

# BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

## BOARD MEETING MINUTES

MONDAY, JUNE 15, 2015

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### I. CALL TO ORDER

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 8:015 P.M. with President Wilbur Wolf, Jr, presiding. Seven (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Richard Norris, William Piper, Richard Roush, Kingsley Blasco, and David Gutshall.

Absent - John McCrea and Robert Barrick.

\*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr., Assistant Superintendent; Richard Kerr, Business Manager; Brandie Shatto, Director of Educational Technology and Public Relations; and Carol Kuntz, Board Minutes. Curtis Garland, The Valley Times-Star;

### II. PLEDGE TO THE FLAG

President Wolf led all individuals present in the Pledge to the Flag.

### III. APPROVAL OF THE JUNE 1, 2015 REGULAR BOARD MEETING MINUTES, THE JUNE 1, 2015 BUILDINGS AND PROPERTY MEETING MINUTES, AND THE JUNE 1, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Norris, seconded by Blasco for approval of the June 1, 2015 Committee of the Whole Meeting Minutes; the June 1, 2015 Buildings and Property Meeting Minutes; and the June 1, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Piper, Norris, Roush, and Blasco. Motion carried unanimously. 7 – 0

**Big Spring School Board Meeting Minutes ~ Monday, June 15, 2015**

**IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS**

President Wolf thanked Mr. Samuel Tigyer and Mr. Daulton Hershey for serving as Board Representatives to the Board of School Directors.

President Wolf and Vice President Swanson congratulated the students on their outstanding service. The students received a gift of appreciation.

**V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS**

Mr. Steven Smith, High School Principal, recognized Senior Jaedanne Kutz as the recipient of the Pennsylvania Skills Baking Champion.

President Wolf and Vice President Swanson congratulated the student on her outstanding hard work and accomplishments. The student received a certificate.

**VI. PAYMENT OF BILLS**

General Fund	\$1,585,694.40
Capital Projects	\$ 173,592.36
Cafeteria Fund	\$ 353.96
Student Activities	<u>\$ 53,872.85</u>
<b>Total</b>	<b>\$1,813,513.57</b>

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects, Cafeteria Fund, and Student Activity/Miscellaneous Fund payment of bills as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

**VII. TREASURER’S FUND REPORT**

General Fund	\$ 10,557,042.20
Capital Projects	\$ 5,259,013.26
Cafeteria Fund	\$ 286,716.44
Student Activities	<u>\$ 212,819.20</u>
<b>Total</b>	<b>\$ 16,315,591.10</b>

The Treasurer’s Report showed balances as outlined above as of May 31, 2015. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer’s Report. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

## **Big Spring School Board Meeting Minutes ~ Monday, June 15, 2015**

### **VIII. 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 by Norris, seconded by Swanson to approve the recommendation as outlined above.  
Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco.  
Motion carried unanimously. 7 - 0

### **IX. READING OF CORRESPONDENCE**

Mr. Richard W. Fry, Superintendent of Schools has received correspondence from Ms. Susan McCrone, Pennsylvania Department of Education, Division Chief of Federal Programs regarding the 2014-2015 Consolidated Application. The Correspondence is included with the agenda.

### **X. RECOGNITION OF VISITORS**

Jocelyn Kraus, Isaac Eshenour, Steven Smith, Carol Graham, Curtis Garland, April Messenger, Daulton Hershey, Samuel Tigyer, Dan Tigyer, Julie Tigyer, Jaedanne Kutz, Marjie McMullen, and Bill August.

### **XI. PUBLIC COMMENT PERIOD**

Carol Graham, 2565 Walnut Bottom Road Carlisle, PA. Mrs. Graham addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

### **XII. STRUCTURED PUBLIC COMMENT PERIOD**

### **XIII. OLD BUSINESS**

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**IX. NEW BUSINESS**

**A) PERSONNEL CONCERNS**

**(ACTION ITEM)**

**1) Resignation – Shea Hurley**

Mr. Shea Hurley has submitted his resignation as Assistant Softball Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Hurley's resignation as Assistant Softball Coach, effective immediately.

