



OCTOBER 18, 2021

BOARD MEETING AGENDA

1. Opening Meeting

Welcome members: The Board of School Directors will proceed with the October 18, 2021 Board Agenda.

Call to Order (President Swanson)

2. Pledge to the Flag

3. Approval of Minutes

Approval of the October 4, 2021 Regular Board Meeting Minutes and the October 4, 2021 Committee of the Whole Meeting Minutes.

4. Student/Staff Recognition and Board Reports - Rylee Hall and Elizabeth Sheriff

5. Financial Reports

5.a. Payments of Bills

General Fund	\$	747,542.72
Capital Project Reserve Fund	\$	-
Cafeteria Fund	\$	51,264.16
Student Activities	\$	<u>7,599.59</u>
Total	\$	806,406.47

Motion to approve the Payments of Bills, as presented.

5.b. Treasurer's Fund Report

General Fund	\$	36,690,162.99
Capital Project Reserve Fund	\$	8,345,955.53
Cafeteria Fund	\$	323,880.43
Student Activities	\$	<u>244,842.52</u>
Total	\$	45,604,841.47

Motion to approve the Treasurer's Fund Report, as presented.

5.c. YTD General Fund Report and YTD Taxes

The administration prepared the YTD General Fund Report and the YTD Taxes 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 Summary 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.

6. Reading of Correspondence

7. Recognition of Visitors

8. Public Comment Period

9. Structured Public Comment Period

10. Old Business

11. New Business

12. Personnel Items - Actions Items

12.a. Resignation of a Newville Elementary School Custodian - Ms. Patricia Nailor

Ms. Patricia Nailor has submitted her resignation from the position of full-time Custodian at Newville Elementary School.

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

12.b. Recommended Approval for Child Rearing Leave - Jessica Maser

Jessica Maser, First Grade Teacher at Mt. Rock Elementary School, is requesting a child-rearing leave of absence to begin approximately Wednesday, March 30, 2022 through approximately Wednesday, June 8, 2022 with a return date of Thursday, June 9, 2022. 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 Jessica Maser's requested child-rearing leave of absence as presented.

12.c. Recommended Approval of Classified Transfers

As per Board Policy 309, the administration will transfer the classified employees whose names are listed below:

Ms. Trina Kulp from Administrative Assistant for Student Services to Administrative Assistant to the Director of Student Services replacing Mrs. Sharon Myers who has retired. Ms. Kulp will be placed on level C12 within the Classified Agreement for the 2021-2022 school year. This is a 232-day position at 7.75 hours per day.

Ms. Erin Ford transfer from Administrative Assistant to the High School for Attendance to Administrative Assistant for Student Services replacing Ms. Trina Kulp who has transferred. Ms. Ford will be placed on level D7 within the Classified Agreement for the 2021-2022 school year. This is a 232-day position at 7.75 hours per day.

The administration recommends the Board of School Directors approve the transfer of the individuals listed above as presented.

12.d. Recommended Approval of an Administrative Assistant at Mount Rock Elementary - Ms. Allison Baer

Mr. William August, Assistant Superintendent, would like to recommend Ms. Allison Baer as an Administrative Assistant for Attendance at Mount Rock Elementary School replacing Ms. Sandra Cunningham who resigned. Ms. Baer will work 190 days at 7.5 hours per day at the H-4 salary rate on the Classified Compensation Plan for the 2021 - 2022 school year.

The administration recommends the Board of School Directors approve Ms. Baer as an Administrative Assistant as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

12.e. Recommended Approval for Classified Extra-Curricular Personnel List

A list of the 2021-2022 extra-curricular classified positions and recommended personnel has been prepared by Stacy Lehman, Human Resources Coordinator, and a copy of the list is included with the agenda.

The administration recommends the Board of School Directors approve the 2021-2022 extra-curricular personnel list as presented.

12.f. Recommended Approval of an Administrative Assistant for Attendance at the High School - Ms. Leah Wilson

Mr. William August, Assistant Superintendent, would like to recommend Ms. Leah Wilson as an Administrative Assistant for Attendance at the High School replacing Erin Ford who has transferred. Ms. Wilson will work 200 days at 7.5 hours per day and 32 days at 5.75 hours per day at the H5 salary rate on the Classified Compensation Plan for the 2021 - 2022 school year.

The administration recommends the Board of School Directors approve Ms. Wilson as an Administrative Assistant as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

12.g. Resignation of ESL Position - Ms. Charlene D'Amore

Ms. Charlene D'Amore has submitted a letter of resignation from her ESL position in the Big Spring School District.

The administration recommends the Board of School Directors accept Ms. D'Amore's resignation as presented.

12.h. Resignation of Groundskeeper – Mr. Dustin Durf

Mr. Dustin Durf has submitted his resignation from the position of Groundskeeper effective October 30, 2021.

The administration recommends the Board of School Directors approve Mr. Durf's resignation as presented.

13. New Business - Actions Items

13.a. 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.

Jana Barrick	\$1,680.00
Scott Penner	\$1,590.00

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.

13.b. Recommend approval of Cross Country Sound System

Rob Krepps, Technology Director, is requesting approval to replace the PA system for the Cross Country course. The existing PA was put in 7 years ago using castoff equipment from other district sound systems. It is no longer serviceable and we are making do with portable equipment to get through this season. A replacement system was planned and included on the list of capital projects. The district has a proposal from AV Solutions in the amount of \$17,436 to replace the system.

Over the next several years Big Spring will host significant events requiring a working PA System:

HS - Ben Blosser, Mid Penn Championships, District 3 Championships

College – Dickinson Long Short, NCAA Division III Regionals

NCAA Division III Cross Country Championships – Sat Nov 18, 2023

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

14. New Business - Information Item

14.a. Long-Term Substitute Teacher through ESS the District's Substitute Agency

Ms. Kasey Kobzowicz to serve as Long-Term Substitute Teacher for Science at the High School for Amanda Frankford who will be on leave. Kasey will begin in this position October 28, 2021 with a tentative end date of January 26, 2022.

14.b. Aide Positions through ESS the District's Contracted Service Provider

Dr. Abigail Leonard, Supervisor of Ancillary Services, recommends the ESS aides listed below:

Ms. Mary Oliver - Principal's Discretion Aide at Newville Elementary beginning November 3, 2021

Ms. Stacey Sarber - Full-Time day-to-day floating Health Room Aide beginning October 18, 2021.
(This is a one-year position).

15. Discussion Item

16. Future Board Agenda Items

17. Board Reports

- 17.a. District Improvement Committee - Mr. Over, Mr. Myers**
- 17.b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers**
- 17.c. Cumberland Perry Area Career and Technical Center - Mr. Piper, Mr. Wardle**
- 17.d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over**
- 17.e. Finance Committee - Mr. Deihl, Mr. Piper, Ms. Hurley, Mr. Gutshall**
- 17.f. South Central Trust - Mr. Deihl**
- 17.g. Capital Area Intermediate Unit - Mr. Swanson**
- 17.h. Tax Collection Committee - Mr. Swanson**
- 17.i. Future Board Agenda Items**
- 17.j. Superintendent's Report**

18. Meeting Closing

- 18.a. Business from the Floor**
- 18.b. Public Comment Regarding Future Board Agenda Items**
- 18.c. Adjournment**

Meeting adjourned at _____ PM, **Monday, October 18, 2021.**

Next scheduled meeting is: **Monday, November 15, 2021.**