



AUGUST 21, 2017 BOARD MEETING

1. Opening Meeting

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

2. Approval of Minutes

Approval of the August 7, 2017 Regular Board Meeting Minutes, the August 7, 2017 Committee of the Whole Meeting Minutes and the August 7, 2017 Building and Property Meeting Minutes.

3. Student/Staff Recognition and Board Reports

4. Financial Reports

a. Payment of Bills

| | | |
|--------------------------|-----------|---------------------|
| General Fund | \$ | 1,289,338.43 |
| Capital Projects | \$ | 13,067.52 |
| Newville Projects Fund | \$ | 474,330.60 |
| Stadium & Track Projects | \$ | 0.00 |
| Cafeteria Fund | \$ | 0.00 |
| Student Activities | \$ | <u>3,754.40</u> |
| Total | \$ | 1,780,490.95 |

Motion to approve payment of bills, as presented

b. Treasurer's Fund Report

| | | |
|--------------------------|-----------|----------------------|
| General Fund | \$ | 13,022,009.72 |
| Capital Projects | \$ | 5,258,579.59 |
| Cafeteria Fund | \$ | 445,090.87 |
| Student Activities | \$ | 204,042.67 |
| Stadium & Track Projects | \$ | 0.00 |
| Newville Projects Fund | \$ | <u>11,979,463.89</u> |
| Total | \$ | 30,909,186.74 |

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. Resignation - Ms. Judy Schreiber

Ms. Judy Schreiber has submitted her resignation as Assistant Boys and Girls Swimming and Diving Coach, effective immediately. Ms. Schreiber is requesting to assist as a volunteer swimming coach for the 2017-2018 school year.

The administration recommends the Board of School Directors approve Ms. Schreiber's resignation, effective immediately and approve her request to assist as a volunteer swimming coach for the 2017-2018 school year.

b. Resignation - Mr. Mark Potter

Mr. Mark Potter has submitted his letter of resignation for the purpose of retirement as Middle School Educational Technology Teacher, retroactive to August 16, 2017.

The administration recommends the Board of School Directors approve Mr. Potter's resignation for the purpose of retirement, retroactive to August 16, 2017.

Personnel Items - Action Items

c. Resignation - Ms. Delaney Sandberg

Ms. Delaney Sandberg has submitted her resignation as a classroom instructional aide at the Middle School, effective immediately.

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

d. Additional 2017-2018 Mentor Teacher

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 mentor is listed below.

Inductee

Melissa McElwee/Elementary Librarian

Mentor

Toni Wimmer

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

e. Recommendation for Eighth Grade Gold Team Leader - Mr. Ryan Kelley

Dr. Linda Wilson, Middle School Principal recommends the individual listed as an Eighth Grade Gold Team Leader for the 2017-2018 school year.

Ryan Kelley - Middle School Eighth Grade Math Teacher

The administration recommends the Board of School Directors approve the individual listed as the Eighth Grade Gold Team Leader, as presented.

f. Source4Teachers - Long-Term Substitute

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

Jennifer Waleski, Long-Term Substitute High School Science Teacher, replacing Ms. Amanda Frankford who will be on child-rearing leave of absence from September 5, 2017 through November 6, 2017.

Personnel Items - Action Items

g. Source4Teachers (MissionOne) - Aides

The administration requests permission to move forward with the recommendations of the aides listed below with Source4Teachers (Mission One), the District substitute teaching/aide contractor.

Tricia Maciejewski - MDS Middle School Classroom Aide

Jennifer Eshelman - Seventh Grade Learning Support Aide

Jazmine Rodriguez - One-On-One Aide at Oak Flat Elementary School

Johnna Kirwan - Middle School Emotional Support Aide

h. Leave Without Pay - Mrs. Danielle Bingaman

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. Danielle Bingaman is requesting three days leave without pay for Wednesday, November 8, Thursday, November 9 and Friday, November 10, 2017.

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

i. Coaching Recommendations

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the individual listed as Assistant Cheer Coach.

Suzette Barnes - Assistant Cheer Coach

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

j. Recommendation for Chartwells Employees

Mrs. Michelle Morgan, Chartwells Director of Dining Services has submitted a list of Chartwells employees for the 2017-2018 school year, which is included with the agenda.

The administration recommends that the Board of School Directors acknowledge receipt of the 2017-2018 Chartwells employees prepared by Mrs. Michelle Morgan, Chartwells Director of Dining Services.

k. 2017-2018 Bus Drivers

Deitch Buses, Inc., has submitted a list of bus drivers for the 2017-2018 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 2017-2018 bus driver list prepared by Deitch Buses, Inc., as presented.

Personnel Items - Action Items

I. Approval for Recommendation of a Classified Personnel Transfer

The administration would like to recommend the transfer of Mrs. Phyllis Martin who currently holds the position of Administrative Assistant for Curriculum Center/PIMS and Child Accounting to her prior position of Payroll and Benefits. Mrs. Martin will return to the former salary rate as well, effective August 22, 2017.

