



## FEBRUARY 1, 2016 BOARD MEETING

---

### 1. Open Meeting

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

### 2. Approval of Minutes

Approval of the January 11, 2016 Regular Board Meeting Minutes, the January 11, 2016 Building and Property Meeting Minutes and the January 11, 2016 Committee of the Whole Meeting Minutes.

### 3. Recognition of Students of the Quarter

Mr. William August, High School Principal will recognize those students who have earned the academic achievement award for the first quarter for the 2015-2016 school year.

#### Agriculture Department

Grade 9 Mason McCullough  
Grade 10 Shanon McCabe  
Grade 11 Morganne Kerr  
Grade 12 Tiffany Lehman

#### Art Department

Grade 9 Isabella Page  
Grade 10 Madison Gutshall  
Grade 11 Roselin Ferrer  
Grade 12 Carly Auchey

#### Business Department

Grade 9 Katelyn Cornman  
Grade 10 Ryan Adams  
Grade 11 Tanner Eshenour  
Grade 12 Derek Sweger

#### English Department

Grade 9 Seth Franklin  
Grade 10 Dakota Over  
Grade 11 Korrin Henneman  
Grade 12 Garrett Gordon

#### Mathematics Department

Grade 9 Logan Logan  
Grade 12 Richard Clapper

#### Music Department

Grade 9 Skylar Diehl  
Grade 10 Dakota Over  
Grade 11 Jessica Teter  
Grade 12 Summer Motter

#### Physical Ed./Health Department

Grade 9 Parker Yeakel  
Grade 10 Peyton Ramp  
Grade 11 Austin Brownawell  
Grade 12 Danielle Hoover

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

**5. Financial Reports**

**a. Payment of Bills**

General Fund			
Procurement Card	\$	16,105.91	
Checks/ACH/Wires	\$	1,415,498.26	
Capital Projects	\$	12,981.54	
Cafeteria Fund	\$	102,774.66	
Student Activities	\$	<u>25,710.28</u>	
<b>Total</b>	<b>\$</b>	<b>1,573,070.65</b>	

Motion to approve payment of bills as presented.

**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**

**a. Source4Teachers - Long-Term Substitute**

The administration requests permission to move forward with the recommendation of Ms. Kyna Moyer for a long-term substitute position with Source4Teachers, the District substitute teaching contractor, retroactive to January 22, 2015.

**b. Middle School Memory Book Co-Adviser Recommendation**

The administration recommends that the individual listed serves as a Co-Adviser for the Middle School Memory Book for the 2015-2016 school year.

**Alicia West**

The administration recommends that the Board of School Directors approve the individual listed as a Co-Adviser for the Middle School Memory Book for the 2015-2016 school year as presented.

## Personnel Items - Action Items

### c. Part-Time High School Custodial Recommendation

The administration would like to recommend the individual listed as a part-time custodian at the High School, retroactive to December 7, 2015, replacing Mr. Timothy Barrett who has resigned. Ms. Radabaugh is currently a custodial substitute.

#### **Ms. Debra Radabaugh**

The administration recommends that the Board of School Directors approve Ms. Radabaugh as a part-time custodian at the High School, retroactive to December 7, 2015.

### d. Aide Transfer - Tiffany Blain

The administration is recommending the individual listed to be transferred from a full-time learning support aide to a part-time emotional support aide at the High School, replacing Greg Hershey who has retired. Ms. Blain will work 5.75 hours per day, five days a week, with a hourly wage of \$11.57 per hour.

#### **Tiffany Blain**

The administration recommends the Board of School Directors approve the above listed individual as a part-time emotional support aide at the High School for the remainder of the 2015-2016 school year.

### e. Aide Recommendation - Allison Hutchinson

The administration would like to recommend the individual listed as a part-time learning support aide at Oak Flat Elementary School, retroactive to January 13, 2016, replacing Ms. Trisha Frampton who has resigned. Ms. Hutchinson will work 5.75 hours per day, five days a week, with an hourly wage of \$11.57 per hour.

