



September 8, 2015

Board of Directors Meeting Agenda

1. Open Meeting

- 1.1 Call to Order (President Wolf)
- 1.2 Pledge to the Flag

2. Approval of Minutes

Approval of the August 17, 2015 Regular Board Meeting Minutes and the August 17, 2015 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Katelyn Jackson/Morganne Frampton

4. Financial Reports

4.1 Payment of Bills

| | |
|--------------------|------------------------|
| General Fund | |
| Procurement Card | \$ 20,418.36 |
| Checks/ACH/Wires | \$ 1,695,677.60 |
| Capital Projects | \$ 327,135.66 |
| Cafeteria Fund | \$ 25,864.06 |
| Student Activities | \$ 11,582.19 |
| Total | \$ 2,080,677.87 |

Motion to approve payment of bills as presented.

5. Pennsylvania Department of Education Correspondence

Mr. Richard W. Fry, Superintendent of Schools has received correspondence from the Pennsylvania Department of Education, Susan McCrone, Division Chief regarding the approval of eligibility for Big Spring School District's full participation in federal grant funding for the 2015-2016 school year. The correspondence is attached.

6. Recognition of Visitors

7. Public Comment Period

8. Structured Public Comment Period

9. Old Business

10. New Business

11. Personnel Items – Action Items

11.1 Leave Without Pay - Jennifer Kump

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. Jennifer Kump, is requesting three days leave without pay for January 14, 15 & 18, 2016.

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

11.2 Resignation - Todd Friscia

Mr. Todd Friscia has submitted his resignation as a PC Hardware Technician, retroactive to September 4, 2015.

The administration recommends that the Board of School Directors approve Mr. Friscia's resignation as a PC Hardware Technician, retroactive to September 4, 2015.

11.3 Resignation - Middle School Wrestling Coach

Mr. John Beeman has submitted his resignation as a Middle School Wrestling Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Beeman's resignation as Middle School Wrestling Coach, effective immediately.

11.4 Coaching Recommendations

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as volunteer coaches for the 2015-2016 school year.

Jenna Miller - Volunteer Cheerleader Coach

Cassandra Beakler - Volunteer Dance Team Assistant Coach

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

11.5 Aide Recommendation - Julie March

The administration would like to recommend the individual listed as a part-time one-on-one aide at Oak Flat Elementary School, replacing Ms. Dunkleberger who has been transferred. Ms. March will work 5.75 hours per day, five days a week with an hourly wage of \$11.57 per hour.

Julie March

The administration recommends the Board of School Directors approve the above listed individual as a part-time one-on-one aide at Oak Flat Elementary School for the 2015-2016 school year. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

Personnel Items – Action Items

11.6 Aide Recommendation - Rosemary Yamaguchi

The administration would like to recommend the individual listed as a full-time emotional support aide at the Middle School for the 2015-2016 school year, replacing Katie Mell who has resigned from this position. Ms. Yamaguchi will work 7 hours per day, five days a week, with an hourly wage of \$10.40 per hour.

Rosemaray Yamaguchi

The administration recommends the Board of School Directors approve the above listed individual as a full-time emotional support aide at the Middle School for the 2015-2016 school year. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

11.7 Aide Recommendation - Terrylee Hurley

The administration would like to recommend the individual listed as a part-time aide at Oak Flat Elementary School for the 2015-2016 school year. Ms. Hurley will work 5.75 hours per day, five days a week, with an hourly wage of \$10.40 per hour.

Terrylee Hurley

The administration recommends the Board of School Directors approve the above listed individual as a part-time aide at Oak Flat Elementary School for the 2015-2016 school year. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

11.8 Aide Recommendation - Tiffany Blain

The administration would like to recommend the individual listed as a part-time high school learning support aide, replacing Ms. Hansford who has resigned from this position. Ms. Blain will work 5.75 hours per day, five days a week, with an hourly wage of \$10.40 per hour.

Tiffany Blain

The administration recommends the Board of School Directors approve the above listed individual as a part-time high school learning support aide for the 2015-2016 school year. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

11.9 Aide Transfer - Brian Wiley

The administration is recommending the individual listed from a part-time one-on-one aide to a full-time one-on-one aide due to changes within his position.

Brian Wiley

The administration recommends the Board of School Directors approve the above listed individual to transfer from a part-time one-on-one aide to a full-time one-on-one aide, for the 2015-2016 school year.

Personnel Items – Action Items

11.10 Part-Time Middle School Custodian Recommendation

Mr. Rick Gilliam, Director of Building and Ground would like to recommend the individual as a part-time evening custodian at the Middle School, replacing Fay Stum who has resigned. Mr. Piper will work 5.5 hours per day, five days a week, with an hourly wage of \$12.19 per hour.

James Piper

The administration recommends the Board of School Directors approve the above listed individual as a part-time evening custodian at the Middle School.

11.11 Recommendation for National Honor Society Co-Adviser

The administration would like to recommend the individual listed as a Co-Adviser for the National Honor Society.

