AND MONTGOMERY COUNTY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is for the purpose of coordinating mutually beneficial activities of the parties involved to provide effective services for children and families served. This agreement shall be in effect from July 1, 2022 through June 30, 2025 and will be reviewed annually for necessary updates.

PURPOSE

The purpose of this agreement is to describe the responsibilities of each agency and to provide guidance for coordination and cooperation between local education agencies and MCIU's early learning programs. In order to meet new requirements of the Elementary and Secondary Education Act (ESEA), as amended by Every Student Succeeds Act (ESSA), requiring local educational agencies (LEAs) receiving Title I funds to:

1. Establish channels of communication between school staff and early learning program staff;
2. Receive and transfer children's records, enrollment, parent communication;
3. Conduct parent meetings with early childhood program, kindergarten and/or elementary school teachers;
4. Organize and participate in joint transition-related training of early learning staff and school staff, as appropriate; and
5. Link LEA educational services with early learning agency services.

Required Activities

- The MCIU's Office of Early Childhood Services will invite District representatives to participate in various advisory meetings, including but not limited to the Head Start Self-Assessment process, county-wide School Readiness Committee, county-wide Dual Language Learner Committee, etc. The District agrees to actively participate in these advisory meetings to support the early learning programming offered by the MCIU.
- The MCIU's Office of Early Childhood Services will request input regarding school/kindergarten readiness goals from the District. The District will support the MCIU in providing information to support MCIU's ability to achieve the District's school/kindergarten readiness goals. Additionally, the District agrees (where appropriate) to invite early childhood staff to participate in professional development/curricular related activities along with District school staff.

ADMINISTRATION

Mr. Robert Rizzo, Superintendent
Dr. Kelly Murray, Assistant Superintendent of Teaching, Learning, and Innovation
Mrs. Catherine Gardy, Director of Curriculum, Instruction, and Educational Technology
Mr. Robert Catalano, Director of Technology
Dr. Jennifer Rinehimer, Curriculum Supervisor & Spring-Ford Cyber Learning Principal
Mrs. Brianna Angelucci, Curriculum Supervisor

(Attachment A35)



SPRING-FORD AREA SCHOOL DISTRICT

Office of Teaching, Learning, and Innovation

857 South Lewis Road, Royersford, PA 19468

- The MCIU's Office of Early Childhood Services will compile records of children transitioning into the District and seek parent consent to transfer these records. Records will be shared with the District no later than the 31st day of May. The District will receive, file, and utilize the records shared with them.
- The MCIU's Office of Early Childhood Services will coordinate annual meetings for District staff to provide training for parents on how to complete the kindergarten registration process. Additionally, the MCIU will coordinate the Jacob M process to ensure the necessary planning meetings are held to discuss programming for children with developmental or other needs. The District agrees to be an active participant in this process.
- The MCIU's Office of Early Childhood Services and the District will coordinate efforts to ensure families have the necessary information to access high-quality early childhood care and education. Both agencies will collaborate and coordinate with public and private entities to improve the availability of quality services for children and families. In addition, the District will offer school space for early learning events, and, if feasible, to expand early learning services into specific school buildings.

Signatures indicating agreement:

School District Representative(s):

Date:

MCIU Early Childhood Services Representative(s):

Date:

ADMINISTRATION

Mr. Robert Rizzo, Superintendent

Dr. Kelly Murray, Assistant Superintendent of Teaching, Learning, and Innovation

Mrs. Catherine Gardy, Director of Curriculum, Instruction, and Educational Technology

Mr. Robert Catalano, Director of Technology

Dr. Jennifer Rinehimer, Curriculum Supervisor & Spring-Ford Cyber Learning Principal

Mrs. Brianna Angelucci, Curriculum Supervisor

(Attachment A35)

Book	Policy Manual
Section	300 Employees
Title	Tobacco and Vaping Products
Code	323
Status	DRAFT
Adopted	

Purpose

The Board recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for users, nonusers and the school environment. The purpose of this policy is to regulate use of tobacco and vaping products, including Juuls and other electronic cigarettes, by district employees and contracted personnel.

Definition

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following: [\[1\]\[2\]](#)

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
 - a. Tobacco, whether in its natural or synthetic form; or
 - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term tobacco product does not include the following: [\[1\]\[2\]](#)

1. A product that has been approved by the United States Food and Drug

Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.

2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. *Federal law requires the district to maintain a drug-free workplace, in which marijuana of any kind is prohibited.*[3][4]

Authority

The Board prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees and contracted personnel at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; or on property owned, leased or controlled by the school district.[2][5][6]

The Board also prohibits use of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees at any time while responsible for the supervision of students during school-sponsored activities that are held off school property.[2]

This policy does not prohibit possession of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, by district employees and contracted personnel of legal age.

