



SEPTEMBER 3, 2019 BOARD MEETING

1. Opening Meeting

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

2. Approval of Minutes

Approval of the August 19, 2019 Regular Board Meeting Minutes and the August 19, 2019 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Everett Baker

4. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	57,084.69
Checks/ACH/Wires	\$	1,365,909.44
Capital Projects Reserve Fund	\$	18,995.00
Mount Rock Projects-2018 Fund	\$	2,488,322.01
Newville Projects Fund	\$	0.00
Cafeteria Fund	\$	10,076.44
Student Activities	\$	<u>13,706.73</u>
Total	\$	3,954,094.31

Motion to approve the payment of bills as presented.

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 - Sophomore Class Advisor

Ms. Christa Daugherty has submitted her resignation as Sophomore Class Advisor, effective immediately.

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

b. Resignation - High School Student Council Advisor

Ms. Kelsey Hernjak has submitted her resignation as High School Student Council Advisor, effective immediately.

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

c. Resignation - Senior Class Co-Advisor and Freshman Class Co-Advisor

Ms. Trica Wolfe has submitted her resignation as Senior Class Co-Advisor and Freshman Class Co-Advisor, effective immediately.

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

d. Resignation - Co-Leader Middle School Arts Team

Mrs. Stacey Gibb has submitted her resignation as Co-Leader of the Middle School Arts Team, effective immediately.

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

e. Resignation - Diving Coach

Mr. Zachary Stout has submitted his resignation as Diving Coach, effective immediately. Mr. Stout has also requested approval to assist as a volunteer diving coach.

The administration recommends the Board of School Directors approve Mr. Stout's resignation and his request to assist as a volunteer diving coach, as presented.

f. Resignation - Marching Band Field Staff

Mr. Michael Daniel has submitted his resignation as Marching Band Field Staff, retroactive to June 7, 2019.

The administration recommends the Board of School Directors approve the resignation of Mr. Daniel's, retroactive to June 7, 2019.

Personnel Items - Action Items

g. Recommended Approval for a High School Custodian and a Custodial Transfer

Ms. Cheri Frank, Director of Custodial Services is recommending a custodial transfer and the new hire listed below.

Mr. Paul Shoap - High School full-time custodian, replacing Karen Brown who has resigned. Mr. Shoap's rate will be \$13.47 per hour. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

Ms. Amber Lehman - transfer from a part-time Middle School custodian to a part-time Mt. Rock Elementary School custodian. There will be no change in Ms. Lehman's earnings or hours.

The administration recommends the new hire of Mr. Paul Shoap and transfer of Ms. Amber Lehman, as presented.

h. Recommended Approval of a Classified Transfer

The Administration would like to recommend the transfer of Mr. Samuel Sheeler, Head Groundskeeper to the position of Maintenance Technician/Facilities Systems, effective the hire of a Head Groundskeeper.

The administration recommends that the Board of School Directors approve the transfer of Mr. Sheeler from Heads Groundskeeper to the position of Maintenance Technician/Facilities Systems, as presented.

i. Employment Dismissal

Under section 514 of the Pennsylvania School Code Mr. Matthew Lehman has been removed from his position as Maintenance Technician-General, effective immediately. It is noted that Mr. Lehman has waived his right to a hearing before the board.

j. Recommended Approval for an Additional ESS Aides

The administration recommends the additional aides listed.

Mrs. Rebecca Fry - full-time ESS aide at Mt. Rock Elementary School for kindergarten classrooms.

Ms. Tracy Fraker - full-time ESS aide at Mt. Rock Elementary School as a Principals discretion aide and for the kindergarten classrooms.

Mrs. Susan Luhn - part-time ESS aide at Newville Elementary School, three days a week for kindergarten and Principals discretion aide.

The administration recommends the Board of School Directors approve the part-time and full-time aides at Newville and Mt. Rock Elementary Schools, as presented.

Personnel Items - Action Items

k. Recommended Approval for Marching Band Field Staff

Mr. Adam Nobile, High School Band Director would like to recommend Ms. Susan Travis for the position of Marching Band Field Staff.

