



AUGUST 20, 2018 BOARD MEETING

1. Opening Meeting

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

2. Approval of Minutes

Approval of the August 6, 2018 Regular Board Meeting Minutes, the August 6, 2018 Committee of the Whole Meeting Minutes and the August 6, 2018 Building and Property Meeting Minutes.

3. Student/Staff Recognition and Board Reports

4. Financial Reports

a. Payment of Bills

General Fund	\$	741,392.85
Capital Reserves	\$	179,381.03
Mount Rock Projects-2018 Fund	\$	29,870.55
Newville Projects Fund	\$	1,069,415.27
Cafeteria Fund	\$	53,314.73
Student Activities	\$	<u>2,964.70</u>
Total	\$	2,076,339.13

Motion to approve the payment of bills as presented.

b. Treasurer's Fund Report

General Fund	\$	14,283,828.26
Capital Reserves Fund	\$	6,755,558.80
Cafeteria Fund	\$	514,691.15
Student Activities	\$	212,545.66
Newville Projects Fund	\$	7,560,492.91
Mount Rock Projects-2018 Fund	\$	<u>9,321,531.61</u>
Total	\$	38,648,648.39

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. Resignation - Middle School Memory Book Advisor - Millie Gilbert

Ms. Millie Gilbert, Middle School Math Teacher submitted her resignation as the Middle School Memory Book Advisor, effective immediately.

The administration recommends the Board of School Directors approve Ms. Gilbert's resignation as Middle School Memory Book Advisor, effective immediately.

b. Request for Medical Sabbatical Leave

Mrs. Rita Brechbiel, Grade 5 Teacher at Oak Flat Elementary School is requesting a medical sabbatical leave for restoration of health purposes through the end of the 2018-2019 school year, or until such time as PSERS approves her request for disability retirement, whichever may occur earlier. Sabbatical leaves are governed according to Sections 1166-1171 of the Pennsylvania School Code of 1949, as amended.

The administration recommends the Board of School Directors approve Mrs. Brechbiel's request for a sabbatical leave for restoration of health purposes through the end of the 2018-2019 school year, or until such time as PSERS approves her request for disability retirement, whichever may occur earlier.

Personnel Items - Action Items

c. Recommendation for Source4Teachers Long-Term Substitute- Ms. Ashley Nowak

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

Ms. Ashley Nowak, Long-Term Substitute High Spanish Teacher to begin August 23, 2018 through approximately October 3, 2018. Ms. Nowak is replacing Mrs. Ashley Oldham who is on child-rearing leave of absence.

d. Recommendation for a Long-Term Substitute - Ms. Lindsey Dix

Education:

Shippensburg University - Bachelors (Early Childhood Education PK-4)

Experience:

Biglerville Elementary School - Student Teacher Grade Three

St. Paul Children's Center - Student Teacher Pre-K

Grace B. Luhrs University Elementary School - Student Teacher Grade One

James Burd Elementary School - Student Teacher Grade 2

Step By Step School for Early Learning, State College - Teacher

The administration recommends the Board of School Directors appoint Ms. Lindsey Dix as a one year Long-Term Substitute Grade Five Teacher at Oak Flat Elementary School replacing Mrs. Rita Brechbiel who will be on a Medical Sabbatical Leave. Ms. Dix's compensation for this position should be established at a Bachelor's Degree, step 1, \$51,169.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

e. Recommendation for Merakey Teachers

The administration requests permission to move forward with the recommendation for the teachers listed below with Merakey, the District's contracted service provider to include services for specialized support classrooms for Autism and/or Emotional Support students.

Erika Grove - High School Autism Support Classroom

Shannon Gummo - Middle School Autism Support Classroom

Lindsay Macedonia - Autism Clinical Specialist for High School and Middle School support

The administration recommends the Board of School Directors approve Ms. Grove as a teacher for the High School Autism Support Classroom, Ms. Gummo for the Middle School Autism Support Classroom and Ms. Macedonia as a High School and Middle School Autism Clinical Specialist.

f. Recommendation for Chartwells Employees

Mrs. Michelle Morgan, Director of Dining Services has submitted a list of Chartwells employees for the 2018-2019 school year, which is included in the agenda.

The administration recommends that the Board of School Directors acknowledge receipt of the 2018-2019 Chartwells employees prepared by Mrs. Michelle Morgan, Director of Dining Services.

Personnel Items - Action Items

g. Recommendation for English/Language Arts Secondary Department Chairperson

Ms. Robyn Euker, Director of Curriculum and Instruction would like to recommend Ms. Angela Schneider as the secondary English/Language Arts Department Chairperson, replacing Ms. Mallory Farrands who has resigned.

The administration recommends the Board of School Directors approve Ms. Schneider as the secondary English/Language Arts Department Chairperson as presented.

h. Additional 2018-2019 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.

