



NOVEMBER 18, 2019 BOARD MEETING

1. Approval of Minutes

Approval of the November 4, 2019 Regular Board Meeting Minutes, the November 4, 2019 Committee of the Whole Meeting Minutes and the November 4, 2019 Building and Property Meeting Minutes.

2. Student/Staff Recognition and Board Reports – Gabrielle Reifsnyder & Regan Donato

3. Financial Reports

a. Payment of Bills

General Fund	\$	604,371.16
Capital Project Reserve Fund	\$	9,519.00
Mount Rock Projects-2018 Fund	\$	379,259.21
Newville Projects Fund	\$	4,922.91
Cafeteria Fund	\$	106,535.71
Student Activities	\$	<u>5,090.88</u>
Total	\$	1,109,698.87

Motion to approve the payment of bills as presented.

b. Treasurer's Fund Report

General Fund	\$	27,664,827.83
Capital Project Reserve Fund	\$	6,810,950.80
Cafeteria Fund	\$	481,217.18
Student Activities	\$	286,202.33
Newville Project Fund	\$	22,001.59
Mount Rock Projects-2018 Fund	\$	<u>907,073.48</u>
Total	\$	36,172,273.21

Motion to approve the 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.

4. Reading of Correspondence - PDE Division of Federal Programs

Dr. Richard W. Fry, Superintendent of Schools has received correspondence from Ms. Susan McCrone, Division Chief of Division of Federal Programs. The correspondence states that the Division of Federal Programs has determined that Big Spring School District has maintained fiscal effort when comparing the fiscal year ending June 30, 2017 to the fiscal year ending June 30, 2018. The Big Spring School District is eligible for full participation in federal grant funding for school year 2019-2020.

5. Recognition of Visitors

6. Public Comment Period

7. Structured Public Comment Period

8. Old Business

9. New Business

10. Personnel Items - Action Items

a. Recommended Approval for a Learning Support Teacher - Miss. Lisa Bahmueller

Education:

Shippensburg University - Elementary Ed. (PreK-4), Special Ed. (PK-8), Minor in Reading (Bachelor's Degree earned, Dec. 2019)

Experience:

Northside Elementary School, Grades 1-3, General Ed. and Special Ed.(Student Teaching)
Shippensburg University - Writing Tutor

The administration recommends the Board of School Directors appoint Miss Bahmueller as a learning support teacher at Oak Flat Elementary School, replacing Mrs. Marsha Stellfox who has resigned. Miss Bahmueller will begin in her assignment on December 16, 2019 and her compensation for this position should be established at a Bachelor's Degree, step 1, \$52,313.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

b. Recommended Approval for a Long-Term Substitute - Ms. Mary Christina Mattise

The administration recommends Ms. Mary Christina Mattise as a long-term substitute High School Guidance Counselor for Ms. Judy Creps, High School Guidance Counselor who is on leave, retroactive to November 4, 2019 through approximately December 19, 2019.

The administration recommends the Board of School Directors approve Ms. Mattise as a long-term substitute High School Guidance Counselor retroactive to November 4, 2019 through approximately December 19, 2019.

c. Recommended Approval for a Long-Term Substitute - Riley Smith

The administration recommends Ms. Riley Smith to serve as a long-term substitute learning support teacher at Mt. Rock Elementary School for Mrs. Jackie Springer. Ms. Riley will begin in this position on November 18, 2019 through the end of the 2019-2020 school year.

The administration recommends Ms. Smith as a long-term substitute learning support teacher at Mt. Rock Elementary School to begin November 18, 2019 through the end of the 2019-2020 school year.

d. Recommended Approval for a Long-Term Substitute - Ms. Erin Bishop

The administration recommends Ms. Erin Bishop to serve as a long-term substitute for a position that is being created at Oak Flat Elementary School as support to an existing classroom. Ms. Bishop will serve as a primary Learning Support Teacher to begin on November 26, 2019 through the end of the 2019-2020 school year.

The administration recommends the Board of School Directors approve Ms. Bishop to serve as a long-term substitute at Oak Flat Elementary School, as presented.

e. Recommended Approval for an ESS Aide

The administration request approval for the ESS aide listed below.

Emilie Digiacomo - Full-Time Learning Support Aide at Mt. Rock Elementary School to fill a vacant position.

The administration recommends the Board of School Directors approve the ESS aide and assignment, as presented.

f. Recommendation for Child-Rearing Leave - Mrs. Caitlin Pepper

Mrs. Caitlin Pepper, Newville Elementary School 190 day secretary, is requesting child-rearing leave of absence to begin approximately January 21, 2020 through approximately April 14, 2020.

The administration recommends the Board of School Directors approve Mrs. Pepper's request for child-rearing leave to begin approximately January 21, 2020 through approximately April 14, 2020.

