



MAY 22, 2017 BOARD MEETING

1. Opening Meeting

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

2. Approval of Minutes

Approval of the May 8, 2017 Regular Board Meeting Minutes, the May 8, 2017 Committee of the Whole Meeting Minutes and the May 8, 2017 Building and Property Meeting Minutes.

3. Recognition of Elementary Quiz Bowl Winners

Mrs. Karen Ward, Mt. Rock Elementary School Principal will recognize Mt. Rock Elementary 2017 Quiz Bowl winning team of students and coaches.

Coaches - Mr. Pettit and Mrs. Brickner

Team - Knueral Knights

Hunter Barrick

Levi Stewart

Peyton Weekley

Megan Zimmerman

Sydney Adler

4. Recognition of Students of the Quarter

Mr. William August will recognize those students who have earned the academic achievement award for the third quarter for the 2016-2017 school year.

Art Department

Grade 9 Chloe Milligan

Grade 10 Cambree Darr

Grade 11 Brooke Berkheimer

Grade 12 Brandy Farner

Business Department

Grade 9 Ava Mowery

Grade 10 Zachary Garlin

Grade 11 Kersten Wolf

Grade 12 Luke Rosenberry

Music Department

Grade 9 Kaylee Enck

Grade 10 Jay Ni

Grade 11 Brandon Mooney

Grade 12 Jessica Teter

Technology Education Department

Grade 9 Dalton Eberts Grade 12 Ameer Alajlouni

Grade 10 Jordan Smith

Grade 11 Brennan Flory

Physical and Health Education Department

Grade 9 Frank Putt

Grade 10 Logan Logan

Grade 11 Koltin Gettle

Grade 12 Alexander Hoffman

Science Department

Grade 9 Bryce Baker

Grade 10 Zachary Hasco

Grade 11 Theodore Magee

Grade 12 Courtney Parson

Social Studies Department

Grade 9 Owen Finkenbinder

Grade 10 Hannah Nori

Grade 11 Kersten Wolf

Grade 12 Ameer Alajlouni

5. Student/Staff Recognition and Board Reports - Kenny Blessing & Emily Webber

6. Financial Reports

a. Payment of Bills

| | | |
|--------------------------|-----------|---------------------|
| General Fund | \$ | 1,102,016.60 |
| Capital Projects | \$ | 5,378.00 |
| Newville Reno Projects | \$ | 52,390.00 |
| Stadium & Track Projects | \$ | 5,238.00 |
| Cafeteria Fund | \$ | 95,415.39 |
| Student Activities | \$ | <u>21,833.83</u> |
| Total | \$ | 1,282,271.82 |

Motion to approve payment of bills, as presented.

b. Treasurer's Fund Report

| | | |
|--------------------------|-----------|----------------------|
| General Fund | \$ | 15,576,105.01 |
| Capital Projects | \$ | 5,747,671.09 |
| Cafeteria Funds | \$ | 453,588.40 |
| Student Activities | \$ | 205,962.93 |
| Stadium & Track Projects | \$ | 810,516.16 |
| Newville Reno Projects | \$ | <u>13,005,762.33</u> |
| Total | \$ | 35,799,605.92 |

Motion to approve treasurer's fund report and budget transfers, as presented.

c. 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 to accept Year-To-Date General Fund and Tax Reports, as submitted.

7. Reading of Correspondence

8. Recognition of Visitors

9. Public Comment Period

10. Structured Public Comment Period

11. Old Business

12. New Business

13. Personnel Items - Action Items

a. Resignation - Head Swimming and Diving Coach

Mr. Les Stover has submitted his resignation as the Head Swimming and Diving Coach, effective the end of the 2016-2017 school year.

The administration recommends that the Board of School Directors approve Mr. Stover's resignation as the Head Swimming and Diving Coach, effective the end of the 2016-2017 school year.

b. Resignation - Ms. Kassandra Priestner

Ms. Kassandra Priestner, Middle School Librarian has submitted her resignation as Middle School Librarian and Middle School TV Studio Coordinator, effective June 5, 2017.

The administration recommends the Board of School Directors approve Ms. Priestner's resignation as Middle School Librarian and Middle School TV Studio Coordinator, effective June 5, 2017.

c. Resignation - Middle School Arts' Team Leader

Ms. Dora Kuntz has submitted her letter of resignation as Middle School Arts' Team Leader, effective the end of the 2016-2017 school year.

