



April 7, 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 March 16, 2015 Regular Board Meeting Minutes and the March 16, 2015 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Katelyn Jackson

4. Financial Reports

4.1 Payment of Bills – General Fund

Procurement Card	\$ 14,580.34
Checks/ACH/Wires	\$ 3,929,448.43
Capital Projects	\$ 439,926.60
Cafeteria Fund	\$ 115,720.89
Student Activities	<u>\$ 24,652.81</u>
Total	\$ 4,524,329.07

Motion to approve 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

Personnel Items – Action Items

11.1 Kerry Harbst - School Psychologist

Education:

Pennsylvania State University - Bachelor's Degree in Psychology

Millersville University – Master's Degree in Psychology/K-12 Certification in PA as School Psychologist

Experience:

West Perry School District - School Psychologist

Gettysburg Area School District - School Psychologist

Cornwall Lebanon School District - Learning Facilitator/School Psychologist

Camp Hill School District - School Psychologist

The administration recommends that the Board of School Directors appoint Mr. Kerry Harbst to serve as District School Psychologist, replacing Mr. Anthony Bavaria who has resigned. Mr. Harbst compensation for this position should be established at Master's, Plus 15, Step 11 \$61,972.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.2 Resignation - Jerry Motter

Mr. Jerry Motter has submitted his resignation as Logistics Specialist, retroactive to April 1, 2015.

The administration recommends that the Board of School Directors approve Mr. Motter's resignation as Logistics Specialist, retroactive to April 1, 2015.

11.3 Resignation - Kathy Corman

Mrs. Kathy Corman has submitted her resignation as High School Guidance Counselor Secretary for the purpose of retirement, effective June 30, 2015.

The administration recommends that the Board of School Directors approve Mrs. Corman's resignation as High School Guidance Counselor Secretary for the purpose of retirement, effective June 30, 2015.

11.4 Resignation - Christine Tolbert

Mrs. Christine Tolbert has submitted her resignation as Middle School Sixth Grade Science Teacher for the purpose of retirement, the conclusion of the 2014-2015 school year.

The administration recommends that the Board of School Directors approve Mrs. Tolbert's resignation as Middle School Sixth Grade Science Teacher for the purpose of retirement, conclusion of the 2014-2015 school year.

11.5 Resignation - Marguerite Crouse

Mrs. Marguerite Crouse has submitted her resignation as Middle School Sixth Grade Learning Support Teacher for the purpose of retirement, effective June 30, 2015.

The administration recommends that the Board of School Directors approve Mrs. Crouse's resignation as Middle School Sixth Grade Learning Support Teacher for the purpose of retirement, effective June 30, 2015.

Personnel Items – Action Items

11.6 Resignation - Jean Wadlinger

Mrs. Jean Wadlinger has submitted her resignation as Middle School Gifted Support Teacher for the purpose of retirement, effective June 30, 2015.

The administration recommends that the Board of School Directors approve Mrs. Wadlinger's resignation as Middle School Gifted Support Teacher for the purpose of retirement, effective June 30, 2015.

11.7 Resignation - Mary Myers

Mrs. Mary Myers has submitted her resignation as a Elementary Reading Specialist at Oak Flat Elementary School for the purpose of retirement, effective July 29, 2015.

The administration recommends that the Board of School Directors approve Mrs. Myers' resignation as Reading Specialist at Oak Flat Elementary School for the purpose of retirement, effective July 29, 2015.

11.8 Resignation – Timothy Reese

Mr. Timothy Reese has submitted his resignation as a High School Science Teacher for the purpose of retirement, effective June 9, 2015.

The administration recommends that the Board of School Directors approve Mr. Reese's resignation as High School Science Teacher for the purpose of retirement, effective June 9, 2015.

11.9 Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as volunteer coaches.

Heath Singer - Volunteer Baseball Coach

Kelly Herman - Volunteer Softball Coach

Ashley Nowak - Volunteer Girls Soccer Coach

The administration recommends that the Board of School Directors approve the appointments of the above listed volunteer coaches as presented.

11.10 Leave Without Pay - Beth Dimino

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. Beth Dimino is requesting one day leave without pay for Friday, May 15, 2015.

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

Personnel Items – Action Items

11.11 Middle School Cafe Personnel Recommendations

Michelle Morgan, Director of Dining Services would like to recommend the individuals listed as a Middle School Cafe workers.

Leslie Rhoads
Kady Keck

The administration recommends the Board of School Directors approve the above listed individuals as Middle School Cafe workers.

11.12 Cafeteria Substitute Recommendation

Michelle Morgan, Director of Dining Services would like to recommend the individual listed to be placed on the substitute cafeteria worker list for all buildings.

Jessica Gibson

The administration recommends the Board of School Directors approve the above listed individual be placed on the substitute cafeteria worker list for all buildings.

12. Business Items – Other Actions

12.1 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.

Kevin Roberts	\$2,400.00
Sarah Roller	<u>\$2,520.00</u>
Total	\$4,920.00

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.

12.2 Approval of Chromebook Purchase

The 2014-15 adopted budget of \$45,485,765 had \$516,920 in expenses over the revenue for the year with that amount coming from fund balance. The District has \$900,000 in designated fund balance for technology expenses. Included with this agenda is a purchase order in the amount of \$142,165 for additional Chromebooks during the 2014/15 budget year with that additional amount also taken from the \$900,000 in designated fund balance.

The administration recommends the Board of School Directors approve the included purchase order and an increase in the 2014-15 adopted budget to a total of \$45,627,921.

