



April 7, 2014

Board of School 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 March 17, 2014 Regular Board Meeting Minutes and the March 17, 2014 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Samuel Tigyer and Shania Radabaugh

3.1 Recognition of Students of the Quarter

Mr. Steven Smith will also recognize those students who have earned the academic achievement award for the second quarter for the 2013-2014 school year.

English Department

Grade 9 Emily Baker
Grade 10 Jarrett Morrison
Grade 11 Jasa Gibson
Grade 12 Megan Carr

Music Department

Grade 9 Michael Kleine
Grade 10 Alivia Hockenberry
Grade 11 Cody Kerrick
Grade 12 Ian Lloyd

PE/Health Department

Grade 9 Emma Fertig
Grade 10 Joshua Line
Grade 11 Bailey Rebuck
Grade 12 Megan Carr

Tech Ed Department

Grade 9 Austin Bear
Grade 10 Triston Cooper
Grade 11 Kyle Rhoads
Grade 12 Tristan Hoffman

World Language Department

Grade 9 Kaden Hurley
Grade 10 Marissa Massare
Grade 11 Andrue Morgan
Grade 12 David Dunkelberger

Science Department

Grade 9 Korrin Henneman
Grade 10 BreeLynn Myers
Grade 11 Madisyn Palmer
Grade 12 Noah Smith

4. Treasurer Reports

4.1 Payment of Bills

Procurement Card	\$	43,990.67
Checks/ACH/Wires	\$	4,013,304.48
Capital Projects	\$	3,946.50
Cafeteria Fund	\$	83,910.75
Student Activities	\$	42,513.90
Total	\$	4,187,666.30

5. Reading of Correspondence

Mr. Richard W. Fry, Superintendent of Schools received correspondence from Ms. Diane M. Maclay, President, District 7 PMEA (Pennsylvania Music Educators Association) regarding the 2014 Region V Band Festival on March 14-15, 2014 that was hosted by Big Spring's former and current band directors, Daryl Balseiro and Adam Nobile. The correspondence is included with the agenda.

6. Recognition of Visitors

7. Public Comment Period

8. Structured Public Comment Period

9. Old Business

10. New Business

11. Personnel Items (Action)

New Business - Personnel Actions

11.1 Resignation - Gloria Horst

Mrs. Gloria Horst will be resigning from her position as a First Grade Teacher at Oak Flat Elementary School for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Horst's resignation for the purpose of retirement as a First Grade Teacher at Oak Flat Elementary School, effective the end of the 2013-2014 school year.

11.2 Resignation - Marie Rickrode

Mrs. Marie Rickrode will be resigning from her position as a Grade Two Teacher at Newville Elementary School for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Rickrode's resignation for the purpose of retirement as a Grade Two Teacher at Newville Elementary School, effective the end of the 2013-2014 school year.

11.3 Resignation - Debbie Bressler

Mrs. Debbie Bressler will be resigning from her position as a Elementary Librarian for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Bressler's resignation for the purpose of retirement as a Elementary Librarian, effective the end of the 2013-2014 school year.

11.4 Resignation - Susan Martin

Mrs. Susan Martin will be resigning from her position as a Sixth Grade Math Teacher at the Middle School for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Martin's resignation for the purpose of retirement as a Sixth Grade Math Teacher at the Middle School, effective the end of the 2013-2014 school year.

11.5 Resignation - Sue Piper

Mrs. Sue Piper will be resigning from her position as a Middle School Art Teacher for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Piper's resignation for the purpose of retirement as a Middle School Art Teacher, effective the end of the 2013-2014 school year.

New Business - Personnel Actions

11.6 Resignation - Mary Jo Gibson

Mrs. Mary Jo Gibson will be resigning from her position as a Nine Month Secretary at Oak Flat Elementary School for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Gibson's resignation for the purpose of retirement as a Nine Month Secretary at Oak Flat Elementary School, effective the end of the 2013-2014 school year.

