



May 19, 2014

Board of Directors Meeting Agenda

1. Open Meeting

- 1.1 Call to Order (President Wolf)
- 1.2 Pledge to the Flag

2. Approval of Minutes

Approval of the May 5, 2014 Regular Board Meeting Minutes, the May 5, 2014 Committee of the Whole Meeting Minutes and the May 5, 2014 Building and Property Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Samuel Tigyer and Shania Radabaugh

3.1 Recognition of Vocational-Technical School Students of the Quarter

Mr. Steven Smith, high school principal, will recognize those Vocational-Technical School students who earned "Student of the Quarter" awards for the third quarter of the 2013-2014 school year.

Grade 10	Laurel Deihl	Horticulture & Landscaping 1
Grade 10	Isaac Eshenour	Precision Machining Technology 1
Grade 10	Samantha Heckendorn	Advertising Art & Design 1
Grade 11	Justina Carpenter	Cosmetology 2
Grade 11	Andrew Kurnath	Diesel Technology 2
Grade 12	Benjamin Myers	Carpentry 3
Grade 12	Briana Risbon	Criminal Justice 2

3.2 Recognition of Students of the Quarter

Mr. Steven Smith will also recognize those students who have earned the academic achievement award for the third quarter for the 2013-2014 school year.

Art Department

Grade 9 David Stitt
Grade 10 Aubrey Mooney
Grade 11 Meg Ronan
Grade 12 Tabatha Smith

Agriculture Department

Grade 9 Courtney Matthews
Grade 10 Cheyenne Fulton
Grade 11 Lynn Finkenbinder
Grade 12 Christina Kurnath

English Department

Grade 9 Cainan Riccio-Baum
Grade 10 Morganne Frampton
Grade 11 Jordyn Donnelly
Grade 12 Blair Lehamn

Music Department

Grade 9 Megan Baker
Grade 10 Tyler Bennett
Grade 11 Adam Baldoni
Grade 12 Richard Monahan

Science Department

Grade 9 Natalie McNew
Grade 10 Morganne Frampton
Grade 11 Andrew Shriner
Grade 12 Kaitlyn Brough

4. Treasurer Reports

4.1 Treasurer's Fund Report

General Fund	\$	13,776,854.48
Capital Projects	\$	5,241,578.03
Cafeteria Fund	\$	362,161.92
Student Activities	\$	202,274.19
Total	\$	19,582,868.62

4.2 Payment of Bills

General Fund	\$	982,315.55
Capital Projects	\$	25,302.64
Cafeteria Fund	\$	3,769.20
Student Activities	\$	15,636.09
Total	\$	1,027,023.48

4.3 Budget Transfers

The Business Office prepared a budget transfer report for April that is included with the agenda.

5. Reading of Correspondence

6. Recognition of Visitors

7. Public Comment Period

8. Structured Public Comment Period

9. Old Business

10. New Business

11. New Business - Personnel Actions

New Business - Personnel Actions

11.1 Child-Rearing Leave of Absence - Bethany Stanton

Mrs. Bethany Stanton, Learning Support Teacher at Mt. Rock Elementary School is requesting child-rearing leave of absence from approximately June 11, 2014 through approximately the first contracted teacher in-service day for the 2015-2016 school year. 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. Stanton's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately June 11, 2014 through approximately the first contracted teacher in-service day for the 2015-2016 school year.

11.2 Resignation - Krista Boynton

Mrs. Krista Boynton, District Speech Clinician has submitted her letter of resignation as a District Speech Clinician, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Boynton's resignation, effective the end of the 2013-2014 school year.

11.3 Resignation - Tressa Palmateer

Ms. Tressa Palmateer has submitted her letter of resignation as an aide at Oak Flat Elementary School, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Ms. Palmateer's resignation as an aide at Oak Flat Elementary School, effective the end of the 2013-2014 school year.

11.4 Extended School Year (ESY) Staff Appointments

Mr. William Gillet, Supervisor of Special Education would like to recommend the professional staff listed to assist with the 2013-2014 ESY Summer Program.

Emily Bower - Teacher

Christie Katora - Aide

Tammy Holtry - Aide

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

New Business - Personnel Actions

11.5 Classified Personnel Transfer

The administration recommends that the Board of School Directors approve the transfer of the individual listed below.

