



SEPTEMBER 6, 2016 BOARD MEETING

1. Approval of Minutes

Approval of the August 22, 2016 Regular Board Meeting Minutes, the August 22, 2016 Committee of the Whole Meeting Minutes and the August 22, 2016 Building and Property Meeting Minutes.

2. Student/Staff Recognition and Board Reports – Kenny Blessing and Noah Powell

3. Financial Reports

a. Payments of Bills

General Fund		
Procurement Card	\$	26,004.19
Checks/ACH/Wires	\$	456,670.71
Capital Projects	\$	106,158.60
Stadium & Track Projects	\$	4,306.74
Cafeteria Fund	\$	530.00
Student Activities	\$	<u>17,962.87</u>
Total	\$	611,633.11

Motion to approve the payment of bills as presented.

4. Reading of Correspondence

5. Recognition of Visitors

6. Public Comment Period

7. Structured Public Comment Period - Mr. Isaac Lopp

8. Old Business

9. New Business

10. Personnel Items - Actions Items

Personnel Items - Actions Items

a. Resignation - Timothy Beach

Mr. Timothy Beach has submitted his resignation as Assistant High School Football Coach, effective immediately.

The administration recommends that the Board of School Directors accept Mr. Beach's resignation as Assistant High School Football Coach, effective immediately.

b. Resignation - Honors Chorus/Sarah O'Donnell

Ms. Sarah O'Donnell, Elementary Music Teacher has submitted her resignation as the Director of Honors Chorus, effective immediately.

The administration recommends that the Board of School Directors accept Ms. O'Donnell's resignation as the Director of Honors Chorus, effective immediately.

c. Leave Without Pay - Susan Traylor

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. Ms. Susan Traylor, is requesting one and a half days leave without pay for January 6 & 7, 2017.

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

d. Coaching Recommendations

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the 2016-2017 school year

Meghan Bullock - Junior High Field Hockey Coach
Micah Artz - Fall Fitness Center Coach

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

e. Recommendation for Chartwells Employees

Mrs. Michelle Morgan, Chartwells Director of Dining Services has submitted a list of Chartwells employees for the 2016-2017 school year, which is included with the agenda.

The administration recommends that the Board of School Directors acknowledge receipt of the 2016-2017 Chartwells employees prepared by Mrs. Michelle Morgan, Chartwells Director of Dining Services.

Personnel Items - Actions Items

f. Recommendation for Eighth Grade Gold Team Leader - John Beeman

Dr. Linda Wilson, Middle School Principal would like to recommend the individual listed as the Eighth Grade Gold Team Leader, for the 2016-2017 school year, effective immediately.

John Beeman

The administration recommends that Board of School Directors approve Mr. Beeman as the Eighth Grade Gold Team Leader for the 2016-2017 school year, as presented.

g. Recommendation for Assistant Elementary Reading Department Chairperson - Lauren Swigart

Mrs. Robyn Euker, Director of Curriculum and Instruction would like to recommend the individual listed as Assistant Elementary Reading Department Chairperson, replacing Mrs. Jennifer Roberts who has resigned.

Ms. Lauren Swigart

The administration recommends that the Board of School Directors approve Ms. Swigart as Assistant Elementary Reading Department Chairperson, as presented.

h. Recommendation for a Part-Time Aide - Alexa Moran

The administration would like to recommend Ms. Alexa Moran as a part-time aide at Newville Elementary School, replacing Nancy Degenfelder who has resigned for the 2016-2017 school year. Ms. Moran will work approximately 5.75 hours per day, with an hourly wage of \$10.60.

The administration recommends that the Board of School Directors approve Ms. Moran as a part-time aide at Newville Elementary School for the 2016-2017 school year, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

i. Recommendation for a Part-Time Aide - Christine Stottle

The administration would like to recommend Ms. Christine Stottle as a part-time Life Skills Aide at Oak Flat Elementary School, replacing Christie Katora who has transferred, for the 2016-2017 school year. Ms. Stottle will work approximately 5.75 hours per day, with an hourly wage of \$11.77.

The administration recommends that the Board of School Directors approve Ms. Stottle as a part-time Life Skills Aide at Oak Flat Elementary School for the 2016-2017 school year, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

j. Recommendation for 2016-2017 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.