The Board deems it to be a violation of this policy for any district employee or contracted personnel to furnish a tobacco or vaping product, including the product marketed as Juul or any other e-cigarette, to a student.[1]

Delegation of Responsibility

The Superintendent or designee shall notify employees and contracted personnel about the Board's tobacco and vaping products policy by publishing information in handbooks, newsletters, posters, and other efficient methods such as posted notices, signs and on the district website.[2]

Reporting

Office for Safe Schools Report –

The Superintendent shall annually, by July 31, report incidents of prohibited possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, on school property to the Office for Safe Schools on the required form.[7][8]

Law Enforcement Incident Report –

The Superintendent or designee may report incidents involving the sale of tobacco and vaping products, including Juuls or other e-cigarettes, to minors by employees on school property, at any school-sponsored activity or on a conveyance providing

transportation to or from a school or school-sponsored activity to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

Legal

1. 18 Pa. C.S.A. 6305
2. 18 Pa. C.S.A. 6306.1
3. Pol. 317
4. Pol. 351
5. 20 U.S.C. 7973
6. Pol. 818
7. 24 P.S. 1303-A
8. Pol. 805.1
9. 22 PA Code 10.2
10. 22 PA Code 10.22
11. 24 P.S. 1302.1-A
- 20 U.S.C. 7971 et seq

Book	Policy Manual
Section	300 Employees
Title	Personnel Files
Code	324
Status	DRAFT

Adopted

Purpose

Orderly operation of the school district requires maintaining a file for the retention of all records relative to an individual's duties and responsibilities as an administrative, professional or support employee of the district.

The Board requires that sufficient records be maintained to ensure an employee's qualifications for the job held; compliance with federal and state requirements and local benefit programs; conformance with Board policies, administrative regulations, rules and procedures; and evidence of completed evaluations.[\[1\]](#)

Delegation of Responsibility

The Board delegates the establishment and maintenance of official personnel records to the Superintendent or designee, who shall prepare administrative regulations defining the material to be incorporated into personnel files.

Guidelines

A central file shall be maintained; supplemental records may be maintained only for ease in data gathering.

Medical records shall be kept in a file separate from the employee's personnel file.[\[2\]](#)[\[3\]](#)

Only information that pertains to the professional role of the employee and is submitted by duly authorized administrative personnel and the Board may be entered in the official personnel file. A copy of each entry shall be made available to the employee, except for matters pertaining to pending litigation or criminal investigation.

Personnel records shall be available to the Board but only as required in the performance of its designated functions as a School Board and as approved by a majority vote of the Board.

Personnel files shall be reviewed at intervals established by the district, and material no longer required shall be destroyed.[\[4\]](#)

Personnel wishing to review their own records shall review the record in the presence of

the administrator designated to maintain said records, or their designee and make no alterations or additions to the record, nor remove any material therefrom.

Personnel who wish to appeal material in their record shall make a request in writing to the administrator delegated to maintain the records and specify therein: name and date, material to be appealed, and the reason for appeal.

The responsible administrator shall refer the appeal to the administrator responsible for the supervision of the employee. Information relative to confidential employment references/recommendations are not part of the personnel file and shall not be available for review by the employee.[\[5\]](#)[\[6\]](#)

In the event of a conflict between the provisions of this policy and any applicable collective bargaining agreement, the terms of the applicable collective bargaining unit shall control.

Title I Schools

In accordance with law, the district shall release to persons in parental relations, upon request, information regarding the professional qualifications and academic degrees of any teacher providing instruction to their child at a school receiving Title I funds. The district shall annually notify parents/guardians at the beginning of the school year about their right to request such information.[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)

The district shall notify persons in parental relations of students attending Title I schools when their child has been assigned to or taught for four (4) or more consecutive weeks by a teacher who is not highly qualified, as defined by federal law.[\[7\]](#)[\[8\]](#)[\[9\]](#)

In accordance with law, the district shall release to persons in parental relations, upon request, the qualifications of any paraprofessionals who provide instructional support to their child at a school receiving Title I funds. The district shall annually notify persons in parental relations at the beginning of the school year about their right to request such information.[\[7\]](#)[\[10\]](#)[\[11\]](#)

Legal

1. 24 P.S. 510
2. 42 U.S.C. 2000ff et seq
3. 42 U.S.C. 12112
4. Pol. 800
5. 43 P.S. 1321
6. 43 P.S. 1322
7. 20 U.S.C. 6311
8. 20 U.S.C. 7801
9. 22 PA Code 403.4
10. Pol. 304
11. 22 PA Code 403.5
- 24 P.S. 111
- 22 PA Code 8.1 et seq
- 23 Pa. C.S.A. 6301 et seq

43 P.S. 1321 et seq
42 U.S.C. 12101 et seq
8 CFR 274a.2

Book	Policy Manual
Section	300 Employees
Title	Complaint Process
Code	326
Status	DRAFT

Adopted

Purpose

It is the Board's intent to establish reasonable and effective means of resolving conflicts among employees to reduce potential areas of complaints, and to establish and maintain clear two-way channels of communication between supervisory personnel and district employees for situations not covered by the terms of a collective bargaining agreement.

