



June 2, 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 19, 2014 Regular Board Meeting Minutes and the May 19, 2014 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Megan Carr and Shania Radabaugh

3.1 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.

Business Department

Grade 9 Luke Rosenberry
Grade 10 Grace Swarner
Grade 11 Jaymi Feuchtenberger
Grade 12 Alex Sweger

Math Department

Grade 9 Casi Glunt
Grade 10 Emily Burke
Grade 11 Ashley Snyder
Grade 12 Raymond Brenizer

PE/Health Department

Grade 9 Hunter Grimes
Grade 10 Katelyn Jackson
Grade 11 Ashley Snyder
Grade 12 Cassidy Frick

Social Studies Department

Grade 9 Korrin Henneman
Grade 10 Erika Heishman
Grade 11 Darian Foga-Frehn
Grade 12 Mackenzie Grimes

Recognition of Students of the Quarter . . .(continued)

Tech Ed Department

Grade 9 Sarah Hood
Grade 10 Dillon Bennett
Grade 11 Blaine Leydig
Grade 12 Chad Wickard

World Language Department

Grade 9 Amanda Garlin
Grade 10 Leah Boyd
Grade 11 Madisyn Palmer
Grade 12 Madison McGowan

4. Treasurer Reports

4.1 Payment of Bills

General Fund		
Procurement Card	\$	37,345.76
Checks/ACH/Wires	\$	922,513.10
Capital Projects	\$	2,500.00
Cafeteria Fund	\$	-
Student Activities	\$	25,015.38
Total	\$	987,374.24

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 Resignation - Lauren Cooter

Mrs. Lauren Cooter will be resigning from her position as a Middle School seventh grade Math Teacher, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Cooter's resignation as a Middle School seventh grade Math Teacher, effective the end of the 2013-2014 school year.

11.2 Resignation - Love Baker

Mrs. Love Baker will be resigning from her position as a Learning Support Aide at the Middle School, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Baker's resignation as a Learning Support Aide at the Middle School, effective the end of the 2013-2014 school year.

11.3 Resignation - Carol Wickard

Mrs. Carol Wickard will be resigning from her position as a Learning Support Aide at the Middle School, effective the end of the 2013-2014 school year.

The administration recommends that the Board of School Directors approve Mrs. Wickard's resignation as a Learning Support Aide at the Middle School, effective the end of the 2013-2014 school year.

11.4 Resignation - Dora Kuntz

Mrs. Dora Kuntz has submitted her resignation letter as Assistant Track and Field Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Kuntz's resignation as Assistant Track and Field Coach, effective immediately.

11.5 Resignation - Kathleen Bravin

Ms. Kathleen Bravin has submitted her resignation letter as Seventh Grade Team Leader, effective June 30, 2014.

The administration recommends that the Board of School Directors approve Ms. Bravin's resignation as Seventh Grade Team Leader, effective June 30, 2014.

New Business - Personnel Actions

11.6 Child-Rearing Leave of Absence - SaraBeth Fulton

Mrs. SaraBeth Fulton, High School Agriculture Teacher is requesting child-rearing leave of absence from approximately September 15, 2014 through approximately November 13, 2014. 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. Fulton's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately September 15, 2014 through approximately November 13, 2014.

11.7 Department Chair/Assistant Chair Recommendations

The individuals whose names are listed below are recommended to serve as Department Chair members or Assistant Department Chair members for the 2014-2015 school year.

Megan Anderson	World Languages Department Chairperson
Cherie Powell	Business Department Chairperson
Bob McClure	Science Department Chairperson
Julie Thumma	Science Assistant Department Chairperson
Lauren Hetrick	Social Studies Department Chairperson
Scott Penner	Social Studies Assistant Department Chairperson
Carol Madden	Nursing Department Chairperson
Jocelyn Kraus	Counseling Department Chairperson

The administration recommends that the Board of School Directors approve the appointments listed to serve as the Department Chair members and Assistant Department Chair members for the 2014-2015 school year.

New Business - Personnel Actions

11.8 Summer School Staffing

Mr. Kevin Roberts, Director of Curriculum and Instruction, has submitted Summer School staffing and Summer School sessions for elementary, middle and high school levels.

Elementary

Andrew Pettit	Pre-Kindergarten Teacher
Erin Malick	Pre-Kindergarten Teacher
Kathy Schumacher	Pre-First Grade Teacher
Denise Ginter	Pre-First Grade Teacher
Jody Rank	Pre-Kindergarten Aide
Michelle Dunkelberer	Pre-Kindergarten Aide
Marilyn Zinn	Pre-First Grade Aide
Linda Slusser	Summer School Program Coordinator - Elementary

Middle/High School

Karen Ward	Summer School Program Coordinator - Middle School
Charles Smith	Summer School Program Coordinator - High School
Tyler Henry	Online Learning

The administration recommends that the Board of School Directors approve the proposed summer school sessions and staffing as presented and set compensation for each position based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.9 Summer Fitness Center Coordinator

The Administration would like to recommend the individual listed to serve as the 2014 Summer Fitness Center Coordinator.

