



JUNE 17, 2019 BOARD MEETING

1. Opening Meeting

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

2. Approval of Minutes

Approval of the June 3, 2019 Regular Board Meeting Minutes, the June 3, 2019 Committee of the Whole Meeting Minutes and the June 3, 2019 Building and Property Meeting Minutes.

3. Student/Staff Recognition and Board Reports - No Student Report

4. Financial Reports

a. Payment of Bills

General Fund	\$	1,058,641.63
Capital Project Reserve Fund	\$	0.00
Mount Rock Projects-2018 Fund	\$	0.00
Newville Projects Fund	\$	525,174.42
Cafeteria Fund	\$	111,627.45
Student Activities	\$	<u>38,571.82</u>
Total	\$	1,734,015.32

Motion to approve the payment of bills as presented

b. Treasurer's Fund Report

General Fund	\$	16,147,471.06
Capital Project Reserve Fund	\$	7,301,040.49
Cafeteria Fund	\$	627,069.44
Student Activities	\$	266,049.39
Newville Project Fund	\$	1,502,469.22
Mount Rock Projects-2018 Fund	\$	<u>6,597,467.03</u>
Total	\$	32,441,566.63

Motion to approve the treasurer's fund report and budget transfers, as presented.

c. YTD General Fund Report and YTD Taxes

The administration prepared these reports for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Tax report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports, as submitted.

5. Reading of Correspondence

6. Recognition of Visitors

7. Public Comment Period

8. Structured Public Comment Period

9. Old Business

10. New Business

11. Personnel Items - Action Items

a. Recommended Approval for a Middle School Learning Support Teacher - Ms. Tara Barnard

Education:

Waynesburg College - Bachelor of Science /Early Childhood, Special Education K-8

Experience:

El Arca Argentina - Assistant (Accompany adults with disabilities in their daily life; cook and share meals; prepare adults for school and work).

Trinity South Elementary School - Student Teaching, Emotional Support K-3

The administration recommends the Board of School Directors appoint Ms. Tara Barnard as a Learning Support Teacher at the Middle School replacing Ms. Fran Stewart who has resigned. Ms. Barnard's compensation for this position should be established at a Bachelor's Degree, step 1, \$52,313.00, plus a \$400.00 special education stipend, for the 2019-2020 school year, based on the future contract between the Big Spring Education Association and the Big Spring School District.

b. Resignation - Assistant Cross Country Coach

Mr. Brian Donovan submitted his resignation for the position of Assistant Cross Country Coach, effective immediately. Mr. Donovan has requested to assist as a volunteer coach.

The administration recommends the Board of School Directors approve Mr. Donovan's resignation as an Assistant Cross Country Coach as well as his request to assist as a volunteer coach for the cross country team.

Personnel Items - Action Items

c. Resignation - Assistant Field Hockey Coach

Ms. Catherine Bayley Leonard, submitted her resignation for the position of Assistant Field Hockey Coach, effective immediately. Ms. Leonard has requested to assist as a volunteer coach for the field hockey team.

The administration recommends the Board of School Directors approve Ms. Leonard's resignation as a Assistant Field Hockey Coach as well as her request to assist as a volunteer for the field hockey team, as presented.

d. Resignation - Part-Time Custodian

Ms. Esther Rea submitted her resignation for the position of a part-time custodian at Mt. Rock Elementary School, effective immediately.

The administration recommends the Board of School Directors approve Ms. Rea's resignation, as presented.

e. Resignation - Instructional Aide

Ms. Heather Arey has submitted her resignation for the position of an Instructional Aide at Mt. Rock Elementary School, effective immediately.

The administration recommends the Board of School Directors approve Ms. Arey's resignation, as presented.

f. Resignation - Instructional Aide

Ms. Jenna Hoffman has submitted her resignation for the position of an Instructional Aide at Mt. Rock Elementary School, effective immediately.

The administration recommends the Board of School Directors approve Ms. Hoffman's resignation, as presented.

g. Resignation - ESY Aide

Ms. Shantay Gantz has submitted her resignation for the position of an Extended School Year (ESY) aide, effective immediately.

The administration recommends the Board of School Directors approve Ms. Gantz's resignation, as presented.

h. Resignation - High School Chemistry Teacher

Ms. Christina Hagood submitted her letter of resignation for the position of a High School Chemistry Teacher effective, June 21, 2019.

The administration recommends the Board of School Directors approve Ms. Hagood's resignation, effective, June 21, 2019.

