

**SPRING-FORD AREA SCHOOL DISTRICT  
WORK SESSION**

**Monday, September 18, 2023 ∞ 7:30 p.m.**

**High School Cafeteria  
350 South Lewis Road, Royersford, PA 19468**

RCTV YouTube Address: <https://www.youtube.com/ramcountrytv>

**MISSION STATEMENT**

Spring-Ford Area School District cultivates academic excellence, embraces inclusivity, fosters wellness, and purposefully integrates technology and innovation.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

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

**II. BOARD AND COMMITTEE REPORTS**

<b>Student Rep. Report</b>	<b>Arhan Kaul/Stella Stein</b>	
<b>Extracurricular Activities</b>	<b>David Shafer</b>	<b>1<sup>st</sup> Tue. 6:30 p.m.</b>
<b>Policy</b>	<b>Wendy Earle</b>	<b>2<sup>nd</sup> Mon. 6:30 p.m.</b>
<b>Curriculum/Technology</b>	<b>Dr. Margaret Wright</b>	<b>2<sup>nd</sup> Mon. 7:30 p.m.</b>
<b>Finance</b>	<b>Clinton L. Jackson</b>	<b>2<sup>nd</sup> Tue. 6:30 p.m.</b>
<b>Property</b>	<b>Clinton L. Jackson</b>	<b>2<sup>nd</sup> Tue. 7:30 p.m.</b>
<b>MCIU</b>	<b>Dr. Margaret Wright</b>	<b>4<sup>th</sup> Wed. 7:00 p.m.</b>
<b>American Legion</b>	<b>David Shafer</b>	
<b>Asst. Superintendent’s Report</b>	<b>Dr. Kelly Murray/Dr. Tina Giambattista</b>	
<b>Solicitor’s Report</b>	<b>Mark Fitzgerald</b>	

**III. MINUTES**

- A. Administration recommends approval of the August 21, 2023 Work Session minutes. (Attachment A1)**
- B. Administration recommends approval of the August 28, 2023 Board Meeting minutes. (Attachment A2)**

**IV. PERSONNEL**

**A. Resignations**

- 1. **Arthur P. Boyle**; Systems Technician, 7th Grade Center: Effective September 15, 2023.
- 2. **Jennifer R. Beyer**; Registered Nurse, 9th Grade Center: Effective September, 14, 2023

**B. Professional Employee**

- 1. **Tracey A. Strylo**; Special Education Teacher, 9th Grade Center, replacing Gina M. High who had a change of assignment. Compensation has been set at M, Step 9, \$67,446.00, prorated, with benefits per the Professional Agreement. Effective: September 15, 2023.

**C. Temporary Professional Employee**

1. **Kelly Macnamara**; Health and Physical Education Teacher, Senior High School, replacing Marisa Moley who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, prorated, with benefits per the Professional Agreement. Effective: September 18, 2023.
2. **Jennifer M. Shore**; Elementary Teacher, 5/6th Grade Center, replacing Krista M. Mansfield who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, prorated with benefits per the Professional Agreement. Effective: September 21, 2023.

**D. Change of Status**

1. **Paula T. Donatelli**; Instructional Assistant to Registered Behavior Technician, Limerick Elementary School. Compensation has been set at \$25.82 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 28, 2023.
2. **Kathleen M. Kwiej**; Instructional Assistant to Registered Behavior Technician, Upper Providence Elementary School. Compensation has been set at \$24.06 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 28, 2023.
3. **Wendy S. Landes**; Instructional Assistant to Registered Behavior Technician, Evans Elementary School. Compensation has been set at \$24.06 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 28, 2023.
4. **Jeanette E. Roberts**; Instructional Assistant to Registered Behavior Technician, 5/6th Grade Center. Compensation has been set at \$23.79 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 28, 2023.

**E. Tenure**

The individuals listed below have completed three (3) years of satisfactory service as temporary professional employees and are, therefore, entitled to tenure status:

- |                         |                           |
|-------------------------|---------------------------|
| 1. Kathryn A. Beer      | 7. Melanie Siesmore-Adamo |
| 2. Gabrielle R. Drummer | 8. Jessica R. Santori     |
| 3. Heather M. Gardan    | 9. Brett M. Slifer        |
| 4. Amy R. Heiman        | 10. Christine M. Wichner  |
| 5. Elise Marie Lannutti | 11. Michelle Willemin     |
| 6. Marisa Moley         |                           |

**F. Support Staff**

1. **Tyler J. Bingaman**; Support Technician, 7th Grade Center, replacing Michael G. Lesckowicz, Jr. who resigned. Compensation has been set at \$22.00 per hour with benefits, per the Technology Support Benefit Summary. Effective date to be determined.
2. **Helena Colon**; Instructional Assistant, Royersford, replacing Amy E. Remp who had a change of assignment. Compensation has been set at \$20.00 per hour with benefits, per the Instructional Assistants' Benefit Summary. Effective date to be determined.
3. **Tanner I. Miller**; Support Technician, 7th Grade Center, replacing Belman B. Oommen who resigned. Compensation has been set at \$22.00 per hour with benefits, per the Technology Support Benefit Summary. Effective: October 30, 2023.
4. **Jacqueline C. Thomas**; Instructional Assistant, 5/6th Grade Center, replacing Jennifer C. Brown who had a change of assignment. Compensation has been set at \$20.00 per hour with benefits, per the Instructional Assistants' Benefit Summary. Effective: October 9, 2023.

**G.** Administration recommends approval of the following professional staff members(s) for before and after school tutoring for the 2023-2024 to be paid from ARP ESSER/7% Set Aside.

- |                                |                                   |
|--------------------------------|-----------------------------------|
| 1. <b>Maura F. Groff</b>       | 4. <b>Marlene Kimble</b>          |
| 2. <b>Susan S. Hammond</b>     | 5. <b>Jennifer D. McGlade</b>     |
| 3. <b>Jeanette T. Hellauer</b> | 6. <b>Georgeiann C. Sklenarik</b> |

7. **Holly Smith**
8. **Robert P. St. Ledger**
9. **Jeannine Plitnick**

10. **Shayne M. Tobin**
11. **Christine N. Wike**

H. Administration recommends approval of the attached extra-curricular contracts for the 2023-2024 school year. (**Attachment A3**)

## V. 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. <u>Scholarship Checks</u>		
Check No. 458 - 458	\$	2,000.00
2. <u>Food Service Checks</u>		
Check No. 2624 - 2625	\$	340.00
3. <u>General Fund Checks</u>		
Check No.216984 - 217105	\$	2,490,811.64
4. <u>General Fund, Food Service, Capital Reserve &amp; Projects ACHs</u>		
ACH No. 232400355 - 232400499	\$	4,238,118.26
5. <u>Wires</u>		
Wire No. 202300033 - 202300053	\$	2,450,988.21
6. <u>Procurement Payments</u>		
Transaction No.220000448 - 220000461	\$	8,746.84

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. **Rope Masters** to provide an educational program at Spring City Elementary at a cost not to exceed \$1,045.00 and will be funded from the Spring City Elementary Budget.
2. **Sunbelt Staffing, LLC** to provide nursing services for the 2023-2024 school year at a cost not to exceed \$100,800.00 and will be funded from the Special Education Budget.
3. **The Pathway School** to provide tuition and 1:1 services for the 2023-2024 school year at a cost not to exceed \$148,500.00 and will be funded from the Special Education Budget.
4. **Cottage Seven Academy** to provide educational tuition for the 2023-2024 school year at cost not to exceed \$38,700.00 and will be funded from the Special Education Budget.
5. **Surpass Behavioral Health** to provide 2023-2024 school year services at a cost not to exceed \$14,400.00 and will be funded from the Special Education Budget.

6. **Woods Services** to provide 2023-2024 school year services at a cost not to exceed \$45,935.50 and will be funded from the Special Education Budget.
  7. **PAAL Preparing Adolescents & Adults for Life** to provide 2024 ESY and 2023-2024 school year services at a cost not to exceed \$129,637.29 and will be funded from the Special Education Budget.
  8. **US Medical Staffing, LLC.** to provide 2023-2024 school year Personal Care Assistant, and School Psychology services at a cost not to exceed \$292,950.00 and will be funded from the Special Education Budget.
  9. **Devereux Advanced Behavioral Health** to provide tuition, PCA and related services for the 2023-2024 school year for a cost not to exceed \$239,850.00 and will be funded from the Special Education Budget.
- E. Administration recommends approval for the establishment of a High School Student Activities account for the Class of 2027.
  - F. Administration recommends approval for establishment of VEX-Robotics Student Activities account.
  - G. Administration recommends the approval for educational services from **Lakeside Educational Network** for the 2022-2023 School Year at a cost not to exceed \$21,258.30 and will be funded from the Special Education Budget.
  - H. Administration recommends the approval of additional funds for educational services from **Lakeside Educational Network** for the 2023-2024 school year at a cost not to exceed \$90,000.00 and will be funded from the Special Education Budget.
  - I. The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 711 Hollow Road in Upper Providence Township and further identified as tax parcel No. 61-00-02473-00-4 setting (i) the assessment of the property at \$950,400 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$852,000 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
  - J. The Board of School Directors authorizes the administration to enter into an agreement for the property located at 260 West Ridge Pike in Limerick Township and further identified as tax parcel No. 37-00-03892-00-4 setting the assessment of the property at \$594,000 for tax year 2023 (School District tax year 2023-24), and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
  - K. Administration recommends approval of additional funds for Capstone Academy to provide related services for the 2023-2024 school year that are not to exceed \$5,520.00 and will be funded from the Special Education Budget.
  - L. Administration recommends approval of 2023-06 amended confidential settlement agreement in an amount not to exceed an additional \$14,930.00 and will be funded from the Special Education Budget.
  - M. Administration recommends approval of an addendum for **Pediatric Therapeutic Services Inc. (PTS)** to provide OT/PT/SLP services from the 2022-2023 school year and ESY 2022 for a cost not to exceed \$91,000.00 and funding will come from the Special Education Budget.
  - N. Administration recommends approval for an agreement with **EI US, LLC d/b/a Learn Well Services** to provide Virtual Teaching Services for students in need of homebound instruction

and/or alternative instruction. Services will be provided at a rate of \$66.00 per hour at a maximum of 5 hours/week.

## VI. PROPERTY

- A. Administration recommends approval of the High School tennis court improvements which include, resurfacing asphalt for (7) courts, new acrylic court surfaces, new nets and posts, new fencing and gates and resurfacing of the asphalt walking paths adjacent to the tennis courts. This work will be completed by Miller Sport Construction through COSTARS contract and shall not exceed \$446,000.00. Funding will come from the Capital Reserve.

## VII. PROGRAMMING AND CURRICULUM

- A. Administration recommends the approval of the Skyward Module NSOE (New Student Online Enrollment). Total cost of installation, configuration, professional services and training will not exceed \$21,500.00 and will be paid from the Technology operating budget.
- B. Administration recommends the approval of Pick-Up Patrol for the 2023-2024 school year for Evans Elementary and Spring City Elementary. Total cost of the software will not exceed \$1,500.00 and will be paid from the building budgets.

## VIII. CONFERENCES AND WORKSHOPS

- A. **Susan Miscavage**, 10-12 Grade Center Teacher, to attend "The University of Pittsburgh College in High School Professional Development" September 29, 2023 in Pittsburgh, PA. The total cost of the workshop is not to exceed \$865.00 (transportation, hotel, and meals). Substitute coverage will be needed.
- B. **Tracy L. Bogucki and Jessica Kemp**, Child Accounting, to attend "2023-24 A/CAPA Fall Conference" November 8-10, 2023 in Hershey, PA. The total cost of the conference is not to exceed \$1,815.00 (registration, transportation, hotel, and meals). Substitute coverage is not needed.
- C. **Dr. Jennifer Rinehimer, Brianna Angelucci, Stephanie Fidler, Jessica Saloky, Theresa Silverman, Amy Parsia, Maggie Megill, Hannah Coath, Mindy Bower and Mary Jones** to attend "*Robert Kaplinsky-How to Implement Engaging Problem Solving In Your Math Classroom*" October 12, 2023 at the MCIU in Norristown, PA. The total cost of the conference is not to exceed \$2,475.00 (registration and transportation). Substitute coverage is needed for 5 of those attending.

## IX. OTHER BUSINESS

- A. Administration recommends approval of current 12th grade student 2023-07, to participate in a Gifted Independent Study in accordance with Board Policy #118 during the 2023-2024 school year.
- B. The following policies are submitted for **Approval**:
  1. **Policy #122** - Co-Curricular and Extra-Curricular Activities (**Attachment A4**)
  2. **Policy #123.1** - Concussion Management (**Attachment A5**)
  3. **Policy #202** - Eligibility of Nonresident Students (**Attachment A6**)
  4. **Policy #610** - Purchases Subject to Bid & Quotation (**Attachment A7**)
  5. **Policy #706.1** - Disposal of District Owned Property (**Attachment A8**)

## X. INFORMATIONAL

- A. A Board majority vote is needed to select a candidate for the office of **PSBA President-Elect** (one-year term). There is only one candidate running for this office: Allison Matthis, North Hills School District.

