



JANUARY 16, 2017 BOARD MEETING

1. Opening Meeting

- a. Call to Order – Mr. Wolf, President
- b. Pledge to the Flag

2. Approval of Minutes

Approval of the December 12, 2016 Regular Board Meeting Minutes, the December 12, 2016 Committee of the Whole Meeting Minutes and the December 12, 2016 Building and Property Meeting Minutes.

3. Recognition of Students of the Quarter

Mr. William August will recognize those students who have earned the academic achievement award for the first quarter for the 2016-2017 school year.

Agriculture Department

Grade 9 Emma Monismith
Grade 10 Hannah Martin
Grade 11 Allyson Shively
Grade 12 Aaron Sweger

Mathematics Department

Grade 9 Alexis Mearkle
Grade 10 John Brown
Grade 11 Bailey Auchey
Grade 12 Dakota Grubbs

Art Department

Grade 9 Garrett Russell
Grade 10 Erin Hurley
Grade 11 Megan Stambaugh
Grade 12 Kaden Hurley

Music Department

Grade 9 Bethany Clark
Grade 10 Skylar Diehl
Grade 11 Dakota Over
Grade 12 Joshua Ankabrandt

Business Department

Grade 9 Gracie Chronister
Grade 10 Amelia Ingraham
Grade 11 Ashlynn Gipe
Grade 12 Casey Barrick

Physical Education/Health Department

Grade 9 John Austin Walter
Grade 10 Michael Witter
Grade 11 Brennan Flory
Grade 12 Madison Colyer

English Department

Grade 9 Gabrielle Reifsnyder
Grade 10 Bentli Burke
Grade 11 Kersten Wolf
Grade 12 Evangeline Kennedy

4. Student/Staff Recognition and Board Reports - Kenny Blessing and Emily Webber

5. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	18,817.01
Checks/ACH/Wires	\$	3,417,069.09
Capital Projects	\$.00
Stadium & Track Projects	\$	36,200.45
Cafeteria Fund	\$	100,896.23
Student Activities	\$	<u>44,149.56</u>
Total	\$	3,617,132.34

Motion to approve the payment of bills as presented.

b. Treasurer's Fund Report

General Fund	\$	23,601,740.91
Capital Projects	\$	5,873,401.86
Cafeteria Fund	\$	429,803.95
Student Activities	\$	217,142.05
Stadium & Track Projects	\$	<u>809,240.70</u>
Total	\$	30,931,329.47

Motion to approve the Treasurer's 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.

6. Reading of Correspondence

7. Recognition of Visitors

8. Public Comment Period

9. Structured Public Comment Period

- Mr. John McCrea – Concerns regarding the proposed change in the Athletic Conference from Mid-Penn to Tri-Valley.
- Mr. Dean Yaukey – Discussion regarding the Athletic Conference change . . .Mid-Penn to Tri-Valley.

10. Old Business

11. New Business

12. Personnel Items - Action Items

a. Resignation - Lisa Chestnut

Ms. Lisa Chestnut has submitted her resignation as a part-time custodian at Mt. Rock Elementary School, retroactive to December 14, 2016.

The administration recommends that the Board of School Directors accept Ms. Chestnut's resignation as a part-time custodian, retroactive to December 14, 2016.

b. Resignation - Tyler Carns

Mr. Tyler Carns has submitted his resignation as Assistant Varsity Baseball Coach and has requested to assist as a volunteer coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Carns' resignation as Assistant Varsity Baseball Coach as well as his request to assist as a volunteer coach, effective immediately.

c. Resignation - Aurora Lehman

Ms. Aurora Lehman has submitted her resignation as a one on one MDS Aide at Oak Flat Elementary School for the purpose of retirement, retroactive to December 31, 2016.

The administration recommends that the Board of School Directors approve Ms. Lehman's resignation as a one on one MDS Aide at Oak Flat Elementary School for the purpose of retirement, retroactive to December 31, 2016.

d. Resignation – Edward Hockenberry

Mr. Edward Hockenberry has submitted his resignation as a full-time custodian at the High School for the purpose of retirement, retroactive to December 31, 2016.

The administration recommends that the Board of School Directors accept Mr. Hockenberry's resignation as a full-time custodian at the High School for the purpose of retirement, retroactive to December 31, 2016.

e. Approval for Extended Child-Rearing Leave - Therese Bukousky

Mrs. Therese Bukousky was approved at the January 12, 2016 Big Spring Board of School Directors meeting for child-rearing leave from April 22, 2016 through January 17, 2017. Mrs. Bukousky is requesting to extend her child-rearing leave through April 19, 2017.

The administration would like to recommend that the Board of School Directors approve Mrs. Bukousky's extended child-rearing leave through April 19, 2017.

Personnel Items - Action Items

f. Coaching Recommendations

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a coach for the team noted, effective immediately

Kayla Durf - High School Assistant Softball Coach

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

g. Approval for Transfer - Karen Brown

Mrs. Karen Brown, part-time custodian at the Middle School is recommended to transfer to the High School as a full-time custodian, replacing Mr. Ed Hockenberry who has resigned. Mrs. Brown's hourly rate of \$13.69 will remain in effect and benefits will now be included in her new position as a full-time employee with the Big Spring School District.