Personnel Items - Action Items

i. Child-Rearing Leave - Mrs. Shannon Arnold

Mrs. Shannon Arnold, Second Grade Teacher at Mt. Rock Elementary School, is requesting child-rearing leave of absence to begin approximately November 25, 2019 through the end of the 2019-2020 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 the Board of School Directors approve Mrs. Arnold's requested child-rearing leave of absence to begin approximately November 25, 2019 through the end of the 2019-2020 school year.

j. Child-Rearing Leave - Mrs. Jessica Maser

Mrs. Jessica Maser, First Grade Teacher at Mt. Rock Elementary School, is requesting child-rearing leave of absence to begin approximately November 25, 2019 through the approximately February 18, 2020. 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 the Board of School Directors approve Mrs. Maser's requested child-rearing leave of absence to begin approximately November 25, 2019 through approximately February 18, 2020.

k. Child-Rearing Leave - Mrs. Heidi Weston

Mrs. Heidi Weston, Fourth Grade Teacher at Mt. Rock Elementary School, is requesting child-rearing leave of absence to begin approximately November 22, 2019 through the approximately February 3, 2020. 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 the Board of School Directors approve Mrs. Weston's requested child-rearing leave of absence to begin approximately November 22, 2019 through approximately February 3, 2020.

l. Approval for Extended School Year (ESY) Staff Appointments

Ms. Abigail Leonard, Assistant Supervisor of Special Education would like to recommend Alexa Moran as an additional ESY Teacher and Kim Krause as an ESY aide. Ms. Moran has been added to the program due to additional enrollment of students. Ms. Krause is replacing Ms. Shantay Gantz who has resigned.

The administration recommends the Board of School Directors approve Ms. Moran and Ms. Krause to the ESY staff list, as presented.

Personnel Items - Action Items

m. Coaching Recommendations

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the Summer Fitness Center Coordinator as well as the coaches listed below.

Brent Stroh - Summer Fitness Center Coordinator

Brian Rohm - Assistant Football Coach

Bradly Fry - Assistant Football Coach

The administration recommends the Board of School Directors approve the above listed coaches, as presented.

12. New Business - Action Items

a. 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.

Brent Stroh	\$ 449.01
Amelia Tearnan	\$ <u>1,440.00</u>
Total	\$ 1,889.01

The administration recommends 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.

b. Voting Delegate for the 2019 PSBA School Leadership Conference

The Pennsylvania School Boards Association requests that the Board of School Directors for each PSBA member school district notify PSBA of the names of each school district's voting delegate for the October, 2019 School Leadership Conference's Legislative Policy Committee meeting.

The administration recommends that the Board of School Directors designate Bob Kanc, Board Member to serve as Big Spring's voting delegate to the October, 2019 School Leadership Conference Legislative Policy Committee meeting.

c. Facilities Utilization Request

The Big Spring Midget Football Organization is requesting to utilize Bulldog Stadium and the old baseball field for midget football games from July 29, 2019 through October 24, 2019. Because the utilization request is on Sunday's throughout the months of July through October, Board action is necessary.

The administration recommends the Board of School Directors approve the Big Spring Midget Football Organization's request to utilize Bulldog Stadium and the old baseball field, as presented.

d. Approval of Big Spring's Middle School PTO Financial Report

The Big Spring School District has received a copy of a financial report from Sarah Enck, advising that the Big Spring Middle School PTO annual audit report was accepted with auditing standards for the 2018-2019 school year. A copy of the report is included with the agenda.

The administration recommends that the Board of School Directors accept the 2018-2019 Big Spring Middle School PTO financial report, as presented.

New Business - Action Items

e. Approval of the 2019-2020 Middle School Student Handbook

The Middle School Administration have updated the Middle School Student Handbook for the 2019-2020 school year. The changes that have been made in the Middle School Handbook are included with the agenda.

The administration recommends the Board of School Directors approve the updated 2019-2020 Middle School Student Handbook, as presented.

f. Recommended Approval for Curriculum Support Program Resources

Dr. Robyn Euker, Director of Curriculum and Instruction, is recommending continued usage of the following Curriculum Support Program Resources to the Superintendent of Schools. The program resources are available for review in the curriculum office by any member of the Board of School Directors who wishes to review the support programs.

