



June 1, 2015
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 18, 2015 Regular Board Meeting Minutes, and the May 18, 2015 Committee of the Whole Meeting Minutes.

3. Recognition of Students of the Quarter

Mr. Steven Smith, High School Principal, will recognize those students who have earned the academic achievement awards for the third quarter for the 2014-2015 school year.

Agriculture Department

- 9th Allyson Shively
- 10th Mickayla Moffitt
- 11th Trevor Mainhart
- 12th Sydney Seville

PE/Health Department

- 9th Quincey Myers
- 10th Jasmine Griffie
- 11th Leah Boyd
- 12th Samuel Tigyer

Art Department

- 9th Sarah Walters
- 10th Casey Barrick
- 11th Aubrey Mooney
- 12th Caitlyn Stoltenburg

Tech Ed Department

- 9th Morgan Bear
- 10th Aaron Sweger
- 11th Trevor Mainhart
- 12th Matthew Manning

Business Department

- 9th Ashlyn Gipe
- 10th Emily Siwy
- 11th Larissa Kelso
- 12th Allison Northrop

World Language Department

- 9th Donovan Howell
- 10th Cierra DeWalt
- 11th Madeleine Flory
- 12th Andrew Shriner

3.1 Recognition of Kelsey Carbaugh - Buskey Award

Mr. Steven Smith, High School Principal, will recognize Kelsey Carbaugh as the recipient of the Buskey Award for the Big Spring School District.

4. Student/Staff Recognition and Board Reports - Katelyn Jackson/Morganne Frampton

5. Election of the Treasurer - One Year Appointment

Election of Officers

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

Elected _____

6. Financial Reports

6.1 Payment of Bills

General Fund	
Procurement Card	\$ 38,320.27
Checks/ACH/Wires	\$ 1,015,752.77
Capital Projects	\$ 228.48
Cafeteria Fund	\$ 204,978.00
Student Activities	\$ 6,010.81
Total	\$ 1,265,290.33

Motion to approve 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

13.1 Resignation - Nicole Calaman

Ms. Nicole Calaman has submitted her resignation as a classroom aide at Oak Flat Elementary School, effective the end of the 2014-2015 school year.

The administration recommends that the Board of School Directors approve Ms. Calaman's resignation as a classroom aide, effective the end of the 2014-2015 school year.

13.2 Resignation - Theresa Boegel

Ms. Theresa Boegel has submitted her resignation as a learning support aide in the Big Spring School District, effective June 6, 2015

The administration recommends that the Board of School Directors approve Ms. Boegel's resignation as a learning support aide, effective June 6, 2015.

Personnel Items – Action Items

13.3 Resignation - Mike Ginter

Mr. Michael Ginter has submitted his resignation as Head Girls Soccer Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Ginter's resignation as Head Girls Soccer Coach, effective immediately.

13.4 Resignation - Michael McVitty

Mr. Michael McVitty has submitted his resignation as National Art Society Advisor, effective the end of the 2014-2015 school year.

The administration recommends that the Board of School Directors approve Mr. McVitty's resignation as National Art Society Advisor, effective the end of the 2014-2015 school year.

13.5 Additional Summer Worker

The administration would like to recommend the addition to the summer worker's list. Mrs. Young is a current employee of the Big Spring School District as a custodial substitute.

Mrs. Kathy Young

The administration recommends the Board of School Directors approve the individual listed as a summer worker as presented.

13.6 Substitute Custodian Recommendation

The administration would like to recommend the individual listed as a substitute custodian.

Mr. Leroy Sheriff

The administration recommends that the Board of School Directors approve the individual listed as a substitute custodian.

13.7 Athletic Trainer Substitute Recommendation

The administration would like to recommend the individual listed as a Athletic Trainer substitute.

Ms. Brandie Carpenter

The administration recommends that the Board of School Directors approve Ms. Carpenter as an Athletic Trainer substitute as presented.

13.8 Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as volunteer coaches.

Sheldon Deimler Volunteer Boys Basketball Coach
Lydia George Volunteer Field Hockey Coach

The administration recommends that the Board of School Directors approve the appointments of the above listed volunteer coaches as presented.

Personnel Items – Action Items

13.9 Lifeguard Recommendations

Emily Fertig
Theodore Magee

The administration recommends that the Board of School Directors approve the individuals listed as lifeguards, pending all required paperwork.

13.10 Dru Kepner - Long-Term Substitute Elementary Music Teacher

Education:

Messiah College - Music Education (Bachelor's Degree)

Experience:

Eagle View Middle School - Student Teaching
Susquehanna Children's Choral Internship

The administration requests permission to move forward with this recommendation for a long-term substitute staffing with Source4Teachers, the District substitute teaching contractor. Miss Kepner will be hired as an Elementary Long-Term Substitute Music Teacher by Source4Teachers to fill the vacancy of Mrs. Rachel Thompson who will be on child-rearing leave of absence for the 2015-2016 school year.