There shall be no reprisals of any kind taken against any employees or their representatives because of support of or participation in a complaint.

Delegation of Responsibility

The Board directs the Superintendent to establish a process that will facilitate proper and equitable solutions to complaints by district employees at the lowest appropriate level.

Guidelines

Complaints should be discussed in a private, informal conference between the parties involved. At least one (1) private meeting should take place between the parties before the complaint process is invoked.

A complainant may be represented or accompanied by anyone they choose at any higher level of the complaint process.

All documents, communications, and records relevant to a complaint shall be filed in a separate file and not kept in the personnel file of any of the participants.

Legal
24 P.S. 510

Book	Policy Manual
Section	300 Employees
Title	Compensation Plans/Salary Schedules
Code	328
Status	DRAFT

Adopted

Purpose

The Board shall approve compensation plans, individual contracts and salary schedules for administrative, professional and support employees.

The administrative compensation plan shall be determined through a good faith, meet and discuss procedure with designated administrators upon written request of a majority of district administrators.[\[1\]](#)

Salary schedules approved by the Board shall be in accordance with those specified in applicable collective bargaining agreements and/or Board resolutions.

Salary schedules shall be used to set compensation for new and inexperienced employees and for experienced employees new to the district, and salary adjustments that result from earning advanced degrees while employed by the district or required by law.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)

Delegation of Responsibility

Implementation of the administrative compensation plan, individual contracts, collective bargaining agreements and Board resolutions regarding employee salaries shall be the responsibility of the Superintendent.

The Superintendent is authorized to credit past experience of a candidate when determining salary.[\[8\]](#)

Legal

1. 24 P.S. 1164
2. 24 P.S. 1075
3. 24 P.S. 1077
4. 24 P.S. 1089
5. 24 P.S. 1141-1152
6. 24 P.S. 1162
7. 24 P.S. 406
8. 24 P.S. 1149

Book	Policy Manual
Section	300 Employees
Title	Overtime
Code	330
Status	DRAFT

Adopted

Purpose

In order to ensure consistent treatment of all affected employees and compliance with applicable federal law regarding payment of overtime, the Board adopts this policy.

In accordance with federal and state law, this policy, an applicable collective bargaining agreement, or an individual contract, overtime shall be paid for work in excess of the established workday or workweek for each classification of support employees.[\[1\]](#)[\[2\]](#)

No overtime shall be scheduled or worked without prior approval of the immediate supervisor.

Approved overtime will be paid at the rate of time and one-half the regular rate of pay for time worked in excess of forty (40) hours per week.[\[1\]](#)[\[2\]](#)

For purposes of computing overtime, credit shall be given only for hours worked, as recorded in district records and provided by law. Time off for holidays, sick leave, personal leave or vacation shall not be included when computing overtime.

WorkweekFor the purposes of this policy, a workweek will be defined as the continuous period of 168 hours in the form of seven (7) consecutive 24-hour periods which begins at 12:01 a.m. each Sunday for all employees. Each workweek stands alone for the purpose of determining overtime pay for covered employees.

Any conflict between this policy and applicable collective bargaining agreement or individual contract shall be reported promptly to the Board.

Legal

1. 29 U.S.C. 207
2. 43 P.S. 333.104
- 34 PA Code 231.41
- 34 PA Code 231.42
- 34 PA Code 231.43
- 43 P.S. 333.101 et seq
- 29 U.S.C. 201 et seq
- 29 CFR Part 778

Book	Policy Manual
Section	300 Employees
Title	Job Related Expenses
Code	331
Status	DRAFT

Adopted

Authority

The Board shall reimburse administrative, professional and support employees for the actual and necessary expenses, including travel expenses, they incur in the course of performing services for the district, in accordance with Board policy.[\[1\]](#)

Delegation of Responsibility

The validity of payments for job related expenses for all district employees shall be determined by the Superintendent or designee.

The Superintendent or designee shall report all reimbursed expenses for travel outside the district by employees at the next Board meeting.

The Superintendent or designee shall develop administrative regulations for approval and reimbursement of job-related expenses, including travel expenses, which shall require employees to provide adequate documentation of expenses.

Guidelines

The Board shall reimburse district employees who are assigned to work remotely for designated assignments for actual, reasonable, and necessary expenses incurred in direct consequence or discharge of their assigned duties, approved in advance and in accordance with an individual contract, collective bargaining agreement, or Board resolution. Such expenses may include, but are not limited to, Internet connectivity, telecommunications services or physical materials needed to develop and implement instruction or services for students and the district.[\[2\]](#)[\[3\]](#)

The use of a personal vehicle shall be considered a legitimate job expense if travel is among the employee's assigned schools, but not between home and school, and is authorized in advance by the Superintendent or designee.

Use of a personal vehicle for approved purposes is reimbursable at the current IRS rate per mile approved by the Board.

Use of a personal vehicle requires that liability insurance be provided by the employee.

