



## **JUNE 5, 2017 BOARD AGENDA**

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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 May 22, 2017 Regular Board Meeting Minutes, and the May 22, 2017 Committee of the Whole Meeting Minutes.

### **3. Student/Staff Recognition and Board Reports - Jaret Petty**

### **4. Financial Reports**

#### **a. Payment of Bills**

General Fund		
Procurement Card	\$	22,767.96
Checks/ACH/Wires	\$	772,801.06
Capital Projects	\$	0.00
Newville Renovation Projects	\$	5,423.85
Stadium & Track Projects	\$	247,133.86
Cafeteria Fund	\$	0.00
Student Activities	\$	<u>12,670.63</u>
<b>Total</b>	<b>\$</b>	<b>1,060,797.36</b>

Motion to approve payment of bills, as presented.

### **5. Reading of Correspondence**

### **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. Resignation - Ms. Lisa Boudier**

Ms. Lisa Boudier has submitted her resignation as a full-time custodian at the high school, effective May 23, 2017.

The administration recommends that the Board of School Directors approve Ms. Boudier's resignation as a full-time custodian at the high school, effective May 23, 2017.

### **b. Resignation - Assistant Science Department Chairperson**

Mrs. Julie Thumma has submitted her resignation as Assistant Science Department Chairperson, effective June 5, 2017.

The administration recommends the Board of School Directors approve Mrs. Thumma's resignation as Assistant Science Department Chairperson, effective June 5, 2017.

### **c. Questeq Employee**

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

**Todd Friscia**

### **d. 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.

**Patty Chastain, Seventh Grade English/Language Arts to Middle School Reading Interventionist**

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

### **e. Approval of Aquatic Director Recommendation**

The administration would like to recommend the individual listed as the Aquatic Director.

**Matthew Kump**

The administration recommends the Board of School Directors approve Matthew Kump as Aquatic Director, as presented.

## **Personnel Items - Action Items**

### **f. Approval of Additional Extended School Year (ESY) Staff**

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

#### **Meghan Bullock – Teacher**

The administration recommends that the Board of School Directors approve the appointment of the additional listed ESY staff, as presented.

### **g. Middle School MDS Teacher - Ms. Megan Hall**

#### **Education:**

Shippensburg University - Bachelor's Degree, Elementary Education

#### **Experience:**

Mechanicsburg Learning Center – Pre-K Count Teacher

Mechanicsburg Area School District - Long Term Substitute

Carlisle High School - Early Childhood Vo-Tech

The administration recommends that the Board of School Directors appoint Ms. Megan Hall to serve as a Middle School MDS Teacher, replacing Ms. Jenna Miller who resigned. Ms. Hall's compensation for this position should be established at Master's Degree, Step 1, at \$54,570.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

### **h. Leave Without Pay - Ms. Patricia Chastain**

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. Ms. Patricia Chastain is requesting a half-day leave without pay, retroactive to Thursday, June 1, 2017.

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

### **i. Recommend Approval to Post a Job Transition**

The administration is recommending to post the transition of the Administrative Assistant for the Curriculum Center - PIMS and Child Accounting position, effective immediately.

The administration is recommending the Board of School Directors approve the recommendation to post the position Administrative Assistant for the Curriculum Center - PIMS and Child Accounting, effective immediately.

## 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.

Megan Anderson	\$1,440.00
Heidi Badda	\$2,880.00
Shannon Brose	\$1,410.00
Charlene D'Amore	\$ 345.15
Greg Ellerman	\$ 936.00
Catherine Houser	\$1,440.00
Noelle King	\$ 936.00
Timothy Kireta	\$ 926.25
Andrew Koman	\$1,440.00
Jenna Miller	\$1,440.00
Clarissa Nace	\$1,932.00
Sarah O'Donnell	\$2,880.00
Laura Parks	\$4,320.00
Chelsey Piper	\$2,880.00
Cecilia Sosnoskie	\$1,440.00
Amelia Tearnan	<u>\$1,440.00</u>
<b>Total</b>	<b>\$28,085.40</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. 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.

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

The administration recommends the Board of School Directors approve the Curriculum Support Programs, as presented.

### c. Approval of 2017 New Story Extended School Year (ESY) Tuition Agreement

The administration submits for approval a 2017 Tuition Extended School Year Agreement between New Story and Big Spring School District. The enrollment commencement date for this agreement is June 26, 2017 through a termination date of August 4, 2017. Information regarding the agreement is included with the agenda.

The administration recommends the Board of School Directors approve the 2017 Tuition Extended School Year Agreement between New Story and Big Spring School District, as presented.

## **New Business - Action Items**

### **d. Approval of Year-End Financial Statement for Newville Wrestling**

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and a copy of the statement is included with the agenda.

#### **Newville Wrestling Association**

The administration recommends that the Board of School Directors accept the financial statement, as presented.

### **e. Approval of BSHS Business INCubator Student Activity Account**

The administration received a request from the High School Principal to create a new student activity account for Business INCubator. Information regarding the new account is included with the agenda.

The administration recommends the Board of School Directors approve the new student activity account for Business INCubator under the supervision of the High School Principal.

### **f. Approve New Transportation Contract with Deitch Buses, Inc.**

After several meetings and consultation with the lawyers for both parties on minor changes, the attached is a four year agreement with Deitch Buses, Inc. for continued pupil transport services.

The administration recommends the Board of School Directors approve the four year agreement with Deitch Buses, Inc., as presented.

### **g. Approve Payments from Stadium and Track Fund**

The District received Pay App #2 from Pagoda (included in agenda). This will be paid from the balance of the Stadium & Track fund. The remaining balance in the Stadium & Track Fund will be \$349,264.52 after this payment.

<u><b>Project</b></u>	<u><b>Vendor</b></u>	<u><b>Description</b></u>	<u><b>Amount</b></u>	<u><b>Remaining</b></u>
HS Track	Pagoda Electrical, Inc.	Pay App 2	\$50,172.30	\$167,389.70

The administration recommends the Board of School Directors approve the payment of \$50,172.30 to Pagoda Electrical, Inc. from the Stadium and Track Fund.

## New Business - Action Items

### h. Approve Payment from the Capital Project Reserve Fund

The District received the following invoices to be paid from the Capital Project Fund:

<u>Project</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Network Reno	Questeq	Configure wireless network	\$16,950.00	n/a
Network Reno	Prismworks	Server install & config	\$1,250.00	n/a
Network Reno	IntegraOne	switches, cables, modules	\$203,055.00	n/a
Network Reno	e+ Technology	power supplies	\$12,560.00	n/a
HS track & Field	Turf, Track & Court	Project Management	\$3,935.13	n/a
HS HVAC	HB McClure	HS Boiler Refit	\$38,633.00	n/a

The administration recommends the Board of School Directors approve the payment of \$16,950 to Questeq, \$1,250 to Prismworks, \$203,055 to IntegraOne, \$12,560 to ePlus Technology, \$3,935.13 to Turf, Track & Court, Inc., \$38,633 to H.B. McClure from the Capital Project Fund.

### i. Approve Change Order For Track Lights

As discussed on the Building & Property meeting, this enables future lighting, should the board decide to do so, without causing any disturbance to the track or field.

The administration recommends the Board of School Directors approve the change order and increase the Pagoda Electrical contract by \$42,000 for additional conduit to allow future lighting.

### j. Approve