Business Items – Other Actions

12.3 Approval of Audit Response

Included with the agenda is a letter from PDE requesting a formal corrective action plan in response to the audit of the years ending on June 30, 2011 & 2012. The Performance Audit is also included. The Board must approve the Corrective Action Plan and then the Superintendent will submit to PDE.

The administration recommends the Board of School Directors approve the Audit Corrective Action plan as submitted.

12.4 Accept Mowing Bid

On Friday the administration opened 4 bids for the additional contracted lawn services summarized on the attachment. Mr. Sheeler is reviewing options for the Rough Cut at this time and is not recommending accepting that bid.

The administration recommends that J&A Lawn Care, Inc. be awarded the HS regular mowing contract for 2015 and 2016 years, per the included bid response, at a cost of \$300 per mowing.

12.5 Accept Paving Bid

In February the Board released the bids for Phase II of the Paving Project (Oak Flat). On March 26th the District received bids; only Valley Quarries bid (included). The Solicitor reviewed the bid and approved with the comment it is legal to accept when only one bid is received as long as it is properly advertised (and the Board desires to accept it). The original CPE estimate was ~ \$346,500 for 2-inch overlay. The Board could accept a 1.5" overlay at a reduced cost of \$317,132.

The administration recommends that the Board of School Directors accept the paving bid with two inch overlay from Valley Quarries, Inc. in the amount of \$358,832 to be paid from the capital project fund.

12.6 Approval of Contract with Source4Teachers

The administration has been investigating since October of 2014 a possible service to provide substitute teacher services. We collaborated with Franklin County Schools this winter and then in February began working collectively with Cumberland County schools to try and work together for a common service. Source4Teachers has provided the best comprehensive package to fulfill our needs. The solicitor has reviewed their proposed contract and made the appropriate adjustments.

The administration recommends the Board of School Directors approve the Source4Teachers contract for the 2015-2016 school year.

Business Items – Other Actions

12.7 Approval of the Cumberland Golf Club, Inc. Tax Settlement

The administration recommends approval for settlement of the tax assessment appeal litigation (Case Number 14-6149) for Tax Parcel 46-09-0523-013, 2395 Ritner Highway, West Pennsboro Township and Dickinson Township, Cumberland County, Pennsylvania, owned by the Cumberland Golf Club, Inc., for a total fair market value for tax year 2015 in the amount of \$1,582,591.49. The common level ratio of 1.011 (101.1%) will be applied to the fair market value to arrive at an assessed value of \$1,600,000.

The administration recommends that the Board of School Directors approve the motion of settlement of the tax assessment appeal litigation (Case Number 14-6149) for Tax Parcel 46-09-0523-013, 2395 Ritner Highway, West Pennsboro Township and Dickinson Township, Cumberland County, Pennsylvania, owned by the Cumberland Golf Club, Inc., for a total fair market value for tax year 2015 in the amount of \$1,582,591.49. The common level ratio of 1.011 (101.1%) will be applied to the fair market value to arrive at an assessed value of \$1,600,000. The District administration and solicitor are authorized to take all steps necessary to effectuate this settlement and to resolve this pending tax assessment appeal case.

12.8 Facilities Utilization Request

Mr. Scott Anderson is requesting permission to use the high school soccer field from 1:00 P.M. until 4:00 P.M. on April 19, May 3, May 17, and June 7, 2015 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. Anderson's request to use the high school soccer field from 1:00 P.M. until 4:00 P.M. on April 19, May 3, May 17 and June 7, 2015, for Big Spring youth soccer games, as presented.

12.9 Approve WCE Contract for Engineering Services

This replaces the recently expired contract the District had with WCE. WCE performs as needed engineering services to supplement the Maintenance department and manages medium size construction projects for the District. Unless otherwise quoted, these services would be paid from the general fund.

The administration recommends the Board of School Directors approve the engineering services contract with Wolf Consulting Engineers, LLC. through December 2017 at the rates shown.

12.10 Approval to Attend State Conference and Competition

Mr. Sam Barnouski and Mr. Dwain Messersmith are requesting permission for the Big Spring Technology Student Association (TSA) to attend a state conference and competition at Seven Springs Resort in Champion, Pennsylvania from April 16-17, 2015. Information is included with the agenda.

The administration recommends that the Board of School Directors approve the Big Spring Technology Student Association to attend a state conference and competition at Seven Springs Resort in Champion, Pennsylvania from April 16-17, 2015.

13. New Business - Information Item

13.1 Adoption of Proposed Planned Courses

Listed below are completed planned courses for board approval. All completed planned courses and materials are available in the Curriculum Center for review by the Board of School Directors.

Geometry II
Keystone Project Based Assessment
SAT Prep

14. Future Board Agenda Items

15. Board Reports

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

15.2 Athletic Committee - Mr. Swanson

15.3 Vocational-Technical School - Mr. Wolf/Mr. Piper

15.4 Buildings and Property Committee - Mr. Barrick

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

The next meeting of the Finance Committee is on April 9th at 7:00 p.m. in the District Office Conference Room. A list of the other budget events is included below.

15.6 South Central Trust

You can view the introduction to the [New Healthcare Plan](#), created by First Niagara.

15.7 Capital Area Intermediate Unit

15.8 Tax Collection Committee

15.9 Superintendent's Report - March, 2015 Enrollment Report

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, 2015**.

Next scheduled meeting is: **April 20, 2015**