Heather Detwiler

The administration recommends that the Board of School Directors approve Ms. Detwiler as a Co-Adviser for the National Honor Society.

12. Business Items – Action Items

12.1 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.

| | |
|--------------------------|---------------------------|
| Travis Barnes | \$ 2,700.00 |
| Johnathan Hocker | \$ 4,050.00 |
| Cory Hoffman | \$ 1,350.00 |
| Randy Jones | \$ 2,790.00 |
| Ryan Kelley | \$ 2,661.00 |
| Abigail Leonard | \$ 1,816.00 |
| Dwain Messersmith | \$ 2,700.00 |
| Shannon Morrison | \$ 2,628.00 |
| Joshua Putt | \$ 487.50 |
| Rebekah Reisinger | \$ 4,014.00 |
| Kevin Roberts | \$ 2,460.00 |
| Laura Shambaugh | \$ 1,549.00 |
| Brandie Shatto | <u>\$ 1,640.00</u> |
| Total | \$30,845.50 |

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.

Business Items – Action Items

12.2 Recommendation for Approval of Planned Courses

Listed below are planned courses for board approval.

High School Computer Science
SAT Preparation
Retail Management
Chemistry

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

12.3 Approval of the 2015-2016 Band Booster's Fundraisers

The Band Boosters is requesting permission to conduct the fundraisers listed below during the 2015-2016 school term.

Yankee Candle and Home Goods Sale
Little Ceasar Pizza Sale
Chicken Barbeques
Sub Sales
Allenberry Sticky Bun Fundraiser
Panera/Sweet Frog Fundraiser
Paint Night
Bingo

The administration recommends that the Board of School Directors approve the Band Booster's request to conduct the fundraisers listed above during the 2015-2016 school term.

12.4 Approval of the 2015-2016 Athletic Booster's Fundraisers

The Athletic Boosters is requesting permission to conduct the fundraisers listed below during the 2015-2016 school year.

The sale of french fries by Williams' French Fries at home football events.
The sale of kettle corn by Jack & Joan's Kettle Corn
The sale of Walk Away tacos, Pizza, Meatball Subs, Popcorn, Grilled Cheese Sandwiches, Pulled Pork, Chicken Quesadillas, Chicken sandwiches , Ham & Bean Soup, Chili, Apple Slices w/caramel, Assorted Snacks, Assorted Candy, Pickles, Warm Chocolate Milk, Warm Apple Cider, Bottled Water, Flavored Water, Iced Teas, Lemonade, Coffee, and Cappuccino. May also consider any other fun foods not already sold by the Band Boosters for fall sports.
The sale of various Big Spring School District merchandise/clothing items.
The sale of 50/50 raffle tickets at home events.
The sale of raffle tickets at home winter events for a Big Spring blanket.
Food stands/concession stands at winter sporting events
Food stands/concession stands at spring sporting events

The administration recommends that the Board of School Directors approve the Athletic Booster's request to conduct the fundraisers listed above during the 2015-2016 school year.

Business Items – Action Items

12.5 Approval of the 2015-2016 Post Grad Fundraisers

The 2015-2016 Post Grad Committee is requesting permission to conduct the fundraisers listed below during the 2015-2016 school year.

Wolfgang Candy Fall 2015 / Spring 2016
Sweet Frog Fall 2015
Race for Education Fall 2015
R&K Subs Fall 2015 / Spring 2016
Chicken BBQ Fall 2015 / Spring 2016
Yard Signs Fall 2015 / Winter 2015
Beeman's Baked Goods Winter 2015 / Spring 2016
Meadowbrook Gourds Winter 2015
Rada Cutlery Winter 2015
Longaberger Baskets Winter 2015
31 Bags Winter 2015
Scentsy Candles Winter 2015
Bingo Spring 2016
Bulldog Garden Flags Spring 2016
Business Donations Fall / Winter / Spring
Buyout Option Fall / Winter / Spring

The administration recommends that the Board of School Directors approve the Post Grad Committee's request to conduct the fundraisers listed above during the 2015-2016 school year.

12.6 Approval of Oak Flat PTO Financial Report

The Big Spring School District has received a copy of a letter from Ms. Trina Manetta, Accountant, advising that Oak Flat Elementary School PTO's records were accepted with auditing standards for the 2014-2015 school year.

A copy of the letter from Ms. Manetta is included with the agenda.

The administration recommends that the Board of School Directors accept the 2014-2015 Oak Flat Elementary School PTO's annual audit report as presented.

12.7 Approval of Mt. Rock PTO Financial Report

The Big Spring School District has received a copy of a letter from Ms. Karen Heishman, Accountant, advising that Mt. Rock Elementary School PTO's records were accepted with auditing standards for the 2014-2015 school year.

A copy of the letter from Ms. Heishman is included with the agenda.

The administration recommends that the Board of School Directors accept the 2014-2015 Mt. Rock Elementary School PTO's annual audit report as presented.

Business Items – Action Items

12.8 Year-End Financial Statement for Newville Wrestling

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and a copy of the statement is included with the agenda.

Newville Wrestling Association

The administration recommends that the Board of School Directors accept the financial statement as presented.