**(ACTION ITEM)**

**2) Resignation – Ginger Kunkel**

Ms. Ginger Kunkel has submitted her resignation as a part-time aide at Oak Flat Elementary School, effective immediately. Ms. Kunkel has requested to assist as a volunteer for the 2015-2016 school year.

The administration recommends that the Board of School Directors approve Ms. Kunkel's resignation as a part-time aide at Oak Flat Elementary School, effective immediately and approve Ms. Kunkel's request to assist as a volunteer for the 2015-2016 school year.

**(ACTION ITEM)**

**3) Resignation – Sarah Enck**

Ms. Sarah Enck has submitted her resignation as a one-on-one aide at Oak Flat Elementary School, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Enck's resignation as a one-on-one aide at Oak Flat Elementary School, effective immediately.

**(ACTION ITEM)**

**4) Resignation – Fay Stum**

Mrs. Fay Stum has submitted her resignation as a part-time custodian at the Middle School, retroactive to June 4, 2015.

The administration recommends that the Board of School Directors approve Mrs. Stum's resignation as a part-time custodian at the Middle School, effective immediately.

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**IX. NEW BUSINESS (. . . .continued)**

**(ACTION ITEM)**

**5) Resignation – Leah Richwine**

Mrs. Leah Richwine has submitted her resignation as Title I Coordinator and Assistant Reading Chairperson, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Richwine's resignation as Title I Coordinator and Assistant Reading Chairperson, effective immediately.

**(ACTION ITEM)**

**6) Resignation – Jolene Regetta**

Mrs. Jolene Regetta has submitted her resignation as a fourth grade teacher at Mt. Rock Elementary School, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Regetta's resignation as a fourth grade teacher at Mt. Rock Elementary School, effective immediately.

**(ACTION ITEM)**

**7) Resignation – Katie Sands**

Ms. Katie Sands has submitted her resignation as a grade 3 teacher at Mt. Rock Elementary school, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Sands' resignation as a grade 3 teacher at Mt. Rock Elementary School, effective immediately.

**(ACTION ITEM)**

**8) Resignation – James Saracina**

Mr. James Saracina has submitted his resignation for his position as High School Parking Authority, retroactive to May 29, 2015.

The administration recommends that the Board of School Directors approve Mr. Saracina's resignation, retroactive to May 29, 2015.

**(ACTION ITEM)**

**9) Resignation – Jodi Bistline**

Ms. Jodi Bistline has submitted her resignation as a High School Learning Support Teacher, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Bistline's resignation as a grade 3 teacher at Mt. Rock Elementary School, effective immediately.

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**IX. NEW BUSINESS (. . . .continued)**

**(ACTION ITEM)**

**10) Extra-Curricular Duty Recommendations**

The individuals below are recommended to serve in the extra-curricular positions listed for the 2015-2016 school year.

**Judith Mislitski      National Art Society Advisor**  
**Christa Daugherty    Yearbook Advisor**

The administration recommends that the Board of School Directors approve the individuals above to serve in the extra-curricular positions for the 2015-2016 school year.

**(ACTION ITEM)**

**11) Child-Rearing Leave of Absence – Tracey Cook**

Mrs. Tracey Cook, Reading Teacher at Newville Elementary School is requesting child-rearing leave of absence to begin approximately September 8, 2015 through approximately December 21, 2015. 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 that the Board of School Directors approve Mrs. Cook's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately September 8, 2015 through approximately December 21, 2015.