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

| | |
|-------------------------|--------------------|
| Heidi Badda | \$ 1,449.00 |
| Robyn Euker | \$ 3,600.00 |
| Stacey Gibb | \$ 900.00 |
| Andrew Koman | \$ 936.00 |
| Abby Leonard | \$ 3,600.00 |
| Bayley Leonard (Houser) | \$ 1,410.00 |
| Crystal Martin | \$ 900.00 |
| Laura Parks | \$ 2,898.00 |
| Dana Sheaffer | \$ 1,410.00 |
| Alisha Willis | <u>\$ 1,440.00</u> |
| Total | \$18,543.00 |

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.

b. Approval of Additional 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.

Laurel Life CASSP

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

New Business - Action Items

c. Approval of the Title I Nonpublic Services Agreement

The proposed agreement will secure reading services to students deemed to be in need in nonpublic schools as a requirement of Title I. The agreement aims to secure the assessment and instructional services from the Capital Area Intermediate Unit at a rate of \$936 per student. Payment for the services will come from Federal Title I funds. The agreement has been reviewed by Dr. Kevin Roberts, Assistant Superintendent and Dr. Richard W. Fry, Superintendent of Schools. The contract is included along with a statement of services to be performed in the event the need arises this school year.

The administration recommends the Board of School Directors approve the 2017-2018 Title I Nonpublic Programs and Services Agreement with the Capital Area Intermediate Unit, as presented.

d. Approval of the CAOLA Advisor Services Agreement

The proposed CAOLA Advisor Services Agreement has been reviewed by Mrs. Robyn Euker, Director of Curriculum and Instruction and Dr. Richard W. Fry, Superintendent of Schools. The agreement is included with the agenda.

The administration recommends the Board of School Directors approve CAOLA Advisor Services Agreement, as presented.

e. Adoption of Proposed Planned Courses

Listed below are completed planned courses for board approval.

Grade 6 ELA

Grade 7 ELA

Grade 8 ELA

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

f. Facilities Utilization Request - Big Spring Midget Football

The Big Spring Midget Football Association is requesting to utilize the stadium and baseball field for games and practices. Due to three games being held on Sundays, September 3, September 17 and September 24, 2017, Board action is necessary.

The administration recommends the Board of School Directors approve the Big Spring Midget Football Associations request, as presented.

New Business - Action Items

g. Approve Capital Project Reserve Fund Payments

The District received the following proposals, bills or invoices from vendors:

| <u>Project</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> |
|----------------|-------------------------|--------------------|---------------|
| Erate | Networking Technologies | Wireless Aps | \$1,579.68 |
| MS Roof | Prof Roof Services Inc | Inspection | \$7,200.00 |

The administration recommends the Board of School Directors approve the payment of \$1,579.68 to Networking Technologies, Inc. and \$7,200 to Professional Roof Services, Inc.

h. Approve Newville Projects Fund Payments

The District received the included invoices or pay applications from vendors:

| <u>Project</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> | <u>Remaining</u> |
|----------------|------------------|--------------------|---------------|------------------|
| NV Design | Crabtree | Inv 10 | \$83,448.15 | \$325,014.20 |
| NV Abatement | EMSL Analytical | Testing 3 Aug | \$375.00 | - |
| NV Abatement | C.E.S. | Pay App 2 - CO1 | \$11,240.00 | - |
| NV Abatement | C.E.S. | Pay App 3 | \$12,170.00 | \$10,725.00 |
| Track/Field | Horst Excavating | App 5 | \$405,657.99 | \$232,928.89 |
| Track/Field | Horst Excavating | App 6 | \$95,935.76 | \$136,993.13 |

The administration recommends the Board of School Directors approve the payment of \$83,448.15 to Crabtree, Rohrbach & Associates, \$375 to EMSL Analytical, \$23,410 to CES, and \$501,593.75 to Horst Excavating

i. Approval of Plancon Parts D and E for Newville Elementary School

For the most part, the Board already approved part D with the Act 34, so nothing has changed with the exception of the financial consultant had to complete a couple of additional sections. Part E is the design development phase, which essentially PDE is wanting a little more detailed info on the project prior to actually developing specifications.

The administration requests the Board of School Directors move forward with approval of Plancon D and E for Newville Elementary School, as presented.

j. Approve PSDLAF Banking Solutions Agreement

Over the next month the District is scheduled to begin positive pay procedures for both checks and ACH (see PSDLAF Protect document). PSDLAF has asked that we renew a commitment agreement with them prior to beginning the switch. There are no changes in fees or other services.

The administration recommends the Board of Directors approve the PSDLAF Banking Solutions agreement included in the agenda.

13. New Business - Information Item

a. 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.

Sixth and Seventh Grade Social Studies

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, **August 21, 2017.**

Next scheduled meeting is: **September 5, 2017.**