- B.** A Board majority vote is needed to select a candidate for the office of **PSBA Vice-President** (one-year term). There is only one candidate running for this office: Sabrina Backer, Franklin Area School District.
- C.** A Board majority vote is needed to select a candidate for the office of **2024-2026 PSBA Treasurer** (three-year term). There is only one candidate running for this office: Karen Beck Pooley, Bethlehem Area School District.
- D.** A Board majority vote is needed to select up to two candidates for the office of **PSBA Insurance Trustee**, term ending December 31, 2026 (three-year term). There are only two candidates running for this office: Marianne Neel and Michael Faccinetto.
- E.** A Board majority vote is needed to select up to three candidates for the **PSBA Forum Steering Committee**, term ending December 31, 2025 (two-year term). There are four candidates running for this office: Tehanne Zeigler, Shikellamy School District, Betsy Gates, Dauphin County Technical School, JaimeLynn Zimerofsky, Schuylkill IU 29, and Jennifer Davidson, Manheim Township School District.

**XI. BOARD COMMENT**

**XII. PUBLIC TO BE HEARD**

**XIII. ADJOURNMENT**

On August 21, 2023, The Spring-Ford Area School District Work Session was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Karen Weingarten and Dr. Margaret D. Wright  
Region II: Clinton L. Jackson and David R. Shafer  
Region III: Abby Deardorff, Erica Herman, and Dr. Jennifer Motzer  
Presiding Officer: Erica Hermans  
Superintendent: Robert W. Rizzo  
Assistant Superintendents: Dr. Kelly M. Murray and Dr. Tina L. Giambattista  
Chief Financial Officer: Jim Fink  
Solicitor: Mark Fitzgerald, Esq.  
Student Reps.: Arhan Kaul and Stella Stein  
Virtual: Wendy Earle  
Absent: Colleen Zasowski

**CALL TO ORDER**

Mrs. Hermans called the meeting to order at 7:30 p.m.  
Mrs. Bickert noted that Mrs. Deardorff, Mrs. Hermans, Mr. Jackson, Dr. Motzer, Mr. Shafer, Mrs. Weingarten, Dr. Wright are in person, Mrs. Earle is on Zoom and Mrs. Zasowski is absent.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

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

**Lena Ackerman, Limerick** - Soccer Coaches  
**Kathy Morris, Royersford** - Spring City Renovation

**II. PRESENTATIONS**

ICS Consulting reviewed the design and the steps taken to get there. Phase 2, which is on the agenda for approval next week, will start the design and will be reviewed at a meeting with the committee. All of the requirements are included in the project. About 7000 sq feet of new construction is included in the concept. The main entrance was updated to make it more welcoming, new drop off for parents and an administration suite. The scheduled construction will conclude in August 2025. Next steps are Board approval then design development, land development submission, construction docs and bidding.

**A.** ICS Consulting, to present a Spring City Renovation Project update

**III. ACTION ITEM**

Motion by Mrs. Weingarten to approve Action item A, seconded by Mrs. Deardorff.

Motion by Mr. Shafer to amend Action Item A to read:

**Administration recommends the approval of CDW to provide Technology Professional Services at a cost that will not exceed \$22,000.00 and will be paid from the Technology Operating Budget.**

Due to a sudden resignation to fill the gap until a replacement can be found. Mr. Catalano spoke with 3 companies.

Motion carries 7-1 to amend the motion.(Mrs. Deardorff was the dissenting vote).

Motion to approve the amended motion carries 7-1 (Mrs. Deardorff was the dissenting vote).

~~A. Administration recommends the approval of CDW to provide Technology Professional Services at a cost that will not exceed \$50,000.00 and will be paid from the Technology Operating Budget.~~

#### IV. BOARD AND COMMITTEE REPORTS

##### Student Rep. Report

**Arhan Kaul/Stella Stein**

Student Representative Kaul noted some of the events that have taken place such as fall sports has begun, seniors have had their photos and the self guided tours are going on now. Student Representative Stein noted some upcoming events and asked everyone to check out the weekly updates and complete the summer assignments.

##### MCIU

**Dr. Margaret Wright**

**4<sup>th</sup> Wed. 7:00 p.m.**

They held their convocation at North Penn School District yesterday and Dr. Wright requested to report out next week after the meeting.

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

Dr. Giambattista is excited to welcome back staff and students and convocation will be held tomorrow.

##### Solicitor's Report

**Mark Fitzgerald**

Mr. Fitzgerald noted 3 assessments are on for approval from last year.The final Exelon agreement should come in soon.

#### V. MINUTES

Mr. Shafer asked about Personnel, item X on the June 26, 2023. Mrs. Hermans asked that the Motion and Second be reviewed.

**A.** Administration recommends approval of the June 20, 2023 Work Session minutes.  
**(Attachment A1)**

**B.** Administration recommends approval of the June 26, 2023 Board Meeting minutes.  
**(Attachment A2)**

#### VI. PERSONNEL

Personnel A-J, Mr. Shafer noted that 2 Administrators are leaving and also that the District is paying the bottom amount for most new teachers with 13 at Step 1.

Mr. Jackson stated that he believes in promoting within, Dr. Wright and Mrs. Weingarten agreed.

Mr. Shafer spoke about the discussion from the previous meeting on the Girls Soccer coach.

##### A. Resignations

1. **Jennifer K. Benson;** School Psychologist, Spring City Elementary School and 8th Grade Center. Effective: No later than October 13, 2023.
2. **Brittany L. Chinnici;** 10-month Secretary, Senior High School. Effective: August 3, 2023.
3. **Joseph N. Dimino;** Chemistry Teacher, Senior High School. Effective: August 8, 2023.

**(Attachment A1)**



4. **Wayne F. Downs**; Special Education Teacher, 5/6th Grade Center. Effective: No later than September 29, 2023.
5. **Christa J. Ellsesser**; Instructional Assistant, Limerick Elementary School. Effective: August 9, 2023.
6. **Laura Gilmore**; Assistant Track Coach-Girls' & Boys', Senior High School. Effective: August 14, 2023.
7. **Phillip P. Leddy**; Assistant Principal, 5/6th Grade Center. Effective: No later than September 15, 2023.
8. **Jennifer C. Lipp**; Special Education Teacher, 5/6th Grade Center. Effective: August 8, 2023.
9. **Katherine Macel**; Speech & Language Pathologist, Limerick Elementary and Royersford Elementary Schools. Effective: July 12, 2023.
10. **Anthony J. Malloy**; Systems Administrator, District Office. Effective: August 25, 2023.
11. **Meghan E. McCullough**; Instructional Assistant, Royersford Elementary School. Effective: August 7, 2023.
12. **Amanda J. McLoughlin**; Registered Nurse, 9th Grade Center. Effective: June 27, 2023.
13. **Lorraine R. Moyer**; Administrative Assistant, 9th Grade Center for the purpose of retirement. Effective: July 6, 2023.
14. **Melissa D. Patschke, Ed.D.**; Principal, Upper Providence Elementary School for the purpose of retirement. Effective: October 2, 2023.
15. **Gabrielle A. Sabatino**; English Teacher, Senior High School. Effective: No later than September 29, 2023.
16. **Teanna L. Sibilly**; Instructional Assistant, Extended School Year. Effective: June 27, 2023.
17. **Robert A. Swier, III**; 7th Grade/8th Grade Assistant Football Coach. Effective: July 19, 2023.
18. **Emily A. Walker**; Instructional Assistant, Brooke Elementary School. Effective: August 21, 2023.
19. **Jeanette M. Walker**; Special Education Teacher, Senior High School. Effective: No later than September 18, 2023.
20. **Jennifer B. Young**; Instructional Assistant, Royersford Elementary School. Effective: July 7, 2023.

#### **B. Leave of Absence**

1. **Madison A. Carter**; Social Studies Teacher, 8th Grade Center, for a leave of absence per the Professional Agreement. Effective: Estimated start date September 13, 2023 through January 23, 2024
2. **Riley A. Jones**; English Teacher, Senior High School, for a leave of absence per the Professional Agreement. Effective: August 22, 2023 through January 23, 2024
3. **Samantha J. Muntz**; Elementary Teacher, 5/6th Grade Center, for a leave of absence per the Professional Agreement. Effective: Estimated start date September 18, 2023 through March 27, 2024.
4. **Brianna C. Noris**; Instructional Assistant, 5/6th Grade Center, for an unpaid leave of absence per Board Policy. Effective: Estimated start date September 15, 2023 for approximately 6 weeks.
5. **Nicole Catts**; Elementary Teacher, Brooke Elementary School, for a leave of absence per the Professional Agreement. Effective: August 22, 2023 through the 2023-2024 school year.
6. **Danielle N. Strange**; Elementary Teacher, 5/6th Grade Center, for an unpaid leave of absence per Board Policy. Effective: August 28, 2023 through December 4, 2023.  
*Correction from the March Board Agenda.*

#### **C. Professional Employee**

1. **Renee A. Hansberger**; Part-time (.50) Music Teacher, Spring City Elementary School, replacing Reagan E. Mindte who resigned. Compensation has been set at M, Step 5, \$28,775.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
2. **Megan M. Kraft**; Instructional Support Teacher, Spring City Elementary School, replacing Corinna M. Vieira who resigned. Compensation has been set at M+30, Step 7, \$72,783.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
3. **Laura Woods**; Special Education Teacher, Oaks Elementary School, replacing Leah R. Miller who had a change of assignment. Compensation has been set at M, Step 8, \$64,284.00, prorated, with benefits per the Professional Agreement. Effective: No later than October 9, 2023.

#### **D. Temporary Professional Employee**

1. **Shari B. Appel**; Special Education Teacher, 5/6th Grade Center, replacing Kathleen D. Gebhard who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
2. **Ashley A. Galluppi**; Special Education Teacher, 5/6th Grade Center, replacing Taylor N. Wison who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
3. **Anna E. Hamm**; Music Teacher (Strings), 7th and 8th Grade Centers, replacing Ashley E. Baisch who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
4. **Emily G. Hartman**; Elementary Teacher, 5/6th Grade Center, replacing Melissa M. Quigley who had a change of assignment. Compensation has been set at M, Step 1, \$52,750.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
5. **Julianna J. Hennessey**; Elementary Teacher, Oaks Elementary School. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
6. **Briar K. Hines**; Elementary Teacher, 5/6th Grade Center, replacing Tamura Rivera who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
7. **Alice T. Kang**; Part-time (.50) Kindergarten Teacher, Oaks Elementary School. Compensation has been set at M, Step 1, \$26,375.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
8. **Matthew A. Kozeniewski**; Social Studies Teacher, Senior High School, replacing Cory A. Lush who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
9. **Kathy A. Lebedynsky-Pencak**; Special Education Teacher, Royersford Elementary School. Compensation has been set at M, Step 1, \$52,750.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
10. **Margaret R. Mattaliano**; Special Education Teacher, 5/6th Grade Center, replacing Lindsay N. Hillegas who had a change of assignment. Compensation has been set at B, Step 2, \$52,350.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
11. **Mary M. Santoro**; Special Education Teacher, Evans Elementary School. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
12. **Maria T. Stelacio**; Certified School Nurse, replacing Jill O. Yeager who resigned. Compensation has been set at B, Step 1, \$51,250.00, prorated, with benefits per the Professional Agreement. Effective: August 24, 2023.
13. **Suzanne D. Thompson**; Elementary Teacher, Royersford Elementary School. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
14. **Kacie Vargo**; Elementary Teacher, Royersford Elementary School, replacing Susan M. Snyder who retired. Compensation has been set at B, Step 2, \$52,350.00, with benefits per the Professional Agreement. Effective: August 22, 2023.

15. **Courtney A. Zettlemyer**; Special Education Teacher, 5/6th Grade Center, replacing Jennifer C. Lipp who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.

#### E. Change of Status

1. **Joan C. Gerretz**; 6 hour Food Service to Instructional Assistant, 9th Grade Center, replacing Cheryl L. Colmary who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
2. **Meghan K. Huzzard**; Instructional Assistant to Registered Behavior Technician, Upper Providence Elementary School. Compensation has been set at \$23.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
3. **Lorraine M. O'Donnell**; Secretary to Administrative Assistant, Special Education Grades 4-6, replacing Katie A. Haberman who had a change of status. Compensation has been set at \$20.40 per hour, with benefits per the Secretary Benefit Summary. Effective: July 10, 2023.
4. **Amy E. Remp**; Instructional Assistant to Registered Behavior Technician, Upper Providence Elementary School. Compensation has been set at \$23.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
5. **Alison L. Wright**; Instructional Assistant to Registered Behavior Technician, Senior High School. Compensation has been set at \$23.52 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.