New Teacher	Position	Mentor Teacher
Shawn Stevenson	HS Social Studies LTS	Tim Kireta

The administration recommends that the Board of School Directors approve the 2016-2017 mentor teacher as presented.

Personnel Items - Actions Items

k. Recommendation for a Wellness Committee Member - Kimberly Shinham

Mrs. Robyn Euker, Director of Curriculum and Instruction would like to recommend the individual listed as a new member of the Wellness Committee for the 2016-2017 school year, replacing Jill Davis who has retired.

Kimberly Shinham

The administration recommends that the Board of School Directors approve Ms. Shinham as a new member of the Wellness Committee for the 2016-2017 school year, as presented.

l. Recommendation for Oak Flat Quiz Bowl Coaches

Mrs. Stacey Kimble, Oak Flat Elementary School Principal, would like to recommend the individuals listed as Quiz Bowl Coaches for Oak Flat Elementary School, for the 2016-2017 school year.

Jen Ferrante

Megan Larsen

Sara VanderHeijden

Michelle Holtry

The administration recommends that the Board of School Directors approve the above listed individuals as Quiz Bowl Coaches for Oak Flat for the 2016-2017 school year, as presented.

m. Recommendation for Newville Quiz Bowl Coaches

Mrs. Clarissa Nace, Newville Elementary School Principal, would like to recommend the individuals listed as Quiz Bowl Coaches for Newville Elementary School, for the 2016-2017 school year.

Michael Spears

Bayley Houser

The administration recommends that the Board of School Directors approve the above listed individuals as Quiz Bowl Coaches for Newville for the 2016-2017 school year, as presented.

n. Source4Teachers - Long-Term Substitute - Ashley Young

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

Ashley Young, Long-Term Substitute Middle School Physical Education/Health Teacher, replacing Rebekah Reisinger who will be on child-rearing leave from approximately September 28, 2016 through approximately January 2, 2017.

10. 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	\$1,395.00
Tracey Cook	\$1,122.03
Ryan Kelley	\$2,790.00
Jenna Miller	\$1,395.00
Kevin Roberts	\$2,460.00
Total	\$9,162.00

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 the Middle School PTO Financial Report

The Big Spring School District has received a copy of a letter and a report from Trina Manetta, advising that the Middle School PTO financial report was accepted with auditing standards for the 2015-2016 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 2015-2016 Middle School PTO annual audit report as presented.

c. Approval of Mt. Rock PTO Financial Report

The Big Spring School District has received a copy of a letter and a report from Karen Heishman, advising that the Mt. Rock Elementary PTO financial report was accepted with auditing standards for the 2015-2016 school year. A copy of the letter is included with the agenda.

The administration recommends that the Board of School Directors accept the 2015-2016 Mt. Rock Elementary PTO annual audit report as presented.

d. Approval of the Athletic Boosters Financial Report

The Big Spring School District has received a copy of a letter and a report from Nancy Mallein, advising that the Athletic Boosters financial report was accepted with auditing standards for the 2015-2016 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 2015-2016 Athletic Boosters annual audit report as presented.

New Business - Action Items

e. Facilities Utilization Request - BS Youth Soccer

The Big Spring Youth Soccer Organization is requesting to utilize the High School soccer practice field for games and practices. The dates of the request are September 11, 2016 through November 6, 2016 from 1:00 p.m. - 4:00 p.m. Because the utilization requests are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Youth Soccer Organization's request to utilize the High School soccer practice field for games and practices from September 11, 2016 through November 6, 2016, as presented.

f. Facilities Utilization Request - BS Hurricane Softball

The Big Spring Hurricane Softball Organization is requesting to utilize Oak Flat Elementary and Mt. Rock Elementary softball fields for games and practices. The dates of the request are retroactive to August, 2016 through October 16, 2016 from 1:00 p.m. - 4:00 p.m. and 6:00 p.m. - 8:00 p.m. Because the utilization requests are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Hurricane Softball Organization's request to utilize Oak Flat Elementary and Mt. Rock Elementary practice fields for games and practices retroactive to August, 2016 through October 16, 2016, as presented.

g. Approval of the 2016-2017 Laurel Life Agreement

The proposed 2016-2017 Laurel Life Agreement has been reviewed by Mr. William Gillet, Director of Pupil Services and Mr. Richard W. Fry, Superintendent of Schools. The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the 2016-2017 Laurel Life Agreement, as presented.

h. Approval of 2016-2017 Consultant Agreement for Shippensburg University Contract for Services

The proposed 2016-2017 Consultant Agreement for Shippensburg University Contract for Services has been reviewed by Mr. William Gillet, Director of Pupil Services and Mr. Richard W. Fry, Superintendent of Schools. This program is to assist high school aged students with disabilities who need direct instruction and assistance in developing vocational skills. The University will provide access to work sites on campus where the high school students can practice the skills they are learning in the classroom. The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the 2016-2017 Consultant Agreement for Shippensburg University Contract for Services, as presented.