13.11 Transfer of Professional Personnel

The administration will transfer the professional employees whose names are listed below for the 2015-2016 school year. These transfers are in accordance with the Board Policy 309 and section 5.05 of the Collective Bargaining Agreement with the Big Spring Education Association.

Jenny Kump from Mount Rock Instructional Coach to Middle School Interventionist
Lauren Swigart from 8th grade ELA to Middle School Interventionist
Beth Crusey from 6th grade ELA to Middle School Interventionist
Jennifer Roberts from part time Elementary Reading to Full time Elementary Reading
Leah Richwine from part time Elementary Reading to Instructional Coach at Mount Rock Elementary
Alicia Frey from High School Mathematics to 7th Grade Mathematics
Kathy Bravin from 7th Grade Mathematics to Keystone Remediation
Kassandra Priestner from Elementary Librarian to Middle School Librarian
Denise Mancuso from Middle School Librarian to High School Librarian
Mary Centola from High School Librarian to Elementary Librarian
Crystal Martin from Mount Rock 2nd grade to Elementary Gifted Teacher
Shannon Brose from Oak Flat 5th grade to Mount Rock 2nd grade

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

Personnel Items – Action Items

13.12 Transfer of Act 93 Personnel

The administration will transfer the Act 93 employee whose name is listed below for the 2015-2016 school year. This transfer is in accordance with Board Policy 309, Assignment and Transfer.

Mr. William August from Newville Elementary School Principal to High School Principal

The administration recommends that the Board of School Directors approve the Act 93 employee transfer as presented.

13.13 Leave Without Pay - Katie Magee

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. Ms. Katie Magee is requesting one day leave without pay for Monday, June 8, 2015.

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

13.14 Leave Without Pay - Rachel Thompson

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. Rachel Thompson is requesting four days leave without pay for Tuesday, May 26 through Friday May 29, 2015.

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

13.15 Department Chair/Assistant Chair Recommendations

The individuals whose names are listed below are recommended to serve as Department Chair members for the 2015-2016 school year.

Dwain Messersmith	Department Chair Agriculture/Technology Education
Micah Artz	Department Chair Physical Education
Denise Mancuso	Department Chair Library
Michael McVitty	Department Chair Art

The administration recommends that the Board of School Directors approve the appointments listed to serve as the Department Chair members for the 2015-2016 school year.

Personnel Items – Action Items

13.16 Dance Team Coach Recommendation

The administration would like to recommend the individual listed as Dance Team Coach for the 2015-2016 school year, replacing Mrs. Lisa Black who has resigned.

Katie Fassel

The administration recommends that the Board of School Directors approve the individual listed as the Dance Team Coach for the 2015-2016 school year.

14. Business Items – Other Actions

14.1 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.

Megan Anderson	\$ 1,350.00
William August	\$ 2,200.00
John Beeman	\$ 2,700.00
Shannon Brose	\$ 1,350.00
Charlene D’Amore	\$ 437.00
Jennifer Ferrante	\$ 1,350.00
Angelique Flory	\$ 1,350.00
Laura Fritz	\$ 1,350.00
Michael Fronk	\$ 720.00
Millie Gilbert	\$ 1,350.00
Johnathan Hocker	\$ 1,350.00
Cory Hoffman	\$ 2,700.00
Jennifer Keller	\$ 2,700.00
Ryan Kelley	\$ 1,350.00
Abigail Leonard	\$ 1,816.00
Dwain Messersmith	\$ 1,335.00
Luke Nerone	\$ 1,350.00
Josh Putt	\$ 915.00
Angela Schneider	<u>\$ 1,350.00</u>
Total	<u>\$29,023.00</u>

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.

Business Items – Other Actions

14.2 Proposed 2015-2016 Police Service Agreement

The contract for 2015-2016 police service agreement between the Big Spring School District and the Borough of Newville/Newville Police Department is presented for Board action. The difference in the 2015-2016 contract results in an increase of \$12,069.00.

<u>Year of Contract</u>	
2014-2015	\$43,746.00
2015-2016	\$55,815.00

The administration recommends that the Board of School Directors approve the 2015-2016 contract for police services between the Big Spring School District and the Borough of Newville as presented at a cost not to exceed \$55,815.77.

14.3 Reauthorization of Taxes and tax Rates

The taxes specified below represent the current 2014-15 taxes and the proposed 2015-2016 taxes that are required to support the final 2015-2016 General Fund Budget. This is reauthorization of existing taxes and the only change is a 2.4% increase in real estate taxes (increase of \$31 per \$100,000 in assessment).