The administration recommends the Board of School Directors approve Ms. Travis for the position of Marching Band Field Staff, 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.

Morgan Beamer	\$ 3,000.00
Molly Kordes	\$ 3,000.00
Abigail Leonard	\$ 4,050.00
Emily Moyer	\$ 3,000.00
Melissa Sheffer	\$ 3,096.00
Emily Young	<u>\$ 3,000.00</u>
Total	\$19,146.00

The administration recommends the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Educational Association, the Act 93 Agreement and the Big Spring School District.

b. Approval of 2019-2020 Tuition Exemption Student

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 student for the 2019-2020 school year.

Stella Schenk - Kindergarten, Newville Elementary School

c. Student Eligible for Early Graduation

Based on successful completion of semester one course work for the student listed, she will be eligible for early graduation for the 2019-2020 school year.

Nicole Donovan

The administration recommends the Board of School Directors approve January, 2020 graduation for the student listed, based on the success of completing all graduation requirements.

New Business - Action Items

d. Approval of a Non-Resident Student Attending Big Spring High School

Ms. Linda Waggoner, guardian of Senior, Samantha Gries is requesting permission for Samantha to attend Big Spring High School for the 2019-2020 school year and graduate with the class of 2020, per the conditions outlined in Board Policy 202.1: "The Board may permit the admission of nonresident students in accordance with Board policy. The parent/guardian are required to provide the necessary transportation.

The administration recommends the Board of School Directors approve Ms. Waggoner's request for Samantha Gries, Senior, to attend Big Spring High School for the 2019-2020 school year and graduate with the class of 2020, as per the conditions outlined in Board Policy 202.1.

e. Recommended Approval of the 2019-2020 FFA Field Trips

The FFA would like to request permission to attend the trips and leadership conferences listed below.

National FFA Convention - Indianapolis, IN - October 29 - November 2, 2019

State FFA ACES Leadership Conference - Harrisburg/Hershey - February 15-16, 2020

State FFA State Legislative Leadership Conference - Harrisburg/Hershey - March 15-17, 2020

FFA Spring Trip (Details TBD) - April or May, 2020, 3-4 days - Location TBD

State FFA Convention - The Pennsylvania State University - June 9 -11, 2020

The administration recommends that the Board of School Directors approve the above listed 2019-2020 FFA trips and leadership conferences, as presented.

f. Recommended Approval of Mt. Rock Elementary School PTO Audit

The Big Spring School District has received a copy of a letter from Karen Heishman, advising that Mt. Rock Elementary School PTO financial report was accepted with auditing standards for the 2018-2019 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2018-2019 Mt. Rock Elementary School PTO audit, as presented.

New Business - Action Items

g. Recommended Approval of Oak Flat Elementary School PTO Audit

The Big Spring School District has received a copy of a letter from Sarah Enck, advising that Oak Flat Elementary School PTO financial report was accepted with auditing standards for the 2018-2019 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2018-2019 Oak Flat Elementary School PTO audit, as presented.

h. Recommended Approval for a New Middle School Curricular Resource

Listed below is a new Middle School curricular resource for board approval.

Typesy - Middle School Typing Program - 6th Grade STEM Course

The administration recommends that the Board of School Directors approve the above new Middle School curricular resource, as presented.

i. Recommended Approval for the Title I Agreement

Dr. Kevin Roberts, Assistant Superintendent has reviewed the Title I agreement for nonpublic programs and services between the Capital Area Intermediate Unit and the Big Spring School District. The CAIU will assist BSSD in providing nonpublic Title I reading services as outlined in the agreement.

The administration recommends the Board of School Directors approve the Title I agreement, as presented.

j. Recommended Approval for the Corrective Action Plan for Career and Technical Education Programs in 2018-2019

Dr. Kevin Roberts, Assistant Superintendent would like to recommend the approval of the approved program Evaluation Corrective Action Plan for the 2018-2019 Career and Technical Education programs. This plan has been reviewed and accepted by the Bureau of Career and Technical Education staff and now needs board approval. The plan is included with the agenda.