The administration recommends that the Board of School Directors approve Mrs. Brown's transfer to a full-time custodian at the High School, as presented.

h. Approval for Part-Time Custodian - Holly Kennedy

The administration would like to recommend Ms. Holly Kennedy as a part-time custodian at the Middle School, replacing Mrs. Karen Brown who has transferred. Ms. Kennedy will work 5.5 hours per day, 5 days a week, with an hourly wage of \$12.39.

The administration recommends that the Board of School Directors approve Ms. Kennedy as a part-time custodian at the Middle School, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

i. Approval for a Part-Time Custodian - Sherri Irvine

The administration would like to recommend Ms. Sherri Irvine as a part-time custodian at the High School, replacing Ms. Sharon Fisher who has resigned. Ms. Irvine will work 4 hours per day, 5 days a week, with an hourly wage of \$12.39.

The administration recommends that the Board of School Directors approve Ms. Irvine as a part-time custodian at the High School, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

Personnel Items - Action Items

j. Approval for a Part-Time Custodian - Cheri Frank

The administration would like to recommend Ms. Cheri Frank as a part-time custodian at Mt. Rock Elementary School, replacing Ms. Lisa Chestnut who has resigned. Ms. Frank will work 5 hours per day, 2-3 days a week, with an hourly wage of \$12.39. Ms. Frank has also requested to be placed on the substitute custodial list.

The administration recommends that the Board of School Directors approve Ms. Frank as a part-time custodian at Mt. Rock Elementary School, as well as approving her request to be placed on the substitute custodial list. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

k. Approval for a Full-Time Seventh Grade Learning Support Aide - Delaney Sandberg

The administration would like to recommend Ms. Delaney Sandberg as a full-time seventh grade learning support aide. Ms. Sandberg will work 5.75 hours per day, 5 days a week, with an hourly wage of \$10.60.

The administration recommends that the Board of School Directors approve Ms. Sandberg as a full-time seventh grade learning support aide, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

l. Approval for 2016-2017 Mentor Teachers

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentors are listed below.

New Teacher	Position	Mentor Teacher
Tara Miller	HS-NHS Special Ed.	Ashley Gleeson
Jacqueline Cohen	Speech-Therabilities	Jennifer Keller
Frank Landis	7th Grade Social Studies	Scott Penner

The administration recommends that the Board of School Directors approve the 2016-2017 mentor teachers as presented

13. New Business - Action Items

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.

Megan Anderson	\$1,440.00
Heidi Badda	\$1,440.00
Travis Barnes	\$2,880.00
Shannon Berry	\$2,724.00
Charlene D'Amore	\$ 312.00
Greg Ellerman	\$ 936.00
Robyn Euker	\$3,600.00
Mallory Farrands	\$2,880.00
Amanda Frankford	\$2,880.00
Laura Fritz	\$1,410.00
Kelsey Hernjak	\$1,379.00
Randy Jones	\$2,880.00
Noelle King	\$ 936.00
Jennifer Keller	\$ 936.00
Tim Kireta	\$ 936.00
Andrew Koman	\$1,440.00
Abigail Leonard	\$3,600.00
Dwain Messersmith	\$1,437.00
Jenna Miller	\$1,440.00
Luke Nerone	\$1,410.00
Laura Parks	\$2,880.00
Chelsey Piper	\$1,440.00
Kevin Roberts	\$2,460.00
Laura Shambaugh	\$4,710.00
Dana Sheaffer	\$2,880.00
Cecilia Sosnoskie	\$1,440.00
Lisa Velazquez	<u>\$1,440.00</u>
Total	\$54,146.00

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.

b. Approval of the 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 2017-2018 school year. The proposed budget reflects an increase of 8.87% for the 2017-2018 school year. The General Fund Budget Proposal for the 2017-2018 school year was presented at the December 12, 2016 board meeting as an information item.

The administration recommends that the Board of School Directors approve the proposed 2017-2018 CPAVTS budget as presented with the understanding that the actual cost for Big Spring's participation in the Vo-Tech school will be determined based on final enrollment calculations.

New Business - Action Items

c. Facilities Utilization Request - Big Spring Girls Basketball Winter League

The Big Spring Girls Basketball Winter League is requesting to utilize the High School and Middle School gymnasiums for games on Sunday throughout the months of January and February, 2017 from 1:00 p.m. - 5:00 p.m. Because the utilization dates are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Girls Basketball Winter League's request to utilize the High School and Middle School gymnasiums for games held on Sunday's throughout the months of January and February, 2017, as presented.

d. Facilities Utilization Request - Boy Scout Court of Honor

Mr. Avis Ward is requesting to utilize the High School Commons on Sunday March 19, 2017 from 1:00 p.m. - 5:00 p.m. to recognize Ian Ward for the Boy Scout Court of Honor. Because the utilization date is on Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Ward's request to utilize the High School Commons on Sunday, March 19, 2017, as presented.

e. Approval for PSEA Innovative Teaching Grant Proposal

Mrs. Robyn Euker, Director of Curriculum and Instruction and Dr. Dean Smith, High School English Teacher would like to request permission to pursue a \$1,000 grant through PSEA Innovative Teaching Grant Program. The funds will be used to purchase materials for a project based senior English course aimed toward meeting the needs of vocational and technical minded students.

