

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, MAY 9, 2011

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 18, 2011 REGULAR BOARD MEETING MINUTES, THE APRIL 18, 2011 BUILDING AND PROPERTY MEETING MINUTES AND THE APRIL 18, 2011 COMMITTEE OF THE WHOLE MEETING MINUTES.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report - Alyssa Jones/Joey Brown

VI. TREASURER'S REPORT

VII. PAYMENT OF BILLS

General Fund	918,924.39
Capital Projects	18,948.25
Student Activity/Miscellaneous Fund	6,745.43
Total	944,618.07

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

1) Volunteer Coach

(ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as volunteer wrestling coach for the 2011-2012 school year.

Scott Braderman

The administration recommends that the Board of School Directors approve the recommendation of Mr. Braderman as volunteer wrestling coach for the 2011-2012 school year.

2) Additional Per Diem Substitute Teachers

(ACTION ITEM)

**Douglas Lowery
Annabelle Myers**

**Physical Education/Sports Management
French**

The administration recommends that the Board of School Directors approve the additions of Douglas Lowery and Annabelle Myers to the 2010-2011 per diem substitute teacher list as presented.

A. PERSONNEL CONCERNS (. . . continued)

3) Odyssey of the Mind Coach

(ACTION ITEM)

The individual whose name is listed below is recommended to serve as the High School Odyssey of the Mind Coach for the 2010-2011 school year.

Carol Schutt

The administration recommends that the Board of School Directors approve the appointment of Ms. Carol Schutt as presented.

(ACTION ITEM)

4) Ms. Amy Henry, Middle School Guidance Counselor has submitted her letter of resignation as Middle School Student Council Advisor, effective the conclusion of the 2010-2011 school year.

A copy of Ms. Henry's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Ms. Henry's resignation as Middle School Student Council Advisor, effective the conclusion of the 2010-2011 school year.

(ACTION ITEM)

5) Mrs. Jacquie Gensel, learning support aide at the middle school has submitted her letter of resignation, retroactive to April 27, 2011.

A copy of Mrs. Gensel's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Gensel's resignation as learning support aide at the middle school, retroactive to April 27, 2011.

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

- 6) **Mrs. Denise Hoch**, grade one teacher at Newville Elementary School has submitted her letter of resignation for the purpose of retirement, effective the conclusion of the 2010-2011 school year. Mrs. Hoch's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Hoch is entitled to a severance allowance in the amount of \$6,825.00, under option #1.

Option #1:

$$32.5 \text{ years of service} \times \$210.00 = \$6,825.00 \\ (\$14,500.00 \text{ maximum})$$

Option #2:

$$27 \text{ unused sick leave days} \times \$76.00 = \$2,052.00 \\ (\$14,500.00 \text{ maximum})$$

The administration recommends that the Board of School Directors accept Mrs. Hoch's letter of resignation for the purpose of retirement and her severance allowance of \$6,825.00 as presented.

(ACTION ITEM)

- 7) **Mrs. Stasia Rhine**, grade two teacher at Newville Elementary School, submitted her letter of resignation for the purpose of retirement effective the conclusion of the 2010-2011 school year and the Board of School Directors accepted Mrs. Rhine's resignation at the April 18, 2011 meeting of the Board of School Directors. Mrs. Rhine's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Rhine is entitled to a severance allowance in the amount of \$14,288.00, under option #2.

Option #1:

$$39 \text{ years of service} \times \$210.00 = \$8,190.00 \\ (\$14,500.00 \text{ maximum})$$

Option #2:

$$188 \text{ unused sick leave days} \times \$76.00 = \$14,288.00 \\ (\$14,500.00 \text{ maximum})$$

The administration recommends that the Board of School Directors accept Mrs. Rhine's severance allowance of \$14,288.00 as presented.

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

- 8) **Mrs. LuAnn Barrick**, learning support aide at the High School, submitted her letter of resignation for the purpose of retirement effective the conclusion of the 2010-2011 school year and the Board of School Directors accepted Mrs. Barrick's resignation at the April 18, 2011 meeting of the Board of School Directors. Mrs. Barrick's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Barrick is entitled to a severance allowance in the amount of \$2,625.00, under option #1.

Option #1:

15 years of service X \$175.00 = \$2,625.00
(\$9,500.00 maximum)

Option #2:

0 unused sick leave days X \$50.00 = \$0.00
(\$9,500.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Barrick's severance allowance of \$2,625.00 as presented.

(ACTION ITEM)

- 9) **Mrs. Judith Creps**, High School Guidance Counselor is requesting one day leave without pay for May 27, 2011.

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' request for one day leave without pay as presented.

(ACTION ITEM)

- 10) **Mrs. Courtney Moore**, English Teacher at the High School is requesting one day leave without pay, retroactive to April 28, 2011.

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. Moore's request for one day leave without pay as presented.

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

- 11) **Mrs. Marie Nye**, Elementary Title I Reading Teacher is requesting one half-day leave without pay, retroactive to April 28, 2011.

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. Nye’s request for one half-day leave without pay as presented.

(ACTION ITEM)

- 12) **Mrs. Karen Showaker**, Middle School Family Consumer Science Teacher is requesting one day leave without pay, retroactive to April 25, 2011.

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. Showaker’s request for one day leave without pay as presented.

- 13) **Summer Maintenance Area Workers**

(ACTION ITEM)

The individuals listed are recommended to serve as summer maintenance area workers during the summer of 2011.

Danielle Gibb	Maintenance
Hunter Bailey	Maintenance
Saul Cohick	Maintenance
Pat Mowers	Interior Painting Crew Chief
Mary Stonebraker	Interior Painting Crew Chief

The administration recommends that the Board of School Directors approve the individuals listed to serve as summer maintenance area workers during the summer of 2011, pending receipt of all required paperwork.