<u>Current</u>	<u>Proposed</u>	<u>Tax</u>
12.9771	13.2885	Mills Real Estate
1.15%	1.15%	Wage and Other Earned Income Tax
½ of 1%	½ of 1%	Realty Transfer Tax
\$5.00	\$5.00	Per Capita Tax (Section 679)
\$5.00	\$5.00	Per Capita Tax (Act 511)
\$10.00	\$10.00	Occupational Privilege Tax

The administration recommends the Board of School Directors adopt, by roll call vote, the taxes and rates shown above and in the resolution “Reauthorization of Per Capita Tax Under Sect. 679 of the School Code for the 2015-2016 Budget”

14.4 Final Adoption of the 2015/16 General Fund Budget

The District’s current 2014-15 budget was \$45,483,140.00. The Board of School Directors adopted the proposed final General Fund Budget for 2015-2016 in the amount of \$46,745,138 at the April 20, 2015 meeting following a budget presentation and discussion. Since that time several changes occurred; the details of the final \$ 46,949,740 budget and the changes are included with the agenda. This budget requires \$256,463 from general fund’s assigned fund balance for revenues to match expenditures.

The administration recommends that the Board of School Directors approve, by roll call vote, the resolution “Implementing the 2015-2016 Budget” in the amount of \$46,949,740.

Business Items – Other Actions

14.5 Homestead/Farmstead Resolution

The Secretary of Education notified the District on May 1, 2015 that its share of the state gaming funds for 2015-2016 will be \$772,887.30. The County notified us that we have 5,737 approved homesteads and 204 approved farmsteads within the District boundaries to share in that allocation. The average assessed value is \$187,319. Using the PASBO worksheet, the administration calculated the exclusion for both homestead and farmsteads in equal amounts equal to \$9,892.00 of assessed value or \$131.45 in tax value. A copy of the proposed resolution and worksheet appear in the agenda.

The administration recommends that the Board of School Directors approve the resolution implementing the Homestead and Farmstead Exclusion of \$9,892.00 for the 2015-2016 fiscal year in accordance with the Act 1 of Special Session of 2006.

14.6 Approve Contractor Pay Applications

The District received the following payment applications for ongoing projects. A copy of the Honeywell and two CenterPoint payment requests are included with the agenda.

Project	Contractor	This Payment	Balance After
Oak Flat PC (CO3)	Honeywell	\$ 113,610.00	\$ 198,818.00
Pave Phase II Eng (OF)	CenterPoint Eng	\$ 2,030.58	\$ 11,945.00

The administration recommends the Board of School Directors approve payment of \$113,610 to Honeywell, Inc. and \$2,030.58 to CenterPoint Engineering, Inc. from the Capital Project Fund.

14.7 Case T of 2014-2015

The parents of the student in Case T of the 2014-2015 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 T of the 2014-2015 school year for a period of forty-five (45) days, reduced the thirty (30) days, predicated upon completion of the Student Assistance Team process. The thirty (30) day exclusion will conclude on September 22, 2015. The student may return to school on September 23, 2015, predicated upon completion of the Student Assistance Team process. The student in Case T is suspended from participation in extracurricular activities for ninety (90) days. This will be reduced to forty-five (45) days with the student's participation in the Student Assistance Team process. The forty-five (45) day exclusion from extracurricular activities will conclude on October 13, 2015 with return participation on October 14, 2015, predicted 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 without direct approval from the Middle School Principal.

15. New Business - Information Items

15.1 2015-16 Contract Renewals

The District has several contracts that require either a replacement or new documents with a new year. These are continuations, or replacements, of current services and are included in the budget. These documents will be presented at the June 15, 2015 Board meeting for Board approval.

Bus Boss Transportation Software	3 years	\$3,049.50 per year
Eidex Focus License (IU)	3 years	\$3,954.00 per year
Docstar License (IU)	3 years	\$3,600.00 per year
Xerox Lease for 5 MFP	4 years	\$11,200.00 per year
PSBA Services	1 year	\$10,953.03 per year
Prosoft Support Svc	1 year	\$13,200.71 per year
Student/Athletic Insurance	1 year	\$15,570.00 per year

15.2. Proposed Job Description Recommendations

The administration has developed and updated the job descriptions listed. A copy of the job descriptions has been included with the agenda.

- 217 Middle School Interventionist**
- 218 Elementary Interventionist**
- 319 Secondary Instructional Coach**
- 506 Administrative Assistant to the Curriculum Center/PIMS and Child Accounting**
- 518 Administrative Assistant for Educational Technology**
- 519 Human Resources Coordinator**

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 June 15, 2015 Board meeting.

16. Future Board Agenda Items

17. Board Reports

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

17.2 Athletic Committee - Mr. Swanson

17.3 Vocational-Technical School - Mr. Wolf/Mr. Piper

17.4 Buildings and Property Committee - Mr. Barrick

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

17.6 South Central Trust

17.7 Capital Area Intermediate Unit

17.8 Tax Collection Committee

17.9 Superintendent's Report

18. Meeting Closing

18.1 Business from the Floor

18.2 Public Comment Regarding Future Board Agenda Items

18.3 Adjournment

Meeting adjourned at _____ PM, **June 1, 2015.**

Next scheduled meeting is: **June 15, 2015**