Actual and necessary expenses incurred when attending functions outside the district

shall be reimbursed to an employee if approval has been obtained in advance from the Superintendent.[\[1\]](#)

In all instances of travel and job related expense reimbursement, full itemization of expenditures shall be required.

Attendance at approved events outside the district shall be without loss of regular pay, unless otherwise stipulated prior to attendance.

Legal

1. 24 P.S. 517

2. Pol. 309.1

3. Pol. 624

Pol. 626.1

Book	Policy Manual
Section	300 Employees
Title	Working Periods
Code	332
Status	DRAFT

Adopted

Authority

Work schedules required for administrative, professional and support employees shall be clearly specified to ensure regular attendance by employees and consistent operation of the district.

The Board has the authority and responsibility to determine the hours and days during which district programs and services shall be available to students and the community, consistent with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, and Board resolutions.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

The Board has the authority to make modifications to the school calendar and the school schedule as necessary to meet the instructional and health and safety needs of students and staff. Modifications to staff working periods shall be addressed in accordance with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, Board resolutions and/or Board-approved health and safety or other emergency preparedness and response plans.[\[4\]](#)[\[5\]](#)[\[6\]](#)

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to ensure district employees are informed of and adhere to their assigned work schedules.

Professional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.[\[2\]](#)

Employees may leave the school building during their lunch period upon notifying the immediate supervisor.

Staff may be assigned extra or alternative duties, distributed equitably when possible, at the discretion of the building principal or immediate supervisor.

All professional staff members are expected to attend each faculty meeting unless specifically excused by the responsible administrator.

Legal

1. 24 P.S. 510
2. 24 P.S. 1504

3. Pol. 804
4. Pol. 803
5. 24 P.S. 520.1
6. Pol. 805
Pol. 318

Book	Policy Manual
Section	300 Employees
Title	Professional Development
Code	333
Status	DRAFT
Adopted	

Authority

Continuing professional study and inservice training for administrative, professional and support employees are prerequisites for professional development, enhanced ability to complete responsibilities and maintaining certification.

The Board directs district employees to further their professional and personal advancement through graduate study, inservice training, conference attendance and professional development activities.[\[1\]](#)[\[2\]](#)[\[3\]](#)

Guidelines

Graduate/Special Courses

Only courses of study that are preapproved shall be eligible for reimbursement by the district or a change in compensation for the employee. Documentary evidence of satisfactory completion of all study programs shall be required.

Reimbursement for credits for approved graduate study or special courses shall be made in accordance with terms of the administrative compensation plan, an individual contract, or a collective bargaining agreement, as preapproved by the Superintendent.

All eligible employees shall submit annually a record and description of the attainment of approved credits to the Superintendent.

Approved graduate study or special courses/programs may be of sufficient advantage to the district to warrant an increase in an employee's annual salary, upon documentation of satisfactory completion. Such an increase will be in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement, or Board resolution.[\[4\]](#)[\[5\]](#)

Induction Plan

The district shall comply with Department of Education requirements when developing and maintaining an induction plan for first-year teachers, long-term substitutes hired for a position for forty-five (45) days or more, educational specialists and teachers new to the district. The district shall develop and submit the induction plan to the

Department of Education for approval every six (6) years, as required by law and regulations. Prior to approval by the Board and submission to the Department of Education, the induction plan shall be made available for public inspection and comment in the district's administrative offices for a minimum of twenty-eight (28) days.[\[6\]\[7\]](#)[\[8\]](#)

Induction Program for School System Leaders

School system leaders shall complete an induction program which is consistent with the Pennsylvania School Leadership Standards within five (5) years of serving as a school system leader in Pennsylvania for the first time.[\[9\]\[10\]](#)

School system leaders include principals, vice-principals, assistant principals, Assistant Superintendent, Superintendent and individuals who are converting an administrative certificate from a Level I certificate to a Level II certificate.[\[9\]](#)

Professional Education Plan

The Board shall appoint to the professional education committee persons in parental relations and representatives of the community and local businesses. Representatives of administrators, teachers and educational specialists on the professional education committee shall be selected by their respective members.[\[2\]\[11\]](#)

The district shall develop and submit a professional education plan to the Secretary of Education for approval every three (3) years, as required by law and regulations. The professional education plan shall be designed to meet the educational needs of the district and its certified administrative and professional employees; specify approved courses, programs, activities and learning experiences, including training on subjects required by law, regulations and Board policy; and identify approved providers. Prior to approval by the Board and submission to the Secretary of Education, the professional education plan shall be made available for public inspection and comment in the district's administrative offices for a minimum of twenty-eight (28) days.[\[2\]\[7\]](#)[\[8\]](#)[\[11\]](#)

The Board shall ensure an annual review of the district's professional education plan is conducted by the professional education committee to determine if the plan continues to meet the needs of the district, employees, students and community. The professional education committee may recommend amendments to the plan, subject to approval by the Board and the Department of Education.[\[2\]](#)

