



FEBRUARY 6, 2017 BOARD MEETING

1. Opening Meeting

- a. Call to Order (President Wolf)**
- b. Pledge to the Flag**

2. Approval of Minutes

Approval of the January 16, 2017 Regular Board Meeting Minutes and the January 16, 2017 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Zoe Marinacci/Kenny Blessing

4. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	22,403.35
Checks/ACH/Wires	\$	1,562,484.65
Capital Projects	\$	48,749.82
Stadium & Track Projects	\$	0.00
Cafeteria Fund	\$	101,270.97
Student Activities	\$	<u>18,502.00</u>
Total	\$	1,753,410.79

Motion to approve the payment of bills as presented.

5. Reading of Correspondence

- Review of proposed Board letter to Legislators**

6. Recognition of Visitors

7. Public Comment Period

8. Structured Public Comment Period

9. Old Business

10. New Business

11. Personnel Items - Action Items

a. Approval of 2016-2017 Mentor Teacher

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentor is listed below.

New Teacher	Position	Mentor Teacher
Jacqueline Cohen	HS-NHS Special Ed.	Amanda Webber

The administration recommends that the Board of School Directors approve the 2016-2017 mentor teacher as presented

b. Approval of Child-Rearing Leave of Absence - Mrs. Courtney Wiser

Mrs. Courtney Wiser, Kindergarten Teacher at Newville Elementary School, is requesting child-rearing leave of absence to begin approximately April 5, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017. According to Section 3.07 of the current contract between the Big Spring Education Association and the Big Spring School 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. Wiser's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately April 5, 2017 through the end of the 2016-2017 school year, with the intent to return August, 2017.

c. Approval of Child-Rearing Leave of Absence - Mrs. Erin Zinn

Mrs. Erin Zinn, Middle School Seventh Grade Learning Support Teacher, is requesting child-rearing leave of absence to begin approximately April 7, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017. 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. Zinn's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately April 7, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017.

Personnel Items - Action Items

d. Approval of Child-Rearing Leave of Absence - Mrs. Jennifer Ferrante

Mrs. Jennifer Ferrante, Oak Flat Elementary School Grade Four Teacher, is requesting child-rearing leave of absence to begin approximately May 1, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017. 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. Ferrante's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately May 1, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017.

e. Approval for Leave Without Pay - Mrs. Lisa Black

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. Mrs. Lisa Black is requesting one day leave without pay for Friday, May 12, 2017.

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

f. Long-Term Substitute - Karyn Cunningham

The administration requests permission to move forward with the recommendation of Mrs. Karyn Cunningham for a long-term substitute position with Source4Teachers, the District substitute teaching contractor. Mrs. Cunningham will be filling the vacancy created by Mrs. Courtney Wiser who will be on child-rearing leave from approximately April 5, 2017 through the end of the 2016-2017 school year.

The administration recommends Mrs. Karyn Cunningham for a long-term substitute position with Source4Teachers, the District substitute teaching contractor, filling the position created by Mrs. Courtney Wiser who will be on child-rearing leave from approximately April 5, 2017 through the end of the 2016-2017 school year.

g. Coaching Recommendations

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as a coaches for the teams noted, effective immediately.

Andrew Koman	Head Golf Coach
Jessica Sprecher	Girls Junior High Soccer Coach
Kristopher Henneman	Assistant Varsity Baseball Coach

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

Personnel Items - Action Items

h. Approval of Paraprofessional Pay Conversion

In the conversion to a new payscale in 2012 the District decided to keep old employees on the old scale; the administration recommends moving all classified employees onto the new scale so they can participate in the longevity increases. Attached is a spreadsheet showing that change for Paraprofessionals along with the new rates for the last time sheet in January 1, 2017, as well as the annual cost of approximately \$26,502.

The administration recommends the Board of School Directors approve the classified pay adjustments included with the agenda.

12. New Business - Action Items

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.

Laura Fritz	\$1,440.00
Denise Ginter	\$ 449.00
Catherine Bayley Houser	\$2,880.00
Courtney Wiser	<u>\$2,880.00</u>
Total	\$7,649.00

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, and the Big Spring School District.

b. Approval for Updated Policy 815 - Acceptable Use of Internet, Computers and Network Resources

The administration has updated the Board Policy listed and a copy of the policy has been included with the agenda.

Policy 815 - Acceptable Use of Internet, Computers and Network Resources

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

c. Case C 2016-2017

The parents of the student of Case C of the 2016-2017 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case C of the 2016-2017 school year for the remainder of the 2016-2017 school year with an alternative placement at River Rock Academy. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

New Business – Action Items

d. Approval for Participation in the Capital Area Wide Network (WAN)

The Capital Area Intermediate Unit currently provides a technology regional wide area network (WAN) for Big Spring School District and other school districts throughout the CAIU. The current WAN contract expires June 30, 2017 and the Big Spring School District would like to continue in partnership with the CAIU WAN and Internet consortium and enter into another 3 year contract with two one year extensions for Internet services. Information is included with the agenda.

