

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, APRIL 19, 2010

I. CALL TO ORDER (BIG SPRING HIGH SCHOOL) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

III. PRAYER

IV. APPROVAL OF THE APRIL 6, 2010 REGULAR BOARD MEETING MINUTES AND THE APRIL 6, 2010 COMMITTEE OF THE WHOLE MEETING MINUTES.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report – Douglas Kennedy/Brooke Clouse

VI. TREASURER'S REPORT

General Fund Balance, March 31, 2010	<u>\$ 10,302,579.78</u>
Athletic Fund Balance, March 31, 2010	<u>\$ 7,227.46</u>
Cafeteria Fund Balance, March 31, 2010	<u>\$ 187,860.17</u>
Capital Reserve Fund Balance, March 31, 2010	<u>\$ 132,552.23</u>
Student Activity/Miscellaneous Fund Balance, March 31, 2010	<u>\$ 150,537.90</u>

VII. PAYMENT OF BILLS

A) General Fund	<u>\$ 215,989.57</u>
B) Athletic Fund	<u>\$ 9,009.21</u>
C) Cafeteria Fund	<u>\$ 110,405.78</u>
D) Student Activity/Miscellaneous Fund	<u>\$ 20,265.07</u>
E) Newville Project	<u>\$ 275,133.97</u>
Total	\$ 630,803.60

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

- 1) **Amie Szabo** Long-Term Substitute Mathematics Teacher
 Mt. Holly Springs, PA 17065 at the High School
 (replacing Mrs. Heather Detwiler who will be on child-rearing leave)

Education:

SUNY College at Oswego – Secondary Education (Bachelor’s Degree)
University of Buffalo – Math Education (Master’s Degree)

Experience:

South Middleton School District – Substitute Teacher
Stuttgart Germany – Substitute Teacher
Stuttgart Germany – Math Teacher

The administration recommends that the Board of School Directors appoint Ms. Szabo to serve as a long-term substitute Math Teacher at the High School, beginning April 20, 2010 through the remainder of the 2009-2010 school year, replacing Mrs. Detwiler who will be on child-rearing leave. Ms. Szabo’s compensation for this position should be established at Master’s, Step 3 \$45,398.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

- 2) **Mrs. Joyce Hemminger**, Newville Elementary School Secretary, submitted her letter of resignation for the purpose of retirement effective the end of the 09-10 school year, and the Board of School Directors accepted Mrs. Hemminger's resignation at the April 6, 2010 meeting of the Board of School Directors. Mrs. Hemminger's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Hemminger is entitled to a severance allowance in the amount of \$9,500.00, under option #2.

Option #1:

34 years of service X \$175.00 = \$5,950.00
(Maximum of \$9,500.00)

Option #2:

215 unused sick leave days X \$50.00 = \$10,750.00
(\$9,500.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Hemminger's severance allowance of \$9,500.00 as presented.

(ACTION ITEM)

- 3) **Mrs. Anita Smith**, High School Learning Support Teacher, submitted her letter of resignation for the purpose of retirement effective the end of the 09-10 school year, and the Board of School Directors accepted Mrs. Smith's resignation at the April 6, 2010 meeting of the Board of School Directors. Mrs. Smith's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Smith is entitled to a severance allowance in the amount of \$11,628.00, under option #2.

Option #1:

32 years of service X \$200.00 = \$6,400.00
(Maximum of \$13,500.00)

Option #2:

153 unused sick leave days X \$76.00 = \$11,628.00
(\$13,500.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Smith's severance allowance of \$11,628.00 as presented.

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

- 4) **Mrs. Judith Creps**, High School Counselor/Gifted Support, is requesting two days leave without pay, retroactive to March 31, 2010 and April 6, 2010.

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.”

The administration recommends that the Board of School Directors approve Mrs. Creps’s request for two days leave without pay as presented.

(ACTION ITEM)

- 5) **Mrs. Sherisa Nailor**, High School Agriculture Teacher, is requesting two days leave without pay, retroactive to April 1 & 5, 2010.

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.”

The administration recommends that the Board of School Directors approve Mrs. Nailor’s request for two days leave without pay as presented.

(ACTION ITEM)

- 6) **Mrs. Jacqueline Springer**, Elementary Learning Support, is requesting one day leave without pay, retroactive to April 6, 2010.

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.”

The administration recommends that the Board of School Directors approve Mrs. Springer’s request for one day leave without pay as presented.

