



January 12, 2015 Board of Directors Meeting Agenda

1. Open Meeting

- 1.1 Call to Order (President Wolf)
- 1.2 Pledge to the Flag

2. Approval of Minutes

Approval of the December 2, 2014 Regular Board Meeting Minutes, the December 2, 2014 Building and Property Meeting Minutes and the December 2, 2014 Committee of the Whole Meeting Minutes.

3. Recognition of Students of the Quarter

Mr. Steven Smith will also recognize those students who have earned the academic achievement award for the first quarter for the 2014-2015 school year.

Art Department

Grade 9 Taylor Shearer
Grade 10 Kathleen Caruso
Grade 11 Leah Boyd
Grade 12 Paige Heishman

World Language Department

Grade 9 Ashlynn Gipe
Grade 10 Korrin Henneman
Grade 11 Larissa Kelso
Grade 12 Jordyn Donnelly

Agriculture Department

Grade 9 Taylor Donovan
Grade 10 Morganne Kerr
Grade 11 Damien Porter
Grade 12 Lynn Finkenbinder

Tech Ed Department

Grade 9 Jackson Penner
Grade 10 Gregory Kinch
Grade 11 Hunter Grimes
Grade 12 Lowell Singer

Science Department

Grade 9 Emily Webber
Grade 10 Jesse Keim
Grade 12 Andrew Shriner

Social Studies Department

Grade 9 Samantha Meacock
Grade 10 Evangelline Kennedy
Grade 11 Haley Clayton
Grade 12 Elizabeth Witmer

PE/Health Department

Grade 9 Alyssa Roberts
Grade 11 Emily Renaut
Grade 12 Paige Burrell

4. Student/Staff Recognition and Board Reports - Katelyn Jackson/Morganne Frampton

5. Financial Reports

5.1 Payment of Bills

Procurement Card	\$ 11,695.37	November
Procurement Card	\$ 44,960.14	December
Checks/ACH/Wires	\$ 5,678,925.41	
Capital Projects	-----	
Cafeteria Fund	\$ 96,509.75	
Student Activities	<u>\$ 76,733.33</u>	
Total	\$ 5,908,824.00	

Motion to approve payment of bills as presented.

5.2 Treasurer's Fund Report

General Fund	\$ 20,471,462.64
Capital Projects	\$ 6,411,619.54
Cafeteria Fund	\$ 261,587.05
Student Activities	<u>\$ 206,124.91</u>
Total	\$ 27,350,794.14

Motion to accept the Treasurer's report and budget transfers as presented.

5.3 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.

6. Reading of Correspondence

7. Recognition of Visitors

8. Public Comment Period

9. Structured Public Comment Period

10. Old Business

11. New Business

12. Personnel Items – Action Items

12.1 Per Diem Substitute Teachers

Rebecca Black - Middle School Education

Jamie Burns-Reisinger - Social Studies Education

Mariah Rutter - Middle School Education

Zachary Stroh - Physical/Health Education

The administration recommends that the Board of School Directors approve the additions listed to the 2014-2015 per diem substitute teacher list.

12.2 Child-Rearing Leave of Absence - Stephanie Weller

Mrs. Stephanie Weller, Life Skills Teacher at Oak Flat Elementary School is requesting child-rearing leave of absence from approximately Monday, April 20, 2015 through approximately Monday, June 1, 2015. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends that the Board of School Directors approve Mrs. Weller's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately Monday, April 20, 2015 through approximately Monday, June 1, 2015.

12.3 Leave Without Pay - Katie Sands

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave. Mrs. Katie Sands is requesting two days leave without pay for February 4, 2015 and February 5, 2015.

The administration recommends that the Board of School Directors approve the following request for leave without pay as presented.

12.4 Resignation - Kari Dillman

Ms. Kari Dillman has submitted her resignation as a special education aide, retroactive to December 16, 2014.

The administration recommends that the Board of School Directors approve Ms. Dillman's resignation as a special education aide, retroactive to December 16, 2014.

Personnel Items – Action Items

12.5 Resignation - Kristen Kitchen

Ms. Kristen Kitchen has submitted her resignation as assistant varsity field hockey coach, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Kitchen's resignation as assistant varsity field hockey coach, effective immediately.

12.6 Resignation - Jessica Winesickle

Mrs. Jessica Winesickle has submitted her resignation as Middle School Student Assistance Coordinator, retroactive to December 31, 2014.

The administration recommends that the Board of School Directors approve Mrs. Winesickle's resignation as Middle School Student Assistance Coordinator, retroactive to December 31, 2014.

12.7 Resignation - Carol Madden

Mrs. Carol Madden has submitted her resignation as high school club care adviser, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Madden's resignation as high school club care adviser, effective immediately.