**(ACTION ITEM)**

**12) Greg Ellerman – Long-Term Substitute Special Education Teacher**

**Education:**

Dickinson College - Environmental Science (Bachelor's Degree)  
Shippensburg University - Special Education (Master's Degree)

**Experience:**

Yellow Breeches Educational Center - Special Education Teacher  
Substitute Teacher - Big Spring School District

The administration recommends that the Board of School Directors appoint Mr. Gregory Ellerman to serve as a Long-Term Substitute Learning Support teacher at the Middle School, replacing Mrs. Candace Bova who is on a leave of absence for the 2015-2016 school year. Mr. Ellerman's compensation for this position should be established at Master's Degree, Step 1, at \$51,872.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**IX. NEW BUSINESS (. . . .continued)**

**ACTION ITEM)**

**13) Kimberly Vensel – Long-Term Substitute Middle School Counselor**

**Education:**

Grove City College - Psychology/Social Work (Bachelor's Degree)  
Messiah College - K-12 Certification

**Experience:**

Chambersburg School District - Long-Term Substitute Elementary Counselor  
Cognitive Health Solutions - LSW/Therapist

The administration requests permission to move forward with this recommendation for a long-term substitute staffing with Source4Teachers, the District substitute teaching contractor. Ms. Vensel will be hired as a Long-Term Middle School Counselor by Source4Teachers to fill the vacancy of Mrs. Amy Craig who will be on child-rearing leave of absence from approximately August 18, 2015 through approximately November 11, 2015.

**ACTION ITEM)**

**14) Marlene Adler – Long-Term Substitute Reading Teacher**

**Education:**

University of Delaware - Elementary Education (Bachelor's Degree)  
Towson University, Maryland - Reading (Master's Degree)

**Experience:**

Big Spring School District - Long-Term Substitute Reading Teacher  
Big Spring School District - Eighth Grade Reading Teacher  
Howard County Public School System, Maryland - Elementary Teacher

The administration requests permission to move forward with this recommendation for a long-term substitute staffing with Source4Teachers, the District substitute teaching contractor. Ms. Adler will be hired as a Long-Term Substitute Reading Teacher at Newville Elementary School by Source4Teachers to fill the vacancy of Mrs. Tracey Cook who is on child-rearing leave of absence from approximately September 8, 2015 through approximately December 21, 2015.

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**IX. NEW BUSINESS (. . . .continued)**

**ACTION ITEM)**

**15) Transfer of Professional Personnel**

The administration will transfer the professional employees whose names are listed below for the 2015-2016 school year. These transfers are in accordance with the Board Policy 309 section 5.05 of the Collective Bargaining Agreement with the Big Spring Education Association.

**Matthew Engleman from Elementary Physical Education to High School Health/Physical Education**

**Brent Stroh from High School Health/Physical Education to Elementary Physical Education**

**Danielle Morabito from Learning Support at Newville Elementary School to Fourth Grade at Mt. Rock Elementary School**

**Bethany Stanton from Mt. Rock Elementary School Learning Support to Newville Elementary School Learning Support**

The administration recommends that the Board of School Directors approve the professional employee transfers as presented.

**ACTION ITEM)**

**16) Coaching Appointment**

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

**Curtis Waltman      Varsity Assistant Football Coach**

The administration recommends that the Board of School Directors approve the appointment of the above listed coach as presented.

**ACTION ITEM)**

**17) Summer Fitness Center Coordinator Recommendation**

The administration would like to recommend the individual listed as the 2015 Summer Fitness Center Coordinator.

**Cory Hoffman**

The administration recommends that the Board of School Directors approve Mr. Hoffman as the 2015 Summer Fitness Coordinator, as presented.

