



## SEPTEMBER 5, 2017 BOARD MEETING

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### 1. Opening Meeting

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

### 2. Approval of Minutes

Approval of the August 21, 2017 Regular Board Meeting Minutes and the August 21, 2017 Committee of the Whole Meeting Minutes.

### 3. Student/Staff Recognition and Board Reports - Zoe Marinacci & Emily Webber

### 4. Financial Reports

#### a. Payment of Bills

General Fund		
Procurement Card	\$	34,868.50
Checks/ACH/Wires	\$	518,896.73
Capital Projects	\$	8,779.68
Newville Projects Fund	\$	608,826.90
Stadium & Track Projects Fund	\$	0.00
Cafeteria Fund	\$	530.00
Student Activities	\$	<u>20,627.95</u>
<b>Total</b>	<b>\$</b>	<b>1,192,529.76</b>

Motion to approve payment of bills, as presented.

### 5. Reading of Correspondence

Dr. Richard W. Fry, Superintendent of Schools received correspondence from Ms. Connie Derr, Audit Coordinator for Pennsylvania Department of Education regarding the Single Audit Report of Big Spring School District for the year ended June 30, 2016. The Single Audit Report for fiscal year ended June 30, 2016 is approved as being substantially in compliance with 2 CFR, part 200, Subpart F regulations and other relevant federal and Commonwealth policy. Correspondence is included with the agenda.

**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 - Quiz Bowl Coach**

Mrs. Susan Thompson submitted her resignation as High School Quiz Bowl Coach, effective immediately.

The administration recommends the Board of School Directors approve Mrs. Thompson's resignation as High School Quiz Bowl Coach, effective immediately.

**b. Resignation - Shakespeare Troupe Adviser**

Mr. Robert Hanks submitted his resignation as Shakespeare Troupe Adviser, effective immediately.

The administration recommends the Board of School Directors approve Mr. Hanks' resignation as Shakespeare Troupe Adviser, effective immediately.

**c. Resignation - Elementary Honors Chorus Director**

Ms. Melissa Kiehl submitted her resignation as Elementary Honors Chorus Director, effective immediately.

The administration recommends the Board of School Directors approve Ms. Kiehl's resignation, effective immediately.

**d. Resignation - Elementary Classroom Aide**

Mrs. Lori Hosfelt has submitted her resignation as a elementary classroom aide at Newville Elementary School, effective September 11, 2017.

The administration recommends the Board of School Directors approve Mrs. Hosfelt's resignation, effective September 11, 2017.

## **Personnel Items - Action Items**

### **e. Source4Teachers (Mission One) - 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.

**Roberta Deitrich - Autistic Support Aide**

**Shirley Benner - MDS Aide**

### **f. Recommendation for Elementary Honors Chorus Director**

The administration would like to recommend the individual listed as an Elementary Honors Chorus Director.

**Sarah O'Donnell**

The administration recommends the Board of School Directors approve the individual listed as an Elementary Honors Chorus Director, as presented.

### **g. Recommendation for Professional Development Wellness Committee Member**

Mrs. Robyn Euker, Director of Curriculum and Instruction would like to recommend the individual listed as a member of the Professional Development Wellness Committee, replacing Mr. John Beeman who has resigned.

**Mrs. Lindsay Graham**

The administration recommends the Board of School Directors approve Mrs. Graham as a member of the Professional Development Wellness Committee, effective immediately.

### **h. Recommendations for Custodial Hire**

Mr. Rick Gilliam would like to recommend the individuals listed as part-time custodians.

**Ms. Kathy Young - High School Part-Time Custodian replacing Mr. Dennis Fahnestock who has transferred**

**Ms. Jennifer Ott - Oak Flat Ele. Part-Time Custodian, replacing Mr. Robert Rummel who has retired**

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

## 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.

Barbara Dellinger	\$ 642.00
Kelsey Hernjak	\$ 2,760.00
Johnathan Hocker	\$ 2,880.00
Timothy Kireta	\$ 920.40
Jenna Miller	\$ 2,880.00
Amelia Tearnan	\$ 2,880.00
Emily Young	<u>\$ 2,880.00</u>
Total	\$ 15,842.40

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.

### b. Proposed Adoption of Planned Courses

Listed below are completed planned courses for board approval.

#### Sixth and Seventh Grade Social Studies

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

### c. Approval of the Agreement with the Teenline Program of Holy Spirit Hospital

Mr. William Gillet, Director Pupil Personnel and Dr. Richard W. Fry, Superintendent of Schools have reviewed the Letter of Agreement with the Teenline Program of Holy Spirit Hospital. The agreement is included with the agenda.

The administration recommends the Board of School Directors approve the 2017-2018 Letter of Agreement with the Teenline Program of Holy Spirit Hospital, as presented.

### d. Fundraiser Recommendation - Newville Elementary School

The Newville Elementary School PTO would like to conduct the fundraisers listed for the 2017-2018 school year.