The administration recommends the Board of School Directors approve Ms. Kuntz's resignation as Middle School Arts' Team Leader, effective the end of the 2016-2017 school year.

d. Approval of Additional Bus Drivers

The administration recommends that the Board of School Directors approve the additional bus drivers listed, pending all required paperwork.

Arthur L. Brehm, II
George W. Scott

e. Approval for Additional Custodial Summer Hire

Mr. Rick Gilliam, Director of Building and Grounds would like to recommend the individuals listed as additional summer custodians.

Duane Kelso
Holly Kennedy

The administration recommends that the Board of School Directors approve the individuals listed as additional summer custodians, as presented.

f. Approval for Additional Summer Questeq Hire

Mr. Kevin Roberts, Assistant Superintendent would like to recommend Nicholas Boyd to assist Questeq with various technology tasks over the summer months.

The administration recommends the Board of School Directors approve Nicholas Boyd to assist Questeq, as presented.

Personnel Items - Action Items

g. Transfer of Professional Personnel

The administration will transfer the professional employee whose name is listed below for the 2017-2018 school year. This transfer is in accordance with the Board Policy 309 and section 5.05 of the Collective Bargaining Agreement with the Big Spring Education Association.

Dora Kuntz, Middle School Health/Physical Education Teacher to High School Health/Physical Education Teacher

The administration recommends the Board of School Directors approve the professional employee Transfer, as presented.

h. Approval of Summer School Staffing Recommendations

Mrs. Robyn Euker, Director of Curriculum and Instruction, has submitted 2017 summer school staffing for elementary.

Teachers

Alisha Willis

Katherine Schumacher

Aides

Kristi Witmer

Marilyn Zinn

Michelle Dunkelberger

The administration recommends the Board of School Directors approve the proposed 2017 summer school staffing and set the compensation for each position based on the current contract between and Big Spring Education Association and the Big Spring School District.

i. Approval for Extended School Year (ESY) Staff Appointments

Mr. William Gillet, Director of Pupil Services, would like to recommend the staff listed to assist with the 2016-2017 ESY Summer Program

Professional Staff

Maria Boyd - Teacher

Amanda Webber - Speech/Language

Paraprofessional Staff

Lisa Bowermaster - Aide

Jen Kinch - Aide

Karen Hamilton - Aide

Joan Ellis - Aide

Desiree Pelletier - Aide

Megan Adams - Substitute Aide

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

Personnel Items - Action Items

j. Approval for Middle School Team Leaders

Mrs. Robyn Euker, Director of Curriculum and Instruction, would like to recommend the individuals listed as the Middle School Gold Team Leaders.

Sharon Beatty - Grade 6

Greg Perry - Grade 7

John Beeman - Grade 8

The administration recommends the Board of School Directors approve the above listed individuals as the Middle School Gold Team Leaders.

k. High School Health and Physical Education Recommendation - Mr. Matthew Kump

Education:

West Chester University - Bachelor's Degree, Health and Physical Education

Experience:

Transition Coordinator - Yellow Breeches Education Center

The administration recommends that the Board of School Directors appoint Mr. Matthew Kump to serve as a High School Health and Physical Education teacher, replacing Mr. Les Stover who will be retiring. Mr. Kump's compensation for this position should be established at Bachelor's Degree, Step 1, at \$49,600.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

l. Middle School Health and Physical Education Recommendation - Mr. Shane Miller

Education:

Lock Haven University - Bachelor's Degree, Health and Physical Education

Experience:

Student Teacher - Dickey Ele. School - Lock Haven, PA

Pre-Student Teacher - Dickey Ele. School - Lock Haven, PA

The administration recommends that the Board of School Directors appoint Mr. Shane Miller as a Middle School Health and Physical Education teacher, replacing Ms. Dora Kuntz who has transferred. Mr. Miller's compensation for this position should be established at Bachelor's Degree, Step 1, at \$49,600.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

m. Elementary Intervention Specialist Recommendation - Ms. Karyn Cunningham

Education:

Shippensburg University - Master's Degree, Reading Specialist Certified
University of Pittsburgh, Johnstown - Bachelor's Degree, Elementary Education
Penn State University - Associates Degree, Business Administration

Experience:

Big Spring School District - Long-Term Substitute Teacher
United School District, Johnstown - Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Karyn Cunningham as a Elementary Intervention Specialist, replacing Ms. Bonnie Hockley who will be retiring. Ms. Cunningham's compensation for this position should be established at Master's Degree, Step 3, at \$55,370.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

n. Middle School Nurse - Ms. Diane Doll

Education:

Cedar Crest College - Certified School Nurse
Ohio University - Bachelor's Degree, Nursing
Harrisburg Area Community College - Associates Degree, Nursing

Experience:

Cumberland Valley School District - Substitute Nurse
Northern York County School District - Substitute Nurse
West Shore School District - Building Nurse

The administration recommends that the Board of School Directors appoint Ms. Diane Doll as the Middle School Nurse, replacing Mrs. Mary Ann Weingarten who will be retiring. Ms. Doll's compensation for this position should be established at Bachelor's Degree, Step 9, at \$56,450.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

14. 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.

| | |
|------------------------|---------------------|
| Robyn Euker | \$ 1,800.00 |
| Laura Fritz | \$ 1,440.00 |
| Randy Jones | \$ 5,760.00 |
| Abigail Leonard | \$ 3,600.00 |
| Luke Nerone | \$ 1,440.00 |
| Josh Putt | \$ 852.00 |
| Lisa Velazquez | \$ 1,410.00 |
| Total | \$ 16,302.00 |

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.

New Business - Action Items

b. Proposed Trip to Australia

Ms. Lauren Hetrick, High School Social Studies Teacher, is requesting permission for Big Spring High School students to travel to Australia in June, 2019. A detailed itinerary is attached for review.

The administration recommends that the Board of School Directors grant Ms. Hetrick's approval for the Big Spring High School Students to travel to Australia as presented, pending approval of the detailed itinerary.

c. Proposed Updated Job Description

The administration has updated the job description listed and a copy of the job description has been included with the agenda.

Summer School Coordinator

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

d. Approval for the Proposed Powerschool Agreement

The administration would like to request approval for the proposed Powerschool Agreement which is a contract for a service that provides Performance Tracker, Assessment Builder, and an assessment item bank. These products support the data warehousing, reporting and analyses, the curriculum revision in developing common unit assessments, and provides an online platform for assessments.

The administration recommends the Board of School Directors approve the Powerschool Agreement and authorize the administration to sign the appropriate documents necessary to implement the agreement, as presented.

e. Approval for the Proposed Mission One Agreement

The Big Spring School District has worked with Mission One over the course of the 2016-17 school year to provide substitutes and temporary staffing for various paraprofessional positions throughout the District. Given the positive experience with the organization in terms of effectively staffing vacancies, the administration recommends approval of the attached agreement with Mission One – Source 4 Teachers to staff any vacant paraprofessional vacancies within the District and provide the opportunity for current paraprofessional employees to shift to Mission One if they so desire.

The administration recommends the Board of School Directors approve the Mission One Agreement and authorize the administration to sign the appropriate documents necessary to implement the agreement, as presented.

f. Approval for PSBA Membership Renewal

The District has received correspondence from Mr. Nathan Mains, Executive Director of the Pennsylvania School Boards Association (PSBA) regarding the 2017-2018 membership dues. The dues for the 2017-2018 school year will be \$13,549.48 for the 2017-2018 *All Access Package*. Information is included with the agenda.

The administration recommends the Board of School Directors approve the District's PSBA membership renewal for the 2017-2018 fiscal year and authorize the administration to remit payment to PSBA in the amount of \$13,549.48.

New Business - Action Items

g. Approve Sale of Tractor & Aerator

Mr. Sheeler is in receipt of the used tractor the Board authorized at its last meeting. The next step is to sell a John Deere 4300, a 59" JD front mounted snow blower, and a Jacobsen aerator as excess.

