

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, OCTOBER 19, 2009

I. CALL TO ORDER (BIG SPRING HIGH SCHOOL) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

III. PRAYER

IV. APPROVAL OF THE OCTOBER 5, 2009, REGULAR BOARD MEETING MINUTES, THE OCTOBER 5, 2009 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE OCTOBER 5, 2009 BUILDING AND PROPERTY MEETING MINUTES.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report - Lauren Swartz/Brooke Clouse

VI. TREASURER'S REPORT

	(SALMON)
General Fund	
Balance, September 30, 2009	<u>\$ 10,594,181.61</u>
Athletic Fund	
Balance, September 30, 2009	<u>\$ 4,308.12</u>
Cafeteria Fund	
Balance, September 30, 2009	<u>\$ 174,009.59</u>
Capital Reserve Fund	
Balance, September 30, 2009	<u>\$ 173,241.50</u>
Student Activity/Miscellaneous Fund	
Balance, September 30, 2009	<u>\$ 138,423.14</u>

VII. PAYMENT OF BILLS

	(CANARY)
A) General Fund	<u>\$ 370,461.43</u>
	(PINK)
B) Athletic Fund	<u>\$ 2,244.10</u>
C) Cafeteria Fund	<u>\$ 101,991.48</u>
D) Student Activity/Miscellaneous Fund	<u>\$ 14,855.94</u>
Total	\$ 489,552.95

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

1) Additional Per Diem Substitute Teacher

(ACTION ITEM)

Wendy Byerly – Elementary Education

The administration recommends that the Board of School Directors approve the addition of Wendy Byerly to the 2009-2010 per diem substitute teacher list as presented.

(BLUE)

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

2) Substitute Custodial Workers

The individuals whose names are listed below are recommended to serve as custodial substitutes during the 2009-2010 school year.

**Felicia Felts
Arthur Tubbs**

The administration recommends that the Board of School Directors approve Ms. Felts and Mr. Tubbs as custodial substitutes, effective immediately.

(TAN)

3) 2009-2010 Additional Bus Driver for Deitch Busing

(ACTION ITEM)

Ms. Toni Failor

The administration recommends that the Board of School Directors acknowledge the addition of Ms. Failor as a bus driver for the 2009-2010 school year, pending all required paperwork.

(GREEN)

4) Volunteer Coach

(ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a volunteer cheerleading coach for the 2009-2010 school year.

Danielle Teter

The administration recommends that the Board of School Directors approve the recommendation of Danielle Teter as a volunteer cheerleading coach.

(ORCHID)

(ACTION ITEM)

5) Mrs. Jessica Winesickle has submitted her letter of resignation as Public Relations person.

A copy of Mrs. Winesickle's letter of resignation is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Winesickle's resignation as the Public Relations person.

(IVORY)

XIII. NEW BUSINESS (. . . .continued)**B) Credit Pay****(ACTION ITEM)**

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

Mark Potter \$789.99

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.

(SALMON)

C) Additional Post-Graduation Party Fundraisers**(ACTION ITEM)**

The Post-Graduation Party Committee is requesting permission from the Board of School Directors to conduct the additional fundraiser listed during the 2009-2010 school year.

Kidstuff Coupon Books

The administration recommends that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraiser listed during the 2009-2010 school year.

(GREEN)

D) Bid Award for Snow Removal Contracts**(ACTION ITEM)**

Mr. Richard Sample, Director of Buildings and Grounds, received a snow removal bid from one contractor for the upcoming winter months. The contractor that submitted the bid is Blue Mountain Excavation, Inc. providing the bid in multiple categories of equipment; \$85.00 per hour for a tractor and backhoe, \$75.00 per hour for a 4-wheel drive pickup, \$110.00 per hour for a high lift, \$85.00 per hour for a skid load, \$45.00 hand labor and \$24.00 for salt spread/50lbs.

Copies of the bid documents appear in the agenda.

The administration recommends that the Board of School Directors award the contract for snow removal to Blue Mountain Excavation, Inc. for the quoted rates as presented.

(GRAY)

XIII. NEW BUSINESS (. . .continued)**E)HIPP Program****(ACTION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent is recommending to discontinue the HIPP Program at the High School due to the budget cuts and uncertainties.

The administration recommends that the Board of School Directors approve Mrs. Temple's recommendation to discontinue the HIPP program at the High School due to budget cuts.