The administration recommends the Board of School Directors approve the Program Evaluation Corrective Action Plan, as presented.

New Business - Action Items

k. Approval of Capital Projects Reserve Fund Payments

The administration received the following applications for payment. [Link to documents.](#)

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Bal To Pay</u>
Celerity	Engineering Svc - 3548	\$5,650.00	-
George Ely Assoc	NV Playground Shade	\$6,590.00	
Rogele	Pay App 4 - Ped Safety Grant	\$165,942.75	\$113,399.99
The Fitness HQs	Fitness Equip	\$15,851.00	
WPenn Twnshp	Site Meeting Charge	\$336.02	
		\$194,369.77	

The administration recommends the Board of School Directors approve the payments of \$5,650 to Celerity; \$6590 to George Ely, Inc.; \$165,942.75 to Rogele, Inc.; \$15,851 to The Fitness HQs; and \$336.02 to W.Pennsboro Township.

l. Approve Payments from the Mt Rock Projects-2018 Fund

The administration received the following applications for payment. [Link to documents.](#)

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
MR	Tanner	FFE Inv 19204	\$284,049.98	\$56,385.00
OF	Tanner	FFE Inv 19205	\$22,031.28	\$4,115.00
		Total	\$306,081.26	\$60,500.00

The administration recommends the Board of School Directors approve the payment of \$306,081.26 to Tanner of PA, Inc.

New Business - Action Items

m. Approve Technology Construction Payments

The administration received the following applications for payment. [Link to documents.](#)

<u>Project</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
OF/MR-Tech	AV Solutions	6580-Cables for Smart Panel TVs	\$5,714.21
Stadium	AV Solutions	6606-Speaker installation on new light pole	\$1,355.75
MS Tech	AV Solutions	6649-Smart Panel TV Cables	\$648.62
MR-Tech	AV Solutions	6658 Installation of Smart Panel TVs	\$30,103.38
MS-Tech	AV Solutions	6661-Programming Audio & Lightings	\$81,025.73
MS-Tech	AV Solutions	6663-Projector and installation	\$24,507.15
MS-Tech	AV Solutions	6664-Audio @ Gym, Commons, Auditorium	\$75,478.18
MS-Tech	GDC	CO1-Cabling Proposal Remobilization	\$7,055.00
MS/MR-tech	PrismWorks	11093-Expedited ship for clock/speakers	\$9,244.00
MR-Tech	PrismWorks	20000-Data cabling Service Progress bill #3	\$20,000.00
Total			\$255,132.02

The administration recommends the Board of School Directors approve the payment of \$218,833.02 to A/V Solutions, LLC; \$7055 to Global Data Consultants, LLC; and \$29,244 to Prismworks Technology, Inc.

13. New Business - Information Item

a. Proposed Adoption of Revised Curriculum and Novels

Listed below is revised curriculum and novels for board approval. All completed curriculum and novels are available in the Curriculum Center for review by the Board of School Directors.

Tech Ed/Agriculture

Advanced FFA Leadership

Veterinary Science

Novels

How to Win Friends and Influence People in a Digital Age (Dale Carnegie, 2011)

Fish in a Tree by Lynda Mullaly Hunt (2015) -- 4th Grade ELA Curriculum

b. Recommended Approval of the Organizational Chart

The administration updated the Organizational Chart, Policy 008, Local Board Procedures. The Organizational Chart is attached for review. The Organizational Chart will be recommended for board approval at the September 16, 2019 board meeting.

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

a. District Improvement Committee - Mr. Kanc, Mr. Over

b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl

c. Vocational-Technical School - Mr. Piper, Mr. Kanc

d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over

e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall

f. South Central Trust - Mr. Blasco

g. Capital Area Intermediate Unit - Mr. Swanson

h. Tax Collection Committee - Mr. Swanson

i. Future Board Agenda Items

j. Superintendent's Report – Enrollment Report

17. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **Tuesday, September 3, 2019.**

Next scheduled meeting is: **September 16, 2019.**