



MAY 7, 2018 BOARD AGENDA

1. Opening Meeting

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

2. Approval of Minutes

Approval of the April 16, 2018, Regular Board Meeting Minutes, the April 16, 2018 Committee of the Whole Meeting Minutes and the April 16, 2018 Building and Property Meeting Minutes.

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

4. Election of the Treasurer - One Year Appointment

Election of Officers

Refer to Section 402 and 404 of the Public School Code of 1949

Elected _____

5. Election of Board Secretary - Four Year Appointment

School Boards must appoint a board secretary in May of this year to serve a four-year term beginning July 1, 2018 pursuant to section 404 of the School Code. In code, the secretary position must be an appointment of every four (4) years beginning in May, 1953.

Elected _____

Board Secretary will begin his/her duties July 1, 2018 and run through July 1, 2022.

6. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	48,977.16
Checks/ACH/Wires	\$	1,565,639.66
Capital Reserves	\$	8,902.15
Newville Projects Fund	\$	229,445.37
Cafeteria Fund	\$	0.00
Student Activities	\$	<u>41,707.90</u>
Total	\$	1,894,672.24

Motion to approve the payment of bills as presented.

7. Reading of Correspondence

8. Recognition of Visitors

9. Public Comment Period

10. Structured Public Comment Period

11. Old Business

12. New Business

13. Personnel Items - Action Items

a. Resignation - High School Student Council Co-Advisor

Ms. Mallory Farrands has submitted her resignation as High School Student Council Co-Advisor, effective May 31, 2018.

The administration recommends the Board of School Directors accept Ms. Farrands resignation as High School Student Council Co-Advisor, effective May 31, 2018.

b. Resignation - Part-Time Aide at Oak Flat Elementary School

Ms. Beth Stewart, part-time aide at Oak Flat Elementary School has submitted her letter of resignation, effective the end of the 2017-2018 school year.

The administration recommends the Board of School Directors approve Ms. Stewart's resignation as a part-time aide at Oak Flat Elementary School, effective the end of the 2017-2018 school year.

c. Transfer of Act 93 Personnel

The administration will transfer the Act 93 employee whose name is listed below for the 2018-2019 school year. This transfer is in accordance with Board Policy 309, Assignment and Transfer.

Mrs. Clarissa Nace from Newville Elementary School Principal to Middle School Principal

The administration recommends that the Board of School Directors approve the Act 93 employee transfer as presented with the commensurate salary as determined by the upcoming Act 93 Administrators agreement.

Personnel Items - Action Items

d. Transfer of Professional Personnel

The administration will transfer the professional employees whose names are listed below for the 2018-2019 school year. These transfers are in accordance with Board Policy 309 and section 5.05 of the Collective Bargaining Agreement with the Big Spring Education Association.

Bayley Leonard from third grade at Newville Elementary to fourth grade at Newville Elementary
Heidi Badda from fifth grade at Newville Elementary to third grade at Newville Elementary
Rita Brechbiel from fourth grade at Oak Flat Elementary to fifth grade at Oak Flat Elementary
Sara VanderHeijden from third grade at Oak Flat Elementary to fourth grade at Oak Flat Elementary
Therese Yilek from first grade at Mount Rock Elementary to Kindergarten at Mount Rock Elementary

The administration recommends the Board of School Directors approve the professional employee transfers, as presented.

e. Elementary Teacher Recommendation - Casey Dombroski

Education:

Lebanon Valley College - Bachelor's Degree, Early Childhood/Special Education

Experience:

Substitute Teacher/Camp Counselor - Dickinson College's Children Center

Substitute Teacher - Hershey Primary Elementary School, Grade 2

Student Teacher - South Lebanon Elementary School K-2, Life Skills Support

The administration recommends the Board of School Directors appoint Ms. Casey Dombroski to serve as a third grade teacher at Oak Flat Elementary School for the 2018-2019 school year, replacing Ms. Sara VanderHeijden who has transferred. Ms. Dombroski's compensation for this position should be established at Bachelor's Degree, Step 1, at \$51,169.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

f. Elementary Teacher Recommendation - Melissa Sheffer

Education:

