



NOVEMBER 15, 2021

BOARD MEETING AGENDA

1. Opening Meeting

Welcome members: The Board of School Directors will proceed with the November 15, 2021 Board Agenda.

Call to Order (President Swanson)

2. Pledge to the Flag

3. Approval of Minutes

Approval of the October 18, 2021 Regular Board Meeting Minutes and the October 18, 2021 Committee of the Whole Meeting Minutes.

4. Student/Staff Recognition and Board Reports - Rylee Hall and Elizabeth Sheriff

5. Financial Reports

5.a. Payments of Bills

General Fund

Procurement Card	\$	24,114.46
Checks/ACH/Wires	\$	2,340,637.46
Capital Projects Reserve Fund	\$	32,449.20
Cafeteria Fund	\$	254,233.95
Student Activities	\$	<u>41,831.00</u>
Total	\$	2,693,266.07

Motion to approve the Payments of Bills, as presented.

5.b. Treasurer's Report

General Fund	\$	37,720,198.31
Capital Project Reserve Fund	\$	8,313,601.47
Cafeteria Fund	\$	405,732.38
Student Activities	\$	<u>263,093.95</u>
Total	\$	46,702,626.11

Motion to approve the Treasurer's Fund Report as presented.

5.c. YTD General Fund Report and YTD Taxes

The administration prepared the YTD General Fund Report and the YTD Taxes 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 Summary 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.

6. Reading of Correspondence

7. Recognition of Visitors

8. Public Comment Period

9. Old Business

10. New Business

11. Personnel Items - Actions Items

11.a. Recommendation of a HS Extra-Duty Marching Band Field Staff Position - Ms. Maura Manning

Mrs. Stacy Lehman, Human Resources Coordinator, would like to recommend Maura Manning for an Extra Duty Marching Band Field Staff Position.

The administration recommends the Board of School Directors approve Ms. Manning for an Extra Duty Position as presented.

11.b. Resignations and Recommended New Hire of Custodians

Ms. Stephanie McHenry has submitted her resignation from the position of full-time High School Custodian effective October 26, 2021.

Ms. Niki Hamilton has submitted her resignation from the position of part-time High School Custodian effective November 15, 2021.

Ms. Cheri Frank, Director of Custodial Services, recommends the following candidates for available custodial positions:

Ms. Tammy Hood for the position of part-time Mount Rock Custodian for 2nd shift replacing Dennis Witmer. This is a 5.5 hour position at an hourly rate of \$14.73 for the 2021-2022 school year. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

Ms. Sharon Rinesmith for the position of part-time Newville Elementary Custodian for 2nd shift replacing Patricia Nailor. This is a 5.5 hour position at an hourly rate of \$14.73 for the 2021-2022 school year. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

The administration recommends the Board of School Directors approve the custodial resignations and new hires as presented.

11.c. Resignations and Recommendation for Coaching Positions

Mr. Joseph Sinkovich, Athletic Director, would like to recommend the following for coaching positions:

- Mr. Zackary Warner - Middle School Wrestling Head Coach
- Mr. Michael Clelan - Volunteer Wrestling Coach
- Rylie Ward - Volunteer Swimming Coach

The following resignations have been received by Mr. Sinkovich:

- Mr. Matthew Kump from the position of Varsity Girls' Soccer Head Coach effective the conclusion of the season.
- Ms. Suzette Barnes from the position of High School Assistant Cheer Coach effective the conclusion of the season.

The administration recommends the Board of School Directors approve the hire and resignations for coaching positions as presented.

11.d. Recommend Approval of Step Adjustment for the Administrative Assistant for Business Affairs

Mr. Michael Statler, Business Manager, would like to recommend the following:

Approval of a step adjustment from Step C to Step B for Ms. Beth Rhodes, Administrative Assistant for Business Affairs, effective November 1, 2021. The step adjustment recommendation is based on the job responsibilities, experience, and performance.

11.e. Resignation of School Counselor - Mrs. Judy Creps

Mrs. Judy Creps has submitted a letter of resignation from her position as High School Counselor effective Monday, December 13, 2021 for the purpose of retirement.

The administration recommends the Board of School Directors accept Mrs. Creps' resignation as presented.

11.f. Recommended Approval of Head Groundskeeper Position

Mr. Michael Statler, Business Manager, would like to recommend the following:

Mr. Darryl Betts for the position of full-time Head Groundskeeper replacing Dustin Durf. This is an 8-hour position at an hourly rate of \$22.79 for the 2021-2022 school year. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook. Mr. Betts will start on December 13, 2021, following release from his current employer.

12. New Business - Actions Items

12.a. Credit Pay

The professional employees whose names are listed below have successfully completed graduate work and are entitled to the specified amount in accordance with the negotiated contract.

Lindsey Dix	\$1,680.00
Shane Miller	\$1,680.00
Adam Oldham	\$1,680.00

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

12.b. Request to Apply for Grants

Mrs. Nicole Donato, Director of Curriculum and Instruction, has received requests from the following teachers to apply for grants:

Ms. Melissa Sheffer, 5th Grade Newville Elementary Teacher, is requesting permission to apply for the Environmental Education Grant through the PA Department of Environmental Protection. Information about the program is available at the [Environmental Education Grant Link](#)

Ms. Rebecca Whigham, Middle School Family and Consumer Science Teacher is requesting permission to apply for the Walmart Local Community Grant. Information about the grant is available at the [Walmart Local Community Grants Link](#)

The administration recommends the Board of School Directors approve these requests to apply for and participate in the grants as presented.

