



## MAY 2, 2016 BOARD MEETING

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### 1. Opening Meeting

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

### 2. Approval of Minutes

Approval of the April 18, 2016 Regular Board Meeting Minutes and the April 18, 2016 Committee of the Whole Meeting Minutes.

### 3. Recognition of Elementary Quiz Bowl Winner

The Elementary Quiz Bowl tournament between Oak Flat, Mt. Rock and Newville Elementary Schools took place in the Big Spring School District on Saturday, March 19th. Newville Elementary had two teams that made it to the final round which declared them the Quiz Bowl winners for the 2015-2016 school year. Mrs. Clarissa Nace, Newville Elementary Principal will recognize the students and coaches who participated in the competition.

#### **Coach - Mr. Spears**

#### **Team - Bulldog Buzzer Beaters**

Alexis Clouse  
Jadyn Klinger  
Andrew Malick  
Adam O'Leary  
Jack Spears

#### **Coach - Ms. Houser**

#### **Team - Bright Braniacs**

Sabrina Clavey  
Clayton Hetrick  
Emylenn Howell  
Catherine Miller  
Sloane O'Malley  
Jonathan Rife

### 4. Recognition of Vocational-Technical School Students of the Quarter

Mr. William August, High School Principal, will recognize those Vocational-Technical students who have earned "Student of the Quarter" awards for the third quarter of the 2015-2016 school year.

Grade 9	Nathan Bear	American Studies
Grade 9	Haylei Kelley	Horticulture & Landscaping
Grade 9	Weston Starner	Automotive Technology
Grade 10	Gage Garman	Diesel Technology
Grade 10	Andrew Mellott	Automotive Collision Technology
Grade 10	Austin Negley	World Studies
Grade 11	Joshua Jenkins	Electronics Technology
Grade 11	Dylan Reidel	Electrical Construction & Maintenance
Grade 12	Lars Stoner	Automotive Technology

**5. Recognition of Students of the Quarter**

Mr. William August, will also recognized those students who have earned academic achievement awards for the third quarter for the 2015-2016 school year.

**Physical Education/Health**

Grade 9 Cambree Darr  
Grade 10 Shane Busser  
Grade 11 Caroline Deihl  
Grade 12 Tiffany Scalavino

**Social Studies**

Grade 9 Seth Franklin  
Grade 10 Theodor Magee  
Grade 11 Madison Frick  
Grade 12 Richard Clapper

**Science**

Grade 9 Skylar Diehl  
Grade 10 Zoe Marinacci  
Grade 11 Korrin Henneman  
Grade 12 Joshua Line

**Technical Education**

Grade 9 Zachary Hasco  
Grade 10 Robert Clapper  
Grade 11 Logan Bloser  
Grade 12 Richard CLapper

**6. Student/Staff Recognition and Board Reports – Kenny Blessing & Morganne Frampton**

**7. Financial Reports**

**a. Payment of Bills**

General Fund		
Procurement Card	\$	29,188.78
Checks/ACH/Wires	\$	1,044,437.75
Capital Projects	\$	20,650.89
Stadium & Track Projects	\$	2,880.00
Cafeteria Fund	\$	56.30
Student Activities	\$	29,492.88
<b>Total</b>	<b>\$</b>	<b>1,126,706.60</b>

Motion to approve the payment of bills as presented.

**8. Reading of Correspondence**

**9. Recognition of Visitors**

**10. Public Comment Period**

**11. Structured Public Comment Period**

**12. Old Business**

**13. New Business**

## 14. Personnel Items - Action Items

### a. Resignation - Title I Coordinator

Ms. Kelly Bales has submitted her resignation as the Title I Reading Coordinator, effective June 7, 2016.

The administration recommends that the Board of School Directors approve Ms. Bales' resignation as the Title I Reading Coordinator, effective June 7, 2016.

### b. Resignation - Induction Coordinator

Ms. Deborah Whitmoyer has submitted her resignation as the Induction Coordinator, effective June 7, 2016.

The administration recommends that the Board of School Directors approve Ms. Whitmoyer's resignation as the Induction Coordinator, effective June 7, 2016.

### c. Resignation - Assistant Reading Department Chairperson

Mrs. Jennifer Roberts has submitted her resignation as the Assistant Reading Department Chair, effective June 7, 2016.

The administration recommends that the Board of School Directors approve Mrs. Roberts' resignation as the Assistant Reading Department Chair, effective June 7, 2016.