Millersville University - Bachelor's Degree, Early Childhood/Special Education

Experience:

Early Childhood Student Teacher - York Haven Elementary School

Learning Support Teacher Assistant - Paradise Elementary School

Kindergarten Teacher Assistant - York Haven Elementary

Teacher Assistant, STEM Practicum YWCA

The administration recommends the Board of School Directors appoint Ms. Melissa Sheffer to serve as a fifth grade teacher at Newville Elementary School for the 2018-2019 school year, replacing Ms. Heidi Badda who has transferred. Ms. Sheffer's compensation for this position should be established at Bachelor's Degree, Step 1, at \$51,169.00 based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

g. Elementary Teacher Recommendation - Jessica Maser

Education:

Shippensburg University - Early Childhood/Elementary Education PreK-4

Experience:

Long-Term Substitute Second Grade Teacher - Newville Elementary School

Long-Term Substitute Third Grade Teacher - James Burd Elementary School

The administration recommends the Board of School Directors appoint Ms. Jessica Maser to serve as a first grade teacher at Mount Rock Elementary School for the 2018-2019 school year, replacing Ms. Theresa Yilek who has transferred. Ms. Maser's compensation for this position should be established at Bachelor's Degree, Step 1, \$51,169.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

h. Middle School Mathematics Teacher - Bethann Hollander

Education:

York College of Pennsylvania - Bachelor's Degree Secondary Mathematics

Experience:

Long-Term Substitute Teacher - Central York High School

Substitute Teacher - Dover Area Intermediate and High School

The administration recommends the Board of School Directors appoint Ms. Bethann Hollander to serve as a Middle School Mathematics Teacher for the 2018-2019 school year. Ms. Hollander's compensation for this position should be established at Bachelor's Degree, Step 1, \$51,169.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

i. High School Technology Education Teacher Recommendation - Anthony Casella

Education:

Shippensburg University - Master of Arts Education

Rowan University - Bachelor of Science Industrial Technology

Widener University - Master of Science Industrial Management

Experience:

Long-Term Substitute High School Technology Education - Big Spring School District

Substitute Teaching - Source4Teachers

The administration recommends the Board of School Directors appoint Mr. Anthony Casella to serve as a High School Technology Education for the 2018-2019 school year, replacing Mr. Dwain Messersmith who has resigned. Mr. Casella's compensation for this position should be established at Master's Degree, Plus 15, Step 1, at \$57,069.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

j. Approval for Extended School Year (ESY) Staff Appointments

Ms. Abigail Leonard, Assistant Supervisor of Special Education would like to recommend the staff listed for the 2018 ESY Summer Program.

Professional Staff

Maria Boyd - LSS Teacher
Megan Hall - MDS Teacher
Alexa Moran - LS Teacher
Jessica Sprecher - LS Teacher
Amanda Webber - Speech Clinician
Julie Tigyer/Veronica Saylor – Nurse

Paraprofessional Staff

Lonnie Fahnestock - Aide
Theresa Stum - Aide
Joan Ellis - Aide
Two additional Mission1 positions, the District substitute aide contractor.

The administration recommends the Board of School Directors approve the appointments of the above listed ESY staff, as presented.

k. Approve 2018 Summer Hire List

The Director of Building and Grounds and Technology Director has selected the 2018 summer hire staff which is included with the agenda.

The administration recommends the Board of School Directors approve the summer hire list and the hourly wage, as presented.

14. New Business - Action Items

a. Credit Pay

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

Stacey Gibb	\$ 900.00
Kelsey Hernjak	\$ 1,380.00
Abigail Leonard	\$ 1,800.00
Crystal Martin	\$ 900.00
Emily Moyer	<u>\$ 1,470.00</u>
Total	\$ 6,450.00

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.