#### Gertrude Hawk (Fall) Race for Education (Spring)

The administration recommends the Board of School Directors approve the Newville Elementary School PTO fundraisers listed for the 2017-2018 school year.

## **New Business - Action Items**

### **e. Approval of Oak Flat PTO Financial Report**

The Big Spring School District has received a copy of a letter and a report from Trina Manetta, advising that the Oak Flat Elementary School PTO financial report was accepted with auditing standards for the 2016-2017 school year. A copy of the letter is included with the agenda.

The administration recommends that the Board of School Directors accept the 2016-2017 Oak Flat Elementary School PTO annual audit report as presented.

### **f. Approval of Athletic Boosters Financial Report**

The Big Spring School District has received a copy of the correspondence from Ms. Nancy Mallein, advising that the Big Spring Athletic Boosters audit report was accepted with auditing standards for the 2016-2017 school year. A copy of the correspondence is included with the agenda.

The administration recommends that the Board of School Directors accept the 2016-2017 Big Spring Athletic Boosters audit report as presented.

### **g. Approval of Band Boosters Financial Report**

The Big Spring School District has received a copy of a letter from Mr. Jeffrey Cohick of Cohick and Associates, advising that the Band Boosters records were accepted with auditing standards for the 2016-2017 school year. A copy of the letter and report are included with the agenda.

The administration recommends that the Board of School Directors accept the 2016-2017 Band Boosters annual audit report as presented.

### **h. Approval of the 2017-2018 FFA Field Trips**

The FFA would like to request permission to attend the trips and leadership conferences listed below. Information is included with the agenda.

**American Quarter Horse Congress, Columbus, Ohio - October, 2017**

**National FFA Convention, Indianapolis, Indiana - October, 2017**

**State FFA ACES Leadership Conference, Harrisburg, PA - February, 2018**

**State FFA State Legislative Leadership Conference, Harrisburg, PA - March, 2018**

**FFA Spring Trip, Details and Location TBD - March/April, 2018**

**State FFA Convention, State College, PA - June, 2018**

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

## **New Business - Action Items**

### **i. Approval of Donations**

The District received two donations over the past 2 weeks; a UTV from the Band Boosters for the Big Spring Bands and up to \$10,000 from the Oak Flat Elementary PTO for flexible furniture at Oak Flat.

The administration recommends the Board of School Directors accept the donations from the Big Spring Band Boosters and Oak Flat PTO with sincere appreciation for their continued support of our students.

### **j. Approve Capital Projects Reserve Fund Payments**

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

<u><b>Project</b></u>	<u><b>Vendor</b></u>	<u><b>Description</b></u>	<u><b>Amount</b></u>
HS Auditorium	A/V Solutions	Electronics + install	\$7,588.20
Stadium Reno	Diffenbaugh Wadel Inc	NPDES Closure	\$4,970.00
Track & Field	Diffenbaugh Wadel Inc	NPDES Filing	\$1,625.00
WAN Updgrade	Henkels & McCoy, Inc.	wifi towers	\$62,164.83

The administration recommends the Board of School Directors approve the payment of \$7,588.20 to A/V Solutions, \$6,595 to Diffenbaugh Wadel Inc. and \$62,164.83 to Henkels & McCoy, Inc.

### **k. Approve Newville Projects Fund Payments**

The District received the invoices/pay applications from vendors:

<u><b>Project</b></u>	<u><b>Vendor</b></u>	<u><b>Description</b></u>	<u><b>Amount</b></u>	<u><b>Remaining</b></u>
MS Roof	JM Young & Sons	Pay App 3	\$421,642.80	\$307,117.50
Track & Field	Pagoda Electrical, Inc.	Pay App 4	\$100,542.91	\$26,514.39
Track & Field	Pagoda Electrical, Inc.	Pay App 5	\$13,257.19	\$13,257.20

The administration recommends the Board of School Directors approve the payment of \$421,642.80 to JM Young & Sons and \$113,800.10 to Pagoda Electrical, Inc.

### **l. Approve Procurement Cards & Limits for 2017-2018**

The District is adding 3 cards to our list of card users and revising limits to match needs. In addition, several open credit cards are changing to a limited use declining balance card.

The administration recommends the Board of School Directors approve the procurement cards users and limits shown on the attached list.

### **13. New Business - Information Item**

#### **a. PSBA Officer Elections**

Electronic voting for PSBA Officers opened August 24, 2017 and will close October 12, 2017. This is an information item to prepare the Board of School Directors for a discussion regarding PSBA Slate of 2018 Candidates. Information is included with the agenda.

### **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**

Included below are the current list of real estate tax appeals and an updated debt service chart for a 2020 Mt. Rock project.

#### **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 - Third Day Enrollment, August 24, 2017**

### **16. Meeting Closing**

#### **a. Business from the Floor**

#### **b. Public Comment Regarding Future Board Agenda Items**

#### **c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **September 5, 2017.**

Next scheduled meeting is: **September 18, 2017.**