



JULY 24, 2017 BOARD MEETING

1. Opening Meeting

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

2. Approval of Minutes

Approval of the June 19, 2017 Regular Board Meeting Minutes, the June 19, 2017 Committee of the Whole Meeting Minutes and the June 19, 2017 Act 34 Hearing Meeting Minutes.

3. Student/Staff Recognition and Board Reports

4. Financial Reports

a. Payment of Bills

	<u>2016-2017</u>			<u>2017-2018</u>	
General Fund					
Procurement Card	\$	20,854.27		\$	0.00
Checks/ACH/Wires	\$	3,326,727.22		\$	1,193,430.47
Capital Projects	\$	30,069.94		\$	0.00
Newville Renovation Projects	\$	10,264.39		\$	0.00
Stadium & Track Projects	\$	339,695.31		\$	0.00
Cafeteria Fund	\$	115,837.49		\$	0.00
Student Activities	\$	<u>13,760.47</u>		\$	<u>5,277.07</u>
Total	\$	3,917,209.09		\$	1,198,707.54

Motion to approve payment of bills, as presented.

b. Treasurer's Fund Report

General Fund	\$	12,403,500.99
Capital Projects	\$	5,478,982.00
Cafeteria Fund	\$	482,254.25
Student Activities	\$	208,552.64
Stadium & Track Projects	\$	94.65
Newville Renovation Projects	\$	<u>12,905,529.32</u>
Total	\$	31,478,913.85

Motion to approve 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. Middle School Eighth Grade Social Studies Teacher - Ms. Morgan Yealy

Education:

Lebanon Valley College - Bachelor's Degree/History-Social Studies

Experience:

Student Teacher - Yellow Breeches Middle School - Seventh Grade World Cultures

The administration recommends that the Board of School Directors appoint Ms. Morgan Yealy to serve as a Middle School Eighth Grade Social Studies Teacher, replacing Mr. John Beeman who has resigned. Ms. Yealy's compensation for this position should be established at Bachelor's, step 1, \$49,600.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

b. Approval of Assistant Science Department Co-Chairs

Mrs. Robyn Euker, Director of Curriculum and Instruction, would like to recommend the individuals listed as Assistant Science Department Co-Chairs.

Heather Magee

Therese Bukousky

The administration recommends the Board of School Directors approve the above listed individuals as Assistant Science Department Co-Chairs.

Personnel Items - Action Items

c. Approval of Oak Flat Secretary - Ms. Meagan Brackbill

The administration would like to recommend Ms. Meagan Brackbill as a 190 day secretary at Oak Flat Elementary School, replacing Ms. Julie Wallace who has resigned. Ms. Brackbill will work 190 days with an hourly wage of \$13.28 an hour.

The administration recommends the Board of School Directors approve Ms. Meagan Brackbill as a 190 day Secretary at Oak Flat Elementary School with an hourly wage of \$13.28. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

d. Approval for Recommendation of a Classified Personnel Transfer

The administration would like to recommend the transfer of Mrs. Phyllis Martin, Administrative Assistant for Payroll and Benefits to the position of Administrative Assistant for Curriculum Center/PIMS and Child Accounting. Mrs. Martin will be placed on Level A-17 within the Classified Agreement, effective August 1, 2017.

The administration recommends the Board of School Directors approve the transfer of Mrs. Phyllis Martin, as presented.

e. Recommendation for a Custodian Transfer

Mr. Rick Gilliam, Director of Building and Grounds/Transportation is requesting the transfer of Mr. Dennis Fahnestock, part-time High School custodian to the position of a full-time custodian in the High School, effective August 18, 2017, replacing Ms. Lisa Boudier who has resigned.

The administration recommends the transfer of Mr. Dennis Fahnestock, as presented.

f. Coaching Recommendations

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the individuals listed as coaches for the teams listed.

Carl Seils Middle School Cross Country
Shane Miller High School Assistant Boys Soccer Coach

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

Personnel Items - Action Items

g. Approval of 2017-2018 Mentor Teachers

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentors are listed below.

INDUCTEE	BUILDING / SUBJECT	MENTOR
Molly Kordes	Mt. Rock Ele. Grade 3	Heather Schwartzmiller
Melissa McElwee	Elementary Library	Denise Mancuso
Diane Doll	Middle School Nurse	Judy Breneman
Emma Leuschen	Middle School ELA	Courtney Rickabaugh
Megan Hall	Middle School MDS	Amelia Tearnan/Megan Bullock
Shane Miller	Middle School Health/PE	Micah Artz
Matthew Kump	High School Health/PE/Aquatics	Kelly Fry
Courtney Benson	Mt. Rock Grade 4	Heidi Weston
Karyn Cunningham	Mt. Rock Reading Specialist	Kathy Schumacher

The administration recommends that the Board of School Directors approve the 2017-2018 mentor teachers 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.

