



## JUNE 18, 2018 BOARD MEETING

### 1. Opening Meeting

- a. Call to Order (President Wolf)
- b. Pledge to the Flag

### 2. Approval of Minutes

Approval of the June 4, 2018 Regular Board Meeting Minutes, the June 4, 2018 Committee of the Whole Meeting Minutes and the June 4, 2018 Building and Property Meeting Minutes.

### 3. Student/Staff Recognition and Board Reports

### 4. Financial Reports

#### a. Payment of Bills

General Fund	\$	705,705.24
Capital Reserves Fund	\$	12,792.00
Mount Rock Projects-2018 Fund	\$	2,795.55
Newville Projects Fund	\$	18,800.20
Cafeteria Fund	\$	96,370.18
Student Activities	\$	<u>19,601.08</u>
<b>Total</b>	<b>\$</b>	<b>856,064.25</b>

Motion to approve payments of bills, as presented.

#### b. Treasurer's Fund Report

General Fund	\$	13,035,350.89
Capital Reserve Fund	\$	7,544,591.86
Cafeteria Fund	\$	468,427.67
Student Activities	\$	234,759.62
Newville Projects Fund	\$	8,906,134.52
Mount Rock Projects-2018 Fund	\$	<u>9,789,538.28</u>
<b>Total</b>	<b>\$</b>	<b>39,978,802.84</b>

Motion to approve treasurer's fund report and budget transfers, as presented.

#### c. YTD General Fund Report and YTD Taxes

The administration prepared these reports for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Tax report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports, as submitted

**5. Reading of Correspondence**

**6. Recognition of Visitors**

**7. Public Comment Period**

**8. Structured Public Comment Period**

**9. Old Business**

**10. New Business**

**11. Personnel Items - Action Items**

**a. Recommendation for Lifeguards**

**Kalie Bistline**  
**Jackson Penner**

The administration recommends the Board of School Directors approve the individuals listed to serve as lifeguards, as presented.

**b. Recommendation for High School Student Council Co-Advisers**

Mr. William August, High School Principal would like to recommend the individuals listed as High School Student Council Co-Advisers for the 2018-2019 school year.

**Ms. Emily Young**  
**Ms. Kelsey Hernjak**

The administration recommends the Board of School Directors approve the above listed individuals as High School Student Council Co-Advisers, as presented.

**c. Recommendation for Middle School Special Education Co-Assistant Chairperson**

Mr. William Gillet, Director of Pupil Services would like to recommend the individuals listed as Middle School Special Education Co-Assistant Chairperson for the 2018-2019 school year.

**Ms. Meghan Bullock**  
**Dr. Sarah Roller**

The administration recommends the Board of School Directors approve the above listed individuals as Middle School Special Education Co-Assistant Chairperson, as presented.

**d. Recommendation for a Part-Time Assistant Groundskeeper**

Mr. Rick Gilliam, Director of Building and Grounds/Transportation would like to recommend Mr. Brian Hair as a part-time Assistant Groundskeeper, replacing Mr. John Miller who has resigned. Mr. Hair's hourly wage will be \$15.03.

The administration recommends the Board of School Directors approve Mr. Brian Hair as a part-time Assistant Groundskeeper with an hourly wage of \$15.03. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

## **Personnel Items - Action Items**

### **e. Approval of Professional Personnel Transfer**

The administration will transfer the professional staff whose name is listed below for the 2018-2019 school year. The transfer is in accordance with Board Policy 309, Assignment and Transfer.

#### **Ms. Mallory Farrands from High School English Teacher to Oak Flat Elementary School Instructional Coach**

The administration recommends the Board of School Directors approve the above transfer, as presented.

### **f. Coaching Recommendations**

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics & Student Activities would like to recommend the individuals listed as coaches for the teams noted.

#### **Brian Donovan - High School Assistant Cross Country Coach Jenna McIntire - Middle School Cross Country Coach**

The administration recommends the Board of School Directors approve the appointment of the above listed coaches, as presented.

### **g. Resignation – Varsity Head Swimming and Diving Coach**

Mr. Les Stover has submitted his resignation as Varsity Head Swimming and Diving Coach, effective immediately.

The administration recommends the Board of School Directors approve Mr. Stover's resignation as Varsity Head Swimming and Diving Coach, effective immediately.

### **h. Resignation – High School Receptionist/Office Aide**

Mrs. Chrystal Short has submitted her resignation as the High School Receptionist/Office Aide, retroactive to June 8, 2018.

The administration recommends the Board of School Directors approve Mrs. Short's resignation as the High School Receptionist/Office Aide, retroactive to June 8, 2018.

## **12. New Business - Action Items**

### **a. Credit Pay**

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

#### **Luke Nerone \$2,820.00**

The administration recommends that the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Education Association and the Big Spring School District.

## **New Business - Action Items**

### **b. Recognition of a 2018-2019 Foreign Exchange Student**

The high school administration has approved Francesco Barone, a citizen of Italy as a foreign exchange student for the 2018-2019 school term. The administration welcomes Francesco Barone and looks forward to learning with and from Francesco during the 2018-2019 school year.