<u>Employee</u>	<u>From</u>	<u>To</u>
Mrs. Mary Beidel	High School Principal Secretary	Newville Elementary School Secretary

The administration recommends that the Board of School Directors approve the transfer of the above listed individual as presented.

11.6 Middle School Math Teacher

Jennifer Gregoris - Middle School Sixth Grade Math Teacher

Education:

West Chester University - Bachelor's Elementary Education

East Stroudsburg University - Reading Classes (9 Credits)

Fresno Pacific University - Math Classes (36 Continued Ed. Credits)

Experience:

Cumberland County Schools, North Carolina - Middle School Math/Grade Seven

Stroudsburg Area School District - Middle School Teacher 5th/6th Grade

East Stroudsburg Area School District - Fourth Grade Teacher

The administration recommends that the Board of School Directors appoint Mrs. Gregoris to serve as Middle School Sixth Grade Math Teacher beginning the 2014-2015 school year, replacing Mrs. Susan Martin who is retiring. Mrs. Gregoris' compensation for this position should be established at Master's Equivalent, Step 7, \$55,215.00 based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.7 Leave Without Pay - Jolene Regetta

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. Jolene Regetta is requesting one half-day leave without pay, retroactive to April 29, 2014. Mrs. Regetta is also requesting four days leave without pay retroactive to April 30, May 1, May 2 and May 6, 2014 and May 13, 2014 one half-day leave.

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

New Business - Personnel Actions

11.8 Severance - Nancy Bennett

Mrs. Nancy Bennett, full-time Middle School Aide, submitted her letter of resignation for the purpose of retirement effective at the end of the 2013-2014 school year, and the Board of School Directors accepted Mrs. Bennett's resignation at their May 5, 2014 meeting. Mrs. Bennett's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Bennett is entitled to a severance allowance in the amount of \$3,094.00, under option #1.

Option #1: 17 years of service X \$182.00 = \$3,094.00

Option #2: 33.5 unused sick leave days X \$52.00 = \$1,742.00

The administration recommends that the Board of School Directors accept Mrs. Bennett's severance allowance of \$3,094.00 as presented.

11.9 Severance - Marie Rickrode

Mrs. Marie Rickrode, Newville Elementary School Second Grade Teacher, submitted her letter of resignation for the purpose of retirement effective at the end of the 2013-2014 school year, and the Board of School Directors accepted Mrs. Rickrode's resignation at their April 7, 2014 meeting. Mrs. Rickrode's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Rickrode is entitled to a severance allowance in the amount of \$11,412.00, under option #2.

Option #1: 25 years of service X \$230.00 = \$5,750.00

Option #2: 158.5 unused sick leave days X \$72.00 = \$11,412.00

The administration recommends that the Board of School Directors accept Mrs. Rickrode's severance allowance of \$11,412.00 as presented.

11.10 Resignation - Colleen Seibel

Ms. Colleen Seibel has submitted her letter of resignation as an aide at Mt. Rock Elementary School, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Ms. Seibel's resignation as an aide at Mt. Rock Elementary School, effective the end of the 2013-2014 school year.

12. New Business Items – Other Actions

12.1 Credit Pay

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

Michael Berry	\$1,260.00
Richard Fry	\$ 500.00
Dwain Messersmith	\$1,311.00
Brandie Shatto	\$1,650.00
Scott Penner	<u>\$1,966.50</u>
Total	\$6,687.50

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, the Act 93 Agreement and the Big Spring School District.

12.2 Case I of 2013-2014

The parents of the student in Case I of the 2013-2014 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 the 2013-2014 school year for a period of thirty (30) days, reduced to fifteen (15) days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason.

12.3 Case J of 2013-2014

The parents of the student in Case J of the 2013-2014 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 J of the 2013-2014 school year for a period of thirty (30) days, reduced to fifteen (15) days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason.

New Business Items – Other Actions

12.4 Case K of 2013-2014

The parents of the student in Case K of the 2013-2014 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 K of the 2013-2014 school year for a period of forty-five (45) days, reduced to thirty (30) days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason.

12.5 Case L of 2013-2014

The parents of the student in Case L of the 2013-2014 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 L of the 2013-2014 school year for a period of forty-five (45) days, reduced to thirty (30) days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason.

12.6 Updated Policy

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

222 Tobacco

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

12.7 Approval of 2014/15 Athletic and Student Accident Insurance

Annually the District provides supplemental insurance to cover athletics (at District expense) and offers student accident insurance to parents. The District is not liable for accidents at school under PA Code and this is a relatively inexpensive way for parents to provide coverage during school time if they do not have their own insurance. There is no change in premiums from last year.