Elementary

- Lexia
- Edgenuity - Hybridge Solutions (Odyssey Program)
- NWEA - Measures of Academic Progress (MAP) Assessment
- SeeSaw
- AimswebPLUS

Middle School

- Study Island
- iReady

High School

- Turn It In

K-12

- Powerschool- Performance Tracker
- EduPlanet

The administration recommends the Board of School Directors approve the continued usage of the Curriculum Support Program Resources, as presented.

g. Recommended Approval for Curriculum Resources

Dr. Robyn Euker, Director of Curriculum and Instruction, would like to recommend the adoption of the following resources for the district.

- | | |
|----------------------|-----------------------------------|
| K-12 Data Warehouse: | Powerschool – Performance Matters |
| High School Math: | Freckle |

The administration recommends the Board of School Directors approve the Curriculum Resources, as presented.

New Business - Action Items

h. Approval of Educational Service Agreements

Dr. Richard W. Fry, Superintendent of Schools and Mr. William Gillet, Director of Pupil Services have reviewed the agreements listed below.

Psychoeducational Evaluation Agreement - This agreement is to assist with psychoeducational evaluations.

Pyramid Healthcare, Inc. Agreement - Pyramid Healthcare, Inc. provides special education and related services to students.

Vista School 2019-2020 Agreement - Vista assist with autism classroom placement.

The administration recommends the Board of School Directors approve the agreements, as presented.

i. Approval of Proposed Updated Policies

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

Policy 006 - Meetings

Policy 108 - Adoption of Textbooks

Policy 210.0 - Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors

Policy 238 - Bullying/Cyber Bullying

Policy 246 - School Wellness

Policy 251 - Homeless Students

Policy 255 - Educational Stability for Children in Foster Care

Policy 704 - Maintenance

Policy 810 - Transportation

Policy 810.3 - School Vehicle Drivers

Policy 818 - Contracted Services Personnel

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

j. Approval of Proposed Updated Job Descriptions

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

707 - Maintenance Technician - Facilities Systems

708 - Groundskeeper

708.1 - Assistant Groundskeeper

708.2 - Seasonal Hire – Grounds

The administration recommends the Board of School Directors approve the job descriptions, as presented.

New Business - Action Items

k. Approve New Job Assignments

With the retirement of Mr. Gilliam, the administration recommends Mr. Gilliam's position to be split into two classified director positions as shown:

<u>Names</u>	<u>Position Description</u>	<u>Yrly Salary</u>
Tim Drawbaugh	Director of Maintenance Services	\$60,480.00
Cheri Frank	Director of Custodial Services	\$50,400.00

The administration recommends the Board of School Directors approve the listed new assignments at the rate shown effective July 1, 2019.

l. Approve Construction Change Order

The administration received the following change order from CRA:

<u>Loc</u>	<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
MS	2	Lobar Inc (Elec)	MS Auditorium Items	\$4,472.90

The administration recommends the Board of School Directors approve the change order as presented.

m. Approve 2019-20 Contracts for Renewal

Mr. Richard Kerr, Jr., Business Manager and Mr. Robert Krepps, Technology Director have reviewed the renewal contracts listed below.

<u>With</u>	<u>Contract Description</u>	<u>FY20 Cost</u>	<u>Length</u>
Blackboard Inc	Connect Service	\$4,645.50	FY 20
Blackboard Inc	Website	\$9,487.20	FY 20
Forecast 5	Financial Analytics - 5Sight, 5Cast & 5Cast+	\$12,083.34	FY 20-21
Lenovo FS	38-month Lease for 300 Thinkpads	\$118,684.60	FY20-23
Whitlock	4yr SMART Learning Suite Maintenance	\$18,799.00	FY 20-23
Trane	4 Prev Main Inspection / Yr fro MR, HS, DAO & MS	\$50,448.13	FY20

The administration recommends the Board of School Directors approve the renewal contracts, as presented.

New Business - Action Items

n. Approve Payments from Newville Construction Fund

The administration received the following applications for payment:

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
MS-GC	East Coast	GC Prof Svc 3196.2 #9644-01	\$115,920.00	\$1,661,080.00
MR-GC	eciConstruction	GC Svcs Inv 30.19011.2	\$103,798.93	\$931,976.56
OF-GC	eciConstruction	GC Svcs Inv 30.19012.2	\$39,428.81	\$371,430.09
MR-EC	Lobar, Inc	Elect Prof Svc 3196.1 / Inv# 1901603	\$23,469.71	\$692,631.97
MS-EC	Lobar, Inc	Elect Prof Svc 3196.2 / Inv# 1901703	\$22,797.90	\$715,503.37
HS-EC	Oyler Electric, Inc	Elect Prof Svc 3196.3 / Inv# 1	\$6,015.76	\$26,251.24
OF-EC	Oyler Electric, Inc	Elect Prof Svc 3196.4 / Inv# 1	\$23,699.47	\$55,625.53
All-Hvac	Stouffer Mech	Combined HVAC Svc Pay App#3	\$13,178.97	\$69,193.23
All-Plum	Stouffer Mech	Combined Plumbing Pay App #3	\$25,777.80	\$176,153.70
HS Tech	Applied Video Tech	TV Studio Tricaster Inv 20412	\$16,974.00	-
MR Tech	AV Solutions LLC	MR Sound System Inv 6578	\$25,276.63	-
MS Tech	AV Solutions	Auditorium Lighting Inv 6582	\$2,325.62	-
ME FFE	CRA	MR FFE Inv 3175.2	\$5,000.00	\$5,000.00
Ph 2	CRA	Professional Services Inv 3196.10	\$36,052.14	\$4,000
MR Tech	Honeywell	Prof Svc - Caneras Inv 52488256672	\$4,550.86	-
Ph2 Tech	Prismworks Tech Inc	3CX Enterprise Prof Svc Inv 10910	\$1,594.00	-
Ph2 Tech	Prismworks Tech Inc	Qnap SAN server Inv 10940	\$9,506.00	-
Ph2 Tech	Prismworks Tech Inc	Server for Video Cams Inv 10947	\$10,552.32	-
HS Tech	Whitlock	3 Interactive Smartboards	\$20,588.20	-

The administration recommends the Board of School Directors approve the payments from the Newville Construction Fund for \$115,920 to East Coast Contracting; \$143,227.74 to eciConstruction; \$46,267.61 to Lobar, Inc.; \$29,715.23 to Oyler Electric; \$38,956.77 to Stouffer Mechanical; \$16,974 to Applied Video Technology, Inc.; \$27,602.25 to A/V Solutions, LLC; \$41,052.14 to Crabtree, Rohrbaugh & Associates; \$4,550.86 to Honeywell International; \$21,652.32 to Prismworks Technology, Inc.; and \$20,588.20 to Whitlock.

New Business - Action Items

o. Approve Payment from Capital Project Reserve Fund

The district received the following applications for payment:

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Bal To Pay</u>
Michael Baker Intl	Construction Svc Inv# 1049995	\$9,519.00	\$17,535.01
Prismworks Tech Inc	Veeam Backup Storage Inv 10939	\$19,935.00	-
RL Snyder	Fitness Center Cabinet	\$695.00	-
Questeq, Inc.	Extreme Wifi Radios	\$49,260.00	-

The administration recommends the Board of School Directors approve payments from the Capital Project Reserve Fund of \$9,519 to Michael Baker International; \$19,935 to Prismworks Technology, Inc.; \$695 to RL Snyder and \$49,260 to Questeq, Inc.

p. Approve Classified Compensation Plan

The Administration, Board and Classified Employee representative have reviewed the final 2019-2022 Compensation Plan for the Classified Employees of the Big Spring School District.

The administration recommends the Board of School Directors approve the July 1, 2019 - June 30, 2022 Compensation Plan as included in the agenda.

13. New Business - Information Item

a. Proposed Updated Policy

The administration has provided a copy of the proposed policy listed, which is included with the agenda. After the policy has been reviewed by the Board of School Directors and the administration, the administration will present the policy for Board approval at the July 22, 2019 Board meeting.

Policy 215 Promotion and Retention

b. Proposed Adoption of Secondary Curriculum and Textbook

Listed below are completed high school courses and revised curriculum for board approval. All completed planned courses and curriculum are available in the Curriculum Center for review by the Board of School Directors.

Social Studies Department

Sports in Society (new course)

American Studies

Art Department

Ceramics I

Ceramics II

Science Department

Biochemistry (new course)

Environmental Science

Medical Terminology (new course)

Business Department

Marketing

Textbook for review for the new Biochemistry Course

Biochemistry, 9th Edition (2017)

Publisher: Cengage Learning

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

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

17. Meeting Closing

- a. Business from the Floor
- b. Public Comment Regarding Future Board Agenda Items
- c. Adjournment

Meeting adjourned at _____ PM, **June 17, 2019.**

Next scheduled meeting is: **July 22, 2019.**