



SEPTEMBER 21, 2020 BOARD MEETING

1. Opening Meeting and Guidelines for the September 21, 2020 Virtual Board Meeting

- Welcome members
- Note to members: you are participating in a Zoom webinar, as an attendee your audio and video is muted.
- A role call will take place to affirm board members in attendance for the September 21, 2020 virtual meeting.
- The Board Member will state their name prior to the motion on an agenda item as the second motion will follow the same procedure; name first.
- All public comments will work with the public raising hands.
- The Board of School Directors will proceed with the September 21, 2020 Board Agenda.

a. Call to Order (President Swanson)

b. Pledge to the Flag

2. Approval of Minutes

Approval of the September 8, 2020 Regular Board Meeting Minutes and the September 8, 2020 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - No Student Report

4. Financial Reports

a. Payment of Bills

General Fund	\$	3,684,111.22
Capital Project Reserve Fund	\$	-
Cafeteria Fund	\$	-
Student Activities Fund	\$	- _____
Total	\$	3,684,111.22

Motion to approve the payment of bills, as presented.

b. Treasurer's Fund Report

General Fund	\$	17,677,692.31
Capital Project Reserve Fund	\$	5,973,189.75
Cafeteria Fund	\$	334,074.79
Student Activities Fund	\$	253,779.51
Mount Rock Projects	\$	- _____
Total	\$	24,238,736.36

Motion to approve the treasurer's fund report and budget transfers, 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 \(link\)](#) 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

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 - Elementary Chorus Director

Ms. Melissa Kiehl has submitted her resignation for the position of Elementary Chorus Director, effective immediately.

The administration recommends the Board of School Directors approve Ms. Kiehl resignation, as presented.

b. Resignation - Honors Chorus Director

Ms. Sarah O'Donnell has submitted her resignation for the position of Honors Chorus Director, effective immediately.

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

c. Resignation - Ms. Shively, Full-Time Aide

Ms. Renee Shively submitted her resignation for the position as a full-time aide, effective immediately.

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

d. Resignation - Ms. Sheaffer, Part-Time Aide

Ms. Shirley Sheaffer has submitted her resignation for the position of a part-time aide at the middle school, effective immediately.

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

Personnel Items - Action Items

e. Recommended Approval for an Oak Flat Quiz Bowl Coach

Ms. Stacey Kimble, Oak Flat Elementary School Principal, would like to recommend Mrs. Tiffany Warner as a Quiz Bowl Coach for Oak Flat Elementary School, for the 2020-2021 school year.

The administration recommends the Board of School Directors approve Mrs. Warner as an Oak Flat Elementary School Quiz Bowl Coach, as presented.

f. Recommended Approval for Middle School Team Leaders

Mrs. Clarissa Nace, Middle School Principal, would like to recommend the individuals listed for the position of Middle School Team Leaders.

Mr. Michael Spears - Sixth Grade Maroon Team Leader, replacing Mr. Nerone who has resigned.
Mr. Brady Fry - Sixth Grade Gold Team Leader, replacing Sharon Beatty who has resigned.

The administration recommends the Board of School Directors approve Mr. Spears and Mr. Fry as sixth grade team leaders, as presented.

g. Recommended Approval of ESS Aides and Aide Transfers

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the ESS aides and aide transfers, listed below.

Teri Sheffler - transfer from a one-on-one student aide due to a student withdrawal to a MDS aide at the Middle School as well as a van aide.

Jennifer Yeakel - transfer as a High School aide to an aide at Mt. Rock Elementary School.

Amanda Mixell - full-time learning support aide, replacing Jennifer Yeakel who has transferred.

Taylor Wenger - full-time new MDS aide at Oak Flat Elementary School.

The administration recommends the Board of School Directors approve the ESS aides and aide transfers, as presented.

h. Recommended Approval of Chartwells Employees for the 2020-2021 School Year

Mrs. Michelle Morgan, Director of Dining Services, has submitted a list of Chartwells employees for the 2020-2021 school year, which is included in the agenda.

The administration recommends that the Board of School Directors acknowledge the receipt of the 2020-2021 Chartwells employees prepared by Mrs. Michelle Morgan, Director of Dining Services.

i. Recommended Approval for a Volunteer Field Hockey Coach

Mr. Joseph Sinkovich, Athletic Director/High School Assistant Principal, would like to recommend Mrs. Carly Zinn as a volunteer field hockey coach, effective immediately.

The administration recommends the Board of School Directors approve the recommendation of Mrs. Carly Zinn as a volunteer field hockey coach, 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.

Morgan Beamer	\$ 6,240.00
Megan Hall	\$ 1,560.00
Leah Williams-Rensel	\$ 3,240.00
Total	\$11,040.00

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 and the Big Spring School District.

b. Recommended Approval of Agreements

Title I Nonpublic Programs and Services. Dr. Kevin C. Roberts, Jr., Assistant Superintendent, would like to recommend the Agreement for Title I Nonpublic Programs and Services. The agreement is for the Capital Area Intermediate Unit to provide Title I services to Big Spring School District's nonpublic students at St. Patrick's School in Carlisle.

