



**NOVEMBER 5, 2018  
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 October 15, 2018, Regular Board Meeting Minutes and the October 15, 2018 Committee of the Whole Meeting Minutes.

**2. Student/Staff Recognition and Board Reports - Gabi Reifsnyder & Regan Donato**

**3. Financial Reports**

**a. Payment of Bills**

General Fund		
Procurement Card	\$	45,631.53
Checks/ACH/Wires	\$	1,835,362.53
Capital Projects Fund	\$	45,376.63
Mount Rock Projects-2018 Fund	\$	371,296.42
Newville Projects Fund	\$	117,979.30
Cafeteria Fund	\$	175,071.73
Student Activities Fund	\$	<u>24,374.74</u>
<b>Total</b>	<b>\$</b>	<b>2,615,092.88</b>

Motion to approve payment of bills, as presented.

**4. Reading of Correspondence**

**5. Recognition of Visitors**

**6. Public Comment Period**

**7. Structured Public Comment Period**

## 8. Old Business

## 9. New Business

### 10. Personnel Items - Action Items

#### a. Resignation - High School Life Skills Aide

Ms. Lisa Bowermaster has submitted her resignation as a high school life skills aide, retroactive to Friday, October 26, 2018.

The administration recommends the Board of School Directors approve Ms. Bowermaster's resignation, retroactive to Friday, October 26, 2018.

#### b. Recommended Approval for Aide Transfers

Mr. William Gillet, Director of Pupil Services would like to recommend the transfer of the individuals listed.

**Ms. Marilyn Zinn to transfer from part-time learning support aide to a Principal's discretion aide at Oak Flat Elementary School, retroactive to October 29, 2018.**

**Ms. Kim Krause to transfer from a full-time MDS classroom aide at Oak Flat Elementary School to a Middle School full-time MDS classroom aide, retroactive to October 24, 2019.**

#### c. Recommended Approval for Child-Rearing Leave Request - Mrs. Laura LaRose

Mrs. Laura LaRose, High School Spanish Teacher is requesting child-rearing leave of absence to begin approximately April 5, 2019 through the end of the 2018-2019 school year. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends the Board of School Directors approve Mrs. LaRose's request for child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately April 5, 2019 through the end of the 2018-2019 school year.

#### d. Recommended Approval for a Long-Term Substitute Secretary

The administration requests permission to move forward with the recommendation of the Long-Term Substitute Newville Elementary School Secretary, Ms. Cassie Shughart, replacing Mrs. Caitlin Peffer who will be on child-rearing leave of absence. Ms. Shughart will begin in the position on approximately October 31, 2018 through approximately January 23, 2019. The administration is requesting two transition days before Mrs. Peffer's leave and two transition days upon Mrs. Peffer's return.

The administration recommends the Board of School Directors approve Ms. Shughart as a long-term substitute secretary at Newville Elementary School, as presented.

**Personnel Items - Action Items**

**e. Recommended for Approval for Learning Support Aides**

Mr. William Gillet, Director of Pupil Services would like to recommend the individuals listed as full-time Learning Support Aides hired through ESS, the District's substitute aide service.

**Ms. Donna Blain - Full-time Learning Support Aide at Oak Flat Elementary School, retroactive to October 29, 2018, replacing Ms. Marilyn Zinn who has transferred.**

**Ms Crystal Duchesneau - Additional full-time MDE aide at Oak Flat Elementary School, effective November 5, 2018.**

**f. Recommended Approval for a Part-Time Middle School Custodian**

Mr. Rick Gilliam, Director of Building and Grounds would like to recommend Mr. John Stoker as a nine month part-time custodian at the Middle School, retroactive to October 17, 2018. Mr. Stoker will work 5.5 hours per day at an hourly rate of \$13.07.

The administration recommends the Board of School Directors approve Mr. Stoker as a nine month part-time custodian at the Middle School, retroactive to October 17, 2018. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

**g. Recommended Approval for a Custodial Substitute**

Mr. Rick Gilliam, Director of Building and Grounds would like to recommend Ms. Amber Lehman to be placed on the substitute custodial list, effective immediately.

The administration recommends the Board of School Directors approve Ms. Lehman to be placed on the substitute custodial list, effective immediately.

