

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, AUGUST 20, 2012

I. CALL TO ORDER (Big Spring High School) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

III. PRAYER

IV. APPROVAL OF THE AUGUST 6, 2012 REGULAR BOARD MEETING MINUTES, THE AUGUST 6, 2012 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE AUGUST 6, 2012 BUILDING AND PROPERTY COMMITTEE MEETING

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

VI. TREASURER'S REPORT (Balances as of July 31, 2012)

General Fund	\$ 9,532,759.74
Cafeteria Fund	\$ 310,724.64
Student Activity Fund	\$ 199,726.94
Capital Projects	\$ 2,970,617.80
Newville Project	\$ 382,544.62

VII. PAYMENT OF BILLS

General Fund	\$ 608,883.86
Student Activities Fund	\$ 1,787.20
Cafeteria Fund	\$ 12,191.86
Capital Projects	<u>\$ 51,571.16</u>

Total \$ 674,434.08

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A. PERSONNEL CONCERNS

A) PERSONNEL CONCERNS (...continued)**1) Additional Per Diem Substitute Teachers****(ACTION ITEM)**

Amanda Flagle	Library Science K-12/Social Studies
Pamela Haak	Elementary Education
Kimberly Korge	Elementary Education/History
Brandon Shiposh	Elementary Education
Lauren Wilkes	English 7-12
Tiffany Taylor	English 7-12

The administration recommends that the Board of School Directors approve the additions listed to the 2012-2013 per diem substitute teacher list as presented.

(ACTION ITEM)

- 2) **Mr. Richard Sample**, submitted his letter of resignation for the purpose of retirement effective October 1, 2012. Mr. Sample's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mr. Sample is entitled to a severance allowance in the amount of \$10,080.00.

$$112 \text{ unused sick leave days} \times \$90.00 = \$10,080.00$$

(\$18,000.00 maximum)

The administration recommends that the Board of School Directors accept Mr. Sample's letter of resignation for the purpose of retirement and his severance allowance of \$10,080.00 as presented.

(ACTION ITEM)**3) Approval of Chartwells' Big Spring School District Food Service Director**

Per the contract we initiated with Chartwells, the District must approve the director. The administration interviewed two candidates. Ms. Mattern brings a wealth of food service experience and proven performance to the position.

The administration recommends the Board of School Directors approve Michelle L. Mattern as the Chartwells Food Service Director for Big Spring School District

A) PERSONNEL CONCERNS (...continued)**4) Part-Time Custodian****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a part-time middle school custodian for the 2012-2013 school year.

Mrs. Fay Stum

The administration recommends that the Board of School Directors approve the appointment of Mrs. Fay Stum as a part-time middle school custodian for the 2012-2013 school year.

5) Marching Band Technician**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as Marching Band Technician for the 2012-2013 school year.

Ms. Kaitlyn Meily

The administration recommends that the Board of School Directors approve the appointment of Ms. Kaitlyn Meily as Marching Band Technician for the 2012-2013 school year.

6) Approval of 2012-2013 Mentor Teachers**(ACTION ITEM)**

Based upon the provisions of the teacher induction program, Act 48, 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.

A copy of the proposed 2012-2013 mentor teacher list is included with the agenda.

The administration recommends that the Board of School Directors approve the 2012-2013 mentor teachers as presented.

(ACTION ITEM)**7) Approval of Chartwells' Big Spring School District Food Service Employees**

Per the contract we initiated with Chartwells, the District must approve all employees. Mr. Gilliam has been involved in the selection of the building employees.

The administration recommends the Board of School Directors approve the attached list of Chartwells employees for the 2012/13 school year.

XIII. NEW BUSINESS (. . .continued)**B) Credit Pay****(ACTION ITEM)**

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.

Amanda Brown	\$ 1,236.00
Anne Fulker	\$ 354.99
Michael Ginter	\$ 2,472.00
Keith Lavala	\$ 2,472.00
Ashley Oldham	\$ 1,236.00
Kimberly Margosian	\$ 1,236.00
Aimee Yost	<u>\$ 1,272.00</u>
Total	\$10,278.99

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.

C) 2012-2013 Food Service Meal Prices**(ACTION ITEM)**

Last year the administration forecasted a 25¢ increase for this year. After consulting with Chartwells, there is not a compelling reason to implement that large increase. Due to inadequate implementation guidance for both the federal and state level programs, the recommendation is to make a minimum 5¢ increase toward an unknown target price required under the new federal mandate.

The administration recommends the Board of School Directors approve a 5¢ increase for Elementary, Secondary and Adult lunches during the 2012/13 school year.