Inductees

Erika Grove/Merakey Teacher - High School Autism Support Classroom
Shannon Gummo/Merakey Teacher - Middle School Autism Support Classroom
Kristen Boles/ Newville Elementary School Counselor
Lindsey Dix/Oak Flat Elementary School Grade 5 Long-Term Substitute

Mentors

Candace Bova
Greg Ellerman
Susie Ryan/Jocelyn Kraus
Amy Lehman

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

i. Recommendation for Part-Time High School Administrative Assistant - Melissa Rhoads

The administration would like to recommend Ms. Melissa Rhoads as a 190 day Administrative Assistant at the High School Office, replacing Mrs. Chrystal Short who has resigned. Ms. Rhoads will work 190 days at 5.75 hours per day, five days a week at an hourly rate of \$12.51.

The administration recommends the Board of School Directors approve Ms. Melissa Rhoads as a part-time High School Administrative Assistant, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

j. Coaching Recommendations

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

Ken Garvin - Volunteer Football Coach
John Copits - Volunteer Football Coach
Clay Novak - Volunteer Girls Soccer Coach

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

Personnel Items - Action Items

k. Recommended Appointment of School Safety and Security Coordinator

As required by Act 44 of 2018, the chief school administrator of a school entity shall appoint a school administrator as the school safety and security coordinator for the school entity. The appointment shall be made no later than August 31, 2018.

The Superintendent of Schools recommends the Board of School Directors appoint Dr. Kevin C. Roberts, Jr. to serve as School Safety and Security Coordinator.

12. 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.

Robyn Euker	\$1,800.00
Kelsey Hernjack	\$2,940.00
Emily Moyer	\$1,470.00
Marshall Policicchio	\$ 673.50
Sean Stevenson	\$1,470.00
Amelia Tearnan	<u>\$1,440.00</u>
Total	\$9,793.50

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.

b. Contract for Superintendent

The Board of School Directors will vote to reappoint Dr. Richard W. Fry as Superintendent of Schools. A contract that commences July 1, 2019 and concludes on June 30, 2023.

Motion to approve an employment contract for Dr. Richard W. Fry to serve as Superintendent of Schools from July 1, 2019 through June 30, 2023.

c. Recognition of 2018-2019 Foreign Exchange Students

The high school administration has approved Giulio Pietro Cerinza Pattreca, a citizen of Germany and Romain Bernard Francois Villeneuve, a citizen of France as foreign exchange students for the 2018-2019 school term. The administration welcomes Giulio Pietro Cerinza Pattreca and Romain Bernard Francois Villeneuve and looks forward to learning with and from Giulio Pietro and Romain Bernard during the 2018-2019 school year.

The administration recommends the Board of School Directors authorize the high school administration to write a letter of welcome to Giulio Pietro and Romain Bernard on behalf of the Board of School Directors.

New Business - Action Items

d. Recommended Approval for a Proposed Book

Listed below is a book for board approval.

***The Glass Castle* by Jeannette Walls (2005)**

The administration recommends the Board of School Directors approve the proposed book listed above.

e. Approval of a Planned Course

Listed below is a completed planned course for board approval.

World Language Department French IV

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

f. Approval of Athletic Boosters Association Financial Report

The Big Spring School District has received a copy of a letter from Nancy L. Mallein, advising that the Athletic Boosters Association financial report was accepted with auditing standards for the 2017-2018 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2017-2018 Athletic Boosters Association financial report as presented.

g. Approval of Mt. Rock Elementary School PTO Financial Report

The Big Spring School District has received a copy of a letter from Karen Heishman, advising that the Mt. Rock Elementary School PTO annual audit report was accepted with auditing standards for the 2017-2018 school year. A copy of the letter is included with the agenda.

The administration recommends that the Board of School Directors accept the 2017-2018 Mt. Rock Elementary School PTO annual audit report as presented.

h. Approval of Proposed Agreements

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

Behavior Therapy International Inc. (Personal Care Assistant to assist with classroom support) Laurel Life Agreement (School Based Services) Capital Area Intermediate Unit Transportation Agreement (Off-Site Transportation for Special Needs and Early Intervention Students)

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

New Business - Action Items

i. Proposed June, 2020 Trip to Spain

Mrs. Megan Anderson, Mrs. Ashley Oldham, and Ms. Laura LaRose are requesting permission for Big Spring High School students to travel to Spain, tentatively scheduled for June, 2020. A detailed itinerary will be submitted to the Board of School Directors for review, mid-September, 2018.

The administration recommends the Board of School Directors grant Mrs. Megan Anderson, Mrs. Ashley Oldham, and Ms. Laura LaRose approval for the Big Spring High School students to travel to Spain as presented, pending approval of the detailed itinerary which will be submitted in September, 2018.

j. Approval of 2018-2019 Bus Drivers from Deitch Bussing

Deitch Buses, Inc., has submitted a list of bus drivers for the 2018-2019 school term. A copy of the list of drivers has been included with the agenda.

