



**JUNE 6, 2016
BOARD MEETING**

1. Open Meeting

- a. Call to Order (President Wolf)
- b. Pledge to the Flag

2. Approval of Minutes

Approval of the May 16, 2016 Regular Board Meeting Minutes and the May 16, 2016 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Kenny Blessing and Noah Powell

4. Election of the Treasurer - One Year Appointment

Election of Officers

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

Elected _____

5. Financial Reports

a. Payments of Bills

General Fund		
Procurement Card	\$	19,183.23
Checks/ACH/Wires	\$	1,585,836.91
Capital Projects	\$	36,063.56
Stadium & Track Projects	\$	213,801.15
Cafeteria Fund	\$	13,966.44
Student Activities	\$	<u>30,470.19</u>
Total	\$	1,899,321.48

Motion to approve the payment of bills as presented.

6. Reading of Correspondence

Mr. Richard W. Fry, Superintendent of Schools received correspondence from Mr. Pedro A. Rivera, Secretary of Education regarding recognition of the Big Spring School District's Music teachers as one of the National Association of Music Merchants (NAMM) Foundation's "Best Communities for Music Education."

7. Recognition of Visitors

8. Public Comment Period

9. Structured Public Comment Period

10. Old Business

11. New Business

12. Personnel Items - Action Items

a. Child Rearing Leave - Rebekah Reisinger

Mrs. Rebekah Reisinger, Middle School Physical Education/Health teacher is requesting child-rearing leave of absence to begin approximately October 3, 2016 through approximately January 2, 2017. 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. Reisinger's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately October 3, 2016 through approximately January 2, 2017.

b. Resignation - Co-Head Field Hockey Coach

Mrs. Rebekah Reisinger has submitted her resignation as Co-Head Field Hockey Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Reisinger's resignation as Co-Head Field Hockey Coach, effective immediately.

c. Resignation - Junior High Field Hockey Coach

Ms. Alexis Wolfe has submitted her resignation as a Junior High Field Hockey Coach, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Wolfe's resignation as a Junior High Field Hockey Coach, effective immediately.

d. Resignation - Part-Time High School Secretary

Mrs. Lori Witmer has submitted her resignation as a part-time High School Secretary, effective June 6, 2016.

The administration recommends that the Board of School Directors approve Mrs. Witmer's resignation as a part-time High School Secretary, effective June 6, 2016.

Personnel Items - Action Items

e. Resignation - Allison Hutchinson

Ms. Allison Hutchinson has submitted her resignation as a District Aide, retroactive to May 27, 2016.

The administration recommends that the Board of School Directors approve Ms. Hutchinson's resignation as a District Aide, retroactive to May 27, 2016.

f. Resignation – Darlene Barrick

Ms. Darlene Barrick has submitted her resignation as a part-time evening custodian, effective August 4, 2016.

The administration recommends that the Board of School Directors approve Ms. Barrick's resignation as a part-time evening custodian, effective August 4, 2016.

g. Resignation - Jessica Shover

Mrs. Jessica Shover, Kindergarten Teacher at Oak Flat Elementary School, submitted her resignation, effective the end of the 2015-2016 school year.

The administration recommends that the Board of School Directors approve Mrs. Shover's resignation as a Kindergarten Teacher at Oak Flat Elementary School, effective the end of the 2015-2016 school year.

h. Approval for Recommendation of Quiz Bowl Coaches at Mt. Rock Elementary School

The administration would like to recommend the individuals listed as Mt. Rock Elementary School Quiz Bowl Coaches, retroactive to the beginning of the 2015-2016 school year.