- 7) **2009-2010 Lifeguard**

(ACTION ITEM)

Zachary Stroh

The administration recommends that the Board of School Directors approve the individual listed to serve as a lifeguard during the 2009-2010 school year and summer months, pending receipt of all required paperwork.

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

8) **Mrs. Sharon Kline**, High School Mathematics Teacher, has submitted her letter of resignation as a High School Mathematics Teacher, effective the end of the 2009-2010 school year.

A copy of Mrs. Kline’s letter of resignation is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Kline’s resignation as a High School Mathematics Teacher, effective the end of the 2009-2010 school year.

9) **Additional Per Diem Substitute Teacher**

(ACTION ITEM)

Michelle Fisher – Elementary Education

The administration recommends that the Board of School Directors approve the addition of the individual listed to the 2009-2010 per diem substitute teacher list as presented, pending all required paperwork.

XIII. NEW BUSINESS (. . . continued)

B) **Credit Pay**

(ACTION ITEM)

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

Amber Brennan	\$ 1,110.00
Amy Henry	\$ 1,110.00
Julie Thumma	\$ 790.00
	\$ 3,010.00

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.

C) **Facilities Utilization Request**

(ACTION ITEM)

Mr. Scott Anderson is requesting permission to use the high school soccer fields from 1:00 P.M. to 4:00 P.M. on Sunday’s, for April 11, 18, 25, 2010 and May 9, 16, 23, 2010. Because the utilization dates fall on Sunday’s, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Anderson’s request to use the high school soccer fields as presented.

XIII. NEW BUSINESS (. . .continued)

D) Permission for Panama and Costa Rica Trip

(ACTION ITEM)

Mrs. Jeannette Jorich, Mrs. Zina Jensen, Mrs. Carol Madden, Mr. Les Stover, Ms. SaraBeth Wanbaugh and Mrs. Sherisa Nailor are requesting permission for high school students and other qualified participants for a proposed trip to Panama and Costa Rica in the summer of 2011.

The administration recommends that the Board of School Directors approve the proposed trip to Panama and Costa Rica, as described, pending final approval of the detailed itinerary by the high school administration.

(ACTION ITEM)

E) Contractor Payments for Newville Addition & Renovation – Construction Fund

McKissick Associates reviewed the payment applications from eci Construction, LLC, Whislers Well Drilling, Inc., and Mann Plumbing and Heating, LLC for work performed on the Newville Addition & Renovation project. These payments will come from the Orrstown Bank loan using a new Construction fund established for this project. A copy of the completed and notarized payment applications in the amount of \$5,868 for Mann, \$64,166.90 for Whisler's, and \$199,207.53 for ECI Construction are included in the Board's agenda packet.

The administration recommends that the Board of School Directors approve payment from the Construction Fund to ECI Construction, LLC in the amount of \$199,207.53, to Whislers Well Drilling, Inc. in the amount of \$64,166.90, and to Mann Plumbing and Heating, LLC in the amount of \$5,868.00.

F) FEMA Snow Assistance

(ACTION ITEM)

Cumberland County is one of the counties that had record, or near record, snowfall in the period of 8-11 Feb 2010 and the Commonwealth made a subsequent request for assistance to FEMA. FEMA is still reviewing Pennsylvania's request for snow assistance. In preparation, PEMA is requesting paper work from applicants in those 19 counties that exceeded both their snowfall and per-capita thresholds. We are required to submit a Request for Public Assistance to initially identify applicants, the Designation of Agent (DAP-02) form and the Electronic Funds Transfer Payment Enrollment form. The DAP-02 requires a board resolution to appoint the District's agent; the resolution is in your agenda packet.

The administration recommends that the Board of School Directors approve by resolution the appointment of Richard C. Sample as the District's Agent for this event.

XIII. NEW BUSINESS (. . .continued)

(INFORMATION ITEM)

G) Updated Year-to-Date Summaries/Taxes and General Fund

The Business Office prepared updated year-to-date summaries for taxes and general fund that are included with the agenda.



XIV. FUTURE BOARD AGENDA ITEMS

XV. COMMITTEE REPORTS

- A) District Improvement Committee – Mrs. Lopp
- B) Athletic Committee – Mr. Swanson
- C) Vocational-Technical School – Mr. Wolf/Mr. Piper
- D) Buildings and Property Committee – Mr. Barrick
- E) Finance Committee – Mr. Blasco
- F) South Central Trust – Mr. Blasco
- G) Capital Area Intermediate Unit – Mr. Wolf

XVI. SUPERINTENDENT’S REPORT

XVII. BUSINESS FROM THE FLOOR

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XIX. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, May 3, 2010