New Business - Action Items

b. Approval of Accepting an MedTronics AED Donation

The Peyton Walker Foundation would like to donate a MedTronics AED to the Big Spring School District to assist with the replacement of old machines.

The administration recommends the Board of School Directors approve the AED donation from the Peyton Walker Foundation, as presented.

c. Approval of the Lifetouch Agreement

Dr. Kevin Roberts, Jr., Assistant Superintendent has reviewed the three year Lifetouch School Portrait Agreement and would like to request permission to accept the Lifetouch Agreement for the 2018-2019, 2019-2020 and 2020-2021 school years.

The administration recommends the Board of School Directors approve the three year Lifetouch School Portrait Agreement, as presented.

d. Approval for Proposed Updated Policies

The administration has submitted the updated policies and copies are included with the agenda.

Policy 105 Curriculum

Policy 138 Language Instruction Educational Program for English Learners

Policy 239 Foreign Exchange Students

The administration recommends the Board of School Directors approve the policies, as presented.

e. Accept Mt Rock ES Abatement Bids

The District accepted bids for both the Mt. Rock and Middle School Abatement Projects on 24 April with the results shown below:

Bid Opening: 4/24/2018

MR Abatement Bid Results

<u>Company</u>	<u>MR Base Bid</u>	<u>SQ Tile</u>	<u>SF Tile/Mastic</u>	<u>Remobilization</u>
CES	\$44,924.00	\$3.00	\$10.00	\$1,800.00 withdrawn
First Capital	\$48,400.00	\$1.50	\$3.00	\$1,000.00 ✓
American Abatement	\$51,800.00	\$4.00	\$6.00	\$1,200.00
RL Abatement	\$53,000.00	\$2.00	\$4.00	\$600.00
Prism	\$59,927.00	\$2.20	\$3.60	\$2,000.00
Natalie Excavation	\$74,749.00	\$4.00	\$5.15	\$2,000.00
Environmental Assurance	\$87,500.00	\$3.50	\$4.25	\$3,750.00

Subsequent to the bid opening, CES withdrew from the MR project because our schedule is too tight for them to work it into their schedule for the summer. The second bidder, First Capital has confirmed they can meet the MR schedule. Our Solicitor approved the change.

The administration recommends the Board of School Directors accept the bid from First Capital, Inc. for the Mt. Rock Abatement Project at a cost of \$48,400.

New Business - Action Items

f. Discussion of Middle School Abatement Bids

At the request of the Solicitor, we sent a letter requesting additional information from Natalie and American Abatement for the Middle School Project. The Solicitor reviewed the additional information provided by both Natalie and American Abatement; he is requesting additional information from Natalie based on their incomplete response.

MS Abatement Bid Results

<u>Company</u>	<u>MS Base Bid</u>	<u>Wall Insul /SF</u>	<u>Tile-Mastic/SF</u>	<u>Remove Aud Seats</u>
Natalie Excavation	\$39,120.00	\$25.50	\$4.50	\$4,500.00 in review
American Abatement	\$52,200.00	\$6.00	\$4.00	\$9,000.00 ✓
RL Abatement	\$69,000.00	\$7.00	\$4.00	\$4,800.00
Prism	\$189,927.00	\$20.00	\$3.60	\$11,000.00
Environmental Assurance	\$256,500.00	\$11.30	\$4.39	\$5,500.00

g. Accept Bids for the Pedestrian Safety Improvement Project

From Michael Baker Intl: We recommend accepting the bid and awarding the project to Rogele when final Grant agreement is received from PennDOT. In addition we recommend accepting at a minimum Option 1 and Option 2 Alternates since the project includes a network connection to all new signals which will allow the signals to be controlled (reset for summer break, changed for days off, changed for delay, etc.) through the schools network system. The administration concurs with this; the total additional cost to Big Spring will be \$202,138.60. The PennDOT grant will be \$525,000.