XIII. NEW BUSINESS (. . . continued)

B) Credit Pay

(ACTION ITEM)

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

Jason Artz	\$ 1,185.00
Matthew Brinkman	\$ 2,709.00
Jesse Deutsch	\$ 981.00
Justine Sieg	<u>\$ 1,200.00</u>
Total	\$ 6,075.00

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) Permission to Attend Cheerleading Summer Camp

(ACTION ITEM)

Ms. Tracey Feldbauer, Head Cheerleading Coach, is requesting Board approval for the High School Cheerleaders and coaches to attend the UCA Summer Cheerleading Camp at Frostburg State University in Maryland from July 30 - August 1, 2011.

All expenses are paid for by the respective teams and/or individual student athletes.

The administration recommends that the Board of School Directors approve Ms. Feldbauer's request for High School Cheerleaders and coaches to attend the summer team camp as presented.



D) Permission to Host a Field Hockey Camp

(ACTION ITEM)

Mrs. Carol Kuntz is requesting permission to host a girl's field hockey camp from June 27 - June 30, 2011 at the Big Spring High School Complex.

Information is included in the agenda.

The administration recommends that the Board of School Directors approve the request to host girl's field hockey camp from June 27 – June 30, 2011 at the Big Spring High School Complex.



XIII. NEW BUSINESS (. . . continued)**E) Permission to Host a Dog Day Wrestling Camp****(ACTION ITEM)**

Mr. Kemal Pegram, Head Wrestling Coach is requesting permission to host a Dog Day Wrestling Camp from July 5 – July 7, 2011 at the Big Spring High School Complex.

Information is included in the agenda.

The administration recommends that the Board of School Directors approve the request to host Dog Day Wrestling Camp from July 5 – July 7, 2011 at the Big Spring High School Complex.

F) Facilities Utilization Request**(ACTION ITEM)**

Mr. Larry Jones, Newville Wrestling Association is requesting permission to use the high school gym, commons and concession stand for a wrestling tournament on May 15, 2011, from 6:30 a.m. through 5:00 p.m. Because the utilization dates are on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Jones' request to use the high school gym, commons and concession stand as presented.

G) Case I of 2010-2011**(ACTION ITEM)**

The parents of the student in Case I of 2010-2011 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case I of 2010-2011 school year for a period of forty-five (45) days. The student will be placed in an Alternative Placement during these forty-five (45) days. During the period of exclusion, the student is not permitted on school property at any time for any reason.

H) Summer School Subjects and Personnel**(ACTION ITEM)**

Mr. Kevin Roberts, Director of Curriculum and Instruction and Educational Technology, has organized staffing and summer school sessions for elementary and high school levels.

Information is included with the agenda.

The administration recommends that the Board of School Directors approve the proposed summer school sessions, subjects and staffing as presented.

XIII. NEW BUSINESS (. . . .continued)

I) Contractor Payments for Newville Project – Construction Fund (ACTION ITEM)

McKissick Associates reviewed the payment applications for work performed on the Newville Addition & Renovation project. These payments will come from the Newville Construction Fund. This will be a closeout payment for Mann. A copy of the completed and notarized payment applications is included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Pay Amount</u>	<u>Balance to Pay</u>
General	eciConstruction, LLC		\$15,449.99
Electrical	MidState Mechanical & Electrical, LLC		\$15,320.00
HVAC	MidState Mechanical & Electrical		\$23,758.34
Plumbing	Mann Plumbing and Heating, LLC	\$3,636.80	0

The administration recommends that the Board of School Directors approve payment from the Newville Project Fund to Mann Plumbing and Heating, LLC. in the amount of \$3,636.80.

J) Bond Parameters Resolution (ACTION ITEM)

At the April 18th meeting, RBCCM and PFM made a presentation and recommendation that the Board consider refinancing its 2006 Bond issue. Under IRS tax law the refunding must be within 90-days of the Bond call date of August 15, 2011. At current rates the District stands to save as much as \$110,000 in a one-time up front savings. The Board directed RBCCM/PFM to return in May with a Parameters Contract for Board approval and signatures. Included in the packet is the Parameters resolution prepared by Stock and Leader (as Bond Counsel) and the purchase agreement provided by RBCCM.

The administration recommends the Board of School Directors approve by resolution the bond issue as specified in the included parameters resolution

K) Resolution of Plainfield Closing (ACTION ITEM)

The administration is requesting Board approval on Resolution #14. The Closing of Plainfield Elementary School, effective at the end of the 2010-2011 school year. The resolution is included with the agenda.

XIII. NEW BUSINESS (. . . continued)**L) Board Emergency Preparedness Policy 805****(INFORMATION ITEM)**

The administration has prepared Board Policy #805, the Emergency Preparedness Policy, and a copy of the draft policy has been included with the agenda.

This is a board information item.

After the draft policy has been reviewed by the Board of School Directors and the administration, the administration will present the policy for Board approval at the May 16, 2011 Board meeting.

M) Proposed Updated Job Description**(INFORMATION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent has made some revisions to the job descriptions listed. A copy of the job descriptions has been included with the agenda.

High School Principal
Middle School Principal
Middle School Assistant Principal
Elementary Principal
Special Education Department Chairperson

After the job descriptions have been reviewed by the Board of School Directors and the administration, the administration will present the updated job descriptions for Board approval at the May 16, 2011 Board meeting.

XIV. FUTURE BOARD AGENDA ITEM**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**
- H) Tax Collection Committee (TCC) – 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 16, 2011