The Board may approve, on a case-by-case basis, specific professional education activities not stated within the district's professional education plan. Board approval is not required for credits or hours required for administrator certification, earned through activities conducted by providers approved by the Department of Education or the Department itself, or related to the area of assignment or certification.[\[3\]](#)

If the district assumes all costs of credits or hours, the Board may disapprove any course, program, activity or learning experience that is inconsistent with the goals of the professional education plan.[\[3\]](#)

Trauma-Informed Approach Education -

The professional education plan shall include a minimum of one (1) hour of required training in trauma-informed approaches, in accordance with law.[\[2\]](#)[\[12\]](#)[\[13\]](#)

The district shall provide certified administrative and professional employees with training on trauma-informed approaches, in accordance with law and the professional education plan. Training shall address, but shall not be limited to:[\[12\]](#)[\[13\]](#)

1. Recognition of the signs of trauma in students.
2. Best practices for schools and classrooms regarding trauma-informed approaches, including utilizing multi-tiered systems of support.
3. Recognition of the signs of impact of secondary trauma on school employees and appropriate resources for employees experiencing secondary trauma.
4. The district's policies regarding trauma-informed approaches.[\[14\]](#)
5. The district's policies regarding connecting students with appropriate services.[\[15\]](#)[\[16\]](#)[\[17\]](#)

Training shall be based on evidence-based or evidence-informed programs that meet the needs of the district's local community and reflect current best practices related to trauma-informed approaches.[\[13\]](#)[\[18\]](#)

Legal

1. 24 P.S. 517
2. 24 P.S. 1205.1
3. 24 P.S. 1205.2
4. 24 P.S. 1144
5. 24 P.S. 1151
6. 22 PA Code 49.16
7. 22 PA Code 4.13
8. Pol. 100
9. 24 P.S. 1205.5
10. 24 P.S. 1217
11. 22 PA Code 49.17
12. 24 P.S. 102
13. 24 P.S. 1205.7
14. Pol. 146.1
15. Pol. 146
16. Pol. 209
17. Pol. 236
18. 20 U.S.C. 7801
- 24 P.S. 1205.6
- 24 P.S. 1311-B
- Pol. 806

Book	Policy Manual
Section	300 Employees
Title	Sick Leave
Code	334
Status	DRAFT
Adopted	

Authority

Board policy for certified administrative and professional employees shall ensure that eligible employees receive paid sick leave days annually, in accordance with law, an administrative compensation plan, individual contract, a collective bargaining agreement, or Board resolution. Unused leave shall be cumulative.[\[1\]](#)

Board policy for noncertified administrative and support employees shall ensure that eligible employees receive paid sick leave days annually, in accordance with the administrative compensation plan, individual contract, collective bargaining agreement or Board resolution. Unused leave shall be cumulative.

The Board reserves the right to require any employee claiming paid or unpaid sick leave to submit sufficient proof, including documentation from a licensed physician, certified registered nurse practitioner or a licensed physician assistant, of the employee's illness, disability or need to quarantine.[\[1\]\[2\]](#)

Misuse of sick leave shall be considered a serious infraction subject to disciplinary action.[\[3\]](#)

The Board shall consider the written request of any eligible employee for an extension of sick leave, with or without pay, when the employee's own accumulated sick leave or other paid or unpaid leave has been exhausted, pursuant to law or collective bargaining agreement provisions where applicable.[\[1\]\[2\]](#)

The Board approves the use of Sick Leave Banks, and directs the Superintendent or designee to establish administrative regulations or procedures to ensure they are operated in accordance with the provisions of law, Board policy and an applicable administrative compensation plan, collective bargaining agreement, or Board resolution.

Delegation of Responsibility

The Superintendent shall report to the Board the names of employees absent for noncompensable cause or whose claim for sick leave pay cannot be justified.

Guidelines

A sick leave absence shall commence when the employee or designee, 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.

Whatever the claims of disability, no day of absence shall be considered a sick leave day if the employee has engaged in or prepared for other gainful employment, or has engaged in any activity that would raise doubts regarding the validity of the sick leave request.

Records

The district's personnel records shall show the attendance of each employee; and the days absent shall be recorded, with the reason for such absence noted.[\[1\]\[2\]](#)

A record shall be made of the unused sick leave days accumulated by each district employee, which shall be reported to the employee.[\[1\]\[2\]](#)

Legal

1. 24 P.S. 1154
2. 24 P.S. 510
3. Pol. 317

Book	Policy Manual
Section	300 Employees
Title	Family and Medical Leaves
Code	335
Status	DRAFT
Adopted	

Authority

The Board shall provide eligible administrative, professional and support employees with unpaid leaves of absence in accordance with the Family And Medical Leave Act, hereinafter referred to as FMLA.[\[1\]](#)[\[2\]](#)

Employee requests for FMLA leave shall be processed in accordance with law, Board policy and administrative regulations.

Delegation of Responsibility

The Superintendent shall develop and disseminate administrative regulations to implement FMLA leave for eligible employees.

