



## **MARCH 2, 2020 BOARD MEETING**

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### **1. Opening Meeting**

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

### **2. Approval of Minutes**

Approval of the February 18, 2020 Regular Board Meeting Minutes and the February 18, 2020 Committee of the Whole Meeting Minutes.

### **3. Student/Staff Recognition and Board Reports - Gabi Reifsnyder & Darren Neidigh**

- a. Staff Recognition - Mr. Timothy Reese**

### **4. Financial Reports**

#### **a. Payment of Bills**

General Fund		
Procurement Card	\$	49,159.09
Checks/ACH/Wires	\$	1,142,127.91
Capital Projects Reserve Fund	\$	14,390.92
Mount Rock Projects-2018 Fund	\$	1,029.90
Newville Projects Fund	\$	-
Cafeteria Fund	\$	119,643.07
Student Activities	\$	<u>10,330.35</u>
<b>Total</b>	<b>\$</b>	<b>1,336,681.24</b>

Motion to approve the payment of bills as presented.

### **5. Reading of Correspondence**

### **6. Recognition of Visitors**

### **7. Public Comment Period**

### **8. Structured Public Comment Period**

## **9. Old Business**

## **10. New Business**

## **11. Personnel Items - Action Items**

### **a. Resignation - Mrs. Kelly Fry**

Mrs. Kelly Fry, has submitted her resignation for the purpose of retirement as a High School Physical Education/Health Teacher, effective August 9, 2020

The administration recommends the Board of School Directors approve Mrs. Fry's resignation for the purpose of retirement as a High School Physical Education/Health Teacher, effective August 9, 2020.

### **b. Resignation - Secretary of the Board Minutes**

Mrs. Catherine Seras has submitted her resignation for the position of Secretary of the Board Minutes, effective June 30, 2020.

The administration recommends the Board of School Directors approve Mrs. Seras' resignation as Secretary of the Board Minutes, effective June 30, 2020.

### **c. Resignation - Assistant Football Coach**

Mr. Jason Creek has submitted his resignation for the position of Assistant Football Coach, effective immediately. Mr. Creek has requested to assist as a volunteer football coach.

The administration recommends the Board of School Directors approve Mr. Creek's resignation for the position of Assistant Football Coach, effective immediately and approve his request to assist as a volunteer football coach, as presented.

### **d. Recommended Approval for a Long-Term Substitute Teacher through ESS the District's Substitute Agency**

The administration request approval for the ESS long-term substitute teacher listed below.

**Debra Spencer**- Long-Term Substitute Reading Teacher at Newville Elementary School for Ms. Lauren Swigart who will be on leave of absence. Ms. Spencer will tentatively begin in this position April 22, 2020 through the last day of the 2019-2020 school year.

The administration recommends the Board of School Directors approve the long-term substitute teacher, as presented.

## **12. New Business - Action Items**

### **a. Recommended Approval for Policy 707.1 - Small Unmanned Aircraft Systems-Drones**

The administration has submitted the policy listed at the February 18, 2020 board meeting as an information item for board review.

#### **707.1 Small Unmanned Aircraft Systems-Drones**

The administration recommends the Board of School Directors approve the above listed policy, as presented.

### **b. Recommended Approval for Updated Job Descriptions**

The administration has updated and submitted the job descriptions listed as an information at the February 18, 2020 board meeting for board review.

**414 Traffic and Event Staff**

**501 Administrative Assistant to the Superintendent**

**502 Administrative Assistant for Business Affairs**

**503 Administrative Assistant to Employee Payroll and Benefits**

**506 PIMS Coordinator**

**518 Administrative Assistant to Curriculum and Educational Technology**

**519 Human Resources Coordinator**

**522 District Receptionist**

**604 Technology Applications Manager**

The administration recommends the Board of School Directors approve the job descriptions, as presented.

### **c. Recommended Approval for Facilities Utilization Request**

The Warrior Softball Organization is requesting to utilize the high school softball field for practices on Sunday's and Monday - Thursday, March 22, 2020 - July 26, 2020. The Monday - Thursday utilization will be from 5:30 p.m. - 8:30 p.m. and the Sunday utilization will be from 1:00 p.m. - 5:00 p.m. Because the utilization request are on Sunday's, Board action is necessary.