Michael Berry

The administration recommends that the Board of School Directors approve the 2014 Summer Fitness Center Coordinator as presented.

New Business - Personnel Actions

11.10 Shannon Brose - Grade Five Teacher

Education:

Shippensburg University – Elementary Education (Bachelor’s Degree)

Experience:

Big Spring School District – Long-Term Substitute Teacher/Grades 2 & 4

The administration recommends that the Board of School Directors appoint Ms. Brose to serve as a Fifth Grade Teacher for the 2014-2015 school year. Ms. Brose’s compensation for this position should be established at Bachelor’s, step 1, \$43,648.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.11 Courtney Wisler - Kindergarten Teacher

Education:

California University of PA – Early Childhood Education (Bachelor’s Degree)

Experience:

Big Spring School District - Long-Term Substitute Teacher/Grades Kdg., 1 & 2

The administration recommends that the Board of School Directors appoint Ms. Wisler to serve as a Kindergarten Teacher for the 2014-2015 school year, replacing Mrs. Karen Kough who is retiring. Ms. Wisler’s compensation for this position should be established at Bachelor’s, step 1, \$43,648.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.12 Emily Bower - Elementary Special Education Teacher

Education:

Messiah College – Elementary Education PK-4/Special Education PK-8(Bachelor’s Degree)

Experience:

Big Spring School District - Substitute Teacher/Multiple Disabilities Aide
Messiah College Early Learning Center - PreSchool Teacher

The administration recommends that the Board of School Directors appoint Ms. Bower to serve as a Elementary Special Education Teacher for the 2014-2015 school year. Ms. Bower’s compensation for this position should be established at Bachelor’s, step 1, \$43,648.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

New Business - Personnel Actions

11.13 Laura Shambaugh - Middle School Art Teacher

Education:

Messiah College – Art Education K-12 (Bachelor’s Degree)

Experience:

Mount Airy Christian Academy - K-12 Art Teacher

Mechanicsburg Art Center School and Gallery - Art Instruction

The administration recommends that the Board of School Directors appoint Ms. Shambaugh to serve as a Middle School Art Teacher for the 2014-2015 school year, replacing Mrs. Susan Piper who is retiring. Ms. Shambaugh’s compensation for this position should be established at Bachelor’s, step 1, \$43,648.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

11.14 Transfer of Professional Personnel

Based on staffing needs necessitated by enrollment fluctuations, attrition and changes in special education case loads, the administration will transfer the professional employees whose names are listed below for the 2014-2015 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.

Employee	From	To
Kimberly Shinham	Mt. Rock Learning Support Teacher	Newville Kindergarten Teacher Replacing Beth Herb
Leslie Lynch	Newville Learning Support Teacher	Newville Second Grade Teacher Replacing Marie Rickrode
Jamie Swenski	Oak Flat Second Grade Teacher	Oak Flat First Grade Teacher Replacing Gloria Horst

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

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.

Heidi Badda	\$1,311.00
Meghan Bullock	\$1,311.00
Barbara Dellinger	\$1,311.00
Susan Capelli	\$ 706.00
Amanda Craig	\$2,484.00
Charlene D'Amore	\$2,622.00
Sarah Hammaker	\$2,622.00
Johnathan Hocker	\$1,311.00
Ryan Kelley	\$1,311.00
Katie Magee	\$2,622.00
John Putt	\$1,311.00
Stacey Shively	<u>\$1,287.00</u>
Total	\$20,209.00

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.

12.2 Approval of 2014-2015 Middle School Planner

Mrs. Karen Ward, Assistant Middle School Principal, has updated the Middle School Planner for the 2014-2015 school year.

The changes made in the Middle School Planner have been included with the agenda.

The completed Middle School Planner is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the completed planner. The administration recommends that the Board of School Directors approve the 2014-2015 changes in the Big Spring Middle School Planner as presented.

12.3 Proposed Textbook Adoption

Listed below is a Middle School Science book for board approval.

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

The administration recommends the Board of school Directors approve the proposed textbook as presented.

New Business Items – Other Actions

12.4 Appointment of the School District Solicitor

2013-2014 Rate

\$150.00 hourly rate for associates

\$165.00 hourly rate for partners

2014-2015 Rate

\$150.00 hourly rate for associates

\$170.00 hourly rate for partners

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 June 2, 2014 through June 2, 2015.

