



August 17, 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 August 3, 2015 Regular Board Meeting Minutes, the August 3, 2015 Building and Property Meeting Minutes and the August 3, 2015 Committee of the Whole Meeting Minutes.

3. Financial Reports

3.1 Payment of Bills

General Fund	\$ 855,528.12
Capital Projects	\$ 289,905.66
Cafeteria Fund	\$ ----
Student Activities	\$ 6,171.88

Motion to approve payment of bills as presented.

3.2 Treasurer's Fund Report

General Fund	\$ 9,557,657.17
Capital Projects	\$ 5,043,231.31
Cafeteria Fund	\$ 372,662.98
Student Activities	<u>\$ 198,015.58</u>
Total	\$15,171,567.04

Motion to accept the Treasurer's report and budget transfers as presented.

3.3 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.

4. Reading of Correspondence

5. Recognition of Visitors

6. Public Comment Period

7. Structured Public Comment Period

8. Old Business

9. New Business

10. Personnel Items - Action Items

10.1 Leave Without Pay – Megan Frantz

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. Megan Frantz, is requesting three days leave without pay for September 14, 15 & 16, 2015.

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

10.2 Request for Medical Leave of Absence

Mrs. Susan Blasco, Elementary Physical Education Teacher, is requesting a medical leave of absence from August 21, 2015 through approximately October 30, 2015. Medical leaves are governed according to Sections 1166-1171 of the Pennsylvania School Code of 1949, as amended.

The administration recommends that the Board of School Directors approve Mrs. Blasco’s request for a medical leave of absence as presented.

Personnel Items - Action Items

10.3 Resignation - Dru Kepner

Ms. Dru Kepner has submitted her resignation as a Long-Term Substitute Elementary Music Teacher, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Kepner's resignation as a Long-Term Elementary Music Teacher, effective immediately.

10.4 Resignation - Chris Jones

Mr. Chris Jones has submitted his resignation as an Assistant Junior High Boys Soccer Coach, effective immediately. Mr. Jones is requesting to assist as a volunteer coach when needed.

The administration recommends that the Board of School Directors approve Mr. Jones' resignation as an Assistant Junior High Boys Soccer Coach, effective immediately and approve Mr. Jones' request to assist as a volunteer coach when needed.

10.5 Resignation - Denise Barrick

Ms. Denise Barrick has submitted her resignation as an instructional aide at Newville Elementary School, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Barrick's resignation as an instructional aide at Newville Elementary School, effective immediately.

10.6 Resignation - Janet Walker

Ms. Janet Walker has submitted her resignation as an instructional aide at Mt. Rock Elementary School, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Walker's resignation as an instructional aide at Mt. Rock Elementary School, effective immediately.

10.7 Resignation - Katie Mell

Ms. Katie Mell has submitted her resignation as an instructional aide at the Middle School, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Mell's resignation as an instructional aide at the Middle School, effective immediately.

Personnel Items - Action Items

10.8 National Music Society Adviser Recommendation

Mr. William August, High School Principal would like to recommend Mr. Adam Nobile, High School Music Teacher as the National Music Society Adviser for the 2015-2016 school year

The administration recommends that the Board of School Directors approve Mr. Nobile as the National Music Society Adviser for the 2015-2016 school year.

10.9 Sarah O'Donnell - Long-Term Substitute Elementary Music Teacher

Education:

Messiah College - Music Education (Bachelor's Degree)

Experience:

Dillsburg and Northern Elementary Schools - Student Teaching

Northeastern High School – Field Experience (Choir)

Rice Elementary School – Field Experience (General Music)

Good Hope Middle School – Field Experience (Band)

The administration recommends that the Board of School Directors appoint Ms. Sarah O'Donnell for a Long-Term Substitute Elementary Music Teacher to replace Mrs. Rachel Thompson who will be on child-rearing leave of absence for the 2015-2016 school year. Ms. O'Donnell's compensation for this position should be established at Bachelor's Degree, Step 1, at \$46,852.00 based on the current contract between the Big Spring Education Association and the Big Spring School District.

10.10 Source4Teachers - Long-Term Substitutes

The administration requests permission to move forward with the recommendations for the long-term substitutes listed below with Source4Teachers, the District substitute teaching contractor.