HIREME. The administration would like to recommend the HIREME Amendment to the Consultant Agreement with Shippensburg University. The HIREME Consultant Agreement was approved at the May 21, 2018 Board of School Directors meeting for a scope of work for the period of August 1, 2018 to July 31, 2021. The Amendment to the Consultant Agreement is being provided due to a state rate change which decreased from the 2019-2020 school year. The state rate for the 2019-2020 school year was \$685 per hour and has decreased for the 2020-2021 school year to \$665 per hour. Shippensburg University will provide services that facilitate the development of job skills for high school students with disabilities. The purpose of the project is for the district and university to develop and implement a collaborative training model that provides vocational skills for students with disabilities.

Agreement for Network Services. Mr. Robert Krepps, Director of Technology, would like to recommend the Agreement for Network Services. The hosted services is a renewal agreement with the Capital Area Intermediate Unit to provide hosted resources and exchange support services. The cost of the renegotiated amount has gone from \$13,130 reduced to \$2,632 due to the reduction of services related to less reliance on Exchange services/storage.

Agreement for Transfinder Routing Program. Big Spring School District personnel have struggled with transportation routing and communication this school year. After review, and consulting with Deitch, the administration recommends we change providers from BusBoss to the Transfinder program (link to [Proposal & capabilities](#)). The agreement was reviewed and modified by the District Solicitor.

<u>Vendor</u>	<u>Service</u>	<u>Length</u>	<u>Cost</u>	<u>/Per</u>
CAIU	Title 1 Svc for St. Patick's	1 Yr	\$1,950.00	yr
CAIU	Network Hosting & Exchange Supt	3 Yr	\$2,632.00	yr
Transfinder	Transfinder 1 Yr Agreement	1 Yr	\$14,190.00	yr
HIREME		1 Yr	\$ 665.00	Hour

The administration recommends the Board of School Directors approve the agreements, as presented.

New Business - Action Items

c. Recommended Approval of the Oak Flat Elementary School PTO Financial Report

The Big Spring School District has received a copy of a letter from Ms. Trina Manetta, advising that the Oak Flat Elementary School PTO financial report was accepted with auditing standards for the 2019-2020 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2019-2020 Oak Flat Elementary School PTO financial report, as presented.

d. Recommended Approval for the 2020-2021 Elementary Parent Handbook

The Elementary Principals have updated the Elementary Parent Handbook for the 2020-2021 school year. The changes that have been made are highlighted within the handbook and is included with the agenda.

The administration recommends the Board of School Directors approve the changes within the 2020-2021 Elementary Parent Handbook, as presented.

e. Recommended Approval for Policies

The administration has updated the policies listed which are included with the agenda.

- Policy 103 Discrimination/Title IX Sexual Harassment Affecting Students
- Policy 104 Discrimination/Title IX Sexual Harassment Affecting Staff
- Policy 111 Lessons Plans
- Policy 203 Immunizations and Communicable Diseases
- Policy 209 Health Examinations/Screenings
- Policy 247 Hazing
- Policy 249 Bullying/Cyber-Bullying
- Policy 252 Dating Violence
- Policy 309.1 Telework
- Policy 314 Physical Examination
- Policy 317.1 Educator Misconduct
- Policy 332 Working Periods
- Policy 334 Sick Leave
- Policy 340 Responsibility for Student Welfare
- Policy 705 Facilities and Workplace Safety
- Policy 824 Maintaining Professional Adult/Student Professional Boundaries
- Policy 907 School Visitors

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

New Business - Action Items

f. Recommended Approval for a Middle School Fundraiser

Mrs. Clarissa Nace, Middle School Principal, is requesting approval for a Middle School Fundraiser with Cherrydale, a company that has been in business since 1907. The students will be selling a variety of items through Cherrydale's Winter Wishes Catalog. Some items offered are wrapping paper, Christmas décor, candy and a variety of other packaged gifts.

You may view more items by using this link: <https://www.cherrydale.com/Fundraiser-Details/winter-wishes>

The administration recommends the Board of School Directors approve Mrs. Nace's request for a Middle School Fundraiser, as presented.

13. New Business - Information Item

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

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

b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers

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

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

We will have a B&P meeting on 5 Oct at 18:00 to review the [Trane IAQ Report](#)

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

Link to Current [Tax Appeals in Cumberland County](#)

f. South Central Trust - Mr. Deihl

g. Capital Area Intermediate Unit - Mr. Swanson

h. Tax Collection Committee - Mr. Swanson

i. Future Board Agenda Items

j. Superintendent's Report - Third Day Enrollment Report

17. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **September 21, 2020.**

Next scheduled meeting is: **October 5, 2020.**