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**IX. NEW BUSINESS (. . . .continued)**

**ACTION ITEM)**

**18) Amelia Tearnan – Mt. Rock Learning Support**

**Education:**

Elizabethtown College – Early Education/Special Education (Bachelor's Degree)

**Experience:**

Newberry Elementary School, Eppers, Pa - Student Teacher  
Price Elementary School, Lancaster, Pa - Student Teacher  
George Washing Elementary School, Lancaster, Pa – Student Teacher  
Bear Creek Elementary School, Elizabethtown, Pa – Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Amelia Tearnan to serve as a Learning Support teacher at Mt. Rock Elementary School, replacing Ms. Danielle Morabito who has transferred, Ms. Tearnan's compensation for this position should be established at Bachelor's Degree, Step 1, at \$46,852.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

**VOTE ON IX, NEW BUSINESS, A-1 – A-18, PERSONNEL CONCERNS**

Motion by Norris, seconded by Swanson to combine and approve Items A-1 through A-18 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

**IX. NEW BUSINESS (. . . .continued)**

**(ACTION ITEM)**

**B) 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.

<b>Stacey Kimble</b>	<b>\$1,768.00</b>
<b>Courtney Rickabaugh</b>	<b>\$1,350.00</b>
<b>Marsha Stellfox</b>	<b><u>\$ 600.00</u></b>
<b>Total</b>	<b><u>\$3,718.00</u></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.

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**IX. NEW BUSINESS (. . .continued)**

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 - 0

**(ACTION ITEM)**

**C) Approval of 2015-2016 Elementary Planner**

The Elementary Principals have updated the Elementary Planner for the 2015-2016 school year. The changes made in the Elementary Planner have been included with the agenda.

The completed Elementary Planner is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the completed planner. The administration recommends that the Board of School Directors approve the 2015-2016 changes in the Elementary Planner as presented.

Motion by Norris, seconded by Swanson to approve the recommended as amended above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**D) Approval of 2015-2016 Middle School Handbook**

The Middle School Administration has updated the Middle School Handbook for the 2015-2016 school year.

The changes made in the Middle School Handbook have been included with the agenda.

The completed Middle School Planner is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the handbook. The administration recommends that the Board of School Directors approve the 2015-2016 changes in the Middle School Handbook as presented.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

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**IX. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**E) Proposed Pre-K Counts License Agreement**

The administration would like to pursue a license agreement with Shippensburg University regarding an educational program known as Pre-K Counts and provide its services within the geographical area of the Big Spring School District. The agreement has been included with the agenda and will serve to provide said services to this population for the third year at Big Spring.

The administration recommends the Board of School Directors approve the license agreement with Shippensburg University to implement the educational program known as Pre-K Counts.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above.  
Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, and Blasco.  
Motion carried unanimously 7 - 0.

Mr. Piper asked how many students are involved in that Pre-K program and what age are the students. Is that one classroom and are we looking to add another classroom?

Mr. Roberts stated that we have about 18 students in that program and they are late 4 year olds and early 5 year olds. The 5 year olds are the ones that do not make the age cut-off for our program. The addition of another classroom would depend on space and grant money.

**(ACTION ITEM)**

**F) Proposed Updated Job Descriptions**

The administration has developed and updated the job descriptions listed. A copy of the job descriptions has been included with the agenda.

- 217 Middle School Intervention Specialist**
- 218 Elementary Intervention Specialist**
- 319 Secondary Instructional Coach**
- 506 Administrative Assistant to the Curriculum Center/PIMS and Child Accounting**
- 518 Administrative Assistant for Educational Technology**
- 519 Human Resources Coordinator**

The administration recommends that the Board of School Directors approve the job descriptions listed.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush and Blasco. Motion carried unanimously. 7 – 0

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**IX. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**G) Proposal for Stadium Design Work**

The administration met with Mr. Tobie Wolf on June 9, 2015 to discuss actions and timeline to further develop the stadium project for Board review and input. At that meeting, the consensus was that we should obtain a comprehensive review of the location options for a track to be constructed with stadium renovations. Mr. Wolf subsequently prepared a proposal for the continued development of the stadium project with the board, including track feasibility study.

The administration recommends the Board of School Directors accept the proposal from Wolf Consulting Engineers, Inc. in the amount of \$82,000.00 to be paid from the Capital Project Fund and authorize the administration to sign the appropriate documents. The cost will not exceed \$82,000.