D) Updated Policies**(ACTION ITEM)**

The administration has submitted the updated policies listed and the copies are included with the agenda. The updated Policies are included with the agenda. The updated policies were an information item on the August 6, 2012 School Board Agenda.

218.1 Weapons
218.2 Terroristic Threats/Acts
218 Student Discipline
223 Tobacco Use
232 Discipline Hearing Waiver
233 Suspension and Expulsion

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

XIII. NEW BUSINESS (. . .continued)**E) Planned Course Adoption****(ACTION ITEM)**

Listed below are completed planned courses for board approval.

K-12

Counseling Curriculum

High School

Business

- Future Business Leaders of America (FBLA)
- Accounting – Dual Enrollment (Harrisburg Area Community College)
- Marketing
- Web Page Design

Health and Physical Education

- Chemical Substance Use, Abuse / Driver's Education

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

F) Proposed Textbook Adoption**(ACTION ITEM)**

Listed below are textbook's for the 2012-2013 school year for board approval.

Course	Title	Publisher	Copyright
HS – Video Game Design	Video Game Design	Goodheart-Wilcox	2012
Anatomy and Physiology	Hole's Essentials of Anatomy and Physiology	McGraw-Hill	2012
Biology	Glencoe Biology	McGraw-Hill	2012
Physics	Fundamentals of Physics	J. Wiley and Sons	2011
HS – Sports and Entertainment Management	Sports and Entertainment Management	Kaser / Brooks	2005
HS – Marketing	Marketing Essentials	Glencoe	2012
HS – Webpage Design	HTML5 and CSS3 Introductory: Units A-H	Course Technology/Cengage Learning	2011

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

XIII. NEW BUSINESS (. . . continued)**G) Year- End Financial Statement****(ACTION ITEM)**

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and copies of the statement are included with the agenda.

Athletic Booster Association

The administration recommends that the Board of School Directors accept the year-end financial statement as presented.

H) Oak Flat Elementary School PTO Annual Audit**(ACTION ITEM)**

The Big Spring School District has received a copy of a letter from Ms. Trina Manetta advising that Oak Flat Elementary School PTO's records were accepted with auditing standards for the 2011-2012 school year.

A copy of the letter from Ms. Manetta is included with the agenda.

The administration recommends that the Board of School Directors accept the 2011-2012 Oak Flat Elementary School PTO's annual audit report as presented.

I) 2012-2013 Athletic Booster's Fundraisers**(ACTION ITEM)**

The Athletic Boosters are requesting permission to conduct the fundraisers listed below during the 2012-2013 school term.

The sale of french fries by Bricker's French Fries at home football events.

The sale of Walk Away Tacos, Pizza, Peanuts, Popcorn, Grilled Cheese Sandwiches, Pulled Pork, Chicken Quesadillas, Chicken, Ham & Bean Soup, Chili, Apple Slices w/caramel, Assorted Snacks, Assorted Candy, Pickles, Churros, Warm Chocolate Milk, Warm Apple Cider, Bottled Water, Flavored Water, Iced Teas, Lemonade, Coffee, and Cappuccino. May also consider any other fun foods not already sold by the Band Boosters for fall sports.

The sale of various Big Spring School District merchandise/clothing items.

The sale of 50/50 raffle tickets at home events.

The sale of raffle tickets at home winter events for a Big Spring woven blanket.

Food stands/concession stands at winter sporting events.

Food stands/concession stands at spring sporting events.

The administration recommends that the Board of School Directors approve the Athletic Booster's request to conduct the fundraisers listed above during the 2012-2013 school term.

XIII. NEW BUSINESS (. . .continued)**J) 2012-2013 Band Booster's Fundraisers****(ACTION ITEM)**

The Band Boosters are requesting permission to conduct the fundraisers listed below during the 2012-2013 school term.

September	Yankee Candles
October	Avon and Sub/Pretzel Sale
November	Mrs. Fields Cookies
December – January	Little Caesar's Pizza (HS, MS, Elem.)
March	Sub/Pretzel Sale
May	Chicken BBQ
Ongoing Fundraisers -	Restaurant Night
	Car Washes
	Concession Stand at sporting events
	Summerfest
	Graduation

The administration recommends that the Board of School Directors approve the Band Booster's request to conduct the fundraisers listed above during the 2012-2013 school term.

K) Grant Application Request**(ACTION ITEM)**

Mr. Kevin Roberts, Director of Curriculum/Instruction and Educational Technology would like to request permission to pursue a grant that Target has made available to support field trips for local school districts. The grant funding amount will be \$950.00.

Information is included with the agenda.

The administration recommends that the Board of School Directors authorize the administration to pursue the request for grant funds as noted above.