Megan Anderson	\$ 1,410.00
Meghan Bullock	\$ 1,440.00
Andrew Koman	\$ 936.00
Clarissa Nace	\$ 1,932.00
Chelsey Piper	\$ 2,880.00
Lisa Velazquez	<u>\$ 1,410.00</u>
Total	\$10,008.00

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, the Act 93 Agreement and the Big Spring School District.

New Business - Action Items

b. Approval of Planned Courses

Listed below are completed planned courses for board approval.

Middle School Science

6th Grade Physical Science

7th Grade Earth Science

8th Grade Life Science

High School Science

Biology

Biology Keystone Enrichment

High School/Middle Math

Algebra I

High School Math

Geometry

Honors Geometry

Statistics

Algebra Keystone Enrichment

Honors Calculus

High School English/Language Arts

English IV - Project Based (Opus)

Literature Keystone Enrichment

Elementary

Kindergarten Social Studies

First Grade Social Studies

Second Grade Social Studies

Third Grade Social Studies

Fourth Grade Social Studies

Fifth Grade Social Studies

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

c. Students Eligible for Early Graduation

Based on successful completion of semester one course work for the students listed, they will be eligible for early graduation for the 2017-2018 school year.

Alexis Jumper

Kaylyn McGowan

The administration recommends that the Board of School Directors approve January, 2018 graduation for the students listed, based on the success of completing all graduation requirements.

New Business - Action Items

d. Fundraiser Recommendation - Oak Flat Elementary School

The Oak Flat Elementary School PTO would like to conduct the fundraiser listed for the 2017-2018 school year.

5K Run (Fall)

Workathon for Education (Spring)

The administration recommends the Board of School Directors approve the Oak Flat Elementary School PTO fundraiser listed for the 2017-2018 school year.

e. Approval of the 2017-2018 High School Student Handbook

The High School Administration have updated the High School Student Handbook for the 2017-2018 school year. The changes that have been made in the High School Handbook have been included with the agenda. The completed High School Student Handbook is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the handbook.

The administration recommends that the Board of School Directors approve the 2017-2018 changes in the High School Student Handbook, as presented.

f. Approval of the 2017-2018 Middle School Student Handbook

The Middle School Administration have updated the Middle School Student Handbook for the 2017-2018 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 2017-2018 Middle School Student Handbook, as presented.

g. Approval of the 2017-2018 BSSD Online Learning Student/Parent Handbook

Mrs. Robyn Euker, Director of Curriculum and Instruction has updated the Big Spring School District Online Learning Student/Parent Handbook for the 2017-2018 school year. The completed Big Spring School District Online Learning Student/Parent Handbook is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the handbook.

The administration recommends that the Board of School Directors approve the 2017-2018 changes in the Online Learning Student/Parent Handbook, as presented.

h. Approval of the 2017-2018 Pre-K Counts Agreement

The proposed 2017-2018 Pre-K Counts Agreement has been reviewed by Dr. Kevin Roberts, Assistant Superintendent and is included with the agenda.

The administration recommends the Board of School Directors approve the 2017-2018 Pre-K Counts Agreement, as presented.

New Business - Action Items

i. Approval of 2017-2018 Ambulance Agreement

The proposed 2017-2018 Ambulance Agreement has been reviewed by administration and is included with the agenda.

The administration recommends the Board of School Directors approve the 2017-2018 Ambulance Agreement, as presented.

j. Approval of the 2017-2018 Belco Community Credit Union Agreement

The proposed 2017-2018 Belco Community Credit Union Agreement has been reviewed by administration and is included with the agenda. This is a one year agreement so that Big Spring School District is able to gauge the success of the Belco/Cornerstone merger.

The administration recommends the Board of School Directors approve the 2017-2018 Belco Community Credit Union Agreement, as presented.

k. Approval of 2017-2018 Agreements

The proposed 2017-2018 agreements listed below have been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The agreements are included with the agenda.

New Story Agreement

NHS Agreement

River Rock Elementary Agreement

River Rock Secondary Agreement

River Rock AEDY Agreement

The administration recommends the Board of School Directors approve the 2017-2018 agreements listed, as presented.

l. Approve Agreement for Participation in Child Nutrition Programs

This agreement covers Big Spring students who attend classes at CAIU facilities and authorizes the CAIU to approve free and reduced application in connection with their cafeteria operations.