12.9 Facilities Utilization Request

The Newville Wrestling Organization is requesting permission to utilize the High School Commons and Cafeteria on Sunday November 15, 2015 from 2:00 p.m. – 7:00 p.m. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Newville Wrestling Organization's request to utilize the High School Commons and Cafeteria as presented.

12.10 Approval of 2015-2016 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.

National FFA Convention - Louisville, Kentucky

State FFA ACES Leadership Conference - Harrisburg, PA

State FFA State Legislative Leadership Conference - Harrisburg, PA

FFA Spring Trip - Boston, MA

State FFA Convention - State College, PA

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

12.11 Tuition Exemption for a Non-Resident Student

Miss Roselen Jenkins, Big Spring High School senior, is requesting to complete her senior year at Big Spring High School as per the conditions outlined in Board Policy 202.3: "Non-resident students in the senior class may be given special consideration to continue their education in the district at the discretion of the Superintendent of Schools provided they have been enrolled in the Big Spring School District a minimum of two (2) full years immediately preceding their senior year." The parents are required to provide the necessary transportation.

The administration recommends that the Board of School Directors approve Miss. Jenkins' request for a tuition exemption for the 2015-2016 school year, as per the conditions outlined in Board Policy 202.3.

Business Items – Action Items

12.12 Approval of the Volunteer Handbook and Volunteer Policy

Mr. Kevin Roberts, Assistant Superintendent has submitted an updated copy of the 2015-2016 Volunteer Handbook and Volunteer Policy for Board approval.

The administration recommends that the Board of School Directors approve the 2015-2016 Volunteer Handbook and Volunteer Policy as presented.

12.13 Approval of Educational Consultant Agreement

The Educational Consultant Agreement between the Big Spring School District and Temple Educational Consulting, LLC has been reviewed by the Big Spring School District Solicitor, Gareth Pahowka 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 Educational Consultant Agreement as presented

12.14 Approval of Parameters Resolution for Bond Issue

Earlier this year, PFM & RBC recommended to the Finance Committee to consider refinancing the 2010A bonds, which have a call date of 1 December 2015, to take advantage of lower interest rates. During those discussions, they also recommended that if the Board was going to move forward with any projects, they can save issue costs by combining the two. This resolution permits them to begin the process of refinancing \$9,240,00 of 2010A bonds and up to an additional \$3,000,000 for a possible stadium project. The Board would need to make a decision within 30-45 days on the final amount of additional borrowing up to the \$3MM max.

The administration recommends the Board of School Directors approve the bond parameters resolution authorizing \$12,200,000 General Obligation Bonds, Series of 2015, for the purpose of refunding the district's general obligation bonds series of 2010A and to fund a capital project.

12.15 Unencumber Capital Project Funds

The Board voted to encumber funds for several Capital Projects over the past two years. Now that the projects are complete, the administration would like to return those unused project funds to the available fund balance. The attached sheet reflects projects that are closed with \$251,510 in unused funds.

The administration recommends the Board unencumber the \$251,510 in capital project funds for the projects indicated in the agenda.

13. New Business - Information Item

13.1 Proposed Updated Policy

The administration has submitted the updated policy listed for Board review.

819 Suicide Awareness Prevention Policy

The updated policy will be an action item on the September 21, 2015 Board Agenda.

13.2 Agreement of Sale and Purchase - Discussion Item

Mr. Richard W. Fry, Superintendent of Schools will discuss the Agreement of Sale and Purchase between the Big Spring School District and River Rock Academy, Inc.

13.3 Changes to Horace Mann Retirement Plan - Discussion Item

Horace Mann requested that they be able to change the retirement plan they offer within the District and the administration will grant that request unless there are any Board concerns. The new plan, called the Retirement Protector, would be the offering to all new employees. Current accounts could remain with the Horace Mann funds or switch to the Retirement Protector Plans. It offers lower fees and Wilshire Associates rated funds; examples are included with the agenda. Big Spring would be the second account to use this new program in the area served by the Chambersburg Office.

13.4 PSBA Voting - Discussion Item

Mr. Robert Barrick, Board Secretary will discuss and share information regarding PSBA Voting as shared with all Board of School Directors at the August 17th Board meeting.

14. Future Board Agenda Items

15. Board Reports

15.1 District Improvement Committee - Mr. Norris/Mr. McCrea

15.2 Athletic Committee - Mr. Swanson

15.3 Vocational-Technical School - Mr. Wolf/Mr. Piper

15.4 Buildings and Property Committee - Mr. Barrick

15.5 Finance Committee - Mr. Gutshall, Mr. Piper, Mr. Swanson and Mr. Blasco

15.6 South Central Trust

15.7 Capital Area Intermediate Unit

15.8 Tax Collection Committee

15.9 Superintendent's Report

16. Meeting Closing

16.1 Business from the Floor

16.2 Public Comment Regarding Future Board Agenda Items

16.3 Adjournment

Meeting adjourned at _____ PM, **September 8, 2015.**

Next scheduled meeting is: **September 21, 2015**