



## SEPTEMBER 18, 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 September 5, 2017 Regular Board Meeting Minutes, the September 5, 2017 Committee of the Whole Meeting Minutes and the September 5, 2017 Building and Property Meeting Minutes.

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

### 4. Financial Reports

#### a. Payment of Bills

General Fund	\$	893,623.27
Capital Projects	\$	106,981.03
Newville Projects Fund	\$	535,742.90
Cafeteria Fund	\$	6,394.21
Student Activities	\$	<u>14,617.63</u>
<b>Total</b>	<b>\$</b>	<b>1,557,359.04</b>

Motion to approve payment of bills, as presented.

#### b. Treasurer's Fund Report

General Fund	\$	17,277,828.48
Capital Projects	\$	5,239,949.41
Cafeteria Fund	\$	476,623.99
Student Activities	\$	219,756.98
Newville Projects Fund	\$	<u>10,934,591.89</u>
<b>Total</b>	<b>\$</b>	<b>34,148,750.75</b>

Motion to approve the treasurer's fund report, 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**

Dr. Richard W. Fry, Superintendent of Schools received correspondence from Matthew Stern, Deputy Secretary of the Pennsylvania Department of Education. The Pennsylvania Department of Education determined that the Big Spring School District was in compliance and has met all requirements of Part B of the IDEA. 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 - Ms. Holly Kennedy**

Ms. Holly Kennedy has submitted her resignation as a part-time middle school custodian, retroactive to September 15, 2017. Ms. Kennedy has requested to be placed on the custodian substitute list.

The administration recommends the Board of School Directors accept Ms. Kennedy's resignation, retroactive to September 15, 2017 as well as her request to be placed on the custodian substitute list.

**b. Recommendation for Oak Flat Quiz Bowl Coaches**

Mrs. Stacey Kimble, Oak Flat Elementary School Principal would like to recommend the individuals listed as the 2017-2018 Oak Flat Elementary School Quiz Bowl Coaches.

**Ms. Jen Ferrante**

**Ms. Megan Larsen**

**Ms. Sara VanderHeijden**

**Ms. Michelle Holtry**

The administration recommends the Board of School Directors approve the above listed individuals as the 2017-2018 Oak Flat Elementary School Quiz Bowl Coaches, as presented.

## **Personnel Items - Action Items**

### **c. Coaching Recommendations**

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics & Student Activities would like to recommend the individuals listed as coaches for the teams noted.

**Timothy Bowers - Volunteer Football Coach**  
**Tyler Pion - Volunteer Boys Basketball Coach**  
**Brian Motter - Volunteer Golf Coach**  
**Les Stover - Head Swim Coach**

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

### **d. Recommendation for District Calendar Developer - Ms. Christa Daugherty**

The administration would like to recommend Ms. Christa Daugherty for the position of District Calendar Developer, replacing Ms. Julie Wallace who has resigned.

The administration recommends the Board of School Directors approve Ms. Christa Daugherty as the District Calendar Developer, as presented.

### **e. Approval of Additional 2017-2018 Mentors**

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 mentors are listed below.

#### **Inductee**

**Jenna McIntire - Middle School LTS/Ag/Tech Ed.**

#### **Mentors**

**SaraBeth Fulton/Sherisa Nailor**

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

### **f. Approval for Custodial Transfer**

Mr. Rick Gilliam, Director of Building and Grounds/Transportation would like to recommend Mr. Tim Nye to be transferred from a 9 month High School part-time custodian to a 11 month Middle School part-time custodian. Through this transition Mr. Nye will acquire vacation days per the classified compensation plan.

The administration recommends the Board of School Directors approve the transfer of Mr. Nye, as presented.

## **12. New Business - Action Items**

### **a. Credit Pay**

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

**Courtney Wiser    \$1,440.00**

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 and the Big Spring School District.

### **b. Recognition of 2017-2018 Foreign Exchange Students**

The high school administration has approved Miss Marie Skrobek, a citizen of Germany and Miss Paola Rivera Gonzalez, a citizen of Mexico as foreign exchange students for the 2017-2018 school term. The administration welcomes foreign exchange students and looks forward to learning with and from Miss Skrobek and Miss Gonzalez during the 2017-2018 school year.

The administration recommends the Board of School Directors authorize the high school administration to write a letter of welcome to Miss Skrobek and Miss Gonzalez on behalf of the Board of School Directors.

### **c. Fundraiser Recommendation - 2017-2018 Post Grad**

The 2017-2018 Post Grad Committee is requesting permission to conduct the fundraisers listed below during the 2017-2018 school year.