12.c. Recommended Approval for Renewal of the ThoughtExchange Service Agreement

Dr. Kevin Roberts, Superintendent of Schools has reviewed the ThoughtExchange Service Agreement and is requesting approval of the renewal agreement. ThoughtExchange is a community engagement and data collection tool that the District has successfully utilized to inform district initiatives, planning, and goal setting.

The administration recommends the Board of School Directors approve the 2021 agreement renewal with ThoughtExchange as presented.

12.d. Recommended Approval of Utilization Request

Mr. Andy McCrea, Big Spring Jr. Olympic Wrestling, has requested to utilize the HS gym, commons, adaptive gym, and locker rooms for the purpose of Dawg Duals Wrestling on Sunday, January 30, 2022. Because the request involves a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Mr. McCrea's request as presented.

12.e. CAIU Agreement for English Language Development/ESL Services 2021-2022

Mr. William Gillet, Director of Student Services, has reviewed the CAIU Agreement for English Language Development (ELD) and English as a Second Language (ESL) Services for the 2021-2022 school year and would like to recommend board approval.

The administration recommends the Board of School Directors approve the CAIU Agreement for ELD and ESL Services for the 2021-2022 school year as presented.

12.f. Recommended Approval of Student Activities Account for the Class of 2025

The administration received a request from Mr. Jason Shover, High School Principal, to create a new student activity account for the Class of 2025. Information regarding the new account is included with the agenda.

The administration recommends the Board of School Directors approve the new student activity account for the Class of 2025 under the supervision of Mr. Jason Shover, High School Principal.

12.g. Approval of New Drivers from Deitch Bussing

Deitch Buses, Inc. has submitted two additional drivers for the 2021-2022 school term.

- Erin Morrison - Van Driver
- Emily Stover - Bus Driver
- Ashley Kuhn - Van Driver

The administration recommends that the Board of School Directors acknowledge receipt of the additional drivers for the 2021-2022 school year.

12.h. Recommend Approval of Payment from Capital Projects

Capital Project Payments

- In October 2021, the Board of School Directors approved a change order for the Fiber Project. The change order was to bore and run fiber under the road to complete the Newville Fiber run. The payment is for the change order of \$32,449.20.
- The replacement of boiler #1 is complete. The invoice covers approximately 82% of the contract value. The remaining amount will be billed once the installation is 100% complete and operating properly. The payment is for \$168,830.28.

The administration recommends the Board of School Directors approve the payments from the Capital Project Reserve Fund.

13. New Business - Information Item

13.a. Custodial Position through Manpower the District's Contracted Service Provider

Mrs. Stacy Lehman, Human Resources Coordinator, recommends the Manpower employee listed below for custodial work:

Kimberly Mackey - Custodian (second shift) at Mount Rock Elementary School

13.b. Aide Positions through ESS the District's Contracted Service Provider

Dr. Abigail Leonard, Supervisor of Ancillary Services, recommends the ESS aides listed below:

- Christian Witmer - full-time learning support aide at Newville Elementary School to replace Celeste Sheaffer who resigned.
- Niki Hamilton - full-time principal's discretion aide at Oak Flat Elementary School to replace Katelyn Wertz who resigned.
- Marisa Blumensrein - full-time principal's discretion aide at Oak Flat Elementary School beginning retroactively on October 29, 2021.
- Pam Luszik - principal's discretion aide at Newville Elementary School beginning on November 17, 2021.

13.c. Recommendation for New Curricular Resources/Textbooks

Listed below are curricular resources and textbooks recommended by Mrs. Nicole Donato, Director of Curriculum and Instruction, for board approval at the December 6, 2021 Board Meeting. All resources and textbooks are available in the Curriculum Center for review by the Board of School Directors.

Resources:

- K – 2: [Geodes Leveled Classroom Libraries](#) - Publisher Wilson Language
- K-5: [Math in Practice](#) - Publisher Heinemann

Textbook:

- High School: Statistics and Probability with Applications - Publisher Bedford, Freeman, and Worth

13.d. Long-Term Substitute through ESS the District's Substitute Agency

Athletic Director, Mr. Joe Sinkovich, recommends Ms. April Black to serve as the Long-Term Substitute Athletic Trainer for Elizabeth Carns who will be on leave. April will begin in this position approximately November 17, 2021 through January 26, 2022.

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

- 16.a. District Improvement Committee - Mr. Over, Mr. Myers**
- 16.b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers**
- 16.c. Cumberland Perry Area Career and Technical Center - Mr. Piper, Mr. Wardle**
- 16.d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over**
- 16.e. Finance Committee - Mr. Deihl, Mr. Piper, Ms. Hurley, Mr. Gutshall**
- 16.f. South Central Trust - Mr. Deihl**
- 16.g. Capital Area Intermediate Unit - Mr. Swanson**
- 16.h. Tax Collection Committee - Mr. Swanson**
- 16.i. Future Board Agenda Items**
- 16.j. Superintendent's Report**

17. Meeting Closing

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

Meeting adjourned at _____ pm, **Monday, November 18, 2021**

Next scheduled meeting is **Monday, December 6, 2021.**