

Note: By resolution adopted May 20, 1998, unanimous vote, without objection, on any question requiring a recorded vote showing how each director voted under Section 508 of the School Code shall be deemed to be an affirmative vote by each director as if he/she has responded affirmatively to the calling of his/her individual name and shall be recorded as follows: Section 508 vote: All directors present voted in the affirmative.

AGENDA
SOUTHERN HUNTINGDON COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING
TUESDAY, MAY 21, 2024-7:00 P.M.-SHCHS/MS LIBRARY

I. Call to Order:

II. Pledge of Allegiance:

III. Opening Prayer:

Student Representative. Addie Barnett or Kendon Helman will give a report.
(Board Meeting)

Board Member-Vacant Seat-Eastern Region. Motion by _____, seconded by _____, to open nominations for the vacant Board Member position, vacated by Mr. Todd Griest. The term will expire on November 30, 2025.

Motion by _____, seconded by _____, to approve _____, as the new Board Member.

IV. Citizens' Comments on Agenda Items:

V. Minutes. Motion by _____, seconded by _____, to approve the following as presented on this date.

Regular Meeting Minutes of April 16, 2024

1-8

VI. Budget & Finance Committee:

1. Payment of Bills. Motion by _____, seconded by _____, to approve the bills as presented. ATTACHED

2. Cafeteria/Treasurer Report. Motion by _____, seconded by _____, to approve the cafeteria/treasurer report as presented.

3. Dental Insurance Rates 2024-2025 SY. Motion by _____, seconded by _____, to approve the dental rates for 2024-2025 SY, in the amount of \$20.36-employee-paid by the district; \$20.36-employee and (1) dependent; \$48.04-employee and family (5.0% increase in rates from the 2023-2024 SY)

4. Life Insurance Rates 2024-2025 SY. Motion by _____, seconded by _____, to approve the life insurance rates for the 2024-2025 SY, in the amount of \$11.25-\$75,000.00; \$15.00-\$100,000.00. (same rate as the 2024-2025 SY).

5. PPO Insurance Rates-Professional Support & Administration 2024-2025 SY. Motion by _____, seconded by _____, to approve the PPO Insurance Rates for Professional, Support & Administration for the 2024-2025 SY. (20% increase in rates from the 2023-2024 SY). 9
6. Exoneration Guidelines. Motion by _____, seconded by _____, to approve the Exoneration Guidelines for 2024. 10
7. Bids-Fuel Oil. Motion by _____, seconded by _____, to accept the fuel oil bids from Bedford Valley Petroleum & Propane, in the amount of \$2.7700-tractor trailer delivery; \$2.9200-less than tractor trailer delivery for the 2024-2025 SY. 11
8. Bids-General Supplies. Motion by _____, seconded by _____, to accept the general supply bids in the amount of \$3,255.72, from Kurtz Bros. for the 2024-2025 SY. 12
9. Bids-Maintenance/Custodial Supplies. Motion by _____, seconded by _____, to accept the maintenance/custodial supply bids in the amount of \$21,611.57 for the 2024-2025 SY. 13
10. Homestead/Farmstead Resolution. Motion by _____, seconded by _____, to approve the Homestead/Farmstead Resolution for the 2024-2025 SY. 14-16
11. Focus School Software (MMS Prior Student Management System-Archival Services Invoice). Motion by _____, seconded by _____, to give approval to pay the invoice in the amount of \$1,572.50, for the district's prior management system, to archive all legacy student information for the district for \$1.25/student per year, beginning July 1, 2024 through June 30, 2025. This will be approved on an annual basis.
Same cost as last year. 17
12. Pennsylvania Highlands Community College Dual Credit Agreement 2024-2025 SY. Motion by _____, seconded by _____, to approve the Pennsylvania Highlands Community College Dual Credit Agreement for the 2024-2025 SY. 18-22
13. SHCSD Treasurer 2024-2025 SY. Motion by _____, seconded by _____, to approve Hillary Lambert as the District Treasurer for the 2024-2025 SY (7/1/2024 to 1/31/25) and Kara Waite as the District Treasurer for the 2024-2025 SY (2/1/25 to 6/30/25), and to authorize the Business Office to secure proper bonding.
14. SHCSD School Physicals 2024-2025 SY. Motion by _____, seconded by _____, to give approval to Wendy Brown to perform school physicals, \$10.00/physical for the 2024-2025 SY. (same rate as 2023-2024 SY).