**h. Recommended Approval for Coaching Staff**

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the coach's listed.

**Ryan Long - Volunteer Girls Basketball Coach**

**Todd Pedrick - Volunteer Wrestling Coach**

**Jordan Stepanchik - Volunteer Wrestling Coach**

The administration recommends the Board of School Directors approve the above listed coach's, as presented

**i. Recommended Approval for Band Field Staff**

Mr. Adam Nobile, High School Music Teacher/Band Director would like to recommend the individuals listed below for Band Field Staff for the 2018-2019 school year.

**Michael Daniel**

**Brian Magee**

The administration recommends the Board of School Directors approve Mr. Daniel and Mr. Magee as the Band Field Staff for the 2018-2019 school year, as presented.

**Personnel Items - Action Items**

**j. Recommended Approval for a Questeq Employee**

The administration request permission to move forward with the recommendation of the Questeq employee listed due to a resignation.

**Brandon Shoop - Questeq Multimedia Coordinator**

**11. 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 contracts.

<b>Abigail Leonard</b>	<b>\$ 1,800.00</b>
<b>Emily Moyer</b>	<b>\$ 1,500.00</b>
<b>Sherisa Nailor</b>	<b>\$ 750.00</b>
<b>Jessica Sprecher</b>	<b>\$ 1,500.00</b>
<b>Lauren Swigart</b>	<b><u>\$ 224.47</u></b>
<b>Total</b>	<b>\$ 5,774.47</b>

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.

**b. Facilities Utilization Request - PA Accelerated Field Hockey**

Ms. Carly Zinn, representative for PA Accelerated Field Hockey is requesting to utilize Mt. Rock Elementary School and Oak Flat Elementary School Gym for PA Accelerated field hockey practices from November 4, 2018 - February 24, 2019 from 1:00 p.m. - 7:00 p.m. Because the utilization requests are on Sunday's during the months listed, Board action is necessary.

The administration recommends the Board of School Directors approve Ms. Zinn's request to utilize Mt. Rock Elementary School and Oak Flat Elementary School Gym for PA Accelerated field hockey practices, as presented.

**c. Facilities Utilization - Big Spring Girls Basketball Winter League**

Ms. Randy Jones, Head Coach for girls basketball is requesting to utilize the High School Gym for girls basketball fifth and sixth grade Winter League from January 6, 2019 - February 24, 2019 from 1:00 p.m. - 4:00 p.m. Because the utilization requests are on Sunday's during the months listed, Board action is necessary.

The administration recommends the Board of School Directors approve Ms. Jones' request to utilize the High School Gym for girls basketball fifth and sixth grade Winter League, as presented.

## **New Business - Action Items**

### **d. Facilities Utilization Warrior Softball**

Mr. Mike Gutshall, Warrior Softball Representative is requesting to utilize the Mt. Rock Elementary School Gym from January 6, 2019 through February 24, 2019 for Warrior softball practices.

The administration recommends the Board of School Directors approve Mr. Gutshall's request to utilize Mt. Rock Elementary School Gym for Warrior softball practices, as presented.

### **e. Facilities Utilization Request - Swim Banquet**

Mr. Matthew Kump, High School Swim Coach is requesting to utilize the high school pool, commons, gym and locker rooms for the end of the season banquet on Sunday, March 3, 2019 from 1:00 p.m. - 5:30 p.m. Because the utilization request is on Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Mr. Kump's request to utilize the high school pool, commons, gym and locker rooms for the end of the season swim banquet, as presented.

### **f. Recommended Approval of the Agriculture Advisory Council Members, Board Agenda and Board Minutes**

Mrs. SaraBeth Fulton and Mrs. Sherisa Nailor, High School Agriculture Education Teachers have requested the Board of School Directors to approve the council members of the Agriculture Advisory Council, the Agriculture Advisory Board meeting agenda and minutes, which are included with the agenda.

The administration recommends the Board of School Directors approve the council members of the Agriculture Advisory Council, the Agriculture Advisory Board meeting agenda and minutes, as presented.