The administration recommends the Board of School Directors approve the sale of these three items via sealed bids.

h. Approve Payment from Newville Project Fund

The board received the following pay applications for the Newville project:

| <u>Project</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> | <u>Remaining</u> |
|----------------|---------------------|--------------------|---------------|------------------|
| NV Reno | Crabtree, Rohrbaugh | Architect Svcs | \$5,423.85 | - |

The administration recommends the Board of School Directors approve the payment of \$5423.85 to Crabtree, Rohrbaugh & Associates, Inc.

i. Approve Payment from Stadium and Track Fund

The District received pay app # 2 from Horst for the track & field project.

| <u>Project</u> | <u>Vendor</u> | <u>Description</u> | <u>Amount</u> | <u>Remaining</u> |
|----------------|------------------|--------------------|---------------|------------------|
| HS Track | Horst Excavating | Pay App 2 | \$247,133.86 | \$1,522,384.59 |

The administration recommends the Board of School Directors approve payment of \$247,133.86 to Horst Excavating.

j. Approve Resolution for Maximum Building Construction Costs at Newville ES

Because the Newville project includes expansion that exceeds 20% of the existing building the District is required to seek public comment at an Act 34 hearing, currently scheduled for June 19th at 6 pm. As part of that process the Board must pass a resolution establishing the maximum building construction cost of the project.

The administration recommends the Board of School Directors approve the resolution in the agenda establishing the maximum building construction cost of the Newville Project at \$2,399,693 and a total project cost of \$8,419,751.

k. Approve Parameters Resolution for Bond to Fund Mt Rock ES Renovation in 2022

Given the uncertainty of future funding, the administration received several recommendations to put a parameters resolution on the books now to formalize the Mt. Rock ES project and preserve the possibility of future funding. The process to do that is to approve a resolution authorizing future borrowing for the project to show Board intent. This resolution does not bind the Board to actually borrow money or do the renovation.

The administration recommends the Board of School Directors approve the parameters resolution, as included in the agenda, for the Mt. Rock ES in the amount of \$18,000,000.

New Business - Action Items

l. Approve Greenawalt Proposal for Financial Statements & Audit Services

Enclosed in the agenda is a proposal for professional services from Greenawalt & Company, P.C. to prepare the District Financial Statements in accordance with GASB and to conduct a simultaneous audit of the District's financial operations. The fee is the same as the previous year at \$32,500.

The administration recommends the Board of School Directors accept the proposal from Greenawalt & Company, P.C. as presented for auditing services and authorize the administration to sign the agreement.

m. Approve Adobe License Agreement for 2017-18

As part of the annual process, the District must renew its Adobe license agreement through IU13.

The administration recommends the Board of School Directors approve the annual Adobe Enterprise Licensing Agreement at a cost of \$8,650 and authorize the administration to sign the agreement for the District.

n. Approve GSS Software Contract

In preparation for tax preparation, the District received a proposal from Government Software Services (GSS) for tax administration software and consulting services at a cost of \$250 per month. This a two year contract.

The administration recommends the Board of School Directors approve the two-year agreement with GSS for software and consulting services as submitted and authorize the Administration to sign the agreement for the District.

o. Approve Pitney-Bowes Lease

The District current mail & metering machine has reached its end of life. After looking at proposals from Neopost and Pitney-Bowes, the most economical for our requirements was the DM-400.

The administration recommends the Board of School Directors approve the 60-month lease of a Pitney Bowed DM-400 at a cost of \$196.37 per month and authorize the Administration to sign the lease agreement.

p. Approve Change Order 1 to Track Project

The administration received a recommendation from Turf, Track & Court and Wolf Consulting Engineers (WCE) for a change order to the track project to address additional drainage at a wet spot in the northwest corner of the project.

The administration recommends the Board of School Directors approve the change order for additional drainage, as modified by TTC & WCE, at a cost not to exceed \$12,000.

15. New Business - Information Item

a. Tenure Status

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

Mrs. Courtney Wiser - Kindergarten Teacher - Newville Elementary School

Mrs. Chelsey Piper - Grade 5 - Newville Elementary School

Additional information regarding the professional employees have been prepared by Mrs. Clarissa Nace, Newville Elementary School Principal.

b. Proposed Adoption of Curriculum Support Programs

Mrs. Robyn Euker, Director of Curriculum and Instruction, is recommending the following Curriculum Support Programs to the Superintendent of Schools. The programs are available for review in the curriculum office by any member of the Board of School Directors who wishes to review the support programs, prior to the June 5, 2017 Board of School Directors meeting.

| <u>Department/Course</u> | <u>Programs</u> |
|-------------------------------------|--|
| Middle School Science | Pearson Interactive Science 6-8 (online, interactive techbook) |
| Middle School Reading Intervention | Read 180 Universal |
| Middle School English/Language Arts | ThinkCerca |

16. Future Board Agenda Items

17. 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
- e. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall
- 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

18. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **May 22, 2017.**

Next scheduled meeting is: **June 5, 2017.**