Vicki Brickner
Andrew Pettit

The administration recommends the Board of School Directors approve the above listed individuals as Quiz Bowl Coaches for Mt. Rock Elementary School, retroactive to the beginning of the 2015-2016 school year.

i. Elementary Teacher Recommendation - Alisha Willis

Education:
Shippensburg University - Bachelors Early Education

Experience:
Carlisle Area School District - Fifth Grade Teacher
Big Spring School District - Third Grade Teacher

The administration recommends that the Board of School Directors appoint Ms. Alisha Willis as a third grade teacher at Oak Flat Elementary replacing Ms. Stefanie D'Amore who has transferred. Ms. Willis' compensation for this position should be established at Bachelor's Degree, Step 5, \$51,042.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

j. High School Vocal Music Director Recommendation – Edward Wilson, II

Education:

West Chester University – Bachelor’s Music Education

Experience:

Williams Valley School District – K-12 General Music Teacher

The administration recommends that the Board of School Directors appoint Mr. Edward Wilson, II as the High School Vocal Music Director, replacing Mrs. Susan Shuey who is retiring. Mr. Wilson’s compensation for this position should be established at Bachelor’s Degree, Step 3, \$48,942.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

k. Seventh Grade Middle School Social Studies Teacher Recommendation - Andrew Koman

Education:

Millersville University - Bachelor's in History Education

Experience:

James Buchanan High School - Social Studies Teacher

The administration recommends that the Board of School Directors appoint Mr. Andrew Koman as a Seventh Grade Social Studies Teacher at the Middle School, replacing Mrs. Debra Smith who is retiring. Mr. Koman's compensation for this position should be established at Bachelor's Degree, Step 3, \$48,942.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

l. Elementary Teacher Recommendation - Tessa Lindsey

Education:

Shippensburg University - Bachelor's Early Childhood Education

Experience:

Big Spring School District - Student Teaching

Grace B. Luhrs Elementary - Student Teaching Field Experience

The administration recommends that the Board of School Directors appoint Ms. Tessa Lindsey as a Second Grade Teacher at Oak Flat Elementary, replacing Ms. MaryBeth Helbig. Ms. Lindsey's compensation for this position should be established at Bachelor's Degree, Step 1, \$48,142.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

m. High School English Teacher Recommendation - Kelsey Hernjak

Education:

Indiana University of Pennsylvania - Bachelor's in English Education

Experience:

Harrisburg Diocese - Good Shepherd - Language Arts Teacher

The administration recommends that the Board of School Directors appoint Ms. Kelsey Hernjak as a High School English Teacher, replacing Ms. Jill Davis who is retiring. Ms. Hernjak's compensation for this position should be established at Bachelor's Degree, Step 1, \$48,142.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

n. Elementary Librarian Recommendation - Toni Wimmer

Education:

Penn State University - Bachelor's of Science Degree

Mansfield University - Master's of Library Science

Experience:

Chambersburg School District - Fourth Grade Teacher

The administration recommends that the Board of School Directors appoint Ms. Toni Wimmer as an Elementary Librarian replacing Mrs. Mary Centola who is retiring. Ms. Wimmer's compensation for this position should be established at Master's Degree, Plus 30, Step 15, \$68,922.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

o. Middle School Special Education Teacher Recommendation - Greg Ellerman

Education:

Dickinson College - Bachelor's Environmental Science

Shippensburg University - Master's Special Education

Experience:

Yellow Breeches Educational Center - Special Education Teacher

Big Spring School District - Long-Term Substitute Middle School Special Education Teacher

The administration recommends that the Board of School Directors appoint Mr. Greg Ellerman as a Middle School Special Education Teacher, replacing Mrs. Kimberly Flood who is resigning. Mr. Ellerman's compensation for this position should be established at Master's Degree, Step 2, \$53,562.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

p. Elementary Vocal Music Teacher - Sarah O'Donnell

Education:

Messiah College - Bachelor's of Music Education K-12

Experience:

Big Spring School District - Long-Term Substitute Elementary Music Teacher
Dillsburg and Northern Elementary Schools - Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Sarah O'Donnell as an Elementary Vocal Music Teacher, replacing Ms. Rachel Thompson who has resigned. Ms. O'Donnell's compensation for this position should be established at Bachelor's Degree, Step 2, \$48,542.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

q. Transfer of Professional Personnel

The administration will transfer the professional employees whose names are listed below for the 2016-2017 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.