The administration recommends the Board of School Directors approve the proposal from Christian-Baker Co. for Athletic and Student Accident Insurance for the 2014/15 School Year at a cost of \$15,570 for Athletics and the Student coverage at parent expense.

New Business Items – Other Actions

12.8 Approval of 2014/15 Cafe Budget and Chartwells Contract Renewal

Included with the agenda is the renewal letter and budget for 2015 from Chartwells. This includes a 1.5% increase in fees along with a guarantee of \$60,000 profit in operations that does not fully offset other District expenses from the food service fund as shown in the included budget for the food service fund. A summary of Chartwells performance to date is also included.

The administration recommends the Board of School Directors approve the Chartwells budget for 2014/15 food service operations and authorize the administration to sign those documents necessary for renewal of the Chartwells contract for 2014/15.

12.9 Facilities Utilization Request

Mr. Shea Hurley is requesting permission to use Oak Flat softball field, retroactive to May 18, 2014 at 2:00 P.M. for a U-8 Softball game. Because the utilization date was on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Hurley's request to use the Oak Flat softball field, retroactive to May 18, 2014 at 2:00 P.M. for a U-8 Softball game.

12.10 Students Eligible for Early Graduation

Based on successful completion of semester one course work the student listed will be eligible for early graduation for the 2014-2015 school year.

Paige Burrell

The administration recommends that the Board of School Directors approve January, 2015 graduation for the student listed based on their successful completion of all graduation requirements

12.11 Cumberland Perry Area Vocational Technical School General Fund Budget Proposal

The Cumberland Perry Area Vocational Technical School has developed a General Fund Budget Proposal for the 2014-2015 school year. The proposed budget reflects a -3.27% decrease for the 2014-2015 school year. The dollar value of this decrease for Big Spring School District is \$22,042.00.

The administration recommends that the Board of School Directors approve the proposed 2014-2015 CPAVTS budget as presented.

New Business Items – Other Actions

12.12 Planned Course Adoption

Listed below is a completed planned course and materials for board approval.

Planned Course

Elementary -- Writing

Materials

WriteSteps - Writing and Grammar Program

The administration recommends the Board of School Directors approve the proposed courses as presented.

12.13 Approval of Construction Payment Applications

The District received the following payment applications for ongoing projects. A copy of the Oak Flat PC payment schedule is included with the agenda.

Project	Contractor	This Payment	Balance
OF HVAC	Honeywell	\$378,404	\$842,343

The administration recommends the Board of School Directors approve payment of \$378,404 to Honeywell from the Oak Flat Project fund.

New Business - Information Items

13.1 Updated Policies

The administration has submitted the updated policies listed for Board review.

313 Evaluation of Employees

317 Discipline of Employees

The updated policies will be an action item on June 2, 2014, Board Agenda.

13.2 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.

New Business - Information Items

13.3 Proposed Textbook Adoption

Mr. Kevin Roberts, Director of Curriculum and Instruction, is recommending the following book to the Superintendent of Schools. The book is available for review in the curriculum office by any member of the Board of School Directors who wishes to review the book, prior to the June 2, 2014 Board of School Directors meeting.

Course -- Middle School Science - 4 C's Title -- Maximum Ride

14. Future Board Agenda Items

15. Board Report

15.1 District Improvement Committee - Mr. Norris/Mr. McCrea

15.2 Athletic Committee - Mr. Swanson, Mr. Roush and Mr. Gutshall

15.3 Cumberland Perry Area Vocational Technical School - Mr. Wolf/Mr. Piper

15.4 Buildings and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, and Mr. Roush

15.5 Finance Committee - Mr. Gutshall, Mr. Piper, Mr. Swanson and Mr. Blasco

15.6 South Central Trust - Mr. Blasco

15.7 Capital Area Intermediate Unit - Mr. Wolf

15.8 Cumberland County Tax Collection Bureau - Mr. Wolf

15.9 Superintendent's Report

15.10 Future Board Agenda Items

16. Meeting Closing

16.1 Business from the Floor

16.2 Public Comment Regarding Future Board Agenda Items

16.3 Adjournment

Meeting adjourned at _____ PM, **May 19, 2014.**

Next scheduled meeting is: **June 2, 2014.**