### d. Resignation - Dance Team Coach

Ms. Kate Nade has submitted her resignation as the Dance Team Coach, effective May 16, 2016.

The administration recommends that the Board of School Directors approve Ms. Nade's resignation as the Dance Team Coach, effective May 16, 2016.

### e. Leave Without Pay

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. Shawna Chamberlin is requesting a half-day of leave without pay on May 2, 2016.

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

### f. Questeq Employees

The administration request permission to move forward with the recommendations for the additional Questeq employees listed.

Joshua Nesmith - Multimedia Support Coordinator  
Michael McCollough - Technology Specialist III

## Personnel Items - Action Items

### g. Additional Bus Driver

The administration recommends that the Board of School Directors approve the additional bus driver listed, pending all required paperwork.

**Chandra Bechtel**

### h. School Nurse Recommendation

#### Education:

Millersville University - School Nurse Certification  
Indiana University of PA - Bachelors of Science in Nursing

#### Experience:

Pinnacle Health System - Registered Nurse  
Select Specialty Hospital - Registered Nurse  
Harrisburg Academy - Certified School Nurse

The administration recommends that the Board of School Directors appoint Ms. Julie Eddy to serve as the High School Nurse replacing Mrs. Carol Madden who is retiring. Ms. Eddy's compensation for this position should be established at Bachelor's Degree, Step 1, at \$48,142.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

### i. Head Cheerleader Coach Recommendation

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as the Head Cheerleader Coach.

**Cecelia Zukauckas**

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

## 15. New Business - Action Items

### a. Grant Recommendation - PPG Industries Foundation Grant

Mr. Kevin Roberts, Assistant Superintendent received communication from the PPG Industries Foundation regarding the District being awarded a \$2500 grant to support a STEM Program called Club Invention. This will be an after school program which will take place during the 2016-2017 school year. The projected duration of the program will be 20 lessons and the goal will be to include over forty students in fifth and sixth grades.

The administration recommends that the Board of School Directors approve the PPG Industries Foundation grant as presented.

## New Business - Action Items

### b. Grant Recommendation - PMEA Mini-Grant

Mrs. Robyn Euker, Director of Curriculum and Instruction would like to pursue a PMEA mini-grant of \$1000 requested by Mr. Adam Nobile, Music/Band Director. The grant will allow Mr. Nobile to pursue a one day High School Concert Band Camp on a Saturday in the fall, 2016. The event will bring together local clinicians and students to refine their practice and musicianship. The proposed camp will focus on experts working with the individual sections as well as focusing on performance as an ensemble.

The administration recommends that the Board of School Directors approve Mrs. Euker's request to move forward with the PMEA mini-grant application as presented.

### c. Approval for Lenovo Lease Agreement

With the approval to move forward at the last Board meeting, the administration submitted a purchase order for 282 devices and initiated a request for lease paperwork (included with agenda).

The administration recommends the Board of School Directors approve the 38-month lease for 282 Lenovo ThinkPads to replace the existing teacher device lease at an annual cost of \$97,012 and authorize the Business Manager to sign the lease and associated paperwork.

### d. Approval for Participating Agreement for Enrollment for Education Solutions

With the purchase of Windows based student devices, it is more efficient and cheaper to convert to an annual subscription service than maintain individual licenses for each program/device. This is a 3-year agreement that requires annual enrollment and payment. Until May 29, Microsoft is offering 50% off the first year. A copy of the agreement and pricing worksheet is in the agenda.

The administration recommends the Board of School Directors approve the Microsoft Participation Agreement for 2016/17 at a cost of \$13,812.35 and the administration is authorized to sign the agreement and take all necessary steps to implement the contract.

### e. Approval for 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 6, 2016. 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 \$48,305,439 for expenditures with general fund revenues of \$48,100,847 requiring the use of \$204,592 from general fund balance.

Proposed real estate taxes are:

Prior yr millage rate	13.2885	
Prior yr tax on \$100,000	\$1,329	
<b>New millage</b>	<b>13.7005</b>	(3.1% increase)
2015/16 Tax on \$100,000	\$1,370	
Tax increase on \$100,000	\$ 41	

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$48,305,439 for the 2016-2017 School Year with a tax rate of 13.7005 mills.