11.7 Resignation - Susan Holtry

Mrs. Susan Holtry will be resigning from her position as a ten month secretary at the Middle School for the purpose of retirement, effective December 26, 2014.

The administration recommends that the Board of School Directors approve Mrs. Holtry's resignation for the purpose of retirement as a ten month secretary at the Middle School, effective December 26, 2014.

11.8 Resignation - Nancy Hosler

Mrs. Nancy Hosler will be resigning from her position as a Nine Month Secretary at Newville Elementary School for the purpose of retirement, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Hosler's resignation for the purpose of retirement as a Nine Month Secretary at Newville Elementary School, effective the end of the 2013-2014 school year.

11.9 Severance – Beth Herb

Mrs. Beth Herb, Newville Elementary Kindergarten Teacher, submitted her letter of resignation for the purpose of retirement effective at the end of the 2013-2014 school year, and the Board of School Directors accepted Mrs. Herb's resignation at their March 17, 2014 meeting. Mrs. Herb's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Herb is entitled to a severance allowance in the amount of \$7,344.00, under option #2.

Option #1: 21 years of service X \$230.00 = \$4,830.00 -- (Maximum of \$15,400.00)

Option #2: 102 unused sick leave days X \$72.00 = \$7,344.00 -- (Maximum of \$15,400.00)

The administration recommends that the Board of School Directors accept Mrs. Herb's severance allowance of \$7,344.00 as presented.

New Business - Personnel Actions

11.10 Severance – Karen Kough

Mrs. Karen Kough, Newville Elementary Kindergarten Teacher, submitted her letter of resignation for the purpose of retirement effective at the end of the 2013-2014 school year, and the Board of School Directors accepted Mrs. Kough's resignation at their March 17, 2014 meeting. Mrs. Kough's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Kough is entitled to a severance allowance in the amount of \$15,400.00, under option #2.

Option #1: 37 years of service X \$230.00 = \$8,510.00 -- (Maximum of \$15,400.00)

Option #2: 220.5 unused sick leave days X \$72.00 = \$15,876.00 -- Payable \$15,400.00 (\$15,400.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Kough's severance allowance of \$15,400.00 as presented.

11.11 Resignation – Sean Cohick Assistant Track Coach

Mr. Sean Cohick has submitted his resignation letter as an assistant track coach, effective immediately. Mr. Cohick has requested to assist as a volunteer coach.

The administration recommends that the Board of School Directors approve Mr. Cohick's resignation as an assistant track coach and also approve Mr. Cohick's request to assist as a volunteer coach, effective immediately.

11.12 Resignation – Heath Myers Assistant Track Coach

Mr. Heath Myers has submitted his resignation letter as an assistant track coach, effective immediately. Mr. Myers has requested to assist as a volunteer coach.

The administration recommends that the Board of School Directors approve Mr. Myers' resignation as an assistant track coach and also approve Mr. Myers' request to assist as a volunteer coach, effective immediately

New Business - Personnel Actions

11.13 Long-Term Substitute Teacher

Anne Starr Whitten - Long-Term Substitute Middle School Emotional Support Teacher

Education:

University of Georgia (Bachelor's Degree History and English)

University of North Carolina (Master's in Education)

Experience:

Big Spring School District - Long-Term Substitute 8th Grade Teacher

Big Spring School District - Long-Term Substitute Emotional Support Teacher

71st Classical Middle School, Fayetteville, NC – Middle School Social Studies Teacher

71st Classical Middle School, Fayetteville, NC – Tutor/Remediation Teacher

71st Classical Middle School, Fayetteville, NC – Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Anne Starr Whitten to serve as a Long-Term Substitute Emotional Support Teacher at the Middle School, replacing Ms. Emily Thomas who will be on child-rearing leave of absence retroactive to March 24, 2014 through approximately April 30, 2014. Ms. Whitten's compensation for this position should be established at Master's Degree Step 3, \$50,545.00, plus a \$400.00 special education stipend, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.14 Multiple Disability Support Aide Recommendation

Mr. William Gillet, Supervisor of Special Education would like to recommend Miss Emily Bower as a part-time Multiple Disability Support Aide at Oak Flat Elementary School, effective immediately, replacing Ms. Jodi Rank who has transferred to the High School.