12.8 Resignation - Daniel Tigyer

Mr. Daniel Tigyer has submitted his resignation as High School Quiz Bowl Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Tigyer's resignation as High School Quiz Bowl Coach, effective immediately.

12.9 Coaching Appointment

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as Head Varsity Football Coach.

Cory Hoffman Head Varsity Football Coach

The administration recommends that the Board of School Directors approve the appointment of the above listed coach as presented.

12.10 Club Care Advisor Recommendation

The administration would like to recommend the individual listed as the High School Club Care Adviser for the remainder of the 2014-2015 school year.

Christa Daugherty

The administration recommends that the Board of School Directors approve the appointment of the above listed individual as High School Club Care Adviser for the remainder of the 2014-2015 school year, as presented.

Personnel Items – Action Items

12.11 High School Quiz Bowl Coach

The administration would like to recommend the individual listed as the High School Quiz Bowl Coach for the remainder of the 2014-2015 school year.

Tim Kireta

The administration recommends that the Board of School Directors approve the appointment of the above listed individual as High School Quiz Bowl Coach for the remainder of the 2014-2015 school year, as presented.

12.12 Part-Time One-On-One Student Aide Recommendation at Oak Flat Elementary

The administration would like to recommend the individual listed as a part-time one-on-one student aide at Oak Flat Elementary School for the remainder of the 2014-2015 school. This position is 5.75 hours per day and 180 days per year with a starting rate of \$10.20 per hour. The hours for this position as a part-time one-on-one aide could change based on the needs of the student as determined by the Director of Pupil Services.

Ginger Kunkel

The administration recommends the Board of School Directors approve the above listed individual as a part-time one-on-one student aide at Oak Flat Elementary School for the remainder of the 2014-2015 school. This hire is subject to the Probationary Period and other restrictions as spelled out in the Classified Compensation Plan.

12.13 Part-Time Kindergarten Aide Recommendation

The administration would like to recommend the individual listed as a part-time kindergarten aide for one year only at Oak Flat Elementary School for the remainder of the 2014-2015 school year only. This position is 5.75 hours per day and 180 days per year with a starting rate of \$10.20 per hour.

Stefanie Wenger

The administration recommends the Board of School Directors approve the above listed individual as a part-time kindergarten aide for one year only at Oak Flat Elementary School for the remainder of the 2014-2015 school year only. This hire is subject to the Probationary Period and other restrictions as spelled out in the Classified Compensation Plan.

12.14 High School Aide Recommendation

The administration would like to recommend the individual listed as a part-time high school aide for the remainder of the 2014-2015 school year. This position is 5.75 hours per day and 180 days per year with a starting rate of \$10.20 per hour.

Kristina Hansford

The administration recommends the Board of School Directors approve the above listed individual as a part-time high school aide for the remainder of the 2014-2015 school year. This hire is subject to the Probationary Period and other restrictions as spelled out in the Classified Compensation Plan.

Personnel Items – Action Items

12.15 Approval of Middle School Guidance Secretary

This position is 5.75 hours per day and 197 days per year with a starting rate of \$12.91 per hour. It does not include medical benefits. Ms. Holtry retired in December creating this opening. The interview committee recommends the following person to fill the position:

Mary E. Miller

The administration recommends the Board of School Directors approve the above listed individual as a part-time secretary in The Middle School Guidance Office. This hire is subject to the probationary period and other provisions of the Classified Compensation Plan.

12.16 Approval of Additional Bus Driver

Misty Peck

The administration recommends that the Board of School Directors acknowledge the bus driver listed for the 2014-2015 school year, as presented.

12.17 Middle School Instructional Coach Recommendation - Crystal Grossman

Education:

Gettysburg Area School District - General Education
Slippery Rock University - Elementary Education
Harrisburg Community College - Early Childhood Education
Edinboro University - Reading Education

Experience:

Agora Cyber Charter School – Middle School Academic Coach/Reading Specialist
Celebree Learning Centers - Center Director
Littlestown Area School District - English Teacher

The administration recommends that the Board of School Directors appoint Ms. Crystal Grossman as the Middle School Instructional Coach, replacing Ms. Amy Kyle who has resigned. Ms. Grossman's compensation for this position should be established at Master's Degree, Step 10, \$58,717.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items – Action Items

12.18 Erin Hughes - Long-Term Substitute High School Guidance Counselor

Education:

Shippensburg University - Counseling Degree

West Chester University - Music Degree

Experience:

Carlisle Area School District - Long-Term Substitute School Counselor

Shippensburg University - School Counselor Graduate Assistant

The administration recommends that the Board of School Directors appoint Ms. Erin Hughes as the Long-Term Substitute High School Guidance Counselor, replacing Mrs. Sherri Mains who is on leave. Ms. Hughes will begin in this position on January 19, 2015 and end her duties on approximately March 20, 2015. Ms. Hughes' compensation for this position should be established at Master's Degree, Step 1, \$49,418.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

13. New Business - Other Action

13.1 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.