Motion by Norris, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

Mr. Roush asked if we have any cost estimates for this project. The price is for the feasibility study, all the cost estimated for the job and all the construction. The \$82,000 is not to exceed this cost. Is this correct?

Mr. Fry informed the Board of School Directors this will allow us to head down the path of the engineering route for not only the stadium but down the road to plan for a track. It will look at the back of the high school to say this is what it will cost for the track here. This is for future planning. We are getting a pretty good bang for our buck.

Mr. Swanson stated that we are going to get a cost for the track at the stadium and the high school.

**(ACTION ITEM)**

**H) Approval of Classified Compensation Plan for 2015-2016**

In consultation with the Board and the Classified Employee representatives, the administration drafted a new compensation plan for the 2015-2016 school year. Significant changes were made to reflect the new healthcare plan and some minor changes to sick day use were included. This is a one year plan allowing the committee to review the effect of the new healthcare plan and to benchmark wages with the IU averages.

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**IX. NEW BUSINESS (. . .continued)**

The administration recommends the Board of School Directors approve the 2015-2016 Classified Compensation Plan as included in the agenda.

Motion by Norris, seconded by Blasco to approve the recommended as outlined above.  
Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco.  
Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**I) Approval of 2015-2018 Act 93 Compensation Plan**

After a meeting between the Act 93 representatives and Board representatives, the administration developed the included At 93 compensation plan.

The administration recommends the Board of School Directors approve the Act 93 Compensation Plan for the 2015-2018 school years as included in the agenda.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above.  
Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Piper, Roush, Norris, and Blasco.  
Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**J) Purchase of Café Tables and Other Furniture**

The administration is preparing combined furniture RFP to replace 16 café tables in the High School with round tables to encourage collaboration. Included with that purchase is assorted furniture items requested by the Principals, included furniture for the new Business Incubator classroom. The Business Incubator items will be purchased with 2014-2015 grant funds and the bulk purchased with Capital Project funds for classroom use. A copy of combined RFP is included in the agenda.

The administration recommends the Board of School Directors approve the purchase of assorted café and classroom furniture items from the Capital Project fund at an estimated cost of \$36,000.00.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above.  
Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Piper, Roush, Norris, and Blasco.  
Motion carried unanimously. 7 – 0

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**IX. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**K) Approval of Property Liability and Auto Insurances for 2015-2016 School Year**

To create competition, this year the administration went to two different insurance brokers. We asked AJ Gallagher to work with PSBA exclusively and we asked Carlisle to work with Liberty and any other vendor they knew could quote and meet our requirements. In a meeting with Carlisle Insurance on June 10, 2015, the lowest quote was \$90,000.00 from Catlin and PSBA was the highest at over \$105,000.00. After best and final offers today, the lowest quote is \$84,900.00.

The administration recommends the Board of School Directors accept the quote from Catlin Indemnity for the package insurances as shown in the agenda at a cost of \$84,900.00 and authorize the administration to sign the appropriate documents.

Motion by Norris, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**L) Approval of Middle School Roof Survey**

After the latest storm, the Director of Building and Grounds reviewed the Middle School roof with Professional Roof Services. There are enough issues with the roof that it may not be eligible for a white knight coating and instead require selective replacement. Their recommendation is to do a detailed survey of the roof before making any decisions; that proposal is included in the agenda.

The administration recommends the Board of School Directors accept the proposal from Professional Roof Services to perform a survey of the Middle School roof at a cost of \$14,500.00 to be paid from the Capital Project fund and authorize the administration to sign the appropriate documents.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, and Roush. Voting No: Blasco. Motion carried. 6 - 1

Mr. Fry informed the Board of School Directors that we have been talking about the Middle School roof with the hope that we will be able to do a White Knight process. There is a question on whether that will be able to occur based on the condition of the roof. This is the work that needs to be done that provides the answers on whether it is a White Knight repair. After last week's storm, there are areas that are in question.