#### F. Tenure

The individuals listed below have completed three (3) years of satisfactory service as temporary professional employees and are, therefore, entitled to tenure status:

1. **Andrea M. Weber**

#### G. Support Staff

1. **Michelle L. Bailey**; Instructional Assistant, 7th Grade Center replacing Cheryl A. Goodwin who retired. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
2. **Kayla N. Barber**; Instructional Assistant, Limerick Elementary School replacing Christa J. Ellsesser who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
3. **Jennifer R. Beyer**; Registered Nurse, 9th Grade Center replacing Amanda J. McLoughlin who resigned. Compensation has been set at \$30.25 per hour, with benefits per the Registered Nurse Benefit Summary. Effective: September 18, 2023.
4. **Elisa M. Brnich**; Instructional Assistant, 5/6th Grade Center replacing Erin R. Ward who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
5. **Kelly Coughlin**; Instructional Assistant, Royersford Elementary School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
6. **Madison E. Gooding**; Instructional Assistant, 9th Grade Center replacing Patrice M. Mullen who retired. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
7. **Gina M. Herron**; Secretary, Senior High School replacing Lorraine M. O'Donnell who had a change of status. Compensation has been set at \$16.52 per hour with benefits per the Secretary Benefit Summary. Effective: August 15, 2023.
8. **Gary G. Hopkins**; Instructional Assistant, Senior High School replacing Carol L. Baldassare who retired. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.

9. **Joyce L. Kurtas**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
10. **Chester E. Light**; Technology Support, 7th Grade Center replacing Dwayne D. Anderson Jr. who resigned. Compensation has been set at \$22.00 per hour, with benefits per the Technology Support Benefit Summary. Effective: August 21, 2023.
11. **Dwayne P. Ludwig**; Maintenance II, Maintenance replacing Joseph D. Stimmler who retired. Compensation has been set at \$25.00 per hour, with benefits per the Maintenance Benefit Summary. Effective: July 24, 2023.
12. **Anastasia Morris**; Instructional Assistant, Senior High School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
13. **Christine L. Pagnotti**; English Language Development (ELD) Instructional Assistant, 9th Grade Center and Senior High School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
14. **Renee B. Strausberg**; Administrative Assistant, District Office replacing Jose A. Mojica who resigned. Compensation has been set at \$19.23 per hour with benefits per the Secretary Benefit Summary. Effective: August 21, 2023.
15. **Diane S. Vogt**; Instructional Assistant, Royersford Elementary School replacing Jennfier B. Young who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
16. **Cheyenne K. Weston**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
17. **Sydney Ziviello**; Instructional Assistant, 7th Grade Center replacing Michelle A. Mack who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.

H. Administration recommends approval of **Jason M. Bowers**, Assistant Principal, 9th Grade Center, replacing Elaine M. Ruppert, Ed.D. who retired. Compensation has been set at \$128,000.00, prorated, with benefits per the Act 93 Agreement. Effective: August 14, 2023.

I. Administration recommends the approval of the following Professional Staff as SFCL teachers for the 2023-2024 school year. Compensation has been set according to the Memorandum of Agreement matrix (FICA & Retirement).

1. **Stacey Hoffman**
2. **Erin B. Marcellus**

J. Administration recommends approval of the attached extra-curricular contracts for the 2023-2024 school year. **(Attachment A3)**

## VII. FINANCE

Finance A-I, Mr. Shafter asked about number 18, Mr. Fink stated there has been a string of open positions and no qualifying candidates. They hope this will be a temp to hire.

Mr. Jackson asked about item 19 and confirmed it's an Administrator on leave. Mr. Shafer asked about possibly a TOSA. The Administration wanted someone with experience.

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:

**(Attachment A1)**

1. <u>Food Service Checks</u>		
Check No. 2530-2623	\$	4,372.33
2. <u>General Fund Checks</u>		
Check No.216771 - 216983	\$	2,353,967.70
3. <u>General Fund, Food Service, Capital Reserve &amp; Projects ACHs</u>		
ACH No. 222302635 - 222302764	\$	4,534,082.88
ACH No. 232400001 - 232400354	\$	13,534,815.90
4. <u>Wires</u>		
Wire No. 202200251 - 202200268	\$	8,516,482.90
Wire No. 202300001 - 202300032	\$	3,390,829.52
5. <u>Procurement Payments</u>		
Transaction No.220000372 - 220000447	\$	98,206.38

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. **Overbrook School for the Blind (APS)** to provide 2023 extended school year services at a total cost not to exceed \$6,180.00 and will be funded from the Special Education Budget.
2. **The Camphill Special School** to provide 2023-2024 school year educational and related services at a cost not to exceed \$383,300.00 and will be funded from the Special Education Budget.
3. **Fairwold Academy** to provide 2023 extended school year and related services at a cost not to exceed \$10,450.00 and will be funded from the Special Education Budget.
4. **Easter Seals** to provide 2023-2024 school year and related services at a cost not to exceed \$20,011.86 and will be funded from the Special Education Budget.
5. **Procure Therapy** to provide 2023 extended school year Registered Behavior Technician services at a cost not to exceed \$10,483.20 and will be funded from the Special Education Budget.
6. **Procure Therapy** to provide 2023-2024 school year Paraprofessional and Registered Behavior Technician services at a cost not to exceed \$496,402.00 and will be funded from the Special Education Budget.
7. **US Medical Staffing, LLC.** to provide 2023 extended school year BCBA services at a total not to exceed \$9,000.00 and will be funded from the Special Education Budget.
8. **US Medical Staffing, LLC.** to provide 2023-2024 school year BCBA services at a cost not to exceed \$68,400.00 and will be funded from the Special Education Budget.
9. **The Vanguard School** to provide 2022-2023 school year 1:1 services at a cost not to exceed \$5,149.32 and will be funded from the Special Education Budget.
10. **Devereux** to provide 2023 extended school year services at a cost not to exceed \$54,405.00 and will be funded from the Special Education Budget.
11. **Timothy School** to provide 2023-2024 school year services-at a cost not to exceed \$373,440.00 and will be funded from the Special Education Budget.
12. **Timothy School** to provide 2023 extended school year and related services at a cost not to exceed \$20,835.00 and will be funded from the Special Education Budget.

13. **Chester County Intermediate Unit** to provide 2023 extended school year services for a cost not to exceed \$82,154.83 and will be funded from the Special Education Budget.
  14. **Personal Health Care** to provide 2023 extended school year Nursing Services for a cost not to exceed \$202,500.00 and will be funded from the Special Education Budget.
  15. **Camphill Special School** to provide 2023 extended school year and related services at a cost not to exceed \$10,519.30 and will be funded from the Special Education Budget.
  16. **Devereux** to provide 2023 extended school year 1:1 services at a cost not to exceed \$3,024.00 and will be funded from the Special Education Budget.
  17. **QBS Safety Care** to provide Safety Care Train the Trainer Training for SFASD teachers and behavior specialists at a cost not to exceed \$3,500.00 and will be funded from the Special Education Budget.
  18. **firstPRO, Inc Accounting & Finance Division** to provide temporary/temp-to-hire services for the business office. Services shall be paid at a rate of \$38 per hour. Funding will be paid from the General Fund.
  19. **Joanna Roger McCourt, Ed.D.** of Philadelphia, PA to provide consultation and oversight to Evans Elementary School on an interim basis for a period of approximately 12 weeks. Funding will be paid from the General Fund and shall not exceed \$33,000.00.
  20. **Explorations** to provide an appropriately certified Elementary Principal beginning September 5, 2023 for a staff vacancy. This assignment may extend through December 22, 2023. Services will be provided at a per diem rate of \$660.00.
  21. **Lakeside Services** to provide 2.0 crisis counselors for the 2022-2023 school year at a cost not to exceed \$167,567.51 and will be funded by the PCCD Grant.
  - ~~22. **CDW** to provide Technology Professional Services at a cost not to exceed \$50,000.00 and will be paid from the Technology Operating Budget.~~
- E.** The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 400 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-61-3 setting (i) the assessment of the property at \$3,801,600 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$3,408,000 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- F.** The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 200 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-60-4 setting (i) the assessment of the property at \$5,108,400 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$4,579,500 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- G.** 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 \$5,583,600 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$5,183,000 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- H.** Administration recommends approval of a **confidential settlement agreement #2023-05** with the parent of a special education student in an amount not to exceed \$46,340.00. Funding will be paid from the Special Education Budget.
- I.** Administration recommends the approval of funds for educational and mental health services for students who will be receiving special education services from **Anderson Explorations Partial Hospitalization Placement (PHP)**, as per their IEPs. Anderson Explorations PHP is affiliated with the Montgomery County Intermediate Unit. The total will not exceed \$130,000.00. The funding will be paid from the Special Education Budget.

## VIII. PROPERTY

Property A, Not questions or comments

- A. Administration recommends approval of the phase 2 professional service agreement with ICS consulting for the proposed renovation/addition to Spring City Elementary. This approval would be specific to phase 2, design development only. The not to exceed cost for phase 2 of the project is \$1,143,099.00 and will be paid out of the Capital Reserve.

## IX. PROGRAMMING AND CURRICULUM

Programming and Curriculum A-E, Mr. Jackson noted that he has concerns that when the learning loss money runs out, there may still be a need for the after school tutoring service and where that money will come from.

- A. Administration recommends the approval of **After School Tutoring** using Spring-Ford staff as part of the Learning Loss Plan for the 2023-24 school year. The cost budgeted as part of the Learning Loss Plan and is not to exceed \$35,000 to be paid from ARP ESSER/7% Set Aside as previously allocated.
- B. The administration recommends the approval of **Scenario Learning, LLC d/b/a Vector Solutions** for online training services for professional employees through the Special Education Course Library. Funding will be paid from the Assistant Superintendent's Budget and shall not exceed \$3,020.00.
- C. Administration recommends approval of the 2023-2024 Title I, Part A, Federal Program Grant –Improving Basic Programs, in the amount of \$375,372.00, the 2023-2024 Title II, Part A, Federal Programs Grant – Supporting Effective Instruction, in the amount of \$136,089.00, and the 2023-2024 Title IV, Part A, Federal Program Grant - Student Support and Academic Enrichment Grant, in the amount of \$33,007.00.
- D. Administration recommends approval of the Inter-Agency Agreement for Title II services between Spring-Ford Area School District and the Montgomery County Intermediate Unit for the provision of Title II services for Pope John Paul Regional II High School and St. Teresa of Calcutta non-public schools for 2023-2024 school year under the Federal Program requirements. Funding will be paid from Title II allocations and shall not exceed \$10,000.00.
- E. Administration recommends approval of Addendum to Inter-Agency Agreement for Title I Services between Spring-Ford Area School District and the Montgomery County Intermediate Unit for the provision of Title I Services for Holy Cross Regional Catholic, St. Teresa of Calcutta and St. Mary non-public schools for 2023-2024 school year under the Federal Program requirements. Funding will be paid from Title I allocations and shall not exceed \$4,000.00

## X. CONFERENCES AND WORKSHOPS

Conference and Workshops A-G, Mr. Jackson asked about F, Dr. Murray stated that this training is needed if they are teaching the class.

- A. **Dr. Tina L. Giambattista**, Assistant Superintendent, to attend "*2023 PASA/PSBA School Leadership Conference*" October 15-17, 2023 at Pocono Manor. The total cost of the workshop is not to exceed \$1,300.00 (registration, hotel, travel, and meals). Substitute coverage is not needed. **Mr. Clinton L. Jackson**, School Board Director, will also be attending with no cost to the district.
- B. **James D. Fink**, Chief Financial Officer, to attend "*Four County Business Manager Conference*" October 4-5, 2023 at Skytop, PA. The total cost of the conference is not to exceed \$985.00 (registration, transportation). Substitute coverage is not needed.

- C. **Megan L. Smith**, Speech Therapist, to attend “*Competencies in The Treatment Of Children With Apraxia Of Speech: The Kaufman Speech To Language Protocol*” virtually. The total cost is not to exceed \$440 (registration). Substitute coverage is not needed.
- D. **Julie C. Catterson**, Home and School Visitor, to attend “*PASSWP 2023 Conference; The Challenge of Change*” September 28-29, 2023 in Hershey, PA. The total cost to the district is \$375.00 (registration, transportation). Substitute coverage is not needed.
- E. **Heather Steinmetz**, Teacher, to attend “*The University of Pittsburgh College in High School Professional Development*” October 18, 2023 in Pittsburgh, PA. The total cost to the district is \$840.00 (transportation, hotel, meals). Substitute coverage is needed.
- F. **Thomas P. Leinhauser**, Technology Education Teacher, to attend the “*PLTW Intro to Engineering*” virtually. The cost of the conference is \$2,400.00 (Registration only). Substitute coverage is not needed.
- G. **Katie A. Davis, Christopher R. Talley, and Amy S. Hiller**, Special Education Supervisors, to attend “*MCIU Special Education Leadership Conference*” October 25-27, 2023 in Skytop, PA. The cost of the conference is \$1,485.00 (registration, transportation and meals). Substitute coverage is not needed.