#### **Allison Hutchinson**

The administration recommends that the Board of School Directors approve Ms. Hutchinson as a part-time learning support aide at Oak Flat Elementary School, retroactive to January 13, 2016. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

### f. Aide Recommendation - Megan Adams

The administration would like to recommend the individual listed as a part-time MDS aide at Oak Flat Elementary School, replacing Ms. Julie March who has resigned. Ms. Adams will work 5.75 hours per day, five days a week, with an hourly wage of \$11.57 per hour.

#### **Megan Adams**

The administration recommends that the Board of School Directors approve Ms. Adams as a part-time MDS aide at Oak Flat Elementary School, effective February 2, 2016. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

## **Personnel Items - Action Items**

### **g. Aide Recommendation - Tiffany Dearth**

The administration would like to recommend the individual listed as a part-time MDS aide at the Middle School, replacing Mrs. Rhonda Stokes who has resigned. Ms. Dearth will work 5.75 hours per day, five days a week, with an hourly wage of \$11.57 per hour.

#### **Tiffany Dearth**

The administration recommends that the Board of School Directors approve Ms. Dearth as a part-time MDS aide at the Middle School, retroactive to January 19, 2016. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

### **h. Aide Recommendation - Heather Arey**

The administration would like to recommend the individual listed as a part-time MDS aide at Oak Flat Elementary School, replacing Ms. Christie Katora who is on leave. Ms. Arey will work 5.75 hours per day, five days a week, with an hourly wage of \$10.40 per hour.

#### **Heather Arey**

The administration recommends that the Board of School Directors approve Ms. Arey as a part-time MDS aide at Oak Flat Elementary School, effective immediately. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

### **i. Coaching Recommendations**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the 2015-2016 school year.

**Teresa Graham - Volunteer Volleyball Coach**

**Meghan Bullock - Junior High Track and Field Coach**

The administration recommends that the Board of School Directors approve the appointments of the above listed coaches as presented, pending all required paperwork.

### **j. Leave Without Pay - Tammy Kiehl**

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. At the January 11, 2016 Board meeting the Board of School Directors approved a leave without pay request for Ms. Tammy Kiehl. Due to the inclement weather and making up the day on February 15, 2016, Ms. Kiehl is requesting one additional day of leave without pay for February 15, 2016.

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

**13. Business Items - Action Items**

**a. Credit Pay**

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

<b>Robyn Euker</b>	<b>\$ 1,800.00</b>
<b>Millie Gilbert</b>	<b>\$ 1,395.00</b>
<b>Abigail Leonard</b>	<b>\$ 1,880.00</b>
<b>Shannon Morrison</b>	<b>\$ 2,628.00</b>
<b>Luke Nerone</b>	<b>\$ 1,395.00</b>
<b>Kevin Roberts</b>	<b><u>\$ 2,400.00</u></b>
<b>Total</b>	<b>\$ 11,498.00</b>

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 Construction Payments - Stadium and Track Project Fund**

As part of the stadium renovation, WCE has two payments due to West Pennsboro Township as part of the stadium project.

The administration recommends the Board of School Directors approve the payment of \$475 for storm water review plan and \$10,795.00 for zoning permit application to West Pennsboro Township from the Stadium and Track Project fund.

**c. Facilities Utilization Request**

The Newville Wrestling Association is requesting permission to utilize the high school gym, commons area, adaptive gym and locker rooms for a Freestyle Wrestling Tournament on April 3, 2016 from 6:00 a.m. to 5:00 p.m. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Newville Wrestling Association's request to utilize the high school gym, commons area, adaptive gym and locker rooms, as presented.

**d. Approval of CenturyLink Grant Application**

Mr. Kevin Roberts, Assistant Superintendent would like to recommend the approval of the CenturyLink Grant Application which will assist in funding projects that advance student success through the innovative use of technology. Information is included with the agenda.