The administration request the Board of School Directors approve the Warrior Softball Organization request, as presented.

## New Business - Action Items

### d. Recommended Approval for a Proposed Trip to Washington, D.C.

Ms. Lauren Hetrick, High School Social Studies Teacher is requesting permission for Big Spring High School students to travel to Washington, D.C. to attend the Inauguration of the 46th President of the United States, tentatively scheduled for January 19-21, 2021. All funding will come from payments by students. No District funds are utilized for this trip. A detailed itinerary has been included with the agenda.

The administration recommends the Board of School Directors grant Ms. Hetrick permission to pursue the Washington, D.C. trip, as presented.

### e. Recommended Approval for Summer 2020 Construction Projects

Below are the summer projects that have been discussed over the past several months. Also included are the KPN contracts for the installation of the Interactive panels and the DAO air quality fixes.

<b><u>Bldg</u></b>	<b><u>Project</u></b>	<b><u>Vendor</u></b>	<b><u>Cost</u></b>	<b><u>Notes</u></b>
MS/HS	<a href="#">Interactive Panel Purchase</a>	Visual Sound	\$830,000.00	COSTARS
MS/HS	<a href="#">Interactive Panel Install</a>	KPN/Lobar	\$205,000.00	KPN
MS/HS	<a href="#">Classroom furniture Retrofit</a>	CRA/tbd	\$450,000.00	COSTARS
DAO	<a href="#">Condition Basement</a>	KPN/Lobar	\$121,990.00	KPN
DAO	<a href="#">Air Balance Bldg</a>	KPN/Lobar	\$5,610.00	KPN
DAO	<a href="#">Planetarium Seal &amp; Insulate</a>	KPN/Lobar	\$12,056.86	KPN
HS	<a href="#">Retrofit LED to Commons</a>	Schaedler	\$48,261.00	COSTARS
MS	Warehouse Reno	local	\$16,000.00	local
Total =			\$1,688,917.86	

The administration recommends the Board of School Directors approve the projects listed to be funded from the Capital Projects Reserve Fund and authorize the administration to sign the appropriate documents.

### f. Approve Payment from Mt. Rock Projects 2018 Fund

The administration received the following pay application ([link to doc](#)):

Proj	From	Description	Amount	Remaining
Ph2-MS	East Coast	Pay App 9644-07 (closeout)	\$ 20,000.00	\$ -

The administration recommends the Board of School Directors approve the payment of \$20,000 to East Coast, as presented.

## **New Business - Action Items**

### **g. Recommended Approval for a Fiber Optic Network Proposal**

Within the erate process, the administration received a bid for the construction of a fiber optic network built to the specification of the engineered fiber optic plans to connect the District Administrative Site to the Newville Elementary School and the High School to Oak Flat Elementary School. The majority of this project would be erate funded. ([link to doc](#))

The administration recommends the Board of School Directors approve the included agreement with Celerity to build the network at a cost of \$288,384.65 to be initially funded from the Capital Project Reserve Fund and authorize the administration to sign the required project documents and file with the appropriate Erate documents.

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

### **a. Tenure Status Recommendation**

The following professional employee has completed the required years of service as temporary professional employee and has earned tenure based on her satisfactory performance

**Ms. Kelsey Hernjak**

Additional information regarding the professional employee has been prepared by Mr. William August, High School Principal.

## **14. Discussion Item**

## **15. Future Board Agenda Items**

## **16. Board Reports**

**a. District Improvement Committee - Mr. Over, Mr. Myers**

**b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers**

**c. Vocational-Technical School - Mr. Piper, Mr. Wardle**

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

**e. Finance Committee - Mr. Deihl, Mr. Piper, Mr. Swanson, Mr. Gutshall**

**f. South Central Trust - Mr. Deihl**

**g. Capital Area Intermediate Unit - Mr. Swanson**

**Board Reports . . .continued**

**h. Tax Collection Committee - Mr. Swanson**

**i. Future Board Agenda Items**

**j. Superintendent's Report – Enrollment Report, February 28, 2020**

**17. Meeting Closing**

**a. Business from the Floor**

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

**c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **March 2, 2020.**

Next scheduled meeting is: **March 16, 2020.**