**New Business - Action Items**

**f. Approval for the 2016-2017 Cafe Budget, Meal Prices & Chartwells Contract Renewal**

Included with the agenda is the renewal letter and budget for 2016/17 from Chartwells. It includes a guarantee of \$60,000 operating profit. While down from this year, it does include the amortization of putting the Growler into operation. The Administration fee will increase from \$72,835 to \$73,350; the Management fee from 6.81¢ per meal to 6.89¢ per meal. Meal prices for 2016/17 that are included on the budget are:

<u>Meal</u>	<u>2015/16 Price</u>	<u>2016/17 Price</u>
Elem Lunch	\$2.55	\$2.60
Secondary Lunch	\$2.70	\$2.75
Adult Breakfast	\$2.25	\$2.50
Adult Lunch	\$3.60	\$3.75
Breakfast (all students)	\$1.50	\$1.50
Milk	\$.60	\$.60
Yellow Breeches/Headstart	\$2.80	\$2.90

The administration recommends the Board of School Directors approve the Chartwells budget, contract renewal and meal prices for 2016-2017 food service operations and authorize the administration to sign those documents necessary for renewal of the Chartwells contract.

**g. Approval for Student Accident Insurance for 2016-2017**

A copy of the application for student accident insurance is included with the agenda; these are the same as 2015/16; \$15,570 for athletic policy and the optional (parent purchased) student accident insurance is \$22 for school time and \$88 for 24-hour coverage.

The administration recommends the Board of School Directors approve the Axis Student Accident Insurance policy as submitted.

**h. Approval for Change in Life Insurance Provider**

PSBA submitted a proposal to Provide life insurance coverage for District employees through Assurant Employee Benefits of Wayne PA.

<u>Type</u>	<u>Standard</u>	<u>Assurant</u>
LTD	\$660	\$534
LIFE	\$3,139	\$2,494
AD&D	\$502	\$416
Total	\$4,301	\$3,444
		(\$857)

The administration recommends the Board of School Directors approve the termination of life Insurance policies with Standard Life Insurance Company and accept the PSBA approval for life Insurance policies included with the agenda.

**New Business - Action Items**

**i. Approval for Construction Payment Application - Stadium Project**

WCE approved and forwarded the enclosed payment applications from Ellsworth Electric and Carl Frantz for the stadium project.

The administration recommends the Board of School Directors approve the payment of \$2,880 to Ellsworth Electric, Inc. and \$3,420 to Carl E. Frantz, Inc. from the Stadium and Track Project Fund.

**j. Approval for Construction Payment Application - Capital Project**

WCE submitted the enclosed payment application for services related to the stadium project.

The administration recommends the Board of School Directors approve the payment of \$2,976 to Wolf Consulting Engineers, LLC from the Stadium and Track Project Fund.

**16. New Business - Information Item**

**a. Proposed Adoption of Books**

Mrs. Robyn Euker, Director of Curriculum and Instruction, is recommending the following books to the Superintendent of Schools. The books are available for review in the curriculum office by any member of the Board of School Directors who wishes to review the books, prior to the May 16, 2016, Board of School Directors meeting.

<b>Course</b>	<b>Title</b>	<b>Author</b>	<b>Copyright</b>
French 1-4	Frissons et Chair de Poule	Joseph Conroy	2005
French 4	Le Fantome de l'Opera	Gaston Leroux	1992

**b. Proposed Adoption of 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.

<b>Course</b>	<b>Department</b>
Spanish I	World Language
French I	World Language
Safety/Drivers Ed	Health & Physical Education
Human Sexuality	Health & Physical Education
Body Systems	Health & Physical Education
Chemical Substance Use/Abuse	Health & Physical Education

**c. Proposed Emergency Action Plan**

As part of an ongoing effort to ensure optimal safety measures both during and beyond the school day, the Big Spring School District will be engaging in a complete Emergency Response Plan Evaluation. As part of this evaluation, the Big Spring School District will also be establishing its own School Police Officer (SPO) to coordinate safety operations within the school day and at after school events.

The administration has developed the attached overview of the process for informational purposes and will be engaging in contract discussions with MG Tactical Advantage to serve in a consultative role to support the district in these efforts.

**17. Future Board Agenda Items**

**18. 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. Balsco, Mr. Piper, Mr. Swanson and 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

**19. Meeting Closing**

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

Meeting adjourned at \_\_\_\_\_ PM, **May 2, 2016**.

Next scheduled meeting is: **May 16, 2016**.