The administration recommends that the Board of School Directors approve the PSEA Innovative Teaching Grant proposal, as presented.

f. Approval for Science National Honor Society

The administration received a request from the High School Principal to create a new student activity account for the Science National Honor Society. 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 Science National Honor Society under the supervision of the High School Principal.

g. Approve Bond Parameters Resolution

As presented by the District Financial Adviser in the Finance Committee and by Bond Counsel at the Committee of the Whole, this resolution permits the incurrence of up to \$14,785,000 in bond debt to fund the Middle School roof replacement in summer 2017 (estimated at \$3 million) and the Newville Elementary renovation (est. \$9.4 million) in summer 2018. This would probably be done in two-steps with a bank qualified amount of under \$10 million in 2017 and the balance in 2018.

The administration recommends the Board of School Directors approve the Bond Parameters Resolution as presented.

New Business - Action Items

h. Approve 2015-16 Financial Statements & Local Audit

Greenawalt & Company presented the District’s 2015-2016 audit and financial statements this evening, January 16, 2017 at the Committee of the Whole meeting. Board members received copies of the financial audit report at that meeting. The financial statements will be posted to the website after Board approval.

The administration recommends that the Board of School Directors accept the District’s 2015-2016 financial statements and audit report as presented by Greenawalt & Company.

i. Approve Resolution to Stay Within Index for 2017-18 Budget

The District is still responsible to provide a preliminary budget in January 2016 for the 2016-17 school year or pass a resolution to remain within the index. After reviewing projected revenues and expenses the recommendation is to pass a resolution to remain under the Act 1 adjusted index of 3.2%.

The administration recommends the Board of School Directors adopt the resolution provided indicating that the Board will not raise property taxes above the PDE adjusted index of 3.2% for school year 2017-18 as provided for under Section 311 of the Taxpayer Relief Act of Special Session No.1 of 2006 and direct the administration to file the appropriate documents with PDE.

j. Approve Capital Project Reserve Fund Payments

The District received the following invoices for capital projects:

<u>Work Submitted</u>	<u>Pay To</u>	<u>Amount</u>
Architect Fees	Turf, Track & Court, LLC	\$5,887.68
Roof Specification & Detail	Professional Roof Services, Inc.	\$42,300.00
MR Pave	West Pennsboro Township	\$605.36

The administration recommends that the Board of School Directors approve the payment from the Capital Project Reserve Fund of \$5,887.68 to Turf, Track & Court, LLC, \$42,300.00 to Professional Roof Services, Inc. and \$605.36 to West Pennsboro Township.

k. Approve Close Out of Capital Reserve Projects

The District usually approves local capital projects and reserves a certain amount. Once the project is finished, there are usually amounts left over that should be returned to the total available. Attached is a spreadsheet showing closed projects and the amount reserved that would be returned to the fund balance.

The administration recommends the Board of School Directors approve the closure of projects as shown in the agenda.

14. New Business - Information Item

a. Proposed Acceptable Use of Internet, Computers and Network Resources Policy 815

The administration has updated the Board Policy listed and a copy of the policy has been included with the agenda. After the policy has been reviewed by the Board of School Directors the administration will present the policy for Board approval at the February 6, 2017 Board meeting.

Acceptable Use of Internet, Computers and Network Resources Policy 815

b. Proposed Site Request

Mr. Shawn Witmer, River Rock Academy Campus Director is requesting permission to identify the Fitness Center and Wrestling Room facilities which is located at Mt. Rock Elementary School as an emergency reunification site for the Rive Rock Academy, Newville Campus. Information is included with the agenda.

c. Tax Collector Compensation

A note from District Solicitor: The opportunity to change tax collector compensation is like the Olympics; it only comes around once every four years. Pursuant to Section 36a of the Local Tax Collection Law, municipalities and school districts have the ability to change tax collector compensation only once every four years. Changes in compensation are accomplished through municipal ordinance or school board resolution. The compensation structure must be in place “prior to the fifteenth day of February of the year of the municipal election.” This language means that the ordinance or resolution must be passed on or before February 14, 2017. It ensures that persons running for tax collector in the primary election and municipal elections of 2017 have notice of the compensation structure prior to making the decision to run for the four-year term of office.

d. Request For Proposals for Food Service Management Company

It is time to renew the Food Service Management Company (FSMC) Contract. PDE requires Districts to seek new proposals every 5 years; we are required to invite at least 5 PDE-approved vendors to participate as well as advertise the RFP. After administration reviewed and made revisions on Jan 11, the District will submit this draft to PDE next week for approval. Once approved, the Board would approve final release of the RFP, tentatively scheduled for the first meeting in February.

15. Future Board Agenda Items

16. 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
- j. Superintendent's Report – December, 2016 Enrollment

17. Meeting Closing

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

Meeting adjourned at _____ PM, January 16, 2016.
Next scheduled meeting is: **February 6, 2017.**