The administration recommends that the Board of School directors approve the CenturyLink Grant Application as presented.

**Business Items - Action Items**

**e. Approval of Caring Foundation Agreement**

Mr. William Gillet, Director of Pupil Services would like to recommend the approval of the one year Caring Foundation Agreement. The Caring Foundation is a nonprofit corporation that makes available, at no cost to the community, certain grief support services for grieving children, teens and their families through the program known as Highmark Caring Place. The Foundation will provide training and support for Big Spring School District's School Counselors to be able to run grief counseling groups for students who have experienced a recent loss.

The administration recommends that the Board of School Directors approve the Caring Foundation Agreement as presented.

**f. Approval of Proposed Guidelines and Standing Orders for Opioid**

The District's guidelines and standing orders for safe and effective management of Opioid overdose in the school setting has been reviewed and approved by the Administration, Mrs. Carol Madden, Head School Nurse and Dr. Darryl Guistwite, School Physician. These guidelines and standing orders for safe and effective management of Opioid is an addition to the Medical Standing Orders that was Board approved on July 20, 2015.

The administration recommends that the Board of School Directors approve the addition of guidelines and standing orders for Opioid overdose for the 2015-2016 school year as presented.

**g. Proposed Spring 2017 Band Trip**

Mr. Adam Nobile, District Band Director is requesting permission for the Big Spring High School marching band students to travel to Atlanta, Georgia tentatively scheduled for April 12, 2017 through April 17, 2017. All funding comes from various fundraising efforts throughout the year as well as payment by students. No District funds are utilized for this trip. A detailed itinerary has been included with the agenda.

The administration recommends that the Board of School Directors grant Mr. Adam Nobile permission to pursue the Spring, 2017 to Atlanta, Georgia as presented.

**h. Approval of Construction Payments - Capital Projects**

The District received the following payment applications for ongoing projects. Copies of the payment requests are included with the agenda.

<u>Project</u>	<u>Contractor</u>	<u>Payment</u>	<u>Balance</u>
MR Pave	CPE	\$10,089.01	\$23,880
Stadium Reno	WCE	\$22,137.00	\$0.0

The administration recommends the Board of School Directors approve the payment of \$10,089.01 to CenterPoint Engineering, Inc, and \$22,137.00 to Wolf Consulting Engineers, LLC from the Capital Project Fund.

## **Business Items - Action Items**

### **i. Approve Participation in LIU Joint Purchasing Board**

The District used LIU Joint Purchasing Board for electricity for part of 2014 and all of 2015. The JPB uses a committee to monitor markets and recommend hedge purchases to the consortium. The committee uses Direct Energy for electricity and PAPCO for diesel & fuel oil as experts and do the actual purchasing. The Districts current CPEC contract ends on June 30 and the administration recommends moving fuel oil purchasing to the JPB.

The administration recommends the Board of School Directors approve procurement of fuel, electricity and other supplies, through the Lincoln IU Joint Purchasing Board and authorizes the administration to sign associated purchase agreements.

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

### **a. Proposed 2016-2017 School District Calendar**

The administration drafted a proposed school district calendar for the 2016-2017 school year. A copy of the proposed 2016-2017 school district calendar has been included with the agenda.

This is a Board Information Item that will be included on the February 16, 2016 Board meeting agenda as an action item.

## **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. Buildings and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, Mr. Roush, and Mr. Gutshall**

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

A copy of the 2015 close out report on both Real Estate and PerCap collections is attached.

With the recent limited payment from the Commonwealth and updated look at projected cash flows through June 2016 is included.

### **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 - Enrollment Update, January 31, 2016.**

**17. Meeting Closing**

**a. Business from the Floor**

**b. Public Comment Regarding Future Board Agenda Items**

**c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **February 1, 2016.**

Next scheduled meeting is: **February 16, 2016**