The administration recommends the Board of School Directors accept the base bid from Rogele along with alternates 1 and 2 for a total construction cost of \$676,408 and authorize the administration to sign contract documents once PennDOT has approved the grant.

h. Approval of Newville Change Orders

The administration received the following change order requests for approval of the Newville renovation project:

CO#	From	Description	Amount
2	Lobar GC	Stair Tread Change plus grit tape	\$717.59
2	Lobar Elect	Add exterior outlet and move interior	in revision
4	Lobar GC	Credit for existing hardware etc.	(\$15,436.80)
5	Lobar GC	remove old/install new door frame	\$2,400.48

The administration recommends the Board of School Directors approve the change order 2, 4 & 5 from Lobar, Inc. (GC).

New Business - Action Items

i. Approve Payment of the Mt. Rock Partial Roof Replacement Project from Capital Project Reserve Fund

The Board accepted Tecta America's bid for the Mt Rock Partial Roof Replacement bid of \$1,145,000 plus \$10,000 for additional duct-work coating for a total of \$1,155,000. This project was originally funded as part of the 2018 Bond. After reviewing the 2019 projects, the administration recommends this roof project funding be switched to the Capital Projects Reserve fund.

The administration recommends the Board of Directors approve funding of the Mt. Rock Partial Roof Replacement project from the Capital Project Reserve Fund.

j. Approval of Payments from Capital Projects Reserve Fund

The administration received the invoices listed below.

<u>From</u>	<u>Description</u>	<u>Amount</u>
PrismWorks Tech Inc	Storage Array	\$58,567.00
PrismWorks Tech Inc	Servers	\$27,892.00
Questeq	Wifi Access Points	\$4,902.00

The administration recommends the Board of School Directors approve the payments of \$58,567.00 to PrismWorks Tech Inc., \$27,892.00 to PrismWorks Tech Inc., and \$4,902.00 to Questeq from the Capital Projects Reserve Fund.

k. Approval of Payments from the Newville Projects Fund

The administration received the invoices listed for payment.

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Lobar, Inc. (Elect)	PayApp#3	\$14,609.56	\$874,007.00
Mann Plumn. & Heat., LLC	Pay App #2	\$96,547.00	\$312,183.50
CR & Associates	Inv#18	\$12,051.74	\$51,479.05
CRA	Inv#3	\$44,746.50	\$16,881.20
N.Newton Twnshp	Engineering Fees	\$1,965.50	

The administration recommends the Board of School Directors approve the payments of \$14,609.56 to Lobar, Inc., \$96,547.00 to Mann Plumbing & Heating, LLC, \$56,798.24 to Crabtree, Rohrbaugh & Associates and \$1,965.50 to North Newton Township.

l. Discuss Scheduled of Values for the Mt Rock & Middle School Projects

At its last meeting the Board accepted the bids for the 2018 Mt. Rock, Middle School and High School projects. Since then, CRA collected the schedule of values for the projects and met with the Building & Property Committee on Tuesday, May 1st. If the District desires to delete anything from the projects, we must notify CRA to remove them prior to drawing up contracts.

15. New Business - Information Item

a. Tenure Status

The following professional employee has completed the required years of service as temporary professional employees and have earned tenure based on their satisfactory performance.

Ms. Molly Kordes - Mt. Rock Elementary Grade Three Teacher

Additional information regarding the professional employee has been prepared by Mrs. Karen Ward, Mt. Rock Elementary School Principal.

b. 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 21, 2018, Board meeting.

Policy 218.2 Terroristic Threats/Acts

16. Future Board Agenda Items

17. Board Reports

a. District Improvement Committee - Mr. Kanc and Mr. Over

b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl

c. Vocational-Technical School - Mr. Wolf and Mr. Piper

d. Building and Property Committee - 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 - April Enrollment Report

18. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **May 7, 2018.**

Next scheduled meeting is: **May 21, 2018.**