Personnel Items - Action Items

g. Coaching Recommendations

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the coach's listed.

Kelsi Minich - Junior High Girls Basketball Coach

Tucker Brough - High School Assistant Wrestling Coach

Trenton Snader - Middle School Assistant Wrestling Coach

Colton Drawbaugh - Transfer from Middle School Assistant Wrestling Coach to Middle School Head Wrestling Coach

Taylor Yancy - Volunteer Youth Girls Basketball Coach

Chelsey Schlusser - Volunteer Youth Girls Basketball Coach

The administration recommends the Board of School Directors approve the above listed coach's, as presented.

h. Resignation – Mrs. Jackie Springer

Mrs. Jackie Springer, Learning Support Teacher at Mt. Rock Elementary School has submitted her letter of resignation, effective December 16, 2019.

The administration recommends the Board of School Directors approve Mrs. Springer's resignation, effective December 16, 2019.

11. New Business - Action Items

a. Recommended Approval for the Adoption of Revised Curriculum

Listed below is revised curriculum for board approval.

<u>Curriculum</u>	<u>Department</u>
Living On Your Own	Tech Ed/Agriculture

The administration recommends the Board of School Directors approve the revised curriculum, as presented.

b. Facilities Utilization Request

Ms. Carol March, Co-Owner/Program Director of Bulldog Prep Academy has requested to utilize the cafeteria and gym at Newville Elementary School for a before school program to begin January 6, 2020 through June 5, 2020 from 6:30 a.m. to 9:00 a.m.

The administration recommends the Board of School Directors approve Ms. March's request to utilize the cafeteria and gym at Newville Elementary School for a before school program to begin January 6, 2020 through June 5, 2020, as presented.

New Business - Action Items

c. Facilities Utilization Request

Mr. Matthew Tiffany and Mr. Adam Nobile are requesting to host the District Seven PMEA Youth Honors Band Festival utilizing the Big Spring Middle School Auditorium, band room, chorus room and cafeteria on Friday, November 13, 2020 from 6:00 p.m. to 9:00 p.m. for rehearsal and on Friday and 8:00 a.m. to 4:00 p.m. for rehearsal and concert.

The administration recommends the Board of School Directors approve Mr. Tiffany and Mr. Nobile's request to host the District Seven PMEA Youth Honors Band Festival utilizing the Big Spring Middle School Auditorium, band room, chorus room and cafeteria on November 13 & 14, 2020, as presented.

d. Approve EFM/FMX Proposals

The District's facilities directors began looking for a replacement for School Dude work order system. Using an old Tuscarora connection, we have a local expert available who can provide assistance in the transition ([link to proposals](#)). Facilities Management eXpress (FMX) would handle maintenance work orders, transportation requests, asset inventory and facility reservations -- at around half the price of School Dude.

The administration recommends the Board of School Directors approve the proposals from Empowered Facilities Management, LLC (EFM) and FMX as a replacement for School Dude.

e. Approve Construction Payments from Mt Rock Projects 2018 Fund

The district received the following pay application ([link to docs](#)):

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Ph2	CRA	Prof Svc Inv#3196-15	\$4,994.04	-
Ph2-MR	eci	Pay App 30.19011.8	\$17,644.35	\$56,122.44
Ph2-OF	eci	Pay App 30.19012.8	\$1,539.00	\$22,097.94
		Total	\$24,177.39	\$78,220.38

The administration recommends the Board of School Directors approve the payments of \$4,994.04 to Crabtree, Rohrbaugh & Associates; and \$19,183.35 to eciConstruction, LLC.

f. Approve Payment from Newville Projects Fund

The district received the following ([link to invoice](#)) from CRA for the 2018 project management fees:

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Ph2	CRA	Prof Svc Inv 3106-20	\$82.75	

The administration recommends the Board of School Directors approve payment of \$82.75 to Crabtree, Rohrbaugh & Associates.

New Business - Action Items

g. Approve Construction Change Order

The district received this change order to correct air return vents in the MS auditorium ([link to docs](#)):

<u>Loc</u>	<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
HS	9	East Coast	Add 2 louvers to MS auditorium	\$7,373.27

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

12. New Business - Information Item

13. Discussion Item

14. Future Board Agenda Items

15. Board Reports

a. District Improvement Committee - Mr. Kanc, Mr. Over

b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl

c. Vocational-Technical School - Mr. Piper, Mr. Kanc

d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over

e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall

f. South Central Trust - Mr. Blasco

link to [SCT financials at 30 Sept 2019](#)

g. Capital Area Intermediate Unit - Mr. Swanson

h. Tax Collection Committee - 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, **November 18, 2019.**

Next scheduled meeting is: **December 9, 2019.**