15. SHCSD School Dentist 2024-2025 SY. Motion by _____, seconded by _____, to approve Jaime Horne, as the School Dentist, at a rate of \$9.00/student exam, for the 2024-2025 SY. (same rate as 2023-2024 SY).
16. Huntingdon County Career and Technology Center Proposed Budget 2024-2025 SY. Motion by _____, seconded by _____, to approve the Huntingdon County Career & Technology Center's proposed budget in the amount of \$3,381,035.00, for the 2024-2025 SY.
17. Tuscarora Intermediate Unit #111-MOU-Partial Hospitalization Program 2024-2025 SY. Motion by _____, seconded by _____, to approve the Tuscarora Intermediate Unit #11 Memorandum of Understanding for Partial Hospitalization Program for the 2024-2025 SY, in the amount of \$152.00/day for each student in attendance; \$25,000.00 for a seat; or \$215.00/day for each student NOT in attendance. 23-27
18. EMT Coverage. Motion by _____, seconded by _____, to approve coverage by EMT's for the athletic trainer in the event of the trainer's absence and approve coverage by any of the EMT's that worked prior to the hiring of a full time athletic trainer, in the amount of \$100.00/day, beginning with the 2024-2025 SY. (retroactive for the 2023-2024 SY)
19. Parent Agreement for Transportation Services. Motion by _____, seconded by _____, to approve the Parent Agreement for Transportation Services for student #2024007, as presented. 28
20. Extended Family Programs, Inc. Letter of Agreement 2024-2025 SY. Motion by _____, seconded by _____, to approve the Extended Family Programs, Inc. Letter of Agreement for the 2024-2025 SY; \$103.11/day. 29-33

VII. Building Maintenance Committee:

1. Report-Mr. Stanley G. Hall, Jr., Maintenance Supervisor. A written report will be given. 34-35

VIII. Education Committee:

1. TIU Report.

TIU #11 Representative. Motion by _____, seconded by _____, to approve _____, as the TIU #11 Representative. This term will expire June 30, 2025. This position was previously held by Mr. Griest.

2. HCCTC Report.

3. Professional Development Request: Motion by _____, seconded by _____, to approve the following requests:
 - a. Margaret Pleacher permission to attend the PASA mandatory training at HCCTC Annex on June 4, 2024. No cost to the district.
4. Field Trip Requests. Motion by _____, seconded by _____, to approve the following request:
 - a. Sarah McMath permission to take students to Raystown Field Station on Wed. May 1 to Thurs. May 2, 2024 to conduct field studies. Approx. cost-\$473.52 (sub., meals, mileage) to be paid by the Science Club. **1 van**
 - b. Tyler Clewell permission to take students to Three Springs on Thur. May 23, 2024 to participate in the parade. Costs paid by the district. **1 van**
 - c. Tyler Clewell permission to take students to Shade Gap on Mon. Aug. 5, 2024 to participate in the parade. Costs paid by the district. **1 van**
 - d. Tyler Clewell permission to take students to Orbisonia and Rockhill on Wed. Aug. 14, 2024 to participate in parade. Costs to be paid by the district. **1 van**
 - e. Tyler Clewell permission to take students to Rockhill on Mon. Aug. 26, 2024 and to Shade Gap on Tues. Aug. 27, 2024 for 5th grade band recruitment assemblies. **1 van**
 - f. Tyler Clewell permission to take students to Delgrosso's on Mon. Aug. 12, 2024. Costs to be paid by the band. **1 bus**
5. Policy #200 Pupils-Enrollment of Students. Motion by _____, seconded by _____, to approve the second reading of Policy #200 Pupils-Enrollment of Students. 36-37
6. Policy #202 Pupils-Eligibility of Nonresident Students. Motion by _____, seconded by _____, to approve the second reading of Policy #202 Pupils-Eligibility of Nonresident Students. 38-40
7. Policy #217 Pupils-Graduation. Motion by _____, seconded by _____, to approve the second reading of Policy #217 Pupils-Graduation. 41-48
8. Policy #254 Pupils-Educational Opportunity for Military Children. Motion by _____, seconded by _____, to approve the second reading of Policy #254 Pupils-Educational Opportunity for Military Children. 49-53