John Beeman	\$2,622.00
Judy Breneman	\$1,311.00
Charlene D'Amore	\$ 437.00
Christa Daugherty	\$2,124.00
Amanda Frankford	\$1,311.00
Laura Fritz	\$1,311.00
Sarah Hammaker	\$1,311.00
Johnathan Hocker	\$2,622.00
Jennifer Keller	\$1,311.00
Ryan Kelley	\$2,622.00
Abigail Leonard	\$1,816.00
Katie Magee	\$2,622.00
Dwain Messersmith	\$1,311.00
Joshua Putt	\$ 915.00
Sarah Roller	\$2,622.00
Brandie Shatto	\$1,650.00
Marsha Stellfox	\$ 600.00
Frances Stewart	\$1,748.00
Heidi Weston	\$2,622.00
Total	\$32,888.00

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, the Act 93 Agreement and the Big Spring School District.

New Business - Other Action

13.2 Acceptance of Financial Audit for 2013-2014

Mr. James Lyons from Greenawalt & Company presented the District's 2013-2014 audit and financial statements this evening, January 12, 2015 at the Committee of the Whole meeting. Board members received copies of the financial audit report prior to the January 12, 2015 Committee of the Whole meeting.

The administration recommends that the Board of School Directors accept the District's 2013-2014 financial audit report as presented by Mr. James Lyons from Greenawalt & Company.

13.3 Approval of Special Olympics Student Activity Account

The administration received a request from the Special Education Department to create a new student activity account in support of the Special Olympics. The Big Spring School District will be hosting the Special Olympics this year which will include the participation of seven other School Districts. The request, by-laws and initial budget are included in the agenda.

The administration recommends the Board of School Directors approve the creation of the Big Spring Special Olympic Club organization and the associated student activity account under the supervision of the Director of Pupil Services.

13.4 Cumberland Perry Area Vocational Technical School General Fund Budget Proposal

The Cumberland Perry Area Vocational Technical School has developed a General Fund Budget Proposal for the 2015-2016 school year. The proposed budget reflects a -1.01% decrease for the 2015-2016 school year. The dollar value of this decrease for Big Spring School District is \$6,592.00.

The administration recommends that the Board of School Directors approve the proposed 2015-2016 CPAVTS budget as presented.

14. New Business - Information Item

14.1 Approval of Agriculture Advisory Board

Ms. SaraBeth Wanbaugh and Ms. Sherisa Nailor, high school agricultural education teachers, have requested that the Board of School Directors approve the members of the Agriculture Advisory Council listed below. Information is included with the agenda.

Mr. and Mrs. Glenn and Cindy Finkenbinder

Mr. Duff George

Mr. and Mrs. Andy and Mary Ellen Kurnath

Ms. Amy Galford

Ms. Michele Donovan

The administration recommends that the Board of School Directors approve the appointment of the members to the Big Spring's Agriculture Advisory Council as presented.

New Business - Information Item

14.2 Proposed Updated Policies

The administration has submitted the updated policies listed below for Board review. The updated Policies are included with the agenda.

- 004 Membership**
- 113.1 Behavior Support**
- 204 Attendance**
- 216 Students Records**
- 302 Employment of Superintendent/Assistant Superintendent**
- 304 Employment of District Staff**
- 305 Employment of Substitutes**
- 306 Employment of Summer School Staff**
- 307 Student Teachers Interns**
- 309 Assignment and Transfer**
- 317 Conduct Disciplinary Procedures**
- 317.1 Educator Misconduct**
- 806 Child Student Abuse**
- 818 Contracted Services**

The updated policies will be an action item on the February 2, 2015 School Board Agenda.

15. Future Board Agenda Items

16. Board Reports

- 16.1 District Improvement Committee - Mr. Norris/Mr. McCrea**
- 16.2 Athletic Committee - Mr. Swanson**
- 16.3 Vocational-Technical School - Mr. Wolf/Mr. Piper**
- 16.4 Buildings and Property Committee - Mr. Barrick**
- 16.5 Finance Committee - Mr. Gutshall, Mr. Piper, Mr. Swanson and Mr. Blasco**
- 16.6 South Central Trust**
- 16.7 Capital Area Intermediate Unit**
- 16.8 Tax Collection Committee**
- 16.9 Superintendent's Report**
December 31, 2014 Enrollment Report

17. Meeting Closing

17.1 Business from the Floor

17.2 Public Comment Regarding Future Board Agenda Items

17.3 Adjournment

Meeting adjourned at _____ PM, **January 12, 2015.**

Next scheduled meeting is: **February 2, 2015.**