



**APRIL 24, 2017
BOARD MEETING**

1. Opening Meeting

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

2. Approval of Minutes

Approval of the April 3, 2017 Regular Board Meeting Minutes, the April 3, 2017 Committee of the Whole Meeting Minutes and the April 3, 2017 Building and Property Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Kenny Blessing/Zoe Marinacci

4. Financial Reports

a. Payment of Bills

| | | |
|--------------------------|-----------|---------------------|
| General Fund | \$ | 2,967,493.22 |
| Capital Projects | \$ | 8,011.94 |
| Stadium & Track Projects | \$ | 0.00 |
| Cafeteria Fund | \$ | 0.00 |
| Student Activities | \$ | <u>64,701.12</u> |
| Total | \$ | 3,040,206.28 |

Motion to approve payment of bills, as presented.

b. Treasurer's Fund Report

| | |
|--------------------------|------------------------|
| General Fund | \$ 16,131,171.90 |
| Capital Projects | \$ 5,754,338.36 |
| Cafeteria Fund | \$ 446,665.44 |
| Student Activities | \$ 255,661.20 |
| Stadium & Track Projects | \$ <u>810,150.90</u> |
| Total | \$23,397,987.80 |

Motion to approve treasurer's fund report and budget transfers, as presented.

c. YTD General Fund Report and YTD Taxes

The administration prepared these reports for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year.

The YTD Tax report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports, as submitted.

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. Coaching Recommendation

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a Summer Fitness Coach, effective immediately.

Don Witter

The administration recommend that the Board of School Directors approve the appointment of the above listed coach, as presented.

b. Child-Rearing Leave - Mrs. Mallory Farrands

Mrs. Mallory Farrands, High School English Teacher, is requesting child-rearing leave of absence to begin approximately August 18, 2017 through approximately October 30, 2017. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends that the Board of School Directors approve Mrs. Farrands' requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately August 18, 2017 through approximately October 30, 2017.

Personnel Items - Action Items

c. Request for Medical Leave of Absence - Mrs. Rita Brechbiel

Mrs. Rita Brechbiel, fourth grade teacher at Oak Flat Elementary School, is requesting a medical leave of absence from May 5, 2017 through June 2, 2017. Medical leaves are governed according to Sections 1166-1171 of the Pennsylvania School Code of 1949, as amended.

The administration recommends that the Board of School Directors approve Mrs. Brechbiel's request for a medical leave of absence, as presented.

d. Leave Without Pay - Mr. Joseph Barnouski

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. Mr. Joseph Barnouski is requesting one day leave without pay for Friday, May 19, 2017.

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

e. Leave Without Pay – Ms. Bethany Stanton

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. Ms. Bethany Stanton is requesting one day leave without pay, retroactive to Wednesday, April 19, 2017.

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

f. Source4Teachers - Long-Term Substitutes

The administration requests permission to move forward with the recommendations for the long-term substitutes listed below with Source4Teachers, the District substitute teaching contractor.

Ms. Holly Harper, Long-Term Substitute fourth grade teacher at Oak Flat Elementary School, replacing Mrs. Jennifer Ferrante who will be on child-rearing leave of absence from May 1, 2017 through June 2, 2017.

Ms. Sally Koeln, Long-Term Substitute fourth grade teacher at Oak Flat Elementary School, replacing Mrs. Rita Brechbiel who will be on medical leave of absence from May 5, 2017 through June 2, 2017.

g. Resignation – Jenna Miller

Ms. Jenna Miller, Learning Support Teacher at Oak Flat Elementary School has submitted her letter of resignation, effective June 6, 2017.

The administration recommends that the Board of School Directors approve Ms. Miller's resignation, effective June 6, 2017.

12. New Business - Action Items

a. 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.

Dana Sheaffer \$2,820.00

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.

b. Fundraiser Approval

The Newville Elementary School PTO would like to conduct the fundraiser listed for Spring, 2017.

Race to Education

The administration recommends that the Board of School Directors approve the Newville Elementary School PTO fundraiser listed for Spring, 2017, as presented.

c. Facilities Utilization Request

Mr. Scott Anderson is requesting permission to use the high school soccer field from 1:00 p.m. - 4:00 p.m., retroactive to April 9, & 23, 2017, and moving forward on April 30, 2017, May 7, 14, 21, 2017, June 8 & 18, 2017, for Big Spring U-19 Boys Soccer. 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., retroactive to April 9, & 23, 2017, and moving forward on April 30, 2017, May 7, 14, 21, 2017, June 8 & 18, 2017, for Big Spring U-19 Boys Soccer, as presented.

d. Proposed Updated Policy

The administration has submitted the updated policy listed and a copy is include with the agenda.

913 Nonschool Organizations/Groups/Individuals

The administration recommends that the Board of School Directors approve the policy as presented.

e. Approval for Mathematics National Honor Society

The administration received a request from Mr. William August, High School Principal to create a new student activity account for the Mathematics National Honor Society. Information regarding the new account is included with the agenda.

The administration recommends the Board of School Directors approve the new student activity account for the Mathematics National Honor Society under the supervision of the High School Principal.