The district shall post, in conspicuous places in the district customarily used for notices to employees and applicants, a notice regarding the provisions of the FMLA and the procedure for filing a complaint.[\[3\]](#)

Employee requests for leave, both FMLA and non-FMLA, shall be submitted in writing on a district form to the immediate supervisor, with a copy to the Human Resources Department.

Guidelines

Employees' eligibility for FMLA leave shall be based on the criteria established by law.[\[4\]](#)[\[5\]](#)

Eligible employees shall be provided up to twelve (12) workweeks of unpaid leave in a twelve-month period for the employee's own serious health condition; for the birth, adoption, foster placement or first-year care of a child; to care for a seriously ill spouse, child or parent; or to address specific qualifying exigencies pertaining to a member of the Armed Forces alerted for foreign deployment or during foreign deployment.[\[5\]](#)

Eligible employees shall be provided up to twenty-six (26) workweeks of unpaid leave in a single twelve-month period to care for an ill or injured covered servicemember.[\[5\]](#)

The district will measure the twelve-month period from July 1 to June 30.

When an employee requests, qualifies for, and is entitled to a FMLA leave, any accrued paid sick, vacation, personal or family leave shall be required to be utilized concurrent with the FMLA leave.

When an employee requests an FMLA leave and qualifies for and is entitled to any accrued paid sick, vacation, personal or family leave, the employee shall be required to utilize such paid leave concurrent with the FMLA leave.[\[5\]](#)

Legal

1. 29 U.S.C. 2601 et seq
 2. 29 CFR Part 825
 3. 29 U.S.C. 2619
 4. 29 U.S.C. 2611
 5. 29 U.S.C. 2612
 6. 29 CFR 825.200
- Pol. 813

Book	Policy Manual
Section	300 Employees
Title	Personal Necessity Leave
Code	336
Status	DRAFT
Adopted	

Authority

This policy shall provide for absences for defined personal necessity leave by administrative, professional and support employees.

The Board has the authority to specify reasonable conditions under which personal necessity leave may be granted, the type of situations in which such leave will be permitted, and the total number of days that may be used by an employee in any school year for such leave.[\[1\]](#)[\[2\]](#)

Guidelines

Personal Leave

Personal leave days with pay shall be granted to district employees in accordance with provisions of the administrative compensation plan, individual contract, applicable employment compensation plan, collective bargaining agreement or Board resolution.

Bereavement Leave

Bereavement leave with pay shall be granted to district employees in accordance with provisions of the administrative compensation plan, individual contract, applicable employment compensation plan, collective bargaining agreement or Board resolution.[\[2\]](#)

Military Leave

Employees shall be granted military leave in accordance with applicable state and federal law and regulations.[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

Legal

1. 24 P.S. 510
2. 24 P.S. 1154
3. 24 P.S. 1176-1181
4. 51 Pa. C.S.A. 4102
5. 51 Pa. C.S.A. 7309

6. 38 U.S.C. 4301 et seq

Book	Policy Manual
Section	300 Employees
Title	Vacation
Code	337
Status	DRAFT
Adopted	

Purpose

Administrative and support staff employed to work twelve (12) months or other schedules considered full-time shall be provided paid vacation.

Authority

The Board shall provide vacation days for eligible employees, consistent with the employee's request and convenience while considering the district's management and operational needs.[\[1\]](#)

[The Board has the authority and responsibility to establish reasonable guidelines that specify the conditions under which vacation may be taken within the terms of a valid collective bargaining agreement currently in force with a recognized bargaining unit.\[24 P.S. 407\]](#)

Guidelines

Vacation time shall be granted in accordance with provisions of the administrative compensation plan, individual contract, collective bargaining agreement, applicable employment compensation plan, or Board resolution.

Eligible employees must submit a request for scheduled vacation with the immediate supervisor in advance of the requested date.

Vacations normally should be scheduled at times when they will not interfere with the normal operation of the school.

All vacation schedules are subject to final approval by the Superintendent.

Legal
1. 24 P.S. 510

Book	Policy Manual
Section	300 Employees
Title	Sabbatical Leave
Code	338
Status	DRAFT
Adopted	

Authority

This policy shall establish the district's parameters for granting sabbatical leaves for restoration of health to eligible administrative and professional employees.

The Board shall grant sabbatical leaves to eligible administrative and professional employees for the purpose of restoration of health and for other purposes at the discretion of the Board.[\[1\]](#)

The Board reserves the right to specify the conditions under which sabbatical leaves for restoration of health or other purposes may be taken, consistent with law.