The administration recommends that the Big Spring Board of School Directors renew the District's contract to participate in the Capital Area Wide Area Network. The renewal will take effect July 1, 2017 through June 30, 2020, as presented.

e. Approval of Caring Foundation Agreement

Mr. William Gillet, Director of Pupil Services would like to recommend the approval of the two year Caring Foundation Agreement. The Caring Foundation is a nonprofit corporation that makes available, at no cost to the community, certain grief support services for grieving children, teens and their families through the program known as Highmark Caring Place. The Foundation will provide training and support for Big Spring School District's School Counselors to be able to run grief counseling groups for students who have experienced a recent loss.

The administration recommends that the Board of School Directors approve the Caring Foundation Agreement as presented.

f. Approval of Tax Collector Compensation

Pursuant to Section 36a of the Local Tax Collection Law, municipalities and school districts have the ability to change tax collector compensation only once every four years. The compensation structure must be in place "prior to the fifteenth day of February of the year of the municipal election." It ensures that persons running for tax collector in the primary election and municipal elections of 2017 have notice of the compensation structure prior to making the decision to run for the four-year term of office.

The administration recommends the Board of School Directors approve the Tax Collector Compensation Resolution as presented in the agenda.

g. Approval of Final RFP for Food Service Management Services

It is time to renew the Food Service Management Company (FSMC) Contract. PDE requires Districts to seek new proposals every 5 years; we are required to invite at least 5 PDE-approved vendors to participate as well as advertise the RFP. A copy of the [documents are available here](#). Responses are due by March 20 and the Board would need to decide/approve new contract at that time.

The administration recommends the Board of School Directors approve the release of the food service management company RFP as included with the agenda.

New Business – Action Items

h. Approval to Accept Middle School Roof Partial Replacement Bid

The District accepted bids on Jan 27 for the partial roof replacement of the MS roof. The original budget for this project was \$3.7MM. The base bids were for a built up roof and alternate #1 was for a single ply EPDM system. The Building & Property Chair and administration had a conference call with Professional Roof Services and Solicitor on Wed 1 Feb to review bids. The single ply system bid is \$1.38MM. Funding is from the pending 2017 bond issue.

The administration recommends the Board of School Directors accept the bid of \$1,376,000 from JM Young & Sons, pending Solicitor review, and authorize the administration to sign necessary contract documents.

i. Track/Field - Discussion/Action Item

The District received bids for the track construction with a potential syn turf field in the middle of the track (summary below and on website). Turf, Track and Court reviewed the project in the Building & Property meeting. There are various decisions needed among the optional alternates to put together a project. The Board has \$806,000 remaining from the stadium project for the track; the balance would need to come from the proposed 2017 bond or capital project fund.

j. Approval to Accept Capital Project Reserve Fund Payments

The district received the following invoices for payment from the capital project fund:

<u>Work Submitted</u>	<u>Pay To</u>	<u>Amount</u>
Track Land Development	E.L. Diffenbaugh Assoc.	\$19,650.00
Server Rm UPS System	Dauphin Datacom	\$18,371.70

The administration recommends the Board of School Directors approve payment from the Capital Project Reserve Fund of \$19,650 to E.L. Diffenbaugh Associates and \$18,371.70 to Dauphin Datacom.

13. New Business - Information Item

a. Proposed 2017-2018 School District Calendar

The administration drafted a proposed school district calendar for the 2017-2018 school year. A copy of the proposed 2017-2018 school district calendar has been included with the agenda. This is a Board information item that will be included on the February 21, 2017 Board meeting agenda as an action item.

b. Proposed CAIU 2017-2018 General Operating Budget

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2017-2018 school year is included in the agenda. The budget reflects no change for the 2017-2018. The Capital Area Intermediate Unit General Operating Budget will be an action item on the February 21, 2017 Board Agenda.

14. Future Board Agenda Items

15. Board Reports

- a. District Improvement Committee - Mr. Bob Kanc**
- b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl**
- c. Vocational-Technical School - Mr. Wolf and Mr. Piper**
- d. Building and Property Committee - Mr. Barrick, Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall**
 - Newville Project Summary Included for reference
- e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall**
 - Updated Projection for 2017 Bond Issue
 - Workers comp Loss Analysis
- f. South Central Trust - Mr. Blasco**
 - SCT Balance @ Dec 31 included below
 - Updated debt service projection for upcoming bond attached.
- 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 - January Monthly Enrollment Report**

16. Meeting Closing

- a. Business from the Floor**
- b. Public Comment Regarding Future Board Agenda Items**
- c. Adjournment**
 - Meeting adjourned at _____ PM, **February 6, 2017.**
 - Next scheduled meeting is: **Tuesday, February 21, 2017**