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### IX. NEW BUSINESS (. . .continued)

Mr. Gilliam stated that we have a totally different roof than what we saw in the fall. There are areas around the perimeter with membrane that is lifting. We need to do a complete data base of the roof in terms of what repairs we need. We need to know if it is still a candidate for the White Knight.

Mr. Wolf inquired if it is not a candidate for the White Knight when what is it a candidate for.

Mr. Gilliam replied we would have to do a total roof replacement.

Mr. Roush stated that he did the math on the \$14,000. Do you know how much of that time is for the inferray portion of this. If you do it by hourly, it is 145 hours at \$100 per hour.

Mr. Gilliam informed the Board of School Directors that they will scan the entire roof. They will also collect core samples in key places that they think the membrane has lifted.

Mr. Blasco asked if we know the roof is bad why we have to spend the \$14,000 to prove it.

Mr. Fry replied that if we can White Knight the roof we absolutely want to do it. It means the difference in replacing the entire roof.

Mr. Piper inquired in the cost being White Knight and the entire roof is significantly different.

Mr. Gilliam stating it is the difference between \$15 per square foot for White Knight and \$30 per square foot for the entire roof.

Mr. Blasco questioned if we have anything budgeted for roof repairs.

Mr. Fry informed the Board of School Directors that in the five year plan we have budgeted for the White Knight.

**(ACTION ITEM)**

#### **M) Approval of Audit Engagement Letter from Greenawalt & Company**

The administration had its pre-audit briefing with Jim Lyons of Greenawalt & Company on July 9, 2015. Mr. Lyons presented the letter for the Board delineating the audit conduct and associated fees not to exceed \$30,000.00

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**IX. NEW BUSINESS (. . .continued)**

The administration recommends the Board of School Directors approve the engagement letter as presented by Mr. Lyons and authorize administration to sign the appropriate documents.

Motion by Norris, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**N) Approval of Replacement/Recurring Contracts**

The District has several contracts or invoices for annual services that require either a replacement or new documents with the new year. These are continuations, or replacements, of current services and are included in the budget.

Bus Boss Transportation Software	3 years	\$3,049.50 per year
Eidex Focus License (IU)	3 years	\$3,954.00 per year
Docstar License (IU)	3 years	\$3,600.00 per year
Xerox Lease for 5 MFP	4 years	\$11,200.00 per year
PSBA Services	1 year	\$10,953.03 per year
Prosoft Support Svc	1 year	\$13,200.71 per year
Student/Athletic Insurance	1 year	\$15,570.00 per year

The administration recommends the Board of School Directors approve these contracts and/or services and authorize the administration to sign the appropriate documents.

Motion by Norris, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

**(INFORMATION ITEM)**

**O) Tenure Status**

The following professional employee has completed the required years of service as a temporary professional employee and has earned tenure based on her satisfactory performance.

**Jodi Bistline - High School Learning Support Teacher**

Additional information regarding the professional employee has been prepared by Mr. Steven Smith, High School Principal.

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**IX. NEW BUSINESS (. . . .continued)**

**(INFORMATION ITEM)**

**P) Proposed Updated Policy**

The administration has submitted the updated policy listed for Board review.

**713 Video Surveillance**

The updated policy will be an action item on the July 20, 2015 Board Agenda.

**(INFORMATION ITEM)**

**Q) Graduation Requirements**

As per the revised Chapter 4 regulations, the administration recommends that the Board of School Directors approve the proposed graduation requirements. The graduation requirements provide for a differentiated set of diploma options to facilitate student achievement toward their desired goals, as well as incorporate the demonstration of proficiency on the Algebra I, Biology, and Literacy Keystone Exams.

**X. FUTURE BOARD AGENDA ITEM**

There were no future Board agenda items.

**XI. COMMITTEE REPORTS**

**A. District Improvement Committee – Mr. Norris/Mr. McCrea**

No meeting was conducted and no report was offered.