## XI. OTHER BUSINESS

Other Business A-F, item A is first read only. No questions or comments.

### A. The following policies are submitted for **First Read**:

1. **Policy #122** - Co-Curricular and Extra-Curricular Activities (**Attachment A4**)
2. **Policy #123.1** - Concussion Management (**Attachment A5**)
3. **Policy #202** - Eligibility of Nonresident Students (**Attachment A6**)
4. **Policy #610** - Purchases Subject to Bid & Quotation (**Attachment A7**)
5. **Policy #706.1** - Disposal of District Owned Property (**Attachment A8**)

### B. The following policies are submitted for **Approval**:

1. **Policy #106** - Guides for Planned Instruction (**Attachment A9**)
2. **Policy #123.2** - Sudden Cardiac Arrest (**Attachment A10**)
3. **Policy #200** - Enrollment of Students (**Attachment A11**)
4. **Policy #218.1** - Weapons (**Attachment A12**)
5. **Policy #247** - Hazing (**Attachment A13**)

C. Administration recommends approval of the High School Indoor Percussion overnight trip of 4 staff, 32 students and 8 volunteers to Perform at **WGI World Championships** April 17-21, 2024 at the University of Dayton Arena. The cost per student is approximately \$839.53 for hotel, transportation, meals and other travel expenses. Registration is to be paid by the Home and School Organization. The total cost to the district is substitute coverage for 4 staff members for 3 days.

D. Motion to affirm the review of the Health and Safety Plan in which no changes are being made. (**Attachment A14**)

E. The Spring-Ford Board of School Directors acknowledges receipt of the updated listing of school bus drivers for the 2023-2024 school year effective August 2023 as presented.

**(Attachment A1)**



- F. The Spring-Ford Board of School Directors acknowledges receipt and gives approval for the Spring-Ford Area School District's transportation routes for the 2023-2024 school year as presented.

**XII. BOARD COMMENT**

Mr. Rizzo thanked the Board for trusting Administration as many names appearing on the agenda may have been held up to 60 days and impacting the start of the school year. Also a thank you to the HR department and Administration for all the interviews.

Mr. Jackson noted the transportation routes and a traffic light on 29 by Rivercrest and Administration may get an email or they may come to a Board meeting to speak about that.

Mrs. Weingarten asked about the Boards long term agreements and relationships and asked for information on all since she doesn't have a good picture on them. Examples are American Legion, Youth Football, Waltzes Turf and the Library. Mr. Rizzo said he would gather these and incorporate this information into the new Board onboarding.

**XIII. PUBLIC TO BE HEARD**

**Dave Laky**, Royersford - Spring City Elementary Phase 2

**XIV. ADJOURNMENT**

The Board unanimously adjourned the meeting at 8:56 p.m. with a motion from Mrs. Deardorff, seconded by Mrs. Weingarten.

Respectfully submitted,

Laurie J. Bickert  
Board Secretary

On Monday, August 28, 2023, The Spring-Ford Area School District Board Meeting was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

- Region I: Karen Weingarten and Dr. Margaret D. Wright
- Region II: Clinton L. Jackson and Colleen Zasowski
- Region III: Abby Deardorff, Erica Herman, and Dr. Jennifer Motzer
- Presiding Officer: Erica Hermans
- Superintendent: Robert W. Rizzo-Absent
- Assistant Superintendents: Dr. Kelly M. Murray and Dr. Tina L. Giambattista
- Chief Financial Officer: Jim Fink
- Solicitor: Mark Fitzgerald, Esq.
- Student Reps.: Arhan Kaul and Stella Stein
- Virtual: Wendy Earle and David Shafer

**CALL TO ORDER**

Mrs. Hermans called the meeting to order. Mr. Rizzo is absent and Dr. Giambattista will be filling in. Mrs. Bickert noted the roll: In Person, Mrs. Deardorff, Mrs. Hermans, Jr. Jackson, Dr. Motzer, Mrs. Weingarten, Dr. Wright and Mrs. Zasowski. On Zoom, Mrs. Earle and Mr. Shafer. No one is absent.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

None

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

- Dave Laky, Royersford** - Spring City Elementary Project
- Theresa Westwood, Royersford** - Spring City Elementary Project

**II. BOARD AND COMMITTEE REPORTS**

**WMCTC** **Earle/Weingarten/Zasowski 1<sup>st</sup> Mon. 7:00 p.m.**  
 Mrs. Zasowski noted from the first meeting of the school year that the new Principal accepted the position, they were fully staffed on the first day of school, Solicitor Davis spoke about policies and Ms. Earle has been reviewing them.

**Legislative Committee** **Abby Deardorff** **3<sup>rd</sup> Wed. 7:30 p.m.**  
 Mrs. Deardorff stated that Tina Valletto resigned effective September 1st. The SpringFord Board all wishes her well. President Biden launched a back to school campaign, the Senate is due to return August 30th, the PA Budget impasse ended, effective 7/1, and free breakfast is being offered to all students again this school year.

**MCIU** **Dr. Margaret Wright** **4<sup>th</sup> Wed. 7:00 p.m.**  
 Dr. Wright reported that Mrs. Villetto resigned and they are not replacing her. There was a presentation from Patten East, they deal with family engagement, autism, ESL, and provide publications to our district and they will hold a Monte Carlo theme fundraiser.

**PSBA Liaison****Abby Deardorff**

Upcoming events that are being offered are Start Strong is a program for new Directors and the School Leadership Delegate assembly. Mrs. Deardorff also noted the slate of candidates is open and it's important to look at them.

**American Legion****David Shafer**

Mr. Shafer stated that he will report at the September work session.

**Superintendent's Report****Robert Rizzo**

Dr. Giambattista welcomed all the students back today for the first day and she thanked the Technology and Transportation departments. She also noted that the June 26 minutes were reviewed and are accurate and also recognized the retirees for their years of service.

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

No report

**III. MINUTES**

Mrs. Weingarten made a motion to approve Minutes A-B, seconded by Dr. Motzer.  
Motion carries 9-0.

- A.** Administration recommends approval of the June 20, 2023 Work Session minutes.  
**(Attachment A1)**
- B.** Administration recommends approval of the June 26, 2023 Board Meeting minutes.  
**(Attachment A2)**

**IV. PERSONNEL**

Mrs. Zasowski made a motion to approve Personnel A-K, seconded by Dr. Wright.  
Motion carries 9-0.

**A. Resignations**

1. **Jennifer K. Benson**; School Psychologist, Spring City Elementary School and 8th Grade Center. Effective: No later than October 13, 2023.
2. **Brittany L. Chinnici**; 10-month Secretary, Senior High School. Effective: August 3, 2023.
3. **Joseph N. Dimino**; Chemistry Teacher, Senior High School. Effective: August 8, 2023.
4. **Wayne F. Downs**; Special Education Teacher, 5/6th Grade Center. Effective: No later than September 29, 2023.
5. **Christa J. Ellsesser**; Instructional Assistant, Limerick Elementary School. Effective: August 9, 2023.
6. **Laura Gilmore**; Assistant Track Coach-Girls' & Boys', Senior High School. Effective: August 14, 2023.
7. **Phillip P. Leddy**; Assistant Principal, 5/6th Grade Center. Effective: No later than September 15, 2023.
8. **Jennifer C. Lipp**; Special Education Teacher, 5/6th Grade Center. Effective: August 8, 2023.
9. **Katherine Macel**; Speech & Language Pathologist, Limerick Elementary and Royersford Elementary Schools. Effective: July 12, 2023.
10. **Anthony J. Malloy**; Systems Administrator, District Office. Effective: August 25, 2023.
11. **Meghan E. McCullough**; Instructional Assistant, Royersford Elementary School. Effective: August 7, 2023.
12. **Amanda J. McLoughlin**; Registered Nurse, 9th Grade Center. Effective: June 27, 2023.
13. **Lorraine R. Moyer**; Administrative Assistant, 9th Grade Center for the purpose of retirement. Effective: July 6, 2023.
14. **Melissa D. Patschke, Ed.D.**; Principal, Upper Providence Elementary School for the purpose of retirement. Effective: October 2, 2023.

**(Attachment A2)**

15. **Gabrielle A. Sabatino**; English Teacher, Senior High School. Effective: No later than September 29, 2023.
16. **Teanna L. Sibilly**; Instructional Assistant, Extended School Year. Effective: June 27, 2023.
17. **Robert A. Swier, III**; 7th Grade/8th Grade Assistant Football Coach. Effective: July 19, 2023.
18. **Emily A. Walker**; Instructional Assistant, Brooke Elementary School. Effective: August 21, 2023.
19. **Jeanette M. Walker**; Special Education Teacher, Senior High School. Effective: No later than September 18, 2023.
20. **Jennifer B. Young**; Instructional Assistant, Royersford Elementary School. Effective: July 7, 2023.

### **New Resignations**

21. **Hope Davis**; Soccer Coach-Girls' - 8th Grade. Effective: August 21, 2023.
22. **Ashley K. Nastasi**; School Psychologist, 5/6th Grade Center. Effective: October 27, 2023.
23. **Mary Jane Yost**; Special Education Teacher, Brooke Elementary School for the purpose of retirement. Effective: October 1, 2023.

### **B. Leave of Absence**

1. **Madison A. Carter**; Social Studies Teacher, 8th Grade Center, for a leave of absence per the Professional Agreement. Effective: Estimated start date September 13, 2023 through January 23, 2024
2. **Riley A. Jones**; English Teacher, Senior High School, for a leave of absence per the Professional Agreement. Effective: August 22, 2023 through January 23, 2024
3. **Samantha J. Muntz**; Elementary Teacher, 5/6th Grade Center, for a leave of absence per the Professional Agreement. Effective: Estimated start date September 18, 2023 through March 27, 2024.
4. **Brianna C. Noris**; Instructional Assistant, 5/6th Grade Center, for an unpaid leave of absence per Board Policy. Effective: Estimated start date September 15, 2023 for approximately 6 weeks.
5. **Nicole Catts**; Elementary Teacher, Brooke Elementary School, for a leave of absence per the Professional Agreement. Effective: August 22, 2023 through the 2023-2024 school year.
6. **Danielle N. Strange**; Elementary Teacher, 5/6th Grade Center, for an unpaid leave of absence per Board Policy. Effective: August 28, 2023 through December 4, 2023.  
*Correction from the March Board Agenda.*

### **C. Professional Employee**

1. **Renee A. Hansberger**; Part-time (.50) Music Teacher, Spring City Elementary School, replacing Reagan E. Mindte who resigned. Compensation has been set at M, Step 5, \$28,775.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
2. **Megan M. Kraft**; Instructional Support Teacher, Spring City Elementary School, replacing Corinna M. Vieira who resigned. Compensation has been set at M+30, Step 7, \$72,783.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
3. **Laura Woods**; Special Education Teacher, Oaks Elementary School, replacing Leah R. Miller who had a change of assignment. Compensation has been set at M, Step 8, \$64,284.00, prorated, with benefits per the Professional Agreement. Effective: No later than October 9, 2023.

### **D. Temporary Professional Employee**

1. **Shari B. Appel**; Special Education Teacher, 5/6th Grade Center, replacing Kathleen D. Gebhard who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.

