

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, MAY 21, 2012

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 MAY 7, 2012 REGULAR BOARD MEETING MINUTES, APPROVAL OF THE MAY 7, 2012 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE MAY 7, 2012 BUILDING AND PROPERTY MINUTES.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

A. Students from the Indoor Guard will be presenting the Indoor Guard championship video.

B. Honor Senior Students Board Representatives

Student Representatives to the Board Report – Nick Hasse/Alyssa Jones

VI. TREASURER'S REPORT (Balances as of April 30, 2012)

General Fund	\$ 10,473,228.67
Cafeteria Fund	\$ 365,106.56
Student Activity Fund	\$ 212,008.57
Capital Projects	\$ 2,982,321.28
Newville Project	\$ 620,136.45

VII. PAYMENT OF BILLS

General Fund	\$ 877,650.24
Cafeteria Fund	\$ 97,569.95
Student Activities Fund	\$ 12,240.83
Capital Project	\$ 355.08

Total \$ 987,816.10

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

XI. STRUCTURED PUBLIC COMMENT PERIOD

A. Nelson and Julie Lavery

XII. OLD BUSINESS

XIII. NEW BUSINESS

A. PERSONNEL CONCERNS

A) PERSONNEL CONCERNS (...continued)**(ACTION ITEM)**

- 1) **Mrs. Michele Northrop**, Middle School cafeteria worker, submitted her letter of resignation for the purpose of retirement effective June 30, 2012. Mrs. Northrop's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Northrop is entitled to a severance allowance in the amount of \$1,513.00, under option #1.

Option #1:

8.5 years of service X \$178.00 = \$1,513.00
(\$9,690.00 maximum)

Option #2:

8 unused sick leave days X \$51.00 = \$408.00
(\$9,690.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Northrop's letter of resignation for the purpose of retirement and her severance allowance of \$1,513.00 as presented.

(ACTION ITEM)

- 2) **Ms. Kathryn Varner**, High School Art Teacher submitted her letter of resignation for the purpose of retirement effective September 24, 2012 and the Board of School Directors accepted Ms. Varner's resignation at the April 16, 2012 meeting of the Board of School Directors. Ms. Varner's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Ms. Varner is entitled to a severance allowance in the amount of \$7,595.00, under option #1.

Option #1:

35 years of service X \$217.00 = \$7,595.00
(Maximum of \$14,950.00)

Option #2:

66 unused sick leave days X \$68.00 = \$4,488.00
(\$14,950.00 maximum)

The administration recommends that the Board of School Directors accept Ms. Varner's severance allowance of \$7,595.00 as presented.

A) PERSONNEL CONCERNS (...continued)**(ACTION ITEM)**

- 3) **Mrs. Lucille Strub**, High School Learning Support Aide submitted her letter of resignation for the purpose of retirement effective June 7, 2012 and the Board of School Directors accepted Mrs. Strub's resignation at the March 20, 2012 meeting of the Board of School Directors. Mrs. Strub's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Strub is entitled to a severance allowance in the amount of \$2,065.50, under option #2.

Option #1:

5 years of service X \$178.00 = \$890.00
(Maximum of \$9,690.00)

Option #2:

40.5 unused sick leave days X \$51.00 = \$2,065.50
(\$9,690.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Strub's severance allowance of \$2,065.50 as presented.

- 4) **Mrs. Frances Thumma**, full-time custodian at the High School has submitted her letter of resignation for the purpose of retirement effective July 27, 2012. Mrs. Thumma's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Thumma is entitled to a severance allowance in the amount of \$3,417.00, under option #2.

Option #1:

7 years of service X \$178.00 = \$1,246.00
(\$9,690.00 maximum)

Option #2:

67 unused sick leave days X \$51.00 = \$3,417.00
(\$9,690.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Thumma's letter of resignation for the purpose of retirement and her severance allowance of \$3,417.00 as presented.

A) PERSONNEL CONCERNS (...continued)

(ACTION ITEM)

- 5) **Mrs. Stefani Bower** has submitted her letter of resignation as a Learning Support Teacher at Oak Flat Elementary School, effective the end of the 2011-2012 school year.

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

The administration recommends that the Board of School Directors accept Mrs. Bower's resignation as a Learning Support Teacher at Oak Flat Elementary School, effective the end of the 2011-2012 school year.

(ACTION ITEM)

- 6) **Mrs. Linda Wolfe** has submitted her letter of resignation as a Reading Specialist at Newville Elementary School for the purpose of retirement, effective June 8, 2012.

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

The administration recommends that the Board of School Directors accept Mrs. Wolfe's resignation as a Reading Specialist at Newville Elementary School, effective June 8, 2012.

(ACTION ITEM)

- 7) **Mrs. Wilma Chestnut** has submitted her letter of resignation as a part-time custodian at Newville Elementary School, effective June 8, 2012.

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

The administration recommends that the Board of School Directors accept Mrs. Chestnut's resignation as a part-time custodian at Newville Elementary School, effective June 8, 2012.