9. Policy #236.1 Pupils-Threat Assessment. Motion by _____, seconded by _____ to approve the second reading of Policy #236.1 Pupils-Threat Assessment. 54-62
10. Policy #819 Operations-Suicide Awareness, Prevention and Response. Motion by _____, seconded by _____, to approve the second reading of Policy #819 Operations-Suicide Awareness, Prevention and Response. 63-72
11. Policy #903 Community-Public Comment in Board Meetings. Motion by _____, seconded by _____, to approve the second reading of Policy #903 Community-Public Comment in Board Meetings. 73-77
12. Rocket Online Academy Handbook 2024-2025 SY. Motion by _____, seconded by _____, to approve the first reading of the Rocket Online Academy Handbook for the 2024-2025 SY. 78-91
13. Scholarship. Motion by _____, seconded by _____, to approve the Matthew Roy Anderson Memorial Scholarship Fund starting with the 2023-2024 SY. 92
14. Coaches Athletic Handbook (with Revisions) 2024-2025 SY. Motion by _____, seconded by _____, to approve the first reading of the Coaches Athletic Handbook (with revisions) for the 2024-2025 SY. 93-94
15. Students Athletic Handbook (with Revisions) 2024-2025 SY. Motion by _____, seconded by _____, to approve the first reading of the Students Athletic Handbook (with Revisions) for the 2024-2025 SY. 95-96
16. Reapproval of Existing Vocational Education Program-PDE 2024-2025 SY. Motion by _____, seconded by _____, to approve the reapproval of the Existing Vocational Education Program-PDE 2024-2025 SY.
17. Policy #800.1 Operations-Electronic Signatures/Records. Motion by _____, seconded by _____, to approve the first reading of Policy #800.1 Operations-Electronic Signatures/Records. 104-106
18. Policy #801 Operations-Public Records. Motion by _____, seconded by _____, to approve the first reading of Policy #801 Operations-Public Records. 107-112
19. Policy #801.1 Operations-Records Retention and Destruction. Motion by _____, seconded by _____, to approve the first reading of Policy 801.1 Operations-Records Retention and Destruction. 113-117

20. Policy #802 Operations-School Organization. Motion by _____, seconded by _____, to approve the first reading of Policy #802 Operations-School Organization. 118
21. Policy #803 Operations-School Calendar. Motion by _____, seconded by _____, to approve the first reading of Policy #803 Operations-School Calendar. 119-120
22. Policy #804 Operations-School Day. Motion by _____, seconded by _____, to approve the first reading of Policy #804 Operations-School Day. 121
23. Policy #805 Operations-Emergency Preparedness and Response. Motion by _____, seconded by _____, to approve the first reading of Policy #805 Operations-Emergency Preparedness and Response. 122-127
24. Policy #806 Operations-Child Abuse. Motion by _____, seconded by _____, to approve the first reading of Policy #806 Operations-Child Abuse. 128-135
25. Policy #807 Operations-Opening Exercises/Flag Displays. Motion by _____, seconded by _____, to approve the first reading of Policy #807 Operations-Opening Exercises/Flag Displays. 136
26. Policy #808 Operations-Food Services. Motion by _____, seconded by _____, to approve first reading of Policy #808 Operations-Food Services. 137-141
27. Policy #810a Operations-Transportation. Motion by _____, seconded by _____, to approve the first reading of Policy #810a Operations-Transportation. 142-144
28. Policy #810.1 Operations-Private Contracts. Motion by _____, seconded by _____, to approve the first reading of Policy #810.1 Operations-Transportation-Private Contracts. 145-146
29. Policy #810.2 Operations-School Bus Chaperones. Motion by _____, seconded by _____, to approve the first reading of Policy #810.2 Operations-School Bus Chaperones. 147
30. Policy #810.3 Operations-School Vehicle Drivers. Motion by _____, seconded by _____, to approve the first reading of Policy #810.3 Operations-School Vehicle Drivers. 148-152

31. Policy #810.3a Operations-School Bus Drivers and School Commercial Motor Vehicle Drivers. Motion by _____, seconded by _____, to approve the first reading of Policy #810.3a Operations-School Bus Drivers and School Commercial Motor Vehicle Drivers. 153-160
32. Policy #810.4 Operations-Transportation Certification Requirements. Motion by _____, seconded by _____, to approve the first reading of Policy #810.4 Operations-Transportation Certification Requirements. 161-162
33. Policy #810.5 Operations-Transportation-Video/Audio Recording. Motion by _____, seconded by _____, to approve the first reading of Policy #810.5 Operations-Transportation-Video/Audio Recording. 163-164
34. Policy #810.6 Operations-Radios for Contractors. Motion by _____, seconded by _____, to approve the first reading of Policy #810.6 Operations-Transportation-Radios for Contractors. 165
35. Policy #811 Operations-Bonding. Motion by _____, seconded by _____, to approve the first reading of Policy #811 Operations-Bonding. 166
36. Policy #812 Operations-Property Insurance. Motion by _____, seconded by _____, to approve the first reading of Policy #812 Operations-Property Insurance. 167
37. Policy #813 Operations-Other Insurance. Motion by _____, seconded by _____, to approve the first reading of Policy #813 Operations-Other Insurance. 168-169
38. Policy #814 Operations-Copyright Material. Motion by _____, seconded by _____, to approve the first reading of Policy#814 Operations-Copyright Material. 170-171
39. Policy #818 Operations-Contracted Services Personnel. Motion by _____, seconded by _____, to approve the first reading of Policy #818 Operations-Contracted Services Personnel. 172-176
40. Policy #819 Operations-Suicide Awareness, Prevention and Response. Motion by _____, seconded by _____, to approve the first reading of Policy #819 Operations-Suicide Awareness, Prevention and Response. 177-182