The administration recommends the Board of School Directors authorize the high school administration to write a letter of welcome to Francesco Barone on behalf of the Board of School Directors.

### **c. Approval of the Proposed 2018-2021 Act 93 Compensation Plan**

After a meeting between the Act 93 representatives and Board representatives, the administration developed the included Act 93 Compensation Plan.

The administration recommends the Board of School Directors approve the Act 93 Compensation Plan for the 2018-2021 school years as included in the agenda.

### **d. Approval of the 2018-2019 River Rock Agreement**

The proposed 2018-2019 River Rock Academy Agreement has been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The agreement is included with the agenda.

The administration recommends the Board of School Directors approve the 2018-2019 River Rock Academy Agreement, as presented.

### **e. Approval for PSBA Membership Renewal**

The District has received correspondence from Mr. Nathan Mains, Executive Director of the Pennsylvania School Boards Association (PSBA) regarding the 2018-2019 membership dues. The dues for the 2018-2019 school year will be \$13,667.45 for the 2018-2019 All Access Package. Information is included with the agenda.

The administration recommends the Board of School Directors approve the District's PSBA membership renewal for the 2018-2019 fiscal year and authorize the administration to remit payment to PSBA in the amount of \$13,667.45.

### **f. Approval of the 2018-2019 Elementary Handbook**

The Elementary Administration has updated the Elementary Handbook for the 2018-2019 school year. The changes that have been made in the handbook has been included with the agenda.

The administration recommends the Board of School Directors approve the updated 2018-2019 Elementary Handbook, as presented.

### **g. Approval of the 2018-2019 Middle School Handbook**

The Middle School Administration has updated the Middle School Handbook for the 2018-2019 school year. The changes that have been made in the handbook has been included with the agenda.

The administration recommends the Board of School Directors approve the updated 2018-2019 Middle School Handbook, as presented.

## **New Business - Action Items**

### **h. Facilities Utilization Request - Renegade Force Wrestling Team Club**

The Renegade Force Wrestling Team Club is requesting to utilize the Fitness Center Wrestling Room for club team practices on Sunday's, June, 2018 through August, 2018 from 5:00 p.m. - 8:00 p.m.

The administration recommends the Board of School Directors approve the Renegade Force Wrestling Team Club request to utilize the Fitness Center Wrestling Room on Sunday's, June, 2018 through August, 2018 from 5:00 p.m. - 8:00 p.m., as presented.

### **i. Facilities Utilization Request - Newville Wrestling Association**

The Newville Wrestling Association is requesting to utilize the High School gym, commons and adaptive gym for the Bulldog Fall Brawl on Sunday, November 25, 2018 from 6:00 a.m. - 6:00 p.m.

The administration recommends the Board of School Directors approve the Newville Wrestling Association request to utilize the High School gym, commons, and adaptive gym for the Bulldog Fall Brawl on Sunday, November 25, 2018 from 6:00 a.m. - 6:00 p.m., as presented.

### **j. Approval of the Proposed 2018-2019 Board Meeting Dates**

Dr. Richard W. Fry, Superintendent of Schools would like to recommend the proposed 2018-2019 Board meeting dates, which are included with the agenda.

The administration recommends the Board of School Directors approve the 2018-2019 Board meeting dates, as presented.

## **New Business - Action Items**

### **k. Approval of Planned Courses**

Listed below are completed planned courses for board approval.

#### **Elementary Curriculum**

K-5 Library

#### **Middle School Curriculum**

6th Grade Social Studies

7th Grade Social Studies

#### **High School Curriculum**

##### **Business**

Personal Finance

Career Project Seminar

##### **Social Studies**

Current Events

Geography

##### **Tech Ed/Agriculture**

Intro to Agribusiness

Animal Science

Civil Engineering

Fish and Wildlife

Plant and Greenhouse Science

Small Gas Engine

Wood Tech

##### **World Language**

Spanish III, IV, and V

French II and III

The administration recommends the Board of School Directors approve the above planned courses, as presented.

### **L. Approve Revised South Central Trust Documents**

About a year ago, the Executive Committee of the South Central Trust, began the process of revising (updating) the trust documents. A final draft of the documents was in the May 21st Board Agenda, under South Central Trust committee report. Since then, Stock & Leader made some minor changes in the membership qualifications to permit expansion of the trust. Other revisions include removing the consultant as CEO of the Trust and replacing that position with elected leadership positions. It also removes all forms of commissions to the consultant and converts it to a direct payment from the trust to eliminate conflicts of interest.

The administration recommends the Board of School Directors approve the included resolution adopting the revised documents for the South Central Trust.