2. **Ashley A. Galluppi**; Special Education Teacher, 5/6th Grade Center, replacing Taylor N. Wison who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
3. **Anna E. Hamm**; Music Teacher (Strings), 7th and 8th Grade Centers, replacing Ashley E. Baisch who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
4. **Emily G. Hartman**; Elementary Teacher, 5/6th Grade Center, replacing Melissa M. Quigley who had a change of assignment. Compensation has been set at M, Step 1, \$52,750.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
5. **Julianna J. Hennessey**; Elementary Teacher, Oaks Elementary School. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
6. **Briar K. Hines**; Elementary Teacher, 5/6th Grade Center, replacing Tamara Rivera who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
7. **Alice T. Kang**; Part-time (.50) Kindergarten Teacher, Oaks Elementary School. Compensation has been set at M, Step 1, \$26,375.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
8. **Matthew A. Kozeniewski**; Social Studies Teacher, Senior High School, replacing Cory A. Lush who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
9. **Kathy A. Lebedynsky-Pencak**; Special Education Teacher, Royersford Elementary School. Compensation has been set at M, Step 1, \$52,750.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
10. **Margaret R. Mattaliano**; Special Education Teacher, 5/6th Grade Center, replacing Lindsay N. Hillegas who had a change of assignment. Compensation has been set at B, Step 2, \$52,350.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
11. **Mary M. Santoro**; Special Education Teacher, Evans Elementary School. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
12. **Maria T. Stelacio**; Certified School Nurse, replacing Jill O. Yeager who resigned. Compensation has been set at B, Step 1, \$51,250.00, prorated, with benefits per the Professional Agreement. Effective: August 24, 2023.
13. **Suzanne D. Thompson**; Elementary Teacher, Royersford Elementary School. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
14. **Kacie Vargo**; Elementary Teacher, Royersford Elementary School, replacing Susan M. Snyder who retired. Compensation has been set at B, Step 2, \$52,350.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
15. **Courtney A. Zettlemoyer**; Special Education Teacher, 5/6th Grade Center, replacing Jennifer C. Lipp who resigned. Compensation has been set at B, Step 1, \$51,250.00, with benefits per the Professional Agreement. Effective: August 22, 2023.

### **New Temporary Professional Employees**

16. **Brielle E. Harvey**; Special Education Teacher, 9th Grade Center, replacing Allison J. Workman who had a change of assignment. Compensation has been set at B, Step 1, \$51,250.00, prorated with benefits per the Professional Agreement. Effective: August 28, 2023.
17. **Taylor Newhart**; Elementary Teacher, Oaks Elementary School, replacing Allie M. Pribula who resigned. Compensation has been set at M, Step 1, \$52,750.00, with benefits per the Professional Agreement. Effective: August 22, 2023.

### **E. Change of Status**

1. **Joan C. Gerretz**; 6 hour Food Service to Instructional Assistant, 9th Grade Center, replacing Cheryl L. Colmary who resigned. Compensation has been set at \$20.00 per

hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.

2. **Meghan K. Huzzard**; Instructional Assistant to Registered Behavior Technician, Upper Providence Elementary School. Compensation has been set at \$23.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
3. **Lorraine M. O'Donnell**; Secretary to Administrative Assistant, Special Education Grades 4-6, replacing Katie A. Haberman who had a change of status. Compensation has been set at \$20.40 per hour, with benefits per the Secretary Benefit Summary. Effective: July 10, 2023.
4. **Amy E. Remp**; Instructional Assistant to Registered Behavior Technician, Upper Providence Elementary School. Compensation has been set at \$23.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
5. **Alison L. Wright**; Instructional Assistant to Registered Behavior Technician, Senior High School. Compensation has been set at \$23.52 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.

### **New Change of Status**

6. **Kelly R. Barber**; Instructional Assistant to Registered Behavior Technician, Limerick Elementary School. Compensation has been set at \$23.52 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
7. **Cassandra L. Castriani**; Instructional Assistant to Registered Behavior Technician, Evans Elementary School. Compensation has been set at \$23.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
8. **Katie F. Johns**; Instructional Assistant to Special Education Teacher, 9th Grade Center, replacing Danielle A. DeFrancesco who had a change of assignment. Compensation has been set at M, Step 1, \$52,750.00, with benefits per the Professional Agreement. Effective: August 22, 2023.
9. **Sherri K. Molishus**; Instructional Assistant to Registered Behavior Technician, Upper Providence Elementary School. Compensation has been set at \$28.71 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
10. **Shannon L. Osborne**; Instructional Assistant to Registered Behavior Technician, Limerick Elementary School. Compensation has been set at \$25.76 per hour with benefits per the Instructional Assistants' Benefit Summary. Effective: August 28, 2023.
11. **Kira T. Popky**; Instructional Assistant to Special Education Teacher, Senior High School, replacing Jacqueline M. Lippencott who resigned.. Compensation has been set at B, Step 1, \$51,250.00, prorated with benefits per the Professional Agreement. Effective: August 24, 2023.

### **F. Tenure**

The individuals listed below have completed three (3) years of satisfactory service as temporary professional employees and are, therefore, entitled to tenure status:

1. **Andrea M. Weber**

### **G. Support Staff**

1. **Michelle L. Bailey**; Instructional Assistant, 7th Grade Center replacing Cheryl A. Goodwin who retired. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
2. **Kayla N. Barber**; Instructional Assistant, Limerick Elementary School replacing Christa J. Ellsesser who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
3. **Jennifer R. Beyer**; Registered Nurse, 9th Grade Center replacing Amanda J. McLoughlin who resigned. Compensation has been set at \$30.25 per hour, with benefits per the Registered Nurse Benefit Summary. Effective: September 18, 2023.

4. **Elisa M. Brnich**; Instructional Assistant, 5/6th Grade Center replacing Erin R. Ward who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
5. **Kelly Coughlin**; Instructional Assistant, Royersford Elementary School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
6. **Madison E. Gooding**; Instructional Assistant, 9th Grade Center replacing Patrice M. Mullen who retired. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
7. **Gina M. Herron**; Secretary, Senior High School replacing Lorraine M. O'Donnell who had a change of status. Compensation has been set at \$16.52 per hour with benefits per the Secretary Benefit Summary. Effective: August 15, 2023.
8. **Gary G. Hopkins**; Instructional Assistant, Senior High School replacing Carol L. Baldassare who retired. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
9. **Joyce L. Kurtas**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
10. **Chester E. Light**; Technology Support, 7th Grade Center replacing Dwayne D. Anderson Jr. who resigned. Compensation has been set at \$22.00 per hour, with benefits per the Technology Support Benefit Summary. Effective: August 21, 2023.
11. **Dwayne P. Ludwig**; Maintenance II, Maintenance replacing Joseph D. Stimmler who retired. Compensation has been set at \$25.00 per hour, with benefits per the Maintenance Benefit Summary. Effective: July 24, 2023.
12. **Anastasia Morris**; Instructional Assistant, Senior High School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
13. **Renee B. Strausberg**; Administrative Assistant, District Office replacing Jose A. Mojica who resigned. Compensation has been set at \$19.23 per hour with benefits per the Secretary Benefit Summary. Effective: August 21, 2023.
14. **Diane S. Vogt**; Instructional Assistant, Royersford Elementary School replacing Jennfier B. Young who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
15. **Cheyenne K. Weston**; Instructional Assistant, Evans Elementary School. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.
16. **Sydney Ziviello**; Instructional Assistant, 7th Grade Center replacing Michelle A. Mack who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: August 22, 2023.

#### **New Support Staff**

17. **Jeanette M. Carr**; Secretary, 5/6th Grade Center replacing Lisa C. Maslin who had a change of status. Compensation has been set at \$16.52 per hour with benefits per the Secretary Benefit Summary. Effective: September 11, 2023.
  18. **Emily M. Liechty**; Instructional Assistant, Brooke Elementary School replacing Emily A. Walker who resigned. Compensation has been set at \$20.00 per hour, with benefits per the Instructional Assistants' Benefit Summary. Effective: To be determined.
- H. Administration recommends approval of **Jason M. Bowers**, Assistant Principal, 9th Grade Center, replacing Elaine M. Ruppert, Ed.D. who retired. Compensation has been set at \$128,000.00, prorated, with benefits per the Act 93 Agreement. Effective: August 14, 2023.
- I. Administration recommends the approval of the following Professional Staff as SFCL teachers for the 2023-2024 school year. Compensation has been set according to the Memorandum of Agreement matrix (FICA & Retirement).
1. **Stacey Hoffman**
  2. **Erin B. Marcellus**

- J. Administration recommends approval of the attached extra-curricular contracts for the 2023-2024 school year. **(Attachment A3)**

### New Personnel

- K. Administration recommends approval of **Jason A. Thompson**, Assistant Principal, 5/6th Grade Center, replacing Phillip P. Leddy who resigned. Compensation has been set at \$124,000.00, prorated, with benefits per the Act 93 Agreement. Effective: No later than October 30, 2023.

## V. FINANCE

Mrs. Deardorff made a motion to approve Finance A-I, seconded by Mrs. Weingarten. Motion carries 8-1 (Mr. Shafer was the dissenting vote).

- 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. <u>Food Service Checks</u>   |    |               |
| Check No. 2530-2623   | \$ | 4,372.33      |
| 2. <u>General Fund Checks</u>   |    |               |
| Check No.216771 - 216983  | \$ | 2,353,967.70  |
| 3. <u>General Fund, Food Service, Capital Reserve &amp; Projects ACHs</u> |    |               |
| ACH No. 222302635 - 222302764   | \$ | 4,534,082.88  |
| ACH No. 232400001 - 232400354   | \$ | 13,534,815.90 |
| 4. <u>Wires</u>   |    |               |
| Wire No. 202200251 - 202200268  | \$ | 8,516,482.90  |
| Wire No. 202300001 - 202300032  | \$ | 3,390,829.52  |
| 5. <u>Procurement Payments</u>  |    |               |
| Transaction No.220000372 - 220000447                                      | \$ | 98,206.38     |

- 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. **Overbrook School for the Blind (APS)** to provide 2023 extended school year services at a total cost not to exceed \$6,180.00 and will be funded from the Special Education Budget.
2. **The Camphill Special School** to provide 2023-2024 school year educational and related services at a cost not to exceed \$383,300.00 and will be funded from the Special Education Budget.
3. **Fairwold Academy** to provide 2023 extended school year and related services at a cost not to exceed \$10,450.00 and will be funded from the Special Education Budget.
4. **Easter Seals** to provide 2023-2024 school year and related services at a cost not to exceed \$20,011.86 and will be funded from the Special Education Budget.



5. **Procare Therapy** to provide 2023 extended school year Registered Behavior Technician services at a cost not to exceed \$10,483.20 and will be funded from the Special Education Budget.
  6. **Procare Therapy** to provide 2023-2024 school year Paraprofessional and Registered Behavior Technician services at a cost not to exceed \$496,402.00 and will be funded from the Special Education Budget.
  7. **US Medical Staffing, LLC.** to provide 2023 extended school year BCBA services at a total not to exceed \$9,000.00 and will be funded from the Special Education Budget.
  8. **US Medical Staffing, LLC.** to provide 2023-2024 school year BCBA services at a cost not to exceed \$68,400.00 and will be funded from the Special Education Budget.
  9. **The Vanguard School** to provide 2022-2023 school year 1:1 services at a cost not to exceed \$5,149.32 and will be funded from the Special Education Budget.
  10. **Devereux** to provide 2023 extended school year services at a cost not to exceed \$54,405.00 and will be funded from the Special Education Budget.
  11. **Timothy School** to provide 2023-2024 school year services-at a cost not to exceed \$373,440.00 and will be funded from the Special Education Budget.
  12. **Timothy School** to provide 2023 extended school year and related services at a cost not to exceed \$20,835.00 and will be funded from the Special Education Budget.
  13. **Chester County Intermediate Unit** to provide 2023 extended school year services for a cost not to exceed \$82,154.83 and will be funded from the Special Education Budget.
  14. **Personal Health Care** to provide 2023 extended school year Nursing Services for a cost not to exceed \$202,500.00 and will be funded from the Special Education Budget.
  15. **Camphill Special School** to provide 2023 extended school year and related services at a cost not to exceed \$10,519.30 and will be funded from the Special Education Budget.
  16. **Devereux** to provide 2022 extended school year 1:1 services at a cost not to exceed \$3,024.00 and will be funded from the Special Education Budget.
  17. **QBS Safety Care** to provide Safety Care Train the Trainer Training for SFASD teachers and behavior specialists at a cost not to exceed \$3,500.00 and will be funded from the Special Education Budget.
  18. **firstPRO, Inc Accounting & Finance Division** to provide temporary/temp-to-hire services for the business office. Services shall be paid at a rate of \$38 per hour. Funding will be paid from the General Fund.
  19. **Joanna Roger McCourt, Ed.D.** of Philadelphia, PA to serve as interim Principal at Evans Elementary School for a period of approximately 12 weeks. Funding will be paid from the General Fund and shall not exceed \$33,000.00.
  20. **Explorations** to provide an appropriately certified Elementary Principal beginning September 5, 2023 for a staff vacancy. This assignment may extend through December 22, 2023. Services will be provided at a per diem rate of \$660.00.
  21. **Lakeside Services** to provide 2.0 crisis counselors for the 2022-2023 school year at a cost not to exceed \$167,567.51 and will be funded by the PCCD Grant.
- E.** The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 400 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-61-3 setting (i) the assessment of the property at \$3,801,600 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$3,408,000 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- F.** The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 200 Campus Drive in Upper Providence Township and further identified as tax parcel No. 61-00-01009-60-4 setting (i) the assessment of the property at \$5,108,400 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$4,579,500 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
- G.** 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 \$5,583,600 for tax year 2023 (School District tax year 2023-24), and (ii) the assessment of the property at \$5,183,000 for tax year 2024 (School District tax year 2024-25) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.