41. Policy #822 Operations-Automated External Defibrillator (AED/Cardiopulmonary Resuscitation (CPR)). Motion by _____, seconded by _____, to approve the first reading of Policy #822 Operations-Automated External Defibrillator (AED/Cardiopulmonary Resuscitation (CPR)). 183-184
42. Policy #823 Operations-Tobacco Use. Motion by _____, seconded by _____, to approve the first reading of Policy #823 Operations-Tobacco Use. 185-186
43. Policy #823.1 Operations-Naloxone. Motion by _____, seconded by _____, to approve the first reading of Policy #823.1 Operations-Naloxone. 187-190
44. Policy #824 Operations-Maintaining Professional Adult/Student Boundaries. Motion by _____, seconded by _____, to approve the first reading of Policy #824 Operations-Maintaining Professional Adult/Student Boundaries. 191-196
45. Policy #825 Operations-State Mandate Waivers. Motion by _____, seconded by _____, to approve the first reading of Policy #825 Operations-Maintaining Professional Adult/Student Boundaries. 197-198
46. Policy #827 Operations-Conflict of Interest. Motion by _____, seconded by _____, to approve the first reading of Policy #827 Operations-Conflict of Interest. 199-202
47. Policy #828 Operations-Criminal History Record Information (CHRI). Motion by _____, seconded by _____, to approve the first reading of Policy #828 Operations-Criminal History Record Information (CHRI). 203-205
48. Policy #828.1 Operations-Fraud. Motion by _____, seconded by _____, to approve the first reading of Policy #828.1 Operations-Fraud. 206-207
- IX. Salary & Personnel Committee:
1. Business Manager's Employment Contract. Motion by _____, seconded by _____, to approve the Business Manager's Contract, effective July 1, 2024 to June 30, 2027, in the amount of \$74,000.00 for the 2024-2025 SY; the salary increase for the 2025-2026 and 2026-2027 school years will match the professional staff (teachers) contract increase, but will not be less than 2.5%. 97-100

2. Boys Basketball Coaches & Scorekeepers 2024-2025 SY. Motion by _____, seconded by _____, to approve the following coaches and scorekeepers for the 2024-2025 SY:

Paid Coaches:

Rick Wilson-JV Assistant Coach-Max Step
Matthew Clark-Jr. High Coach-Step 1

Volunteers (all levels)

Timothy Miller
Alan Lessley
Kristi Watkins
Jessica Walters
Justin Snyder
Jerry Hammons
Noah Wilson
Celeste Horne
Abigail Horne
Stacey Miller
Renee Dell

Scorekeepers:

Timothy Miller (JV/Varsity)
Jessica Walters (Jr. High)
Wava Baer (backup all levels)
Abigail Horne (backup all levels)
Terri Lessley (backup all levels)
Stacey Miler (backup all levels)

3. Cross Country Head Coach 2024-2025 SY. Motion by _____, seconded by _____, to approve Stephen Keim as the Cross County Head Coach-paid as per contract, for the 2024-2025 SY.
4. Cross Country-Assistants 2024-2025 SY. Motion by _____, seconded by _____, to approve the following Cross Country Assistants for the 2024-2025 SY:

Paid Assistant

Andrea Darby (Jr. High)-Step 1

Volunteers

Davin Morgan
Cheyenne Patton

5. Resignation. Motion by _____, seconded by _____, to accept the resignation from Chelsea Smith from the Head Cheer Coach position, effective immediately.