The administration recommends that the Board of School Directors approve Miss Emily Bower as a part-time Multiple Disability Support Aide at Oak Flat Elementary School, effective immediately.

11.15 2013-2014 Lifeguards

Chloe Fealtman

Olivia Fry

The administration recommends that the Board of School Directors approve the individuals listed to serve as a lifeguard during the 2013-2014 school year, pending receipt of all required paperwork.

New Business - Personnel Actions

11.16 Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed to serve as a coach for the 2013-2014 school year.

Rebecca Whigham Junior High Track Coach
James Braderman High School Assistant Track Coach

The administration recommends that the Board of School Directors appoint the above listed individuals to serve as a coach for the 2013-2014 school year, as presented.

12. New Business Items – Other Actions

12.1 Credit Pay

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

Sarah Roller \$2,622.00

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 and the Big Spring School District.

12.2 Grant Request

Mr. Kevin Roberts, Director of Curriculum and Instruction is requesting permission to pursue grant funding from Exelon Corporation. An Exelon employee volunteered their time in one of Big Spring School District's grade one classrooms and that specific grade one class is now eligible to receive up to \$1,000 in mini-grant funds. The grant funds will be utilized to provide additional resources to that classroom to include leveled readers. Information is included with the agenda.

The administration recommends that the Board of School Directors approve Mr. Robert's request to pursue grant funding from Exelon Corporation.

New Business Items – Other Actions

12.3 Act 80 Request

The administration presented a plan to the Board of School Directors on March 17, 2014 that requested Board approval for the addition of two (2) Act 80 days for the 2013-2014 school year. The dates to be utilized for Act 80 purposes are Wednesday, August 21, 2013 and Thursday, August 22, 2013. On these two dates Big Spring's entire professional staff were involved in relevant educational work in support of our instructional program. Detailed schedules for both days that show activities completed in support of our instructional program are included with the administration's request.

The administration recommends that the Board of School Directors approve the submission to the Pennsylvania Department of Education (PDE) of two (2) Act 80 days for the 2013-2014 school year, August 21, 2013 and August 22, 2013.

12.4 Approval of Mowing Bids

The results of the District's Mowing Bid are attached, including the District's estimated cost for mowing. After checking references and insurances, the following agreements are presented for approval.

The administration recommends the Board of School Directors approve the two year agreements with J+A Lawn Care for mowing Middle and Mt. Rock Schools at \$355 per cut, with Josh Anderson for rough cut mowing at Middle, Mt. Rock and High Schools at \$570 per cut and with 1st Impressions Landscape, Inc. for mowing at Oak Flat School at \$185 per cut and Newville School at \$140 per cut.

12.5 Approval of Paving Bid

CenterPoint and the District received bids on the paving project on April 3rd; a summary is attached. The Board will need to select the base bid and combination of alternates that best meet the District's need. Items for decision are 1) 1.5" or 2" base bid, 2) curb selection, 3) Oak Flat and HS sealing, and 4) curb option for bumper blocks between DAO and Mt. Rock.

12.6 Approval of Dehumidification Bid

Wolf Consulting Engineers and the District received bids on the Middle School - Steam Tunnel Moisture Removal Project on April 3d and a summary of those bids is attached. WCE and our Solicitor reviewed the winning bids. The total estimated project cost is \$211, 415 for construction and engineering services.

The administration recommends the Board of School Directors accept the bids from Wayne S. Leshner IV, Inc. in the amount of \$23,800 for General Construction work, from Sheet Metal Specialists, LLC in the amount of \$148,390 for HVAC work and from CV Services, Inc. in the amount of \$11,225 for Electrical work. Payment for the construction and engineering services is to come from the Capital Projects Fund.

New Business Items – Other Actions

12.7 Case H of 2013-2014

The parents of the student in Case H of the 2013-2014 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case H of the 2013-2014 school year for a period of forty-five (45) days, reduced to thirty (30) days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason.