**\$50 Buyout Option**

**Letters to Friends and Family**

**Business Letters**

**Chicken BBQ**

**Bulldog Yard Sale Signs**

**Spirit Wear**

**Thirty One**

**Class of 2018 Keychains & Bracelets**

**Family Night**

**Paint Night**

**Bingo**

**Easter Pies**

**Sandwiches**

**Bulldog Beach Towels**

**Golf Tournament**

The administration recommends the Board of School Directors approve the Post Grad Committee's request to conduct the fundraisers listed above during the 2017-2018 school year.

## **New Business - Action Items**

### **d. Fundraiser Recommendation - Mt. Rock Elementary School**

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

**Race for Education (Fall)**

**Little Ceasars Pizza Kit Sale and Beeman Bakery Sale (Spring)**

The administration recommends the Board of School Directors approve the Mt. Rock Elementary School PTO fundraiser's listed for the 2017-2018 school year.

### **e. Fundraiser Recommendation - Middle School**

The Big Spring Middle School PTO would like to conduct the fundraisers listed for the 2017-2018 school year.

**Kristy Kreme Sale (Fall)**

**Beemans Bakery Sale (Winter)**

The administration recommend the Board of School Directors approve the above listed fundraisers, as presented.

### **f. Approval of the Mt. Rock Elementary School PTO Financial Report**

The Big Spring School District has received a copy of a letter from Karen Heishman, advising that the Mt. Rock 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 Mt. Rock Elementary School PTO annual audit report as presented.

### **g. Approval of the Newville Elementary School PTO Financial Report**

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

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

### **h. 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 Big Spring Middle School PTO financial report was accepted with auditing standards for the 2016-2017 school year. A copy of the letter and report is included with the agenda.

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

## **New Business - Action Items**

### **i. Approval of the Proposed 2017-2018 FFA Program of Activities**

The officers of the Big Spring FFA are requesting Board approval of the proposed 2017-2018 FFA Program of Activities. Board approval of the Program of Activities is a requirement in preparation for the State and National Chapter Awards. Included in the Program of Activities is a listing of current officers and information regarding the organization's standing committee's

The administration recommends that the Board of School Directors approve the 2017-2018 Program of Activities for the Big Spring FFA, as presented.

### **j. Approval of the Proposed Big Spring School District Comprehensive Plan**

Mr. Kevin Roberts, Assistant Superintendent would like to recommend that the July, 2018 - June, 2021 Comprehensive Plan receives Board approval. The Comprehensive Plan was an information item on the August 7, 2017 board agenda.

The administration recommends the Board of School Directors approve the July, 2018 - June, 2021 Comprehensive Plan, as presented.

### **k. Approve Change Orders to the Network Tower Upgrades**

Henkels & McCoy submitted two change orders to their project to upgrade the District WiFi WAN structure. The first is for \$2,591.32 to lift up the 85-foot tower on the MS in order to replace the roof under it. The second is for \$10,120 to provide additional steel structure installation at OF as recommended by the District engineer, WCE.

The administration recommends the Board of School Directors approve Henkels & McCoy change orders as submitted.

### **l. Approve HS Roof IR Scan**

As part of the Newville Projects, the Board last bond included a coating of the HS roof to extent it's life for another 10-15 years. Professional Roof Services submitted proposals to do an IR scan at a cost of \$7,800.

The administration recommends the Board of School Directors accept the proposal for the IR roof scan submitted by Professional Roof Services, Inc to be paid from the Capital Projects Reserve Fund.

### **m. Approve Payments from the Capital Project (Reserve) Fund**

The District received the invoices for the following projects/amounts:

<u>Project</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Track & Field	W. Pennsboro Twnshp	Engineer Srvs	\$349.08
PennDOT grant	W. Pennsboro Twnshp	Engineer Srvs	\$395.00
HS Auditorium Reno	A/V Solutions	Sound System	\$7,185.79

The administration recommends the Board of School Directors to approve payment of \$744.08 to West Pennsboro Township and \$7,185.79 to A/V Solutions.

## **New Business - Action Items**

### **n. Approve Payment from the Newville Projects Fund**

The district received the following invoices:

<u>Project</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
NV Reno	Diffenbaugh Wadel	Permit Fee	\$300.00	
NV Reno	Crabtree Rohrbaugh Assoc.	Inv 11	\$61,409.20	\$268,690.00

The administration recommends the Board of School Directors approve payment of \$300 to North Newton Township and \$61,409.20 to Crabtree, Rohrbaugh Associates.

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

### **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, **September 18, 2017**

Next scheduled meeting is: **October 2, 2017.**