Guidelines

Eligibility

To qualify for sabbatical leave, an eligible employee shall have completed ten (10) years of satisfactory service in the public schools of the Commonwealth; at least five (5) consecutive years of such service shall be in this school district.[\[1\]](#)

A sabbatical leave may be taken for a half or full school term or for two (2) half school terms during a period of two (2) years, at the employee's option.[\[1\]](#)

Subsequent sabbatical leaves shall be permitted after each seven (7) years of service in the district.[\[1\]](#)

The total number of administrative employees on sabbatical leave at any one time shall not exceed ten percent (10%) of the number of eligible employees. The total number of professional employees on sabbatical leave at any one time shall not exceed ten percent (10%) of the number of eligible employees.[\[2\]](#)

Application

Requests for sabbatical leave shall be submitted on the approved district form and forwarded with medical documentation to the Superintendent or designee as soon as possible.

The Board shall review each application for sabbatical leave and shall approve those meeting the requirements of Board policy and applicable law.

Documentation

Applicants for sabbatical leave shall submit with the application form a supporting medical statement and recommendation from their physician indicating that the employee has a health condition which prevents the employee from fulfilling their duties as an employee with the School District for at least a half school term in duration. Such application shall be submitted prior to May 1 for leaves to begin in September or prior to November 1 for leaves to begin in February, except in the case of a medical emergency or demonstrable medical need as confirmed by a licensed physician in the Commonwealth of Pennsylvania.

At both the approximate midpoint of the leave and at least thirty (30) days prior to the conclusion of the leave, a physician's statement shall be submitted to the Superintendent or designee, indicating the extent to which the purpose of the leave has been achieved and evaluating the health status of the employee relative to their ability to return to employment.[\[3\]](#)

The Board reserves the right to require at its own expense additional examinations and reports by physicians of its choice to determine whether the leave is being used for the purpose for which it was granted.[\[3\]](#)

Commitment of Employee

Acceptance of a sabbatical leave incurs a commitment by the employee to return to active duty in this district immediately following the sabbatical leave for one (1) full school term, unless prevented by illness or physical disability. Should an employee not return as required, the employee is obligated to reimburse the District for all monies expended for salary and benefits.[\[4\]](#)

The Board reserves the right to require at its own expense additional examinations and reports by physicians of its choice to determine the employee's ability to return to work.

Commitment of Employer

At the expiration of the sabbatical leave, the employee shall be reinstated in the same position held at the time of the granting of the leave, in accordance with applicable law.[\[4\]](#)

Time on sabbatical leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[\[5\]](#)

Compensation

During the period of sabbatical leave, an employee shall be compensated at least one-half the salary to which they would have been entitled had the employee not taken leave.[\[6\]](#)

While on leave, the employee shall be entitled to insurance benefits provided other employees of a similar classification.

A sabbatical leave granted for restoration of health shall also serve as a leave of absence without pay from all other school activities, including extracurricular activities and/or supplemental contracts.[\[1\]](#)

Compensable employment may not be engaged in while the employee is on sabbatical leave.

Legal

1. 24 P.S. 1166
2. 24 P.S. 1167
3. 24 P.S. 1171
4. 24 P.S. 1168
5. 24 P.S. 1170
6. 24 P.S. 1169

Book	Policy Manual
Section	300 Employees
Title	Compensated Professional Leaves
Code	338.1
Status	DRAFT
Adopted	

Purpose

This policy shall establish the district's parameters for granting professional development and classroom occupational exchange leaves for certified administrative and professional employees.

Definitions

Professional Development Leave - shall be defined as a leave of absence granted for the purpose of improving professional competency or obtaining a professional certificate or commission. Such leave shall be directly related to an employee's professional responsibilities, as determined by the Board, and be restricted to activities required by state regulation or law including, but not limited to obtaining a professionally-related Master's degree, attending college courses, attending a scheduled conference, lecture session or educational classroom, curriculum development work, and supervised classroom observations of other professional employees.[\[1\]](#)

Classroom Occupational Exchange Leave - shall be defined as a leave of absence granted for the purpose of acquiring practical work experience in business, industry or government.[\[2\]](#)

Authority

The Board shall have sole authority to adopt and enforce policy establishing the conditions for approval of a professional development leave for eligible employees. All requests for such leave shall be subject to review by the Board. The Board may approve or reject a proposed plan for professional development leave.[\[1\]](#)

The Board may grant a leave to eligible employees for classroom occupational exchange leave for the specified purpose.[\[2\]](#)

Guidelines

PROFESSIONAL DEVELOPMENT LEAVE

Eligibility

To qualify for professional development leave, an eligible employee shall have completed ten (10) years of satisfactory service in the public schools of the Commonwealth; at least five (5) consecutive years of such service shall be in this school district.[\[3\]](#)

A leave for professional development may be taken for a half or full school term or for two (2) half school terms during a period of two (2) years, at the employee's option.[\[3\]](#)

Subsequent leaves for professional development shall be permitted after each seven (7) years of service in the district.[\[3\]](#)

The total number of administrative employees on such leaves of absence shall not exceed ten percent (10%) of the number of eligible employees. The total number of professional employees on such leaves of absence shall not exceed ten percent (10%) of the number of eligible employees.[\[4\]](#)

Application

Professional development leaves shall be granted only to employees participating in an academic program for the purpose of retaining a professional certificate or commission, further preparation and improvement in an area(s) of certification, additional certification, attaining other appropriate and identifiable educational positions within the school district, or as the Board may require, and upon the recommendation of the Superintendent.[\[1\]](#)

Requests for professional development leave shall be submitted on the approved district form and forwarded with a detailed plan to the Superintendent.