6. Reasonable Assurances 2024-2025 SY. Motion by _____, seconded by _____, to give approval for the forms to be given to all substitute employees (non-instructional) and nine (9) month employees. At this point, it appears that these employees will be needed on the same basis as for the 2023-2024 SY.
7. #483 Mid-Level English Instructor. Motion by _____, seconded by _____, to approve Todd Griest, B+15, Step 16, as a Mid-Level English Instructor, beginning with the 2024-2025 SY.
8. Girls Soccer Coaches/Volunteers 2024-2025 SY. Motion by _____, seconded by _____, to approve the following coaches/volunteers for the 2024-2025 SY:

Paid Coach

Stacy Bair-Step 2

Volunteers

Allison Fickes

Ashley Creswell

Billie Hammond

9. #484 PT Custodian-District (4 hrs./day). Motion by _____, seconded by _____, to approve Robert Bilger, \$11.40/hr., as a PT Custodian-District (4 hrs./day), effective May 28, 2024.
10. #485 Head Cheer Coach. Motion by _____, seconded by _____, to approve Allison Fickes, Step 5, as the Head Cheer Coach, for the 2024-2025 SY.
11. Girls Basketball Coaches/Volunteers 2024-2025 SY. Motion by _____, seconded by _____, to approve the following girls basketball coaches/volunteers for the 2024-2025 SY:

Paid Coaches

Shawn Young-JV-Step 3

Todd Griest-Jr. High-Max Step

Volunteers

Michael Sellers-Varsity

Robert Revercomb-Jr. High

12. Retirement. Motion by _____, seconded by _____, to accept the retirement letter form Michele Sheeder, from her elementary instructor position, effective May 29, 2024.

13. Volleyball Coaches/Volunteers 2024-2025 SY. Motion by _____, seconded by _____, to approve the following volleyball coaches/volunteers for the 2024-2025 SY:

Paid Coaches

Varsity Assistant Coach - Ian Kidd
Junior High Head Coach - Alix Isett

Volunteers

Varsity Volunteer Assistants - Gina Sellers, Matt Sellers
Junior High Volunteer Assistant - Karen Winter

14. Football Coaches/Volunteers 2024-2025 SY. Motion by _____, seconded by _____, to approve the following football coaches/volunteers for the 2024-2025 SY:

Paid Coaches

Mike Hoffman
Rob Grajeda
Brock Huntsman
Josh Berrier (Jr. High)

Volunteers

Vaughn Flood
Chuck Clippinger
Kenny Watkins
Pat Patton
Eric Patton
Matt Clark (Jr. High)
Brooks Clymans (Jr. High)

15. In-Home Special Education Instructor. Motion by _____, seconded by _____, to approve Katrina Best, \$32.00/hr., as an In-Home Special Education Instructor, for the 2023-2024 SY.

Activities Report. Motion by _____, seconded by _____, to approve the Activities Report for March 2024, submitted by Courtney Farnum.

102-103

FYI

#481-FT Custodian-Shade Gap Elementary School-Kevin Malandro transferred to the #481-full-time custodian position at Shade Gap Elementary School, effective April 15, 2024.

#482 Title I Reading Specialist-Shade Gap Elementary School. Margaret Wilson transferring to the Title I Reading Specialist at Shade Gap Elementary School, beginning with the 2024-2025 SY.

#487 Elementary Education-SF-Grade 1. Tracy Crotsley transferring to Spring Farms Elementary (Grade 1) beginning with the 2024-2025 SY.

Abigayle Tucker transferring to Rockhill Elementary (Grade 4) beginning with the 2024-2025 SY.

Autumn Whitsel transferring to Middle School Learning Support beginning with the 2024-2025 SY.

#488 Elementary Education/Mid-Level English-MS. Bailee Parson transferring to Middle School, beginning with the 2024-2025 SY.

Julie Shaver transferring to Rockhill Elementary (Grade 1) beginning with the 2024-2025 SY.

FMLA-Employee 0012025 will be taking leave during the 2024-2025 SY.

PSBA Voting Delegate Assembly. The district is able to appoint two (2) individuals to attend the Assembly in Mechanicsburg on Sat. Nov. 2, 2024 at 9:00 a.m. The first 120 delegates will be in person; all remaining will be via zoom.

Thank You

Library Club-trip to Washington, D.C.

X. REPORTS:

1. High School/Middle School Principal
2. Elementary School Principal
3. Director of Special Education
4. HS/MS Assistant Principal/Curriculum Coordinator
5. Business Manager
6. Superintendent

XI. Citizen's Comments

XII. Board Member's Comments

XIII. Adjournment

REMINDERS

Workshop-Wednesday, June 12, 2024-6:30 p.m.

Board Meeting-Tuesday, June 18, 2024-7:00 p.m.