Candace Bova transferring from Big Spring Middle School Special Education to Big Spring High School Special Education (replacing Jenna Miller who has transferred)

Holly Hockenberry transferring from Oak Flat Elementary 1st grade to Oak Flat kindergarten (replacing Jessica Shover who is resigning)

Lauren Swigart from MS Intervention Specialist to Newville Reading

Charlene D'Amore from ESL/Newville Reading to ESL/MS Intervention Specialist

Dave Roberts transferring from K-12 Technology Integrator to 7th grade Math at the Middle School (replacing Alicia West who is resigning)

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

r. Lifeguard Recommendations

Quinton Egger

Brooke Roberts

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

Personnel Items - Action Items

s. Approval of Part-Time Custodian and Additional Sub Custodian

Mr. Rick Gilliam, Director of Building and Grounds would like to recommend Mr. Timothy Nye as a part-time custodian, replacing Ms. Debra Radabaugh who has resigned. Mr. Gilliam would also like to recommend Ms. Radabaugh to be placed on the substitute custodial list.

The administration recommends that the Board of School Directors approve Mr. Nye as a part-time custodian and add Ms. Radabaugh to the custodial substitute list as presented.

t. Approval of 11-month Custodians

The administration and Board, working with representatives from the support staff, are finalizing a classified compensation plan. The following employees requested appointment as 11-month custodians and the Director of Buildings & Grounds concurs.

Tracey Planken	HS
Michelle Adams	HS
Brandie Batchelder	MS
Karen Brown	MS
Darlene Barrick	Mt R
Dennis Witmer	Mt R
Joan Gutshall	OF
Bob Rummel	OF
Mary Kantz	OF
Patty Nailor	NV
Kay Galbraith	NV

The administration recommends the Board of School Directors approve the list above as 11-month custodians eligible for the annual 5-day vacation benefit, assuming they meet the requirements in the Classified Compensation Plan.

Personnel Items - Action Items

u. Approval of Summer Hire List

The following people are employed to supplement the full-time custodial staff or office administration at the rates indicated:

Randy Coldsmith	HS	13.49
John Weller	HS	13.49
Broch Fetchkan	HS	12.39
Kim Krause	HS	12.39
Jim Piper	MS	12.19
Susan Rathburn	MS	12.39
Leroy Sheriff	Mt R	12.39
Jesse Deutsch	Mt R	12.39
David Kinzler	OF	17.17
Terry Hurley	OF	12.39
Rheanna Frampton	NV	12.39
Pat Mowers	BSSD	12.39
Marilyn Zinn	BSSD	12.39
Ron Mowers	BSSD	14.22
Mackenzie Martin	BSSD	8.68
Student - TBD	BSSD	8.68

The administration recommends the Board of School Directors approve the individuals and rates shown in the agenda for summer hire.

13. New Business - Action Items

a. Credit Pay

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.

Megan Anderson	\$1,395.00
Shannon Brose	\$1,395.00
Charlene D'Amore	\$ 372.00
Mallory Farrands	\$2,232.00
Amanda Frankford	\$1,395.00
Laura Fritz	\$1,395.00
Catherine Houser	\$1,395.00
Jennifer Keller	\$1,116.00
Timothy Kireta	\$1,380.00
Abigail Leonard	\$1,880.00
Luke Nerone	\$1,395.00
Laura Parks	\$1,395.00
Chelsey Piper	\$1,395.00
Joshua Putt	\$1,242.00
Lisa Velazquez	\$1,395.00
Courtney wiser	<u>\$1,395.00</u>
Total	\$22,172.00

The administration recommends that the Board of School Directors authorize reimbursement for the 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.

b. Permission to Attend Cheer Camp

Ms. Cecilia Zukauckas, Head Cheer Coach is requesting Board approval for the cheerleaders and coaches to attend team Cheerleading Camp at Pine Forest from August 17, 2016 through August 20, 2016.

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. Zukauckas' request for the cheerleaders and coaches to attend summer team camp as presented.

c. Permission to Attend Girl's Basketball Camp

Ms. Randy Jones, Head Girls Basketball Coach is requesting Board approval for the girl's basketball team and coaches to attend team camp at Messiah College from July 10, 2016 through July 14, 2016. 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. Jones' request for the girls basketball team and coaches to attend summer team camp as presented.