Jacob Tout, Long-Term Substitute High School Spanish Teacher, replacing Ashley Oldham who is on child-rearing leave from August 21, 2015 through September 25, 2015.

Karyn Cunningham, Long-Term Substitute fourth grade Teacher at Oak Flat Elementary School, replacing Jennifer Ferrante who is on child-rearing leave from August 24, 2015 through October 20, 2015.

Marlene Adler, Long-Term Substitute Reading Teacher at Oak Flat Elementary School, replacing Tracey Cook who is on child-rearing leave from August 21, 2015 through approximately December 21, 2015.

Danielle Gibb, Long-Term Substitute Elementary Physical Education Teacher, replacing Susan Blasco who is on leave from August 21, 2015 through approximately October 30, 2015.

Personnel Items - Action Items

10.11 2015-2016 Bus Drivers

Deitch Buses, Inc., has submitted a list of bus drivers for the 2015-2016 school term. A copy of the list of drivers has been included with the agenda. Deitch Buses, Inc. would also like to add one additional bus driver to the 2015-2016 list, Ms. Cummings, pending all required paperwork.

The administration recommends that the Board of School Directors acknowledge receipt of the 2015-2016 bus driver list prepared by Deitch Buses, Inc. as presented and approval of the additional bus driver listed.

10.12 Approval of 2015-2016 Mentor Teachers

Based upon 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.

STAFF	POSITION	MENTOR
Emily Young	7th Grade Science	Therese Bukousky
Travis Barnes	High School Biology	Heather Magee
Brianna Griffin	Speech	Jen Keller
Greg Ellerman	LTS – Middle School Learning Support	Erin Zinn
Amelia Tearnan	Mount Rock Learning Support	Jen Tomasov
Jenna Miller	High School Learning Support	Ashley Gleason
Cecilia Sosnoskie	High School Learning Support	Heather Best
Bayley Houser	Newville – Third Grade	Jen Kuhn
Dana Sheaffer	Newville – Fourth Grade	Donna Kornblum
Katie Mell	LTS – Newville	Heidi Badda
Kerry Harbst	Psychologist	Angie Heishman
Curtis Waltman	High School Mathematics	Doug Knoll
Sarah O'Donnell	LTS – Elementary Music	Melissa Kiehl
Janna Hahn	NHS – Autism (MS)	Fran Stewart
Sarah Franklin	NHS – Autism (HS)	Jill Edwards (0.5) Fran Stewart (0.5)

The administration recommends that the Board of School Directors approve the 2015-2016 mentor teachers as presented.

Personnel Items - Action Items

10.13 Middle School Student Council Adviser Recommendation

Dr. Linda Wilson, Middle School Principal would like to recommend Mrs. Karen Showaker, Middle School Family Consumer Science Teacher as the Middle School Student Council Adviser for the 2015-2016 school year.

The administration recommends that the Board of School Directors approve Mrs. Showaker as the Middle School Student Council Adviser for the 2015-2016 school year.

10.14 Contract for Business Manager

The Board of School Directors will vote to reappoint Mr. Richard E. Kerr, Jr. as Business Manager for the Big Spring School District. A contract that commences on August 17, 2015 and concludes on June 30, 2018.

Motion to approve an employment contract for Richard E. Kerr, Jr. to serve as Business Manager for the Big Spring School District from August 17, 2015 through June 30, 2018.

10.15 Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as a coach for the 2015-2016 school year.

Brad Fry - Volunteer Assistant Football Coach to Assistant Junior High Football Coach

Lexi Wolfe - Assistant Junior High Field Hockey Coach

Bayley Houser - Assistant Field Hockey Coach

Tyler Bennett - Assistant Boys Soccer Coach

The administration recommends that the Board of School Directors approve the appointment of the above listed coach as presented.

11. Business Items – Action Items

11.1 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.

Shannon Brose	\$1,350.00
Laura Parks	\$4,050.00
Lisa Velazquez	\$1,350.00
Mary Beth Helbig	<u>\$2,102.40</u>
Total	\$8,852.40

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.

Business Items – Action Items

11.2 Fundraiser Approval

The Newville Elementary School PTO would like to conduct the fundraiser listed for the 2015-2016 school year.