12.8 Proposed Trip to Bavaria and Berlin Region

Ms. Lauren Hetrick and Ms. Mallory Farrands are requesting permission for Big Spring High School students to travel to Bavaria and Berlin, scheduled for June, 2015. A detailed itinerary is included with the agenda.

The administration recommends that the Board of School Directors grant Ms. Hetrick and Ms. Farrands approval for the Big Spring High School students to travel to Bavaria and Berlin as presented.

12.9 Facilities Utilization Request

Mr. Michael Ginter is requesting permission to use the high school soccer field from 1:00 P.M. until 4:00 P.M. on April 6, May 4 and June 1, 2014, for Big Spring youth soccer games. Because the utilization dates are on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Ginter's request to use the high school soccer field from 1:00 P.M. until 4:00 P.M. on April 6, May 4 and June 1, 2014, for Big Spring youth soccer games, as presented.

12.10 Permission to Attend Boys Basketball Team Camp Request

Mr. Jason Creek, Varsity Boys Basketball Coach, is requesting Board approval for the boys basketball team and coaches to attend team camp at North Carolina State University, Raleigh, North Carolina from June 26, 2014 through June 29, 2014. All expenses are paid for by the respective teams and/or individual student athletes.

The administration recommends that the Board of School Directors approve Mr. Creek's request for the boys basketball team and coaches to attend the summer team camp as presented.

New Business Items – Other Actions

12.11 Permission to Conduct Boys' Basketball Camp

Mr. Jason Creek, head boys' basketball coach, is requesting permission to offer a youth boys basketball summer camp to all Big Spring School District boys who will be entering grades one through eight at the beginning of the 2013-2014 school year. In addition, Mr. Creek is requesting a waiver of the building utilization fee. There will be no cost to the school district for the proposed program. Additional information regarding the proposed boys' basketball camp is included with the agenda.

The administration recommends that the Board of School Directors approve Mr. Creek's request to offer a boys' basketball summer camp from July 22nd through July 25, 2014, as presented, and waive the building utilization fee.

13. New Business - Information Items

13.1 Designation of Additional Assigned Fund Balance

At the Finance Committee meeting on March 17th, the Committee and administration agreed to assign an additional \$250,000 of unassigned fund balance to PSERS and an equal amount to Technology reducing the Unassigned Fund Balance to \$3,520,000 for budget year 2014/15.

13.2 Proposed Textbook Adoption

Mr. Kevin Roberts, Director of Curriculum and Instruction, is recommending the following book to the Superintendent of Schools. The book is available for review in the curriculum office by any member of the Board of School Directors who wishes to review the book, prior to the April 22, 2014 Board of School Directors meeting.

Course -- Middle School Science - 4 C's Title -- Hoot

13.3 PSBA Officer Nominations

The PSBA Leadership Development Committee is in the process of choosing elected leadership of the association. Information is included with the agenda regarding the application for nominations.

14. Future Board Agenda Items

15. Board Reports

15.1 District Improvement Committee - Mr. Norris/Mr. McCrea

15.2 Athletic Committee - Mr. Swanson, Mr. Roush and Mr. Gutshall

15.3 Cumberland Perry Area Vocational Technical School - Mr. Wolf/Mr. Piper

15.4 Buildings and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, and Mr. Roush

15.5 Finance Committee - Mr. Gutshall, Mr. Piper, Mr. Swanson and Mr. Blasco

15.6 South Central Trust - Mr. Blasco

15.7 Capital Area Intermediate Unit - Mr. Wolf

15.8 Cumberland County Tax Collection Bureau - Mr. Wolf

15.9 Superintendent's Report

15.10 Future Board Agenda Items

16. Meeting Closing

16.1 Business from the Floor

16.2 Public Comment Regarding Future Board Agenda Items

16.3 Adjournment

Meeting adjourned at _____PM, April 7, 2014.

Next scheduled meeting is: **April 22, 2014**