New Business - Action Items

d. Approval of MG Tactical Advantage, LLC Proposal

Mr. Kevin Roberts, Assistant Superintendent has received a proposed agreement from MG Tactical Advantage, LLC regarding consulting services to review school safety planning and a recommendation for police services within the District. The total proposed cost for this project is \$6,500.00. The agreement is included with the agenda.

The administration recommends that the Board of School Directors grant permission to move forward with the contract with MG Tactical for the proposed cost and services as outlined in the agreement.

e. Approval of Contract with Crabtree, Rohrbaugh & Associates

Included with the agenda is a signed architect agreement (AIA) engaging Crabtree in developing the Newville project beyond the PLANCON A submitted last summer. The intent of this document is for them to survey the buildings in June/July 2016 and then in the fall begin to work with the Board to develop a cost for the Newville project for borrowing in spring of 2017. As such, the compensation will be negotiated based on the final scope of the project and does not require any payment up front.

The administration recommends the Board of School Directors approve the architect agreement with Crabtree, Rohrbaugh and Associates and authorize the administration to sign the agreement.

f. Act 80 Day Approval

The administration requests that one day of inservice activities be used as an Act 80 day for high school seniors for the 2015-2016 school year. The date to be utilized for Act 80 purposes is Tuesday, November 24, 2015. On this date, Big Spring High School's entire professional staff were involved in relevant educational work in support of our instructional program. A detailed schedule for the day that shows activities completed in support of our instructional program are included with the administration's request.

The administration recommends that the Board of School Directors approve the submission to the Pennsylvania Department of Education (PDE) of one (1) Act 80 day for the 2015-2016 school year on November 24, 2015.

New Business - Action Items

g. Reauthorization of Taxes and Tax Rates to Support the 2016-2017 General Fund Budget

The taxes specified below represent the current 2015-16 taxes and the proposed 2016-2017 taxes that are required to support the final 2015-2016 General Fund Budget. This is a reauthorization of existing taxes and the only change is a 3.1% increase in real estate taxes (increase of ~\$41 per \$100,000 in assessment).

<u>Current</u>	<u>Proposed</u>	<u>Tax</u>
13.2885	13.7004	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 2016-2017 Budget”

h. Final Adoption of the 2016-17 General Fund Budget

The District’s current 2015-16 budget was \$46,949,740. The Board of School Directors adopted the proposed final General Fund Budget for 2016-2017 in the amount of \$48,305,439 at the May 2, 2016 meeting following a budget presentation and discussion. Since that time several changes occurred; the details of the final \$48,298,919 budget and the changes are included with the agenda. This budget requires \$111,618 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 2016-2017 Budget” in the amount of \$48,298,919.

i. Homestead/Farmstead Resolution for the 2016-2017 Fiscal Year

The Secretary of Education notified the District on May 1, 2016 that its share of the state gaming funds for 2015-2016 will be \$773,605.48. The County notified us that we have 5708 approved homesteads and 204 approved farmsteads within the District boundaries to share in that allocation. The average assessed value is \$188,666. Using the PASBO worksheet, the administration calculated the exclusion for both homestead and farmsteads in equal amounts equal to \$9,653.00 of assessed value or \$132.25 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 \$9,653 for the 2016-2017 fiscal year in accordance with the Act 1 of Special Session of 2006.

