



November 2, 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 October 19, 2015 Regular Board Meeting Minutes and the October 19, 2015 Committee of the Whole Meeting Minutes.

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

4. Financial Reports

4.1 Payment of Bills

General Fund

Procurement Card	\$ 11,840.12
Checks/ACH/Wires	\$ 1,069,604.64
Capital Projects	\$ 64,624.19
Cafeteria Fund	\$ 3,903.09
Student Activities	\$ 33,312.53
Total	\$ 1,183,284.57

Motion to approve payment of bills as presented.

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

11.1 Leave Without Pay - Mary Beth Helbig

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. Helbig, is requesting three days leave without pay for May 18, 19, & 20, 2016.

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

11.2 Resignation - Part-Time Custodian

Mr. Donn Reid has submitted his resignation as a part-time evening custodian at Mt. Rock Elementary School, retroactive to October 30, 2015.

The administration recommends that the Board of School Directors approve Mr. Reid's resignation as a part-time evening custodian, retroactive to October 30, 2015.

11.3 Resignation - Part-Time Custodian

Mr. Timothy Barrett has submitted his resignation as a part-time evening custodian at the High School, retroactive to October 28, 2015.

The administration recommends that the Board of School Directors approve Mr. Barrett's resignation as a part-time evening custodian at the High School, retroactive to October 28, 2015.

11.4 Resignation - Part-Time High School Learning Support Aide

Ms. Lisa Micheline has submitted her resignation as a part-time high school learning support aide, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Micheline's resignation as a part-time high school learning support aide, effective immediately.

11.5 Coaching Appointments

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

Levi Smeltzer - Junior High Wrestling Coach
Danielle Zettlemoyer - Volunteer Cheerleading Coach
Judy Schreiber - Volunteer Swim Coach

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

11.6 Approval of Lifeguards

Gregory Kinch
Emily Thrush

The administration recommends that the Board of School Directors approve the individuals listed to serve as lifeguards, pending receipt of all required paperwork.

Personnel Items - Action Items

11.7 2015-2016 Approval of Additional School Police

The administration recommends that the Board of School Directors approve the additional school police listed for the 2015-2016 school year. In turn, the administration will take the necessary steps to ensure that Big Spring's 2015-2016 additional school police officers' are approved by Cumberland County Court.

William Lynch

11.8 Approval of Additional Hours for Custodians

Mr. Rick Gilliam, Director of Building and Grounds/Transportation, would like to recommend additional hours for the custodians listed to compensate for the resignation of Mr. Donn Reid, part-time custodian at Mt. Rock Elementary School.

**Mr. Dennis Witmer - 15 additional hours which will total 25 hours per week
(Part-Time Mt. Rock Ele. Custodian)**

**Ms. Darlene Barrick - 10 additional hours which will total 25 hours per week
(Part-Time Mt. Rock Ele. Custodian)**

The administration recommends that the Board of School Directors approve the recommendation of additional hours for Mr. Witmer and Ms. Barrick, as presented.

11.9 Approval of Custodian Reduction of Hours

The administration recommends reducing the hours for Mr. Albert McQuillen, Maintenance Department General Laborer, from eight hours per day to five hours per day, retroactive to October 19, 2015. Mr. McQuillen will remain a 232-day employee with part-time hours.

The administration recommends that the Board of School Directors approve the reduced hours for Mr. McQuillen, retroactive to October 19, 2015.

11.10 Substitute Custodian Recommendation

The administration would like to recommend the individual listed as a substitute custodian.

Mr. Timothy Nye

The administration recommends that the Board of School Directors approve the individual listed as a substitute custodian.

11.11 Recommendation of Aide Transfer

Mr. William Gillet, Director of Pupil Services, recommends the transfer of Mrs. Rhonda Stokes from a seven hour per day aide at the Middle School to a seven hour per day aide at Oak Flat Elementary School, retroactive to October 23, 2015 through approximately January 15, 2016.

The administration recommends that the Board of School Directors approve the transfer of Mrs. Stokes, as presented.

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.

Judy Breneman	\$ 1,395.00
Kevin Roberts	<u>\$ 2,460.00</u>
Total	\$ 3,855.00

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.

12.2 Approval of State Police Memorandum of Understanding

The State Police submitted an updated Memorandum of Understanding (MOU) between the Pennsylvania State Police, Troop H Carlisle Station and the Big Spring School District. Mr. Gareth D. Pahowka, School Solicitor has reviewed the updated Memorandum of Understanding.

The administration recommends that the Board of School Directors approve the Memorandum of Understanding between the Pennsylvania State Police and the Big Spring School District, as presented.

12.3 Approval of Middle School PTO Fall Fundraisers

The Middle School PTO would like to conduct the fundraisers listed for the 2015-2016 school year.

Spiritwear from Screenwerx
Beemans Apple Dumplings and Stromboli

The administration recommends that the Board of School Directors approve the Middle School PTO fundraisers listed for the 2015-2016 school year.

12.4 Approval of Employer Group Recognition with Members 1st Federal Credit Union

Mr. Richard W. Fry, Superintendent of Schools is requesting approval to submit an application with Members 1st Federal Credit Union to become a select employer group. The select employer group designation will allow Big Spring School District employees and students the opportunity to take advantage of the benefits the credit union provides.

The administration recommends that the Board of School Directors approve the submission of an application seeking select employer group recognition with Members 1st Federal Credit Union, as presented.

12.5 Approval of Payment Applications

The District received the following payment applications for ongoing projects. Copies of the payment requests are included with the agenda.

Project	Contractor	Payment	Balance
Stadium	WCE	\$ 3,340.00	\$68,594.25
Pave Phase III Eng (MR)	CenterPoint Eng	\$ 916.89	\$28,000.00 (est.)

The administration recommends the Board of School Directors approve payment of \$3,340 to Wolf Consulting Engineer and \$916.89 to CenterPoint Engineering, Inc. from the Capital Project Fund.

Business Items - Action Items

12.6 Approve Proposal for Architect Services

Attached is a proposal from Turf, Track & Court LLC to manage the construction of a track. Their proposal is \$38,670 to perform the following: design, construction documents, bidding and construction administration. In essence, they would be the architect and engineer for the project and work directly for the Board. Tobie Wolf would be a consultant only in this arrangement.

The administration recommends the Board approves the proposal from Turf, Track and Court, LLC, in the amount of \$38,670 to be paid from the capital project fund. Subject to Solicitor approval, the administration is authorized to sign the contract documents.

12.7 Approve Addendum One to Chartwells Contract

As part of the Growler construction in the High School, Chartwells agreed to invest \$60,000 up front if we amortize the cost over the remaining two years of the contract.

The administration recommends the Board of School Directors approve Addendum One to Food Service Management Company (FSMC) Request for Proposals (RFP) and Contract and authorize the administration to sign the addendum.

13. New Business - Information Item

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
Updated bond rating attached.

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, **November 2, 2015.**

Next scheduled meeting is: **November 16, 2015**