All required application materials shall be submitted before May 1 for leaves to begin August 1 or on or before November 1 for leaves to begin January 1.

Documentation

Applicants for professional development leave shall submit with the application form a detailed plan describing the professional development activities to be undertaken and a statement specifying the benefits of the leave to the employee and the school district. The plan shall provide sufficient information to permit the Board and the Superintendent to adequately evaluate the request.[\[1\]](#)

The Board may at any time require additional information from the employee in order to assist the Board in determining whether the leave is being used for the purpose for which it was granted.[\[5\]](#)

The minimum requirements for leave for a half school term shall consist of any one or a combination of the following:[\[1\]](#)

1. Nine (9) graduate credits.
2. Twelve (12) undergraduate credits.

3. One hundred eighty (180) hours of professional development activities.

The minimum requirements for leave for a full school term shall consist of any one or a combination of the following:[\[1\]](#)

1. Eighteen (18) graduate credits.
2. Twenty-four (24) undergraduate credits.
3. Three hundred sixty (360) hours of professional development activities.

Applicants who propose to take graduate or undergraduate credits shall submit notification of acceptance and enrollment from an accredited institution of higher learning for study in courses approved by the Superintendent. The employee shall successfully complete the approved courses and receive passing grades. At the conclusion of an official collegiate or university time sequence, such as semester, quarter, or other such designation, a record of the coursework completed, together with marks earned at completion, shall be submitted to the Superintendent. Failure to receive passing grades or to submit required reports on time shall result in forfeiture of monies paid by the district.[\[1\]\[5\]](#)

Applicants who propose to undertake professional development activities shall submit to the Board a detailed plan listing the specific activities. Written reports shall be submitted at least two (2) times per semester to the Superintendent and shall describe the educational activities pursued and their benefits and relevancy. Failure to submit required reports on time shall result in forfeiture of monies paid by the district.[\[1\]\[5\]](#)

Commitment of Employee

Acceptance of professional development leave incurs a commitment by the employee to return to active duty in this district immediately following the leave for one (1) full school term, unless prevented by illness or physical disability.[\[1\]\[6\]](#)

Employees shall submit required reports on time or forfeit all compensation and benefits.

If the employee resigns or fails to return to employment, the amount contributed by the district to the Public School Employees' Retirement Fund shall be deducted from the refund payable to the employee under existing law, and the amount deducted shall be refunded to the district by which it was paid.[\[6\]\[8\]](#)

Commitment of Employer

At the expiration of the professional development leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[\[6\]](#)

Time on professional development leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[\[7\]\[8\]](#)

Compensation

During the period of professional development leave, an employee shall be compensated at least one-half the salary to which they would have been entitled had the employee not taken leave.[\[9\]](#)

While on leave, the employee shall be entitled to insurance benefits provided other employees of a similar classification.

A leave of absence granted for professional development shall also serve as a leave of absence without pay from all other school activities.[\[3\]](#)

Compensable employment may not be engaged in while the employee is on professional development leave.

CLASSROOM OCCUPATIONAL EXCHANGE LEAVE

Application

Requests for classroom occupational exchange leave shall be submitted on the approved district form and forwarded with appropriate documentation to the Superintendent.

All required application materials shall be submitted before May 1 for leaves to begin August 1 or on or before November 1 for leaves to begin January 1.

Documentation

Applicants for classroom occupational exchange leave shall submit with the application form a statement from the employer agreeing to the terms and conditions of the leave, as specified in Board policy.

Upon return from such leave, the employee shall submit to the Board a final report detailing the work experience and its benefits.[\[2\]](#)[\[1\]](#)[\[5\]](#)

Commitment of Employee

Acceptance of classroom occupational exchange leave incurs a commitment by the employee to return to active duty in this district immediately following the leave for one (1) full school term, unless prevented by illness or physical disability.[\[6\]](#)

Commitment of Employer

At the expiration of the classroom occupational exchange leave, the employee shall be reinstated in the same position held at the time of the granting of the leave.[\[6\]](#)

Time on classroom occupational exchange leave shall be counted as time on the job for purposes of seniority and for retirement fund purposes, but for no other purpose.[\[2\]](#)

Compensation

The business, industry or government to whom the employee is assigned during the leave shall fully compensate the school district for all salary, wages, pension and retirement contributions, and other benefits as if the employee were in full-time active service.[\[2\]](#)

Legal

1. 24 P.S. 1166.1
2. 24 P.S. 522.2
3. 24 P.S. 1166
4. 24 P.S. 1167
5. 24 P.S. 1171
6. 24 P.S. 1168
7. 24 P.S. 522.1
8. 24 P.S. 1170
9. 24 P.S. 1169