Wolfgang Candy – Fall

The administration recommends that the Board of School Directors approve the Newville Elementary School PTO fundraiser listed for the 2015-2016 school year.

11.3 Recommendation for Planned Course Approval

Listed below are planned courses for board approval.

Business INCubator Geometry II

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

11.4 Approval of the River Rock Academy Agreement and NHS Agreement

The proposed River Rock Academy Agreement and NHS Agreement have been reviewed by Mr. William Gillet, Director of Pupil Services and Mr. Richard W. Fry, Superintendent of Schools. The agreements are included with the agenda.

The administration recommends that the Board of School Directors approve the 2015-2016 agreements as presented.

11.5 Approval of the Letter of Agreement with the Teenline Program of Holy Spirit Hospital

Mr. Richard W. Fry, Superintendent of Schools has reviewed the Letter of Agreement with the Teenline Program of Holy Spirit Hospital. The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the 2015-2016 Letter of Agreement with the Teenline Program of Holy Spirit Hospital as presented.

11.6 Approval of the Letter of Agreement to Provide Physician Coverage

The Letter of Agreement between Pinnacle Health Medical Group and the Big Spring School District to provide Physician Coverage to the District has been reviewed by the Big Spring School District Solicitor, Gareth Pahowka, Mr. William Gillet, Director of Pupil Services and Mr. Richard W. Fry, Superintendent of Schools. The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the 2015-2016 Physician Coverage agreement as presented.

Business Items – Action Items

11.7 Approval of CAOLA Contract

The proposed CAOLA contract has been reviewed by Mr. Kevin Roberts, Assistant Superintendent. The contract is included with the agenda.

The administration recommends that the Board of School Directors approve the 2015-2016 CAOLA contract as presented.

11.8 Approval of the 2015-2016 High School Student/Parent Handbook

Mr. William August, High School Principal, has updated the High School Student/Parent Handbook for the 2015-2016 school year. The changes made in the High School Student/Parent Handbook have been included with the agenda. The completed High School 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 completed handbook.

The administration recommends that the Board of School Directors approve the 2015-2016 changes in the High School Student/Parent Handbook as presented.

11.9 Approve Contractor Payment Applications

<u>Project</u>	<u>Contractor</u>	<u>This Payment</u>	<u>Balance Remaining</u>
Oak Flat PC (CO3)	Honeywell	none	\$ 85,208.00
OF Paving	New Enterprise	none	\$ 32,211.74
PennDOT Grant	Baker Intl	\$20,825.00	\$ 38,675.00
Feasibility Study	CRA	\$ 7,500.00	0
Paving (II)	CPE	\$ 8,905.00	\$ 5,540.00

The District received several payment applications; one from Baker for the preliminary studies on the PennDOT grant, and interim billing on the Paving Project(s) from Centerpoint and Crabtree, Rohrbaugh & Assoc for the Feasibility Study and PlanCon A submission.

The administration recommends the Board of School Directors approve the payment of \$20,825 to Michael Baker International, Inc.; \$7,500 to Crabtree, Rohrbaugh & Associates; and \$8,905 to CenterPoint Engineering, Inc. from the capital project fund.

11.10 Approval of the Volunteer Handbook and Volunteer Policy

Mr. Kevin Roberts, Assistant Superintendent has submitted an updated copy of the 2015-2016 Volunteer Handbook and Volunteer Policy for Board approval.

The administration recommends that the Board of School Directors approve the 2015-2016 Volunteer Handbook and Volunteer Policy as presented.

12. New Business - Information Item

12.1 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 prior to the September 8, 2015, Board of School Directors meeting.

High School Computer Science
SAT Preparation
Retail Management
Chemistry

13. Future Board Agenda Items

14. Board Reports

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

14.2 Athletic Committee - Mr. Swanson

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

14.4 Buildings and Property Committee - Mr. Barrick

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

14.6 South Central Trust

14.7 Capital Area Intermediate Unit

14.8 Tax Collection Committee

14.9 Superintendent's Report

15. Meeting Closing

15.1 Business from the Floor

15.2 Public Comment Regarding Future Board Agenda Items

15.3 Adjournment

Meeting adjourned at _____PM, **August 17, 2015.**

Next scheduled meeting is: **September 8, 2015**