(PINK)

(ACTION ITEM)**F) Proposed Updated Job Description for the Transportation Coordinator/Substitute Teacher Coordinator**

Mr. Richard Gilliam, Food Service Director/Transportation Director has made some revisions to the job description for the Transportation Coordinator/Substitute Teacher Coordinator.

A copy of the job description has been included with the agenda.

The administration recommends that the Board of School Directors approve the job description for the Transportation Coordinator/Substitute Teacher Coordinator.

(TAN)

(ACTION ITEM)**G)Adoption of Safety Procedure and Appointment of Loss Control Administrator and a Claims Coordinator**

The SDIC requires an annual adoption of the safety procedures and appointments in order to offer a 5% reduction in Workmen's Compensation rate. This requires all board members to sign.

The administration recommends the Board of School Directors adopt the Safety Procedures included and appoint Richard Kerr as the Loss Control Administrator, Deb Peduzzi as the Claims Coordinator and Rick Sample as the Safety Committee Coordinator.

(IVORY)

XIII. NEW BUSINESS (. . .continued)**(ACTION ITEM)****H) Contractor Payments (#6) for DAO Boiler Replacement - Capital Reserve Fund**

McKissick Associates has reviewed payment application from Herre Bros., Inc. for work performed on the project. These payments will come from the Capital Reserve Fund. A copy of the payment application in the amount of \$4,500.00 for the plumbing contract is included in the Board packet. After these payments, the balance remaining to be paid is \$73,021.90 for plumbing. (No HVAC submittal received)

The administration recommends that the Board of School Directors approve payment from the Capital Reserve Fund to Herre Bros., Inc. in the amount of \$4,500 for the plumbing contract.

(GREEN)

(ACTION ITEM)**I) Auditor General's Report for the Fiscal Years Ending June 30, 2003, 2004, 2005 and 2006**

Mr. Richard W. Fry, Superintendent of Schools has received a letter from Connie L. Derr, Audit Coordinator for the Department of Education, in which Ms. Derr indicates that "...the Department of Education is required to secure a response to the audit reports issued by the office of the Auditor General." The main objectives of the directive "...are to ensure that the responsible parties are cognizant of the findings and/or observations cited in these audit reports and that an official corrective action plan has been instituted."

Copies of the Performance Audit Response for Fiscal Years Ending June 30, 2003, 2004, 2005 and 2006 are included with the agenda.

The administration recommends that the Board of School Directors authorize the administration to submit the response as prepared by the administration.

(SALMON)

(INFORMATION ITEM)**J) Corrective Action Plan for the Agriculture Program**

Mrs. Jeanne Temple, Assistant Superintendent received the final written Agriculture Program evaluation from the Department of Education and the department has identified strengths and needs for the program.

Mrs. Temple has submitted a corrective action plan for board review.

(ORANGE)

XIII. NEW BUSINESS (. . .continued)**K) Agriculture Advisory Council Agenda and Minutes** **(INFORMATION ITEM)**

Ms. SaraBeth Wanbaugh and Mrs. Sherisa Nailor have submitted a copy of the Agriculture Advisory Council agenda and meeting minutes to the Big Spring Board of School Directors as a requirement by the state to keep the program in approval status.

A copy of the Agriculture Advisory agenda and minutes are included with the agenda.

(TURQUOISE)

L) 2009-2010 General Fund Year to Date Report **(INFORMATION ITEM)**

Business Office personnel has prepared a 2009-2010 General Fund Year to Date Report and a copy of the report has been included with the agenda.

(ORCHID)

M) 2009-2010 Earned Income Tax Report **(INFORMATION ITEM)**

Business Office personnel has prepared a 2009-2010 Earned Income Tax Report and a copy of the report has been included with the agenda.

(BLUE)

XIV. FUTURE BOARD AGENDA ITEMS**XV. COMMITTEE REPORTS**

- A) District Improvement Committee – Mrs. Lopp**
- B) Athletic Committee – Mr. Swanson**
- C) Vocational-Technical School – Mr. Wolf/Mr. Piper**
- D) Buildings and Property Committee – Mr. Barrick**
- E) Finance Committee – Mr. Blasco**
- F) South Central Trust – Mr. Blasco**
- G) Capital Area Intermediate Unit – Mr. Wolf**

XVI. SUPERINTENDENT’S REPORT

XVII. BUSINESS FROM THE FLOOR

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XIX. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, November 2, 2009