(ACTION ITEM)

- 8) **Mr. Douglas Knol**, High School Math teacher is requesting three days leave without pay, May 22, 23, & 24, 2012.

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 Mr. Knol's request for three days leave without pay as presented.

A) PERSONNEL CONCERNS (...continued)**(ACTION ITEM)**

- 9) **Ms. Barb Dellinger**, Eighth Grade English teacher at the Middle School, is requesting a leave of absence beginning Monday, August 29, 2012 and ending Friday, December 10, 2012.

A copy of Ms. Dellinger's letter requesting leave of absence is included with the agenda. The administration has defined terms to describe the specific leave requested. Such leave will require Board and Big Spring Education Association concurrence on the criteria set for leave.

The administration recommends that the Board of School Directors approve Ms. Dellinger's request for a leave of absence beginning Monday, August 29, 2012 and ending Friday, December 10, 2012.

10) **Additional Per Diem Substitute Teacher**

(ACTION ITEM)

Amy Erno Elementary Education

The administration recommends that the Board of School Directors approve the addition listed to the 2011-2012 per diem substitute teacher list as presented.

11) **Additional Summer Worker**

(ACTION ITEM)

The individual listed is recommended to be added to the summer work crew during the summer of 2012.

Isaiah Grier

The administration recommends that the Board of School Directors approve the individual listed to serve as additional worker to the summer work crew during the summer of 2012.

XIII. NEW BUSINESS (. . .continued)**B) Credit Pay****(ACTION ITEM)**

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.

Amanda Brown	\$ 1,236.00
Jesse Deutsch	\$ 984.00
Richard Fry	\$ 1,000.00
Denise Ginter	\$ 1,236.00
Michael Ginter	\$ 1,236.00
Lindsay Graham	\$ 1,236.00
Leslie Lynch	\$ 1,236.00
Rachel Myers	\$ 2,472.00
Sherisa Nailor	\$ 2,472.00
Justine Sieg	\$ 3,708.00
Lauren Swigart	\$ 1,236.00
Stephanie Weller	\$ 1,236.00
Deborah Whitmoyer	\$ 2,472.00
Amy Yost	\$ 1,236.00
TOTAL	\$ 22,996.00

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) Athletic and Student Accident Insurance for 2012-2013**(ACTION ITEM)**

Mrs. Janetta Brenner from the Christian-Baker Company submitted a proposal to renew the District's Athletic and Student Accident Insurance for the 2012-2013 school year. Mrs. Brenner has stated that there will be no increase for the 2012-2013 school year, the plan will remain the same.

Information is included with the agenda.

The administration recommends that the Board of School Directors approve the Student Accident and Sports Insurance as presented.

XIII. NEW BUSINESS (. . .continued)**D) Appointment of the School District Solicitor****(ACTION ITEM)**

	<u>2011-2012</u>	<u>2012-2013</u>
Stock and Leader	\$155.00	\$160.00
Philip Spare, Esquire, Principal Counsel	(hourly rate for partners)	(hourly rate for partners)
	\$145.00	\$145.00
	(hourly rate for associates)	(hourly rate for associates)

The administration recommends that the Board of School Directors appoint Stock and Leader, and Philip Spare, Esquire, principal counsel, as the school district solicitor for the period from May 21, 2012, through May 21, 2013.

E) Proposed Updated Job Description**(ACTION ITEM)**

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

Gifted Support Specialist/Secondary

The administration recommends that the Board of School Directors approve the job description listed above as presented.

F) Transitional Benefits for Cafeteria Employees**(ACTION ITEM)**

As part of the transition to Chartwells food management, the administration has been working with Chartwells on a severance process. Two of the issues conflict regarding severance pay and unemployment compensation. The third, transitional medical benefits, is not in the compensation plan and requires formal authorization. This resolution authorizes the transitional medical benefits and severance pay to the employees being furloughed so as not to interfere with any unemployment claims as of July 1st.

The administration recommends the Board of School Directors approve the transitional benefits for cafeteria employees as described in the resolution.

XIII. NEW BUSINESS (. . .continued)**G) Capital Projects List****(INFORMATION ITEM)**

The administration and the Building & Property Committee are working on developing a complete list of projects required to maintain the District's facilities over the next 5-10 years. The included list is updated with recommended priorities and ROI payback (where known) for the Board's consideration. After Board review and discussion, the intent is to approve the highest priority projects for the 2012/13 school year.

H) Safe Routes to School Program and Laughlin Mill Bridge**(INFORMATION ITEM)**

Update from Mr. Richard W. Fry Superintendent regarding the Safe Routes to School Program.

I) Updated Year-to-Date Summaries/Taxes and General Fund**(INFORMATION ITEM)**

The Business Office prepared updated year-to-date summaries for taxes and general fund that are included with the agenda.

XIV. FUTURE BOARD AGENDA ITEM**XV. COMMITTEE REPORTS**

- A) District Improvement Committee – Mr. Norris/Mr. McCrea**
- 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, June 11, 2012