### **g. Recommended Approval for the Resolution Opposing Legislation for Statewide Collection and Distribution of Local Earned Income Tax**

The administration reviewed the Resolution opposing legislation for statewide collection and distribution of local earned income tax. This resolution supports to maintain the status quo related to EIT collection and distribution, such that political subdivisions within the Cumberland Tax Collection District maintain local control of EIT collection, as provided in Act 32. The resolution shall be distributed to all elected state representative and senators representing residents of any political subdivision within the Cumberland Tax Collection District.

The administration recommends the Board of School Directors approve the Resolution opposing legislation for statewide collection and distribution of local earned income tax, as presented.

**New Business - Action Items**

**h. Approve Payments from the Newville Projects Fund**

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Lobar Inc. (GC)	Pay App 1801108	\$262,171.17	\$40,000.00
Horst Excavating	Pay App – Retainage Release	\$25,000.00	\$0.00
Frey Lutz Corp.	Pay App 7	\$74,626.68	\$84,988.32
Lobar Inc. (EC)	Pay 8 (1801208)	\$45,998.72	\$13,569.87

The administration recommends the Board of School Directors approve the payment of \$262,171.17 to Lobar, Inc. (GC) \$25,000 to Horst Excavating; \$74,626.68 to Frey Lutz Corp. and \$45,998.72 to Lobar, Inc. (EC).

**i. Approve Payments from Mt. Rock 2019 Projects Fund**

The administration received the following applications for payment from the Mt. Rock Projects Fund:

<u>Project</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
MS	eciConstruction	Pay App 4	\$187,020.97	\$166,672.05
MS	Lobar, Inc (EC)	EC Pay App 5 (180605)	\$32,020.67	\$5,000.00

The administration recommends the Board of School Directors approve the payment of \$187,020.97 to eciConstruction and \$32,020.67 to Lobar, Inc. (EC).

**j. Approve Payments from the Capital Projects Reserve Fund**

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Balance to Pay</u>
Michael Baker, Inc	Professional Service: PennDOT grant	\$2,004.00	
Prismworks	OF bells intercom speakers cabling	\$4,405.30	
Tecta America East, LLC	Closeout - MR Roof	\$57,750.00	Closeout
American Abatement Grp	Closeout - MS Abatement	\$6,410.00	Closeout
EFS	Furniture for the HS Collaboration Lab	\$25,589.50	
Cumberland Analytical Lab	IAQ Survey for MS	\$2,175.00	

The administration recommends the Board of School Directors approve payment of \$2,004 to Michael Baker International; \$4,405.30 to Prismworks Technology, Inc.; \$57,750 to Tecta America East, LLC.; \$6,410 to American Abatement Group, Inc.; \$25,589.50 to Educational Furniture Solutions; and \$2,175 to Cumberland Analytical Laboratories, Inc.

**k. Approve Construction Change Order**

CRA forwarded the attached change order for the Newville project that adds selected circuits in the Newville kitchen to the backup generator system at a cost of \$1,794.84.

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

## **I. Approve Transfer to Capital Projects Reserve Fund**

As the administration and Greenawalt finalize the financial statements for June 30, 2018 the Board has an opportunity to move funds as part of those closing statements.

The administration recommends the Board of School Directors approve the transfer of \$1,500,000 From General Fund to the Capital Projects Reserve Fund as of June 30, 2018.

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

## **13. Future Board Agenda Items**

## **14. Board Reports**

### **a. District Improvement Committee - Mr. Kanc and Mr. Over**

### **b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl**

The Athletic Council met on October 22, 2018. The meeting minutes are attached.

### **c. Vocational-Technical School - Mr. Wolf and Mr. Piper**

### **d. Building and Property Committee - Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall**

1. Letter sent to eciConstruction regarding: MS Library (for B&P discussion)
2. Summary of drainage issues with MS projects (for B&P discussion)
3. Mt. Rock Sewer Renovation discussion (for B&P discussion)

### **e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall**

Greenawalt is working to complete the Financial Statements and Audit in time for a presentation at the Finance Committee meeting on November 19, 2018 at 6:00 p.m. in the High School. Information attached.

### **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 - Enrollment Update**

**15. Meeting Closing**

**a. Business from the Floor**

**b. Public Comment Regarding Future Board Agenda Items**

**c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **November 5, 2018.**

Next scheduled meeting is: **November 19, 2018.**