**B. Athletic Committee – Mr. Swanson**

Work has started on the Cross Country building. They picked the block and are ready to lay the block.

## **Big Spring School Board Meeting Minutes ~ Monday, June 15, 2015**

### **C. Vocational-Technical School – Mr. Wolf/Mr. Piper**

We had a real good indication this evening on how the vo-tech is working for our students. I am pleased that we have this facility.

Mr. Piper asked if we have any idea how many students will be going to vo-tech next year.

### **D. Buildings and Property Committee – Mr. Barrick**

The District closing date for bids on the Toro mower was 12 June. The two highest were received online via the Craig's list ad.

Mr. Swanson moved to accept the bid of \$10,500 on the Toro Groundsmaster 580D mower from Lee Broomfield. The administration is authorized to sign the appropriate documents and use the proceeds from the sale to trade-in the Hustler 60-inch mower for a 72-inch zero turn mower.

Motion by Swanson, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

On inspection of the paving site, Mr. Barrick raised some concerns on the tight turning radius. The administration met with Deitch Busing and CenterPoint this morning to review the site. A proposal from CPE is attached.

Mr. Swanson moved to approve Change Order 1 to the Oak Flat Paving project on a time and materials cost not to exceed \$25,000 paid from the capital project fund. The administration is authorized to sign appropriate documents to affect this change order.

Motion by Swanson, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, and Piper. Voting No: Blasco and Roush. Motion carried. 5 – 2

The administration has not found a local bidder to address the speed table at the Middle School. Recommend we incorporate that as change order 2 into the Oak Flat project as shown in the attachment.

Mr. Swanson moved to approve Change Order 2 to the Oak Flat Paving project on a time and materials cost not to exceed \$6,000 to be paid from the Capital Project fund. The administration is authorized to sign the appropriate documents to affect this change order.

Motion by Swanson, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

## Big Spring School Board Meeting Minutes ~ Monday, June 15, 2015

### E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall

No meeting was conducted and no report was offered.

### F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

### G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted and no report was offered.

### H. Tax Collection Committee (TCC) – Mr. Wolf

No meeting was conducted and no report was offered.

## XII. SUPERINTENDENT'S REPORT

1. **Thank you** – Thank you for Board member who attended commencement exercises. It was very well done. The high school administration continues to do an outstanding job. Mr. Smith directed it this year. It was a great night. Thank you for being there.
2. **Reminder to the Board** – There is only one meeting in July. It is July 20<sup>th</sup>.
3. **Professional Staff** – Over the course of the last four meetings, we have moved on numerous professional positions. I just wanted to give you an update of what is still vacant. The Principal at Newville, a third grade teaching position at Mt. Rock and two special education positions. We are in great shape with all four of those positions. We are not concerned at this point. The goal is to have candidates in place for the July 21<sup>st</sup> meeting.
4. **Update** – Mr. August continues to do work at two buildings. He is working at Newville and the High School. Mr. Smith and Mr. August will be spending collaborative time together during the course of the next month to six weeks. . Mr. Smith has agreed to stay on to support Mr. August.

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**XIII. BUSINESS FROM THE FLOOR**

Mr. Piper stated the commencement evening was excellent. I did have an opportunity to attend the Post Grad Party. I think we need to acknowledge the parents of these graduates and what they do for the Post Grad Party. I think there were 118 classmates that attended. It was very well done. They raised between \$16,000 and \$20,000. I thank them very much.

Mr. Swanson reminded the Board the Post Grad Party has been going on since 1987.

**XIV. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

There was no public comment regarding future Board agenda items.

**XV. ADJOURNMENT**

Motion by Norris, seconded by Blasco to adjourn the meeting to executive session to discuss personnel issues. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Norris, Piper, Roush, and Blasco. Motion carried unanimously. 7 – 0

The meeting was adjourned at 8:51 PM.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, July 20, 2015**