New Business - Action Items

i. Recommendation for Cumberland County Sheriff Office - School Resource Officer Agreement

The Board of School Directors approves the School Resource Officer Agreement with the Cumberland County Sheriff's Office for a three year term commencing upon approval by the County Commissioners and expiring June 30, 2019. It is noted the Agreement will provide a comprehensive and cost effective School Resource Officer program for the benefit of the Big Spring School District. The Administration and District Solicitor are authorized to take all necessary action to effectuate the purposes of this resolution.

j. Approve Stadium Project Payments

The District received invoices for the following equipment and services related to the Stadium project.

<u>Items</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance</u>
Fiber Equipment	PrismWorks Technology, Inc.	\$2,176.00	-
Testing Services	F.T. Kitlinski & Assoc., Inc.	\$1,531.66	-
Electrical	Ellsworth Electric	\$47,943.20	\$23,814.45
Plumbing	Carl E. Frantz, Inc	\$31,905.00	\$45,682.40

The administration recommends the Board of School Directors approve the payment of \$2,176 to Prismworks Technology, Inc., \$1,531.66 to F.T. Kitlinski & Associates, Inc., \$47,943.20 to Ellsworth Electric, Inc., and \$31,905 to Carl E. Frantz, Inc. from the Stadium and Track Project Fund.

k. Approve Change Orders for Stadium Project

The District received the following change orders from Wolf Consulting Engineers, Inc. for the stadium project.

<u>Contractor</u>	<u>CO#</u>	<u>What</u>	<u>Amount</u>
Ellsworth	9	E-stop buttons for gas fired kitchens	\$1,643.52
Ellsworth	10	Motorized dampers for exhaust fans	\$2,782.12

The administration recommends the Board of School Directors approve the change orders as submitted at a total additional cost of \$4,425.64 to be paid from the Stadium and Track Project Fund.

l. Approve Capital Reserve Fund Payments

The District received the following payment application from Wolf Consulting Engineers for services managing the Stadium project.

<u>Project</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance To Pay</u>	<u>Account</u>
Stadium Proj	Wolf Consulting Engineers, LLC	\$3,938.81	-	Cap Proj

The administration recommends the Board of School Directors approve the payment of \$3,938.81 to Wolf Consulting Engineers, Inc. to be paid from the Capital Project Reserve Fund.

New Business - Action Items

m. Approve Plancon K For 2016 Refinancing

As a result of the refinancing of the 2011 bonds, the District must submit PLANCON-K documents to cause PDE to figure the new reimbursement amount. RBCCM prepared the attached document for the Board's approval.

The administration recommends the Board of School Directors approve the PLANCON-K documents as included with the agenda.

n. Approval of the Conversion of a Part-Time Warehouse Position to a Full-time Position

Last year, one of the maintenance positions was converted to part-time for personnel reasons. The Director has requested those hours be restored by making the warehouse position full-time with half of the work hours devoted to maintenance support services.

The administration recommends that Scott Martin be made full-time effective immediately at a rate of \$14.56 per hour.

11. New Business - Information Item

a. Proposed Updated Policy

The administration has updated the Board Policy listed and a copy of the policy has been included with the agenda. After the policy has been reviewed by the Board of School Directors and the administration will present the updated policy for Board approval at the September 19, 2016 Board meeting.

Policy 217 Graduation

12. Future Board Agenda Items

13. 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 - Student Enrollment/Third Day and August 31 Enrollment**

14. Meeting Closing

- a. Business from the Floor**
- b. Public Comment Regarding Future Board Agenda Items**
- c. Adjournment**

Meeting adjourned at _____ PM, **September 6, 2016**

Next scheduled meeting is: **September 19, 2016**