New Business - Action Items

j. Approve Stadium & Track Fund Payments

The District received the following applications for payment from the Stadium and Track Project Fund:

<u>Project</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance To Pay</u>
Stadium	eciConstruction, LLC	\$220,536.12	\$1,040,147.73
Stadium	Ellsworth Electric, Inc.	\$45,225.00	\$195,779.00
Stadium	F.T. Kitlinski & Assoc., Inc.	\$3,378.52	tbd
Stadium	Americhem Intl, Inc.	\$5,550.16	\$0

The administration recommends the Board of School Directors approve payments from the Stadium & Track Project Fund for \$220,536.12 to eciConstruction, LLC; \$45,225 to Ellsworth Electric, Inc.; \$3,378.52 to F.T. Kitlinski & Associates, Inc. and \$5,550.16 to Americhem International, Inc.

k. Approve Stadium Project Change Orders

The District received the following change orders from WCE for the project:

<u>Contractor</u>	<u>CO#</u>	<u>For</u>	<u>Amount</u>
eciConstruction, LLC	5	Sign Reduction	-\$966.00
Ellsworth Electric, Inc.	872-02	Add Hand dryers	\$4,933.50

The administration recommends the Board of School Directors approve the change orders as listed in the agenda.

New Business - Action Items

I. Approve Recurring Contracts for Services

The District received quotes for the following services for the 16-17 school year:

<u>Vendor</u>	<u>Services</u>	<u>Amount</u>
Accountable Assests, Inc	Fixed Asset Inventory	\$8,020.00
Navigate Prepared	Emergency /Security Planning	\$9,000.00
Blackboard	Web Community Manager 16-17 License	\$8,940.00
"	Web Community Manager 15-16 Setup	\$9,852.00
PSBA	Dues	\$13,537.22
Diakon Youth Services	2016-17 School Year	\$129/day w/transportation \$107/day without transportation

The administration recommends the Board of School Directors approve the recurring contracts as included in the agenda and authorizes the administration to sign for the District and take all necessary action to implement the contracts.

m. Adoption of Proposed Planned Courses

Listed below are completed planned courses for board approval.

- AP Psychology (Replacing Honors Psychology)
- Honors Senior English Seminar
- AP Language and Composition
- Advanced Mass Media
- Honors Drawing and Painting 3
- Honors Trigonometry
- Coding 2

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

New Business - Action Items

n. Facilities Utilization Request

High School Student Council is requesting permission to utilize the High School Large Group Room on Sunday, August 7, 2016 from 4:00 p.m. - 7:00 p.m. for a Kick Off Dinner. Because the utilization is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Kick Off Dinner request to utilize the High School Large Group Room on Sunday, August 7, 2016 from 4:00 p.m. - 7:00 p.m., as presented.

14. New Business - Information Item

a. Tenure Status

The following professional employee has completed the required years of service as temporary professional employee and has earned tenure based on her satisfactory performance.

Heidi Badda - Fifth Grade Teacher at Newville Elementary School

Beth Ann D'Agostino - Special Education Teacher at Oak Flat Elementary School

Additional information regarding the professional employee has been prepared by Mrs. Clarissa Nace, Newville Elementary School Principal and Mrs. Stacey Kimble, Oak Flat Elementary School Principal.

b. Proposed Policies

The administration has submitted the policies listed for Board review. Establishment of said policies will ensure full policy compliance with the Office of Management and Budget's (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance).

Policy 626 Federal Fiscal Compliance

Policy 626.1 Travel Reimbursement

Policy 827 Conflict of Interest

The updated policies will be an action item on the June 20, 2016 Board Agenda.

c. Approval of 2016-2017 Middle School Handbook

The Middle School Administration have updated the Middle School Handbook for the 2016-2017 school year. The changes that have been made in the Middle School Handbook 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 handbook.

15. Future Board Agenda Items

16. Board Reports

- a. District Improvement Committee - Mr. Bob Kanc
- b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl
- c. Vocational-Technical School - Mr. Wolf and Mr. Piper
- d. Building and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall
- e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall
- f. South Central Trust - Mr. Blasco
- g. Capital Area Intermediate Unit - Mr. Wolf
- h. Tax Collection Committee - Mr. Wolf and Mr. Swanson
- i. Future Board Agenda Items
- j. Superintendent's Report
 - May monthly enrollment.

17. Meeting Closing

- a. Business from the Floor
- b. Public Comment Regarding Future Board Agenda Items
- c. Adjournment
 - Meeting adjourned at _____ PM, **June 6, 2016**
 - Next scheduled meeting is: **June 20, 2016.**