New Business - Action Items

f. Approval of the Special Education Services Contract with the Capital Area Intermediate Unit

The Capital Area Intermediate Unit (CAIU) provides special education services to the District. These services help support Big Spring School District's special education population. The proposed 2017-2018 CAIU Special Education Contract has been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The contract is included with the agenda.

The administration recommends the Board of School Directors approve the contract for CAIU special education services for the 2017-2018 school year at a cost of \$83,896.00 and authorize to sign the contract and take all necessary steps to implement the contract.

g. Approval of Therabilities Speech, Occupational Therapy and Physical Therapy Agreements

The proposed Therabilities Speech Agreement, Occupational Therapy and Physical Therapy Agreements have been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The agreements are included with the agenda.

The administration recommends that the Board of School Directors approve the 2017-2018 agreements as presented

h. Approval of Vista Outreach Services Agreement

The proposed Vista Outreach Services Agreement which provides autism support services for students has been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the 2017-2018 Vista Outreach Services Agreement, as presented.

i. Approve 2017-2018 Proposed Final Budget

The Board is required to take action to designate a proposed final budget at least 30 days before final budget adoption scheduled for June 5, 2017. This proposed budget must be available for public inspection 20 days prior to the final adoption and advertised 10-days prior. The administration, working with the Board's Finance Committee, is recommending a budget of \$49,578,271 for expenditures with general fund revenues of \$49,393,201 requiring the use of \$185,070 from general fund balance.

Proposed real estate taxes are:

| | | |
|---------------------------|----------------|------------------|
| Prior yr millage rate | 13.7004 | |
| Prior yr tax on \$100,000 | \$1,370 | |
| New millage | 14.1380 | (3.19% increase) |
| 2015/16 Tax on \$100,000 | \$1,414 | |
| Tax increase on \$100,000 | \$ 44 | |

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$49,578,271 for the 2017-2018 school year with a tax rate of 14.1380 mills.

New Business - Action Items

j. Approve Payment From Stadium and Track Project Fund

The District received an invoice for payment from Horst Excavating for the Track Project of \$159,182.55.

The administration recommends that the Board of School Directors approve the payment of \$159,182.55 from the Stadium and Track Project Fund to Horst Excavating, as presented.

k. Approve Proposal From S&S Flooring to Replace MS Gym Floor

The replacement of the MS Gym floor is included in the current NV renovation project. With the MS closed during the summer for roof replacement, it made sense to see if we could move the floor replacement forward to 2017. The Director of Buildings & Grounds obtained three quotes from vendors to install a wood floor over top of the existing floor; S&S Flooring submitted the best proposal at \$80,600 using the COSTARS contract. This is funded via the NV project bond, the original estimate for this was \$220,731 to demo/replace the existing floor.

The administration recommends the Board of School Directors accept the proposal from S&S Flooring to install a new MS gym floor at a cost not to exceed \$83,600. Payment will be from the Newville Renovation Project Fund. The administration is authorized to sign the appropriate documents to complete the project.

l. Approve Funding of E-Rate Category 2 Project

As briefed during the Committee of the Whole, Mr. Krepps has designed a plan to renovate the District's network infrastructure using the District's 5-year allowance of E-Rate funding. With a total cost of \$518,996, the District's share of the project is \$250,000.

The administration recommends the Board of School Directors approve the E-Rate plan as submitted and the payment of the entire project up front from the Capital Project Reserve Fund with subsequent reimbursement to be returned to the fund.

13. New Business - Information Item

a. Proposed Updated Policy

The administration has submitted the updated policy listed for Board review. After the policy has been reviewed by the Board of School Directors the administration will present the policy for Board approval at the May 8, 2017 Board meeting.

800 Records Management

b. Mission One – Source4Teachers

The Big Spring School District has worked with Mission One over the course of the 2016-2017 school year to provide substitutes and temporary staffing for various positions throughout the District. Given the positive experience with the organization, the administration will be engaging in further discussions with Mission One – Source4Teachers for staffing needs throughout the District.

c. Purchase of Scissors Lift

As part of the investigation into a new floor in the Middle School gym, all vendors brought up the concern of using a heavy lift on wood floors, not only in the MS but also the High School and Mt. Rock. The Director of Buildings and Grounds researched a suitable lift and obtained several quotes. Attached is the best, using COSTARS. The administration is researching funding via capital project fund.

New Business - Information Item

d. Election of Officers

Section 404 of the Public School Code of 1949 states that annually during the month of May, a treasurer is to be elected to serve for one year, beginning the first day of July following such election, and every four years thereafter, a secretary is to be elected for a term of four years. This is an information item regarding the election of these officers which will take place at the May 8, 2017 Board meeting.

14. Future Board Agenda Items

15. 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. Building and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall
- e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall
- 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

16. Meeting Closing

- a. Business from the Floor
- b. Public Comment Regarding Future Board Agenda Items
- c. Adjournment

Meeting adjourned at _____ PM, **April 24, 2017.**

Next scheduled meeting is: **May 8, 2017**