12.5 PSBA Membership Renewal

The District has received correspondence from Mr. Nathan Mains, Executive Director of the Pennsylvania School Boards Association (PSBA) regarding 2014-2015 membership dues. The dues for the 2014-2015 school year will be \$10,953.03 for the fiscal year, including a one-year subscription to the PSBA Bulletin and to the School Leader News for each administrator.

The administration recommends that the Board of School Directors approve the District's membership renewal for 2014-2015 fiscal year and authorize the administration to remit payment to PSBA in the amount of \$10,953.03.

12.6 Final Adoption of the 2014-2015 General Fund Budget

The District's current 2013-14 budget is \$44,075,473.00. The Board of School Directors adopted the proposed final General Fund Budget for 2014-2015 in the amount of \$45,483,140.00 at the April 22, 2014 meeting following a budget presentation and discussion. Since that time several changes occurred; the details of the final \$ 45,485,756 budget and the changes are included with the agenda. This expenditure budget requires \$516,920 from fund balance reserves in order to balance.

The administration recommends that the Board of School Directors approve the resolution "Implementing the 2014-2015 Budget" in the amount of \$45,485,756.00

New Business Items – Other Actions

12.7 Reauthorization of Taxes and Tax Rates to Support the 2014-2015 General Fund Budget

The taxes specified below represent the current 2013-2014 taxes and the proposed 2014-2015 taxes that are required to support the final 2014-2015 General Fund Budget. The only change is a 2.7% increase in real estate taxes or an increase of \$34 per \$100,000 in assessment.

<u>Current</u>	<u>Proposed</u>	<u>Tax</u>
12.6360	12.9771	Mills Real Estate Tax
1.15%	1.15%	Wage and Other Earned Income Tax
1/2 of 1%	1/2 of 1%	Realty Transfer Tax
\$5	\$5	Per Capita Tax (Section 679)
\$5	\$5	Per Capita Tax (Section 511)
\$10	\$10	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 2014-2015 Budget"

12.8 Homestead/Farmstead Resolution for 2014-2015 Fiscal Year

The Secretary of Education notified the District on May 1, 2014 that its share of the state gaming funds for 2014-2015 will be \$774,579.60 dollars. The County notified us that we have 5572 approved homesteads and 207 approved farmsteads within the District boundaries to share in that allocation. The average assessed value is \$186,392. Using the PASBO worksheet, the administration calculated the exclusion for both homestead and farmsteads in equal amounts equal to \$10,078.00 of assessed value or \$130.78 in tax value. A copy of the proposed resolution and worksheet appear in the agenda and were reviewed by District Solicitor.

The administration recommends that the Board of School Directors approve the resolution implementing the Homestead and Farmstead Exclusion of \$10,078.00 for the 2014-2015 fiscal year in accordance with the Act 1 of Special Session of 2006.

12.9 Contractor Applications for Payment

The District received the following payment applications for ongoing projects. A copy of the Oak Flat PC payment schedule and payment application from Sheet Metal Specialists, LLC is included with the agenda.

Project	Contractor	This Payment	Balance
OF HVAC	Honeywell	\$378,404	\$756,808
MS Tunnel	Sheet Metal Specialists	\$10,130	\$138,260

The administration recommends the Board of School Directors approve payment of \$378,404 to Honeywell from the Oak Flat Project fund and \$10,130 to Sheet Metal Specialists, LLC from the Capital Project fund.

New Business Items – Other Actions

12.10 Approval of Additional Summer Hire

The Director of Technology has selected an additional student hire to assist with the summer cleaning and technology refresh teams. A copy of the revised list is included with the agenda.

The administration recommends the Board of School Directors approve Brock Fetchkin as an additional student worker for the 2014 summer at \$8.12 per hour.

12.11 Updated Policies

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

313 Evaluation of Employees

317 Discipline of Employees

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

13. New Business - Information Items

13.1 Proposed Updated Job Descriptions

Mrs. Jeanne Temple, Assistant Superintendent has developed and updated the job descriptions listed. Copies of the job descriptions have been included with the agenda.

104 Assistant Superintendent

112 Assistant Supervisor of Special Education

212 Supervisor of Curriculum and Instruction

111 Director of Pupil Services

After the job descriptions have been reviewed by the Board of School Directors the administration will present the updated job descriptions for Board approval at the June 16, 2014 Board meeting.

13.2 Updated Policy

The administration has submitted an updated policy listed for Board review.

237 Electronic Devices

The updated policy will be an action item on the June 16, 2014 School Board Agenda.

14. Future Board Agenda Items

15. Board Reports

- 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, **June 2, 2014**.

Next scheduled meeting is: **June 16, 2014**