The administration recommends that the Board of School Directors acknowledge receipt of the 2018-2019 bus driver list prepared by Deitch Buses, Inc., as presented.

k. Approve Newville Projects Fund Payments

The administration received the following applications for payment from the Newville Projects Fund:

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
CRA	Prof Svcs - Inv 2941-22	\$13,137.87	\$11,774.25
Frey Lutz Corp.	HVAC - Pay App #5	\$442,378.26	\$475,198.46
Lobar, Inc	EC - PayApp 1801206	\$276,014.51	\$372,385.40
Lobar, Inc	GC PayApp 1801106	\$971,904.83	\$1,120,815.72
Mann Plumbing	Plumbing Pay App 2941 #5	\$98,171.35	\$105,792.78

The administration recommends the Board of School Directors approve the payment of \$13,137.87 to Crabtree, Rohrbaugh & Associates; \$442,378.26 to Frey Lutz Corporation; \$276,014.51 to Lobar, Inc (EC); \$971,904.83 to Lobar, Inc (GC) and \$98,171.35 to Mann Plumbing and Heating, LLC

New Business - Action Items

I. Approve Mt. Rock 2018 Projects Fund Payments

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
MS	CRA	Prof Svc - Inv 3106-7	\$8,001.97	\$5,618.00
HS	eciConstruction, LLC	GC Pay App 3106.2	\$40,109.99	\$401,445.26
MR	eciConstruction, LLC	GC Pay App 301830.2	\$145,087.53	\$659,207.94
MS	eciConstruction, LLC	GC Pay App 301831.2	\$164,269.35	\$978,702.25
MR	Elite Plumbing	Plumbing Pay App1	\$12,073.00	\$1,400.00
MS	Lobar, Inc.	EC - Pay App 1801603	\$260,577.30	\$188,578.95

The administration recommends the Board of School Directors approve the payment of \$8001.97 to Crabtree, Rohrbaugh & Associates; \$40,109.99 to eciConstruction, LLC (HS GC); \$145,087.53 to eciConstruction, LLC (MR GC); \$164,269.35 to eciConstruction, LLC (MS GC); \$12,073.00 to Elite Plumbing & Heating; and \$260,577.30 to Lobar, Inc (MS EC).

m. Approve Construction Change Orders

The HVAC units under renovation at Newville use Honeywell controls to speak directly with the EBI system. The Newville project was originally drawn to maintain Trane's Tracer Summit as an intermediate control layer for the 2012 wing of the building (13 units). With Honeywell in the building installing new units, the recommendation was made to convert the 2012 units from Trane controls to Honeywell controls and eliminate the Tracer Summit system -- which is no longer hardware supported. The administration gave verbal approval to incorporate this into the ongoing work.

The administration recommends the Board of School Directors approve the conversion of the Honeywell proposal to install controls in 13 units at a cost of \$32,651.25

New Business - Action Items

n. Approve Capital Projects Reserve Fund Payments

The administration received the following invoices for payment from the Capital Projects Reserve Fund:

<u>From</u>	<u>Description</u>	<u>Amount</u>
Prof Roof Svcs	Inspection Svcs nv 6142	\$3,150.00
Prof Roof Svcs	Inspection Svcs nv 6143	\$3,150.00
Prismworks	System Configuration Svc	\$7,500.00
Prismworks	NV speakers, mounts	\$1,103.00

The administration recommends the Board of School Directors approve the payment of \$6,300 to Professional Roof Services, Inc. and \$8,603 to Prismworks Technology, Inc.

o. Approve Plancon Part H (Newville ES)

Chris Barnett from CRA submitted Plancom Part H for Board approval & submission to PDE. Part H addresses the financing used for a project. Calculation of the temporary reimbursable percent for a project's financing occurs at PlanCon Part H. When PlanCon Part H is approved, reimbursement on a project commences.

The administration recommends the Board of School Directors approve Plancon Part H for Newville Elementary as submitted.

13. New Business - Information Item

a. Results from Hurley Auction

[Hurley Auction Closeout](#)

b. Proposed Updated Student Wellness Policy

The administration has submitted the updated policy listed for Board review. After the policy has been reviewed by the Board of School Directors the administration will present the policy for Board approval at the September 4, 2018, Board meeting.

Policy 246 Student Wellness Policy

c. Proposed Collective Bargaining Negotiations with the Big Spring Education Association

The Board has been engaged in negotiations for a new CBA to serve as a successor agreement when the current CBA expires on June 30, 2019. The Board hopes to vote on a successor agreement at their scheduled Board meeting on Tuesday, September 4, 2018.

14. Future Board Agenda Items

15. Board Reports

- a. District Improvement Committee - Mr. Kanc, Mr. Over
- b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl
- c. Vocational-Technical School - Mr. Wolf and Mr. Piper
- d. Building and Property Committee - 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, **August 20, 2018.**

Next scheduled meeting is: **Tuesday, September 4, 2018.**