The administration recommends the Board of School Directors approve the agreement as presented in the Agenda.

m. Facilities Utilization Request

The Big Spring Hurricane Softball Organization is requesting to utilize Oak Flat and Mt. Rock Elementary Schools softball fields for games on Sunday's. The dates of the request will begin August through the month of October and the games held on Sunday will be from 1:00 p.m. through 6:00 p.m. Because the utilization requests are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Hurricane Softball Organization's request to utilize Oak Flat and Mt. Rock Elementary Schools softball fields for games on Sunday's, as presented.

New Business - Action Items

n. Approve Cafe Pricing for 2017-18

Most pricing was set as part of the Chartwells renewal; however, below is the complete list of menu pricing for 2017-18.

<u>Meal Prices</u>	<u>2017-18</u>
Elem Lunch	\$2.60
Secondary Lunch	\$2.75
Adult Breakfast	\$2.50
Adult Lunch	\$3.75
Breakfast (all students)	\$1.50
Milk	\$0.60
YB/Headstart Lunch	\$3.00
YB/Headstart Breakfast	\$1.75

The administration recommends the Board of School Directors approve the menu pricing above for 2017-18.

o. Approve Payments from Newville Renovation Project Fund

The District received the following payment applications:

<u>Project</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Track	Horst Excavating	Pay App 4	\$504,908.18	\$638,586.88
Track	Pagoda Electrical, Inc.	Pay App 3	\$82,676.34	\$126,713.36
NV Reno	Crabtree, Rohrbaugh & Assoc	Schematic Design	\$24,309.97	\$437,346.03
NV Abatement	CES	Pay App #1	\$46,480.00	\$22,895.00
MS Gym	S&S Flooring	Pay App 2 & 3	\$28,210.00	tbd
NV Abatement	EMSL Analytical	Phase Testing	\$375.00	n/a

The administration recommends the Board of School Directors approve the payment of \$504,908.18 to Horst Excavating, \$82,676.34 to Pagoda Electrical, Inc., \$24,309.97 to Crabtree, Rohrbaugh & Assoc and \$46,480.00 to CES, \$28,210 to S&S Flooring and \$375 to EMSL Analytical.

New Business - Action Items

p. Approve Payment from Capital Project Reserve Fund

The District received the following bills/invoices from vendors:

Project	Vendor	Description	Amount
Track	Turf, Track & Court, LLC	Invoice 17-046	\$3,884.81
Erate	IntegraOne	switches, cables, modules	\$14,941.00
Erate	Networking Technologies	APs, Appliances, etc.	\$180,914.76

The administration recommends the Board of School Directors authorize payment of \$3,884.81 to Turf, Track and Court, LLC, \$14,941 to IntegraOne and \$180,914.76 to Networking Technologies.

q. Approval for Department Procurement Card

Mrs. Robyn Euker, Director of Curriculum and Instruction is requesting approval for Middle School Science Department Procurement card. The card would be a declining balance type card that is restricted to the department's budget amount.

The administration recommends that the Board of School Directors approve Mrs. Euker's request, as presented.

13. New Business - Information Item

a. Proposed Updated Policy

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

117 Homebound Instruction

The updated policy will be an action item on the August 7, 2017 Board Agenda.

b. Proposed Adoption of Planned Courses

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

World Language

French III

High School Social Studies

American Studies

Sociology

Psychology

New Business - Information Item

c. Disposal of Textbooks

The Office of Curriculum and Instruction will be disposing of textbooks and curricular materials pre-2010 that can no longer be utilized by the district in accordance with Policy 706.1. Included in the disposal are pre-PA Core series (Elementary ELA; Middle School Math) and textbooks recently replaced via curriculum revision process (Middle School Science).

The Tech Dept. is also disposing of old equipment; attached is a summary of the electronic recyclables that can be disposed of this summer. It consists of old laptops, desktops, Chromebooks, misc. hardware, accessories, and cabling that has been decommissioned over the past year. There is no cost to the district based on the scrap value. A \$22 per unit payment will be remitted to the district for a portion of the laptops. All hard drives will be wiped and the district will be provided with a certificate of destruction for our record keeping.

d. Draft Cumberland County Comprehensive Plan

Pursuant to the Municipalities Planning Code requirements, Cumberland County is providing its draft 2017 Comprehensive Plan for your review and comment. The plan and supporting background info can be accessed using the link below. Please send any comments to my attention by August 31, 2017. Feel free to share the plan with your residents through your website and social media channels.

<https://www.ccpa.net/3546/Cumberland-County-Comprehensive-Plan>

Best Regards,

Kirk Stoner, AICP
Director of Planning
Cumberland County, PA

e. PDE Budget Update

The attached document shows the proposed amount for BSSD in the PA spending bill.

14. Future Board Agenda Items

15. 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, 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**

16. Meeting Closing

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

Meeting adjourned at _____ PM, **July 24, 2017.**

Next scheduled meeting is: **August 7, 2017.**