- H. Administration recommends approval of a **confidential settlement agreement #2023-05** with the parent of a special education student in an amount not to exceed \$46,340.00. Funding will be paid from the Special Education Budget.
- I. Administration recommends the approval of funds for educational and mental health services for students who will be receiving special education services from **Anderson Explorations Partial Hospitalization Placement (PHP)**, as per their IEPs. Anderson Explorations PHP is affiliated with the Montgomery County Intermediate Unit. The total will not exceed \$130,000.00. The funding will be paid from the Special Education Budget.

## VI. PROPERTY

Mrs. Deardorff made a motion to approve Property A, seconded by Mrs. Weingarten. Motion carries 8-1 (Mr. Shafer was the dissenting vote).

- A. Administration recommends approval of the phase 2 professional service agreement with ICS consulting for the proposed renovation/addition to Spring City Elementary. This approval would be specific to phase 2, design development only. The not to exceed cost for phase 2 of the project is \$1,143,099.00 and will be paid out of the Capital Reserve.

## VII. PROGRAMMING AND CURRICULUM

Mrs. Deardorff made a motion to approve Programming and Curriculum A-E, seconded by Dr. Wright. Motion carries 9-0.

- A. Administration recommends the approval of **After School Tutoring** using Spring-Ford staff as part of the Learning Loss Plan for the 2023-24 school year. The cost budgeted as part of the Learning Loss Plan and is not to exceed \$35,000 to be paid from ARP ESSER/7% Set Aside as previously allocated.
- B. The administration recommends the approval of **Scenario Learning, LLC d/b/a Vector Solutions** for online training services for professional employees through the Special Education Course Library. Funding will be paid from the Assistant Superintendent's Budget and shall not exceed \$3,020.00.
- C. Administration recommends approval of the 2023-2024 Title I, Part A, Federal Program Grant –Improving Basic Programs, in the amount of \$375,372.00, the 2023-2024 Title II, Part A, Federal Programs Grant – Supporting Effective Instruction, in the amount of \$136,089.00, and the 2023-2024 Title IV, Part A, Federal Program Grant - Student Support and Academic Enrichment Grant, in the amount of \$33,007.00.
- D. Administration recommends approval of the Inter-Agency Agreement for Title II services between Spring-Ford Area School District and the Montgomery County Intermediate Unit for the provision of Title II services for Pope John Paul Regional II High School and St. Teresa of Calcutta non-public schools for 2023-2024 school year under the Federal Program requirements. Funding will be paid from Title II allocations and shall not exceed \$10,000.00.
- E. Administration recommends approval of Addendum to Inter-Agency Agreement for Title I Services between Spring-Ford Area School District and the Montgomery County Intermediate Unit for the provision of Title I Services for Holy Cross Regional Catholic, St. Teresa of Calcutta and St. Mary non-public schools for 2023-2024 school year under the Federal Program requirements. Funding will be paid from Title I allocations and shall not exceed \$4,000.00.

**VIII. CONFERENCES AND WORKSHOPS**

Mrs. Deardorff made a motion to approve Conferences and Workshops A-G, seconded by Mrs. Weingarten.

Motion carries 9-0.

- A. Dr. Tina L. Giambattista**, Assistant Superintendent, to attend "*2023 PASA/PSBA School Leadership Conference*" October 15-17, 2023 at Pocono Manor. The total cost of the workshop is not to exceed \$1,300.00 (registration, hotel, transportation, and meals). Substitute coverage is not needed. **Mr. Clinton L. Jackson**, School Board Director, will also be attending with no cost to the district.
- B. James D. Fink**, Chief Financial Officer, to attend "*Four County Business Manager Conference*" October 4-5, 2023 at Skytop, PA. The total cost of the conference is not to exceed \$985.00 (registration, transportation). Substitute coverage is not needed.
- C. Megan L. Smith**, Speech Therapist, to attend "*Competencies in The Treatment Of Children With Apraxia Of Speech: The Kaufman Speech To Language Protocol*" virtually. The total cost is not to exceed \$440 (registration). Substitute coverage is not needed.
- D. Julie C. Caterson**, Home and School Visitor, to attend "*PASSWP 2023 Conference; The Challenge of Change*" September 28-29, 2023 in Hershey, PA. The total cost to the district is \$375.00 (registration, transportation). Substitute coverage is not needed.
- E. Heather Steinmetz**, Teacher, to attend "*The University of Pittsburgh College in High School Professional Development*" October 18, 2023 in Pittsburgh, PA. The total cost to the district is \$840.00 (transportation, hotel, meals). Substitute coverage is needed.
- F. Thomas P. Leinhauser**, Technology Education Teacher, to attend the "*PLTW Intro to Engineering*" virtually. The cost of the conference is \$2,400.00 (registration only). Substitute coverage is not needed.
- G. Katie A. Davis, Christopher R. Talley, and Amy S. Hiller**, Special Education Supervisors, to attend "*MCIU Special Education Leadership Conference*" October 25-27, 2023 in Skytop, PA. The cost of the conference is \$1,485.00 (registration, transportation and meals). Substitute coverage is not needed.

**IX. OTHER BUSINESS**

Mr. Jackson made a motion to approve Other Business B-F, seconded by Mrs. Deardorff.

Motion carries 9-0.

- A.** The following policies are submitted for **First Read**:
  - 1. **Policy #122** - Co-Curricular and Extra-Curricular Activities (**Attachment A4**)
  - 2. **Policy #123.1** - Concussion Management (**Attachment A5**)
  - 3. **Policy #202** - Eligibility of Nonresident Students (**Attachment A6**)
  - 4. **Policy #610** - Purchases Subject to Bid & Quotation (**Attachment A7**)
  - 5. **Policy #706.1** - Disposal of District Owned Property (**Attachment A8**)
- B.** The following policies are submitted for **Approval**:
  - 1. **Policy #106** - Guides for Planned Instruction (**Attachment A9**)
  - 2. **Policy #123.2** - Sudden Cardiac Arrest (**Attachment A10**)
  - 3. **Policy #200** - Enrollment of Students (**Attachment A11**)
  - 4. **Policy #218.1** - Weapons (**Attachment A12**)
  - 5. **Policy #247** - Hazing (**Attachment A13**)
- C.** Administration recommends approval of the High School Indoor Percussion overnight trip of 4 staff, 32 students and 8 volunteers to Perform at **WGI World Championships** April 17-21, (**Attachment A2**)

2024 at the University of Dayton Arena. The cost per student is approximately \$839.53 for hotel, transportation, meals and other travel expenses. Registration is to be paid by the Home and School Organization. The total cost to the district is substitute coverage for 4 staff members for 3 days.

- D. Motion to affirm the review of the Health and Safety Plan in which no changes are being made. **(Attachment A14)**
- E. The Spring-Ford Board of School Directors acknowledges receipt of the updated listing of school bus drivers for the 2023-2024 school year effective August 2023 as presented.
- F. The Spring-Ford Board of School Directors acknowledges receipt and gives approval for the Spring-Ford Area School District's transportation routes for the 2023-2024 school year as presented.

**X. BOARD COMMENT**

Mrs. Zasowski reminded everyone that Homecoming is the end of September.

Dr. Motzer thanked everyone for a successful first day and asked the district to consider providing supplies that appear on the supplies lists that teachers are asking for instead of parents providing them.

**XI. PUBLIC TO BE HEARD**

**Dave Laky**, Limerick Township - Thanked the Board on the Spring City Elementary project vote.  
**Adrienne Brady**, Schwenksville - Public Library

**XII. ADJOURNMENT**

The Board unanimously adjourned the meeting at 8:05 p.m. with a motion from Mrs. Deardorff, seconded by Dr. Wright.

Respectfully submitted,

Laurie J. Bickert  
Board Secretary

	<b>Contract Title</b>	<b>Season</b>	<b>Last</b>	<b>First</b>	<b>Stipend</b>
1	Volunteer Assistant Swimming Coach-Boys' & Girls' - HS	Winter	Agnew	Mark E.	Volunteer
2	Asst. Volleyball Coach-Girls'- HS	Fall	Allander	Christopher J.	\$4,391.00
3	Volunteer Assistant Basketball Coach - Boys'- HS	Winter	Allerton	Michael	Volunteer
4	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Arriaga-Orts	Veronica	\$50/game
5	5/6 Club #1- Art Club	Fall	Beerler	Katherine J.	\$402.00
6	5/6 Club #2- Art Club	Winter	Beerler	Katherine J.	\$402.00
7	Kiwanis Builders' Club - Grade 7 (1/2 Contract)	Year	Bologa	Tara	\$552.00
8	7th Gr. Club #9- Countries & Cultures	Winter	Burbano	Matthew J.	\$402.00
9	Asst. Wrestling Coach-HS	Winter	Busa	Michael G.	\$6,892.29
10	8th Gr. Club #5- World Language Club	Year	Caceres	Jill C.	\$402.00
11	Co-Ed Fitness Intramural # 18 - Grade 5-6- Playground	Spring	Carfagno	Tina M.	\$402.00
12	Co-Ed Fitness Intramural # 3 - Grade 5-6- Walking Club	Fall	Carfagno	Tina M.	\$402.00
13	Reading Olympics – 5/6	Winter	Carfagno	Tina M.	\$402.00
14	HS Club #10- Fellowship of Christian Athletes Club Advisor	Year	Clinard	Noah C.	\$402.00
15	Asst. Basketball Coach-Boys' -HS	Winter	Corr	Daniel O.	\$4,790.00
16	Asst. Soccer Coach-Girls' -HS	Fall	Davis	Hope K.	\$3,991.00
17	Basketball Coach-Boys'-HS	Winter	Dempsey	Joseph E.	\$6,386.00
18	Bandfront & Majorettes-Fall -Grades 7 & 8	Fall	Eddowes	Annette	\$1,953.86
19	Indoor Winter Color Guard Coach - 7 & 8	Winter	Eddowes	Annette	\$1,953.86
20	Soccer Coach-Girls'- 8th Grade	Fall	Federman	Nina C.	\$2,772.00
21	Basketball Coach-Girls' (7th Grade)	Winter	Fisher	Steven	\$3,186.00
22	Asst. Football Coach 7/8th Grade	Fall	Gallagher	Matthew J.	\$3,603.00
23	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Graham	John F.	\$50/game
24	Swimming Coach-HS	Winter	Graham	John F.	\$6,918.00
25	National Junior Honor Society - 8th Grade (1/2 Contract)	Year	Grant	Kelly A.	\$552.00
26	HS Club #12- Gender Sexuality Alliance Club Advisor	Year	Hafer	Rachelle	\$402.00
27	HS Club #4- Chess Club-HS	Year	Hafer	Rachelle	\$402.00
28	Chamber Strings - Grade 7	Year	Hamm	Anna E.	\$1,873.00

**(Attachment A3)**

29	Asst. Wrestling Coach (7/8/9th Grade)	Winter	Hayes	Ryan C.	\$4,890.27
30	Marching Band Percussion-HS (1/2 Contract)	Fall	Hayes	Sean F.	\$2,749.00
31	Head Cheerleading-Winter-HS	Winter	Householder	Dawn M.	\$4,256.18
32	Safety Patrol Sponsor – Royersford Elementary	Year	Hunsicker	Elizabeth C.	\$585.00
33	Asst. Cheerleading-Winter-HS	Winter	Kajak	Brittany E.	\$2,555.00
34	Soccer Coach - Girls' (7th Grade)	Fall	Kershaw	Brandy M.	\$2,772.00
35	Reading Olympics – 5/6	Winter	Kirby	Yvonne N.	\$402.00
36	Reading Olympics – 5/6	Winter	Kirby	Yvonne N.	\$402.00
37	Asst. Swimming Coach-HS	Winter	Komp	Thomas H.	\$5,189.00
38	HS Club #32- Junior Statesmen of America	Year	Kozeniewski	Matthew A.	\$402.00
39	Volunteer Assistant Basketball Coach -Girls'- HS	Winter	Labick	Matthew W.	Volunteer
40	Marching Band Percussion-HS (1/2 Contract)	Fall	Lalli	Michael A.	\$2,749.00
41	Volunteer Assistant Basketball Coach - Boys'- HS	Winter	Lewullis	Todd	Volunteer
42	Event Workers (Announcers, Clock Operators, Ticket Takers)	Year	Leyland, Jr.	Timothy T.	\$50/game
43	Homework Club Advisor - Grade 7 (1/2 Contract)	Year	Mayer	Jessica A.	\$735.50
44	Basketball Coach-Girls'-HS	Winter	McDaniel	Michael P.	\$8,482.20
45	5/6 Club #8 (1/2 Contract)- AM Announcements	Year	Megill	Margaret	\$201.00
46	5/6 Club #9- AM Announcements	Year	Megill	Margaret	\$402.00
47	Royersford Elementary Club #4- Student Leadership	Year	Mest	Steven M.	\$402.00
48	Asst. Basketball Coach-Girls'-HS (1/2 Contract)	Winter	Moley	Marisa	\$2,395.00
49	Ram Buddies- HS	Year	Moley	Marisa	\$1,471.00
50	National Junior Honor Society - 8th Grade (1/2 Contract)	Year	Mozi	Meghan A.	\$552.00
51	RCTV Sportscasters	Year	Murgia	Cheryl B.	\$30.00/hour
52	Basketball Coach-Girls' (8th Grade)	Winter	Murtin	John A.	\$4,443.39
53	RCTV Sportscasters	Year	Pence	David R.	\$30.00/hour
54	Asst. Basketball Coach-Boys' -HS	Winter	Pufko, Jr.	George	\$5,532.45
55	Co-Ed Fitness Intramural # 9 - Grade 5-6 - Wiffle Ball	Spring	Schulz	Shonna C.	\$402.00
56	Volunteer Assistant Basketball Coach - Boys'- HS	Winter	Sheedy	James W.	Volunteer
57	Assistant Play Director-HS (Fall)	Fall	Smith	Lindsey	\$2,000.00