## New Business - Action Items

### m. Approve Newville Project Fund Payments

The administration received the following payment applications:

<b>From</b>	<b>Description</b>	<b>Amount</b>	<b>Remaining</b>
Frey Lutz Corp.	HVAC Prof Svcs	\$20,329.20	\$1,293,257.60
Frey Lutz Corp.	HVAC Prof Svcs	\$64,308.60	\$1,228,949.00
CRA	Professional Svcs - Inv 2491.20	\$10,981.19	\$36,243.25
Lobar, Inc (EC)	NV Elect Svcs - Inv 1801204	\$72,339.79	\$801,667.21
Lobar, Inc (GC)	GC Servces - Inv	\$472,878.86	\$2,815,503.16
EMSL Analytical, Inc.	Testing Svcs	\$375.00	

The administration recommends the Board of School Directors approve payment of \$84,637.80 to Frey Lutz Corp.; \$10,981.19 to Crabtree Roharbaugh; \$72,339.79 to Lobar, Inc. (electrical); \$472,878.86 to Lobar, Inc. (GC) and \$375 to EMSL Analytical. Inc.

### n. Approve Newville Project Change Order

The administration received the included change order from CRA as explained on the first page. These changes come from code interpretation by MDIA around the elevator system.

<b><u>CO#</u></b>	<b><u>From</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
EC-2	Lobar, Inc.	EC CO2A Code Changes Elev & Rescue	\$12,339.97

The administration recommends the Board of School Directors approve the change order as submitted.

### o. Approve Payment From Mt Rock Projects Fund

The administration received the following applications for payment:

<b><u>From</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>	<b><u>Remaining</u></b>
CRA	Professional Svcs - Inv 3106.5	\$47,978.07	\$5,627.00
W. Pennsboro Twp	HS MDIA Inspection/Permit	\$2,795.55	-
Lobar, Inc.	MS EC Services Inv 1801601	\$23,005.98	\$502,994.02

The administration recommends the Board of School Directors approve the payments of \$47,978.07 to Crabtree Rohrbaugh; \$2,795.55 to West Pennsboro Township and \$23,005.98 to Lobar, Inc (EC).

## **New Business - Action Items**

### **p. Approve Mt. Rock / Middle School Change Order**

The administration received the following change order from CRA. This was initiated by the District; when the door frame was exposed it had significant rust (per attached memo).

<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
2	ECI GC	Replace door frame	\$1,229.00

The administration recommends the Board of School Directors approve the change order as submitted.

### **q. Approve Payments From Capital Projects Reserve Fund**

The administration received the following invoices for services and equipment:

<u>From</u>	<u>Description</u>	<u>Amount</u>
CRA	NV FF&E Services -Inv 3174.2	\$10,899.36
CRA	MS FF&E Svcs - Inv 3176.1	\$6,017.52
CRA	HS FF&E Svs - Inv 3177.2	\$5,010.80
Prismworks	NV Speakers & Paging System	\$48,044.00
American Abatement Grp	MS Abatement Svc - Inv 18-1022-001	\$2,880.00

The administration recommends the Board of School Directors approve the payment of \$21,927.68 to Crabtree, Rohrbaugh & Associates, \$48,044.00 to Prismworks and \$2,880 to American Abatement Group.

### **r. Approve Donation From Big Spring Aquatic Club**

The Big Spring Aquatic Club made a \$4,000 donation to the District to fund the new lane lines in the pool -- see included letter from the club.

The Board of School Directors accepts the \$4,000 donation from the Aquatics Club and authorizes the purchase of the lane lines.

### **s. Approve Amendment to the Agreement with Michael Baker International**

With the extended delay (2-years) in the project and the requirement to change the bid spec and re-bid the project, Michael Baker submitted change order 3 to the professional services agreement for project design & management.

The administration recommends the Board of School Directors approve Amendment No.3 to the Professional Services Agreement at an estimated cost of \$50,100 and authorize the administration to sign the appropriate documents.



## **New Business - Action Items**

### **t. Approve Workers Compensation and General Liability Insurances for 2018-19**

Working with Josh Daly (from Gallagher), we were able to obtain a 1.1% decrease in total premiums for the combined program over the current policy year (2017- \$168,884 – 2018- \$167,053). This is broken out as \$96,032 premium to Brickstreet for Workers Comp and \$71,021 premium to Utica for liability insurances as shown in the included summary sheet.

The administration recommends the Board of School Directors approve the renewal of the liability and workers comp policies for 2018-19 and authorizes the administration to sign the appropriate documents.

## **13. New Business - Information Item**

## **14. Future Board Agenda Items**

## **15. Board Reports**

- a. District Improvement Committee - Mr. Bob Kanc**
- b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl**
- c. Vocational-Technical School - Mr. Wolf and Mr. Piper**
- d. Building and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall**
- e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall**
- f. South Central Trust - Mr. Blasco**
- g. Capital Area Intermediate Unit - Mr. Wolf**
- h. Tax Collection Committee - Mr. Wolf and Mr. Swanson**
- i. Future Board Agenda Items**
- j. Superintendent's Report**

## **16. Meeting Closing**

- a. Business from the Floor**
- b. Public Comment Regarding Future Board Agenda Items**
- c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **June 18, 2018.**

Next scheduled meeting is: **July 23, 2018.**