L) Tuition Exemption Student**(ACTION ITEM)**

The current Collective Bargaining Agreement provides non-resident teachers the opportunity to choose to send their children to the Big Spring School District free of tuition. Based on Article 9.08 Non-Resident Student Tuition, the administration recommends granting tuition exemption to the following students for the 2012-2013 school year.

Andrea Schutt
Gwyneth Ryan
Alie Smith

XIII. NEW BUSINESS (. . . continued)**M) Withdrawal of Student Due to Medical Necessity****(ACTION ITEM)**

The administration received a Doctor's note for a student requesting that we withdraw said student from school due to medical necessity. Said student turns compulsory attendance age this school year and state regulation indicates that the Board of School Directors must approve this determination when the student becomes compulsory attendance age.

The administration recommends the Board of School Directors approve the medical request to withdraw Student A due to medical necessity.

N) Cornerstone Federal Credit Union License Agreement**(ACTION ITEM)**

Over the last several years, the District has partnered with Cornerstone Federal Credit Union to provide in-class lessons on financial literacy and also established a branch location within the Big Spring High School. Each year our District enters into an agreement with Cornerstone FCU for the services that they provide to our students and District. There have been changes to the agreement (items 9 and 10) to reflect the possible placement of an ATM at Big Spring High School. The District's solicitor has reviewed the agreement and has approved the agreement for recommendation to the Board of school Directors.

The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the updated agreement between Big Spring School District and Cornerstone Federal Credit Union.

O) Classified Employee Dismissal**(ACTION ITEM)**

The administration recommends the dismissal of the Classified Employee listed effective immediately because they no longer meet the necessary requirements for instructional paraprofessionals under the laws of the Commonwealth of Pennsylvania.

Lori Simon

Motion to dismiss the Classified Employee listed above, effective immediately, because they no longer meet the necessary requirements for instructional paraprofessionals under the laws of the Commonwealth of Pennsylvania.

XIII. NEW BUSINESS (. . .continued)**P) Approval of Bond Resolution****(ACTION ITEM)**

In order to reduce required tax increases to meet the PSERS contributions increases, the administration asked RBC/PFM to brief the Board on July 23 regarding their debt refinancing and restructuring plan that would reduce the District's annual gross payments for debt service from the current \$4.4M to \$4M thru the life of the debt. This would involve refinancing a portion of the 2003 bonds in 2012 along with another portion in 2013 plus require the buyout of the current ESCO lease to avoid its escalating payments and higher interest rates. Attorney Steve Hovis, of Stock & Leader, will brief the Board at 7 pm on the bond parameters resolution.

The administration recommends the Board of School Directors approve the bond parameters resolution authorizing general obligation bonds not to exceed the maximum principal amount of \$18,455,000 for the current refunding of the district's general obligation bonds series of 2003 and to fund a capital project (lease buyout).

Q) Updated Policies**(DISCUSSION/ACTION ITEM)**

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

The updated Policies are included with the agenda.

109.1 Library Collection Development
238 Bullying/Cyber Bullying
247 Hazing
248 Unlawful Harassment

R) Consolidated Federal Program Application**(INFORMATION ITEM)**

Mr. Richard W. Fry, Superintendent of Schools received correspondence from Susan McCrone, Acting Division Chief of the Pennsylvania Department of Education regarding approval of the 2012-2013 Consolidated Federal Programs Application.

Information is included with the agenda.

S) Planned Course Adoption**(INFORMATION ITEM)**

Listed below are completed planned courses for board approval. All completed planned courses are available in the Curriculum Center for review by the Board of School Directors prior to the September 4, 2012, Board of School Directors meeting.

Music
Advanced Placement – Music Theory
Guitar

XIII. NEW BUSINESS (. . .continued)

T) Updated Year-to-Date Summaries/Taxes and General Fund (INFORMATION ITEM)

The Business Office prepared updated year-to-date summaries for taxes and general fund that are included with the agenda.

XIV. FUTURE BOARD AGENDA ITEM

XV. COMMITTEE REPORTS

- A) District Improvement Committee – Mr. Norris/Mr. McCrea**
- B) Athletic Committee – Mr. Swanson**
- C) Vocational-Technical School – Mr. Wolf/Mr. Piper**
- D) Buildings and Property Committee – Mr. Barrick**
- E) Finance Committee – Mr. Blasco**
- F) South Central Trust – Mr. Blasco**
- G) Capital Area Intermediate Unit – Mr. Wolf**
- H) Tax Collection Committee (TCC) – Mr. Wolf**

XVI. SUPERINTENDENT’S REPORT

XVII. BUSINESS FROM THE FLOOR

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XIX. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Tuesday, September 4, 2012