**(Attachment A3)**

58	Track Coach Boys' & Girls'-Winter-HS	Winter	Stauffer	Danielle L.	\$9,648.28
59	Festival of Arts Coordinator - HS (1/2 Contract)	Spring	Strickler	Chadwick A.	\$552.00
60	RCTV Sportscasters	Year	Strickler	Chadwick A.	\$30.00/hour
61	Football Coach (7th Grade)	Fall	Swier, III	Robert A.	\$5,180.70
62	Class Advisor-Grade 12 -HS	Year	Whiteman	David P.	\$1,873.00
63	Head Cheerleading Winter-8th Grade	Winter	Yurko	Tara M.	\$1,968.75

Book	Policy Manual
Section	100 Programs
Title	Co-Curricular and Extra-Curricular Activities
Code	122
Status	Draft (PSBA 9/20)
Adopted	March 25, 1991
Last Revised	May 22, 2017

## **Purpose**

The Board believes that the goals and objectives of this district are best achieved by a diversity of learning experiences, some of which are more appropriately conducted outside the regular classroom curricular program of the school.[\[1\]](#)

All learning experiences offered by the schools of this district – co-curricular and extra-curricular - should be planned and integrated toward the attainment of the district's objectives. Activities that are considered to be either co-curricular or extra-curricular are exclusively afforded to the students attending the Spring-Ford Area School District schools. Students that reside in the Spring-Ford Area School District that are not registered, enrolled and actively attending school at a district school or program (non-public school students) are not eligible to participate in any co-curricular or extra-curricular program with the exception of the students referenced in Policy 137.1, Policy 137.2, and Policy 140.1.[\[2\]](#)[\[3\]](#)

## **Definition**

**Co-Curricular Activities** - For purposes of this policy, **co-curricular activities** shall be those activities which are sponsored or approved by the Board that include an “in-school” or during the day component as well as an after school time commitment. Typically these activities have a direct link to a class on a student schedule as well as an expectation of after school practices, meetings or rehearsals. Co-curricular activities may have a credit toward graduation as part of the course expectation but the decision about course credit will be clearly established prior to enrollment in the course. Such activities shall ordinarily be:

1. Conducted partly in the normal school day as well as partly outside the regular school day.
2. Available to all students who voluntarily elect to participate; except when eligibility requirements are necessary or desirable (pre-requisites), the Board shall be so informed and must approve the establishment of eligibility standards before they may be operable, and when disciplinary violations occur, students are excluded.

Examples of co-curricular activities include but are not limited to marching/symphonic band, vocal ensemble, chorus, orchestra, high school yearbook, broadcasting class and individual/group music lessons.

**Extra-Curricular Activities** – For the purpose of this policy, **extra-curricular activities** shall be those activities which are sponsored or approved by the Board but



are not offered for credit toward graduation nor do they have specific expectations during the school day. Such activities shall ordinarily be:

1. Conducted primarily outside the regular school day.
2. Available to all students who voluntarily elect to participate, join, apply and/or try-out; and where disciplinary violations or academic deficiencies occur students may be excluded.

Examples of extra-curricular activities include but are not limited to specific band, chorus and orchestra groups (jazz band, indoor percussion and color guard, concert honors orchestra), athletics, intramurals, most clubs, and philanthropical groups.

**Student Initiated Activities** - For the purposes of this policy, **student initiated activities** shall be those non-curriculum-related student group meetings that students wish to conduct within a limited open forum in the secondary school. The district will not discriminate against student initiated activity meeting on the basis of the religious, political, philosophical or other content of the speech at the meetings.

The district retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.

**Non-Instructional Time** - Non-instructional time includes the hours before and after school, and the lunch period if other non-curricular student groups are permitted to meet during that time. The school has wide latitude in setting the times of day when student groups are permitted to meet provided the right to convene during non-instructional times are on equal terms to all student groups.

### **Authority**

#### **Co-Curricular and Extra-Curricular Activities**

Co-curricular and extra-curricular activities shall be considered to be under the sponsorship of this Board when they have been approved by the Board on recommendation of the Superintendent.

The Board shall make school facilities, supplies and equipment available and assign staff members for the support of a program of co-curricular and/or extra-curricular activities for students in grades K through 12.[\[1\]](#)

The Board shall maintain the program of co-curricular and extra-curricular activities at as minimal cost as possible to participating students and in conjunction with Policy 122.1 – Student Activity Fee. Students and their families may assume all or part of the costs of travel and attendance at co-curricular and/or extra-curricular events and trips. In addition, support from parent organizations and/or booster clubs to enhance and supplement the budgets, staff and overall experience for the students participating in the opportunities is permitted, pending administrative approval.[\[4\]](#)

In general, costs for travel, registration and/or other fees will be covered by the district for league play and the post season for athletics, local competitions located in

Montgomery County and the surrounding counties for competitions for academic teams, clubs and fine arts performances and other yearly similar programs.

*Athletics -*

Travel costs, registrations and/or other fees associated with non-league scheduled competitions, pre-season trips or special opportunities require pre-approval by the Athletic Director and Superintendent or designee. In many cases, athletic teams will need to utilize the team's Booster club funds to cover some or all of the costs or have players fundraise or pay individually for specific opportunities. PIAA Post Season – team and individuals that qualify and advance in the post season will have all reasonable costs covered, with pre-approval by the Athletic Director. The top level of coverage for travel expenses for any student athlete or team will be the PIAA State Tournament. No travel costs, registration and/or other fees will be covered by the district for anything beyond the PIAA State tournament including All State Honors, Big 33 or Big 26 multiple state recognition type events or All East or National Level events.

*Fine Arts (Band, Chorus and Orchestra) -*

Travel costs, registrations and/or other fees associated with marching band, jazz band, concert band, the various choruses and orchestras as well as special opportunities require pre-approval by the school principal and Superintendent or designee. In many cases, fine arts groups will need to plan, budget and collaborate with the Spring-Ford Music Association to cover some or all of the costs or have members fundraise or pay individually for specific opportunities. Students who qualify and advance in the Pennsylvania Music Association (PMEA) select and audition groups (Regionals, Districts and States) will have all reasonable costs covered, with pre-approval by the school principal. The top level of coverage for travel expenses for any fine arts student or team will be the PMEA State level. No travel costs, registration and/or other fees will be covered by the district for anything beyond the PMEA States including All East Coast and National Level performances or competitions.

*Clubs and Student Groups -*

Travel costs, registrations and/or other fees associated with clubs and student groups or special opportunities require pre-approval by the school principal and Superintendent or designee. In general, travel costs, registrations and/or other fees are not covered by the district. Each club and student group has the ability to have a student activity account as well as propose fundraisers to raise funds to support the goals of the club. Fundraisers require pre-approval by the school principal. Local daily transportation (buses or vans) for club and student group usage may be approved, if available, but clubs and student groups along with individual students and families are responsible for any travel costs, registrations and/or other fees.

Student-Initiated Activities

The district shall provide secondary students the opportunity for one or more non-curriculum related student groups to meet on the school premises during non-instructional time for the purpose of conducting a meeting within a limited open forum

without discrimination on the basis of religious, political, philosophical, or other content of the protected speech at such meetings.[\[5\]](#)

### Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct. [\[6\]](#)

### **Delegation of Responsibility**

For co-curricular, extra-curricular, and student initiated activities, the Superintendent or their designee shall establish the length of sessions, number per week, and other such limitations as are reasonably necessary to ensure the safety of students and maintain order and discipline on school premises.

### Co-Curricular and Extra-Curricular Activities

The Superintendent or designee shall prepare procedures to implement both co-curricular and extra-curricular programs which shall:

1. Assess the needs and interests of the students of this district.
2. Involve students in the planning of co-curricular and extra-curricular activities.
3. Be responsive to the articulated needs of students.
4. Ensure the provision of competent guidance and supervision of staff.
5. Guard against the exploitation of students.
6. Provide for a variety of experiences and a diversity of organizational models.
7. Provide for the continuing evaluation of the co-curricular and extra-curricular programs.
8. Ensure that all co-curricular and extra-curricular activities are open to all students attending the Spring-Ford Area School District and that all students are fully informed of the co-curricular and extra-curricular opportunities open to them.

### Student-Initiated Activities

The Equal Access Act imposes several restrictions on the terms pursuant to a student group. If a student group violates the guidelines, the group may be given an opportunity to modify its violation to come into compliance. If the group resists, it may not meet. The guidelines include:[\[5\]](#)

1. Such meetings must be voluntary and student-initiated.
2. There is no sponsor of the meeting in any way by the school, its agents or employees.
3. Employees or agents of the school are present at religious meetings only in a non-participatory capacity.
4. The meetings cannot materially and substantially interfere with the orderly conduct of the educational activities within the school.
5. Non-school persons do not direct, conduct, control or regularly attend activities of the student groups.

### Conclusion of Activity

On an annual basis, at the conclusion of a season or school year of each co-curricular and extra-curricular activity, the sponsors will prepare and submit a summary report of the activity to the building principal. This report shall include:

1. The number of students participating at the beginning and conclusion of the activity.
2. The inclusive dates of the activity.
3. The frequency and length of the sessions.
4. A brief description of the activity.
5. Any recommendations for improving the activity.

Activity Summary Report forms are available in the school offices. They should be completed and returned to the principal prior to the compensation payment dates.

### Legal

1. 24 P.S. 511
2. Pol. 137.1
3. Pol. 140.1
4. Pol. 122.1
5. 20 U.S.C. 4071 et seq
6. 218  
Pol. 123

Book	Policy Manual
Section	100 Programs
Title	Concussion Management
Code	123.1
Status	Draft
Adopted	
Last Revised	

### **Purpose**

The Board recognizes the importance of ensuring the safety of students participating in the district's athletic programs. This policy has been developed to provide guidance for prevention, detection and treatment of concussions sustained by students while participating in an athletic activity.

### **Definitions**

**Appropriate medical professional** shall mean all of the following:[\[1\]](#)

1. A licensed physician who is trained in the evaluation and management of concussions.
2. A licensed or certified health care professional trained in the evaluation and management of concussions and designated by a licensed physician trained in the evaluation and management of concussions.
3. A licensed psychologist neuropsychologically trained in the evaluation and management of concussions or who has postdoctoral training in neuropsychology and specific training in the evaluation and management of concussions.

**Athletic activity** shall mean all of the following:[\[1\]](#)

1. Interscholastic athletics.[\[2\]](#)
2. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities, and sports activities sponsored by school-affiliated organizations.[\[3\]](#)
3. Noncompetitive cheerleading that is sponsored by or associated with the school.[\[3\]](#)
4. Practices, interschool practices, and scrimmages for all athletic activities.[\[3\]](#)[\[2\]](#)

### **Delegation of Responsibility**

Each school year, prior to participation in an athletic activity, every student athlete and their person in parental relation shall sign and return the acknowledgment of receipt and review of the Concussion and Traumatic Brain Injury Information Sheet.[\[4\]](#)

The Superintendent or designee may develop administrative regulations to implement this policy, which shall include protocols for concussion management, including academic guidelines.

### **Guidelines**

The school shall hold an informational meeting prior to the start of each athletic season for all competitors regarding concussions and other head injuries, the importance of proper concussion management, and how preseason baseline assessments can aid in the evaluation, management and recovery process. In addition to the student athletes, such meetings may include persons in parental relations, coaches, other appropriate school officials, physicians, neuropsychologists, athletic trainers, and physical therapists.[\[4\]](#)

### **Removal From Play**

A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, licensed physical therapist, or other official designated by the district, exhibits signs or symptoms of a concussion or traumatic brain injury while participating in an athletic activity shall be removed by the coach from participation at that time.[\[4\]](#)

### **Return to Play**

The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by an appropriate medical professional. The Board may designate a specific appropriate medical professional(s) to provide written clearance for return to participation.[\[4\]](#)

### **Training**

All coaches shall annually, prior to coaching an athletic activity, complete a concussion management certification training course offered by the Centers for Disease Control and Prevention, the National Federation of State High School Associations, or another provider approved by the Department of Health.[\[4\]](#)

### **Penalties**

A coach found in violation of the provisions of this policy related to removal from play and return to play shall be subject to the following penalties:[\[4\]](#)

1. For a **first** violation, suspension from coaching any athletic activity for the remainder of the season.
2. For a **second** violation, permanent removal from that coaching or extra duty position or any other athletic position in the future.
3. For a **third** violation, permanent suspension from coaching any athletic activity.

Legal

1. 24 P.S. 5322
  2. Pol. 123
  3. Pol. 122
  4. 24 P.S. 5323
- 24 P.S. 5321 et seq

Book	Policy Manual
Section	200 Pupils
Title	Eligibility of Nonresident Students
Code	202
Status	Draft
Adopted	March 25, 1991
Last Revised	January 25, 2010

### **Purpose**

The Board shall operate district schools for the benefit of students residing in this district who are eligible for attendance.[\[1\]](#)[\[2\]](#)[\[3\]](#)

### **Authority**

The Board may permit the admission of nonresident students in accordance with terms of this policy.[\[4\]](#)[\[5\]](#)[\[6\]](#)

The Board shall require that appropriate legal documentation showing dependency or guardianship or sworn statement of residential and financial support be filed with the Superintendent of Schools before an eligible nonresident student may be accepted as a student in the district schools. The Board may require a resident to submit additional reasonable information to substantiate a sworn statement, in accordance with guidelines issued by the Department of Education. The Board shall require legal documentation for continuation of enrollment to be submitted annually.[\[7\]](#)[\[8\]](#)

The Board reserves the right to verify claims of residency, dependency and guardianship and to remove from school attendance a nonresident student whose claim is invalid. The Board shall address children who are homeless in accordance with the McKinney-Vento Homeless Education Assistance Improvements Act of 2001. Children or youth, and their families, who are living in a shelter, transitional housing, motel, vehicle, campground, on the street, or doubled up with relatives or friends due to a lack of housing are considered to be homeless.[\[7\]](#)

If information contained in the sworn statement of residential support is found to be false, the student shall be removed from school after notice is given of an opportunity to appeal the student's removal, in accordance with Board policy, and tuition shall be charged for the period of attendance in the district.[\[7\]](#)

The Board shall not be responsible for transportation to or from school for any student residing outside school district boundaries or elementary school attendance boundary.

Tuition rates shall be determined in accordance with law. Tuition shall be charged monthly, in advance of attendance.[\[5\]](#)[\[9\]](#)[\[10\]](#)

It is the policy of the district not to accept nonresident tuition students except as required by law and in accordance with this policy.

### **Guidelines**



### Nonresident Children Placed In The District

Any child placed in the home of a district resident by a court or government agency shall be admitted to the schools and shall receive the same benefits and be subject to the same duties as resident children. [\[11\]](#)

### Inmates Of Institutions

A child who is an inmate of an institution for the care or training of children located within this district is not a legal resident of the district by such placement; but they shall be admitted to district schools, and a charge shall be made for tuition in accordance with law. [\[12\]](#)[\[13\]](#)[\[15\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)[\[9\]](#)[\[20\]](#)

### Students Experiencing Educational Instability

The district shall immediately admit students experiencing homelessness, foster care and other forms of educational instability, even if the required documents are unavailable, in accordance with Board policy, law and regulation. [\[21\]](#)[\[22\]](#)

### Future Residents

Upon written application to the Superintendent, the children of families who expect to become residents of this school district and who have signed a contract to buy, build, or lease a residence in the district shall be admitted to Spring-Ford Area School District at or after the beginning of the semester during which they expect to become residents. No tuition will be charged unless the persons in parental relations fail to submit proof of residence in the district within ninety (90) school days after the date of initial entry. Tuition charges for those who fail to qualify as residents shall commence at the end of the ninety (90) day grace period and will continue until such time as residence within the school district is established. Tuition charges shall be as provided under Section 2561 of the Public School Code. Tuition for the remainder of the school year must be paid in full between the 91st and 101st school day or the student will be disenrolled. [\[5\]](#)[\[9\]](#)

### Former Residents

Any senior student moving from the district during the school year shall be allowed to complete that academic year only after proof of residency within the district has been established on the first day of the student school calendar and a written application has been made to the Superintendent. Students in other grades who move from the district after March 15 shall be entitled to complete that academic year only tuition free. [\[5\]](#)

### Foreign Exchange Students

All organizations seeking to place foreign exchange students in the Spring-Ford Area Senior High School must first seek the initial approval of the principal and final approval of the Board.

The American Field Service and Rotary will be given the first opportunity to place foreign exchange students in the senior high school because of the high level of support which they are able to provide. Other organizations will be permitted to place foreign exchange students in the senior high school only if they can prove special needs or there are other extenuating circumstances.

The proper procedure for any organization to follow would be to contact the high school for a meeting to discuss the foreign exchange program prior to notification of any host families. Determination can be made at that time whether to proceed or not for the next school term.

It is recommended that the number of foreign exchange students be limited to a maximum of two (2) per school year.

### Other Nonresident Students

Nonresident students may be admitted to the district without payment of tuition in accordance with Section 1302 of the Pennsylvania Code and with appropriate affidavits and evidence provided in accordance with the district's administrative requirements showing legal dependency, guardianship, residential and financial support of the student or legal and primary physical custody in accordance with governing law.[7][8]

The student must live full-time and not just for the school year with district residents who assumed legal dependency or guardianship or residential support of the student.

### **Delegation of Responsibility**

The Superintendent or designee shall develop procedures for the enrollment of nonresident children which:

1. Admit such students only on proper application and submission of required documentation by the person in parental relation on the sole discretion of the Board, unless required otherwise by law.
2. Prior to accepting a student for enrollment, the administration will require proof of residency. The Board reserves the right to verify the residency of any enrolled student at any time.
3. Do not exclude any eligible student on the basis of race, creed, color, gender, sexual orientation, national origin, ancestry, or handicap/disability.[16]

### Regulations

1. All categories of nonresident students shall be considered for entry or continued attendance only after a written application has been submitted to the office of the Superintendent. Tuition students shall not be accepted without prior approval by the Board.

2. The Superintendent is authorized to approve the attendance of future residents who qualify for tuition-free attendance. The Superintendent is also responsible for referring for approval of the Board all cases in which a future resident fails to establish residency in accordance with Board policy.
3. The principal of each school building shall be responsible for ascertaining the residency status of students who seek enrollment in the district's schools, providing direction to nonresidents concerning the provision of district policy, and giving prompt written notice to the Superintendent or designee of any change in student residency status addressed by this policy.

#### Legal

1. 24 P.S. 501
2. 24 P.S. 502
3. 24 P.S. 503
4. 24 P.S. 1301
5. 24 P.S. 1316
6. Pol. 200
7. 24 P.S. 1302
8. 22 PA Code 11.19
9. 24 P.S. 2561
10. Pol. 607
11. 24 P.S. 1305
12. 24 P.S. 1306
13. 24 P.S. 1307
15. 22 PA Code 11.18
16. Pol. 248.1
17. 24 P.S. 1308
18. 24 P.S. 1309
19. 24 P.S. 1310
20. 24 P.S. 2562
21. 24 P.S. 1331.1
22. Pol. 251

Book	Policy Manual
Section	600 Finances
Title	Purchases Subject to Bid/Quotation
Code	610
Status	Draft (PSBA 12/21)
Adopted	March 25, 1991
Last Revised	January 22, 2018

### **Authority**

It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law.[\[1\]\[2\]](#)

### **Supplies**

Furniture, equipment, and school supplies to be purchased by the district shall comply with all applicable legal requirements governing bidding and purchasing thresholds published annually by the Pennsylvania Department of Labor and Industry and/or federal guidelines, when applicable.[\[1\]\[2\]\[3\]\[4\]](#)

### **Contracts**

All contracts for construction, reconstruction, repairs, maintenance or work on any school building as property shall comply with all applicable legal requirements governing bidding & purchasing thresholds published annually by the Pennsylvania Department of Labor and Industry and/or federal guidelines, when applicable.[\[1\]](#)

### **Electronic Bidding**

The Board may receive bids electronically for competitive contracts,, in compliance with applicable laws and Board policy.[\[5\]\[6\]](#)

The district shall electronically maintain the confidentiality of the bid until the bid opening.[\[6\]](#)

### **Delegation of Responsibility**

Bid specifications and bid documents shall be prepared by the administrator responsible for overseeing the purchase and reviewed by the solicitor.

Bid specifications shall provide for alternates wherever possible.[\[2\]](#)

The administrator shall combine like items of supply and material whenever it is feasible, and permissible under statute, and not split purchases to avoid these requirements for bidding.[\[1\]\[2\]](#)

### **Guidelines**

Bids shall be opened publicly by the administrator before one (1) or more witnesses at a previously designated time and place. Contracts shall be awarded to the responsible bidder submitting the lowest responsive bid upon resolution of the Board, unless the Board chooses to reject all bids.[\[2\]](#)

The Board recognizes that emergencies may occur when imminent danger exists to persons or property or the continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements.[\[1\]](#)

Legal

1. 24 P.S. 751
2. 24 P.S. 807.1
3. 2 CFR Part 200
4. 24 P.S. 120
5. 62 Pa. C.S.A. 4602
6. 62 Pa. C.S.A. 4603
- 62 Pa. C.S.A. 4601 et seq

Book	Policy Manual
Section	700 Property
Title	Disposal of District Owned Property
Code	706.1
Status	DRAFT
Adopted	
Last Revised	

### **Purpose**

Unneeded surplus and obsolete property can consume valuable storage space. This policy is intended to quickly and efficiently dispose of such property, thus avoiding future unnecessary handling and storage. The District shall sell or dispose of such property in both an environmentally responsible and secure manner, in accordance with applicable law.

### **Authority**

When it has been determined that any property or equipment is obsolete or unneeded surplus, the Board authorizes that such property or equipment may be sold, exchanged, disposed, or donated in accordance with the following provisions:

- The property or equipment is no longer required for its originally intended purpose.
- The property or equipment is considered out-of-date, obsolete, or in unusable condition.
- The property or equipment is in quantities exceeding any possibility of effective use by the District.

### **Guidelines**

The Board shall by resolution dispose of unused, unnecessary, surplus, or obsolete property within the Capital Asset Inventory System, including but not limited to: furniture, equipment, technology, or supplies by any of the following methods:

1. Public auction after such notice as the Board shall determine.
2. Solicitation of bids or quotations from companies or persons engaged in a business related to the nature of the items to be disposed.[1]
3. Offer to the general public at prices fixed by the Board.
4. Offer to suppliers of similar books, furniture, supplies or equipment, who shall be required to state their bid for the same as a dollar discount against items they may be proposing to sell to the school district.
5. Donation
6. Discarded or recycled in accordance with all applicable laws.

7. Such other methods as the Board may approve.

Notice of disposal of property shall be advertised in accordance to bidding requirements.[1]

Items not part of the Capital Asset Inventory System or those of little value such as consumables, library or classroom books, workbooks, laboratory manuals, and paperback books may be disposed at the direction of the Superintendent or designee and following the same methods as Capital Asset disposal when they are no longer of any value to the District and after other local educational agencies and libraries have indicated that they do not want the materials.

There shall be no disposal of property or equipment owned by the District except by this Policy.

The disposal of any equipment or other property through waste management services must be done in a manner consistent with environmental rules and regulations and other applicable law. If the property contains hazardous waste materials, it may require special handling in disposal.

District connected personnel may not receive or accept abandoned or disposed of property except that they may join with others in bidding for items to be sold.

All personally identifying, proprietary, and confidential information and licensed software shall be removed from the property before any disposal. The Department of Technology shall ensure that any electronic files on any technology devices containing personally identifying, proprietary, or confidential information are erased or otherwise permanently inaccessible from such devices prior to disposal.

The Chief Financial Officer or designee shall be responsible for maintaining records of all obsolete and unnecessary property disposed of during each fiscal year. This summary shall include the quantity, description of property, method of disposition, and value received. Such records shall be maintained in accordance with applicable law or Board Policy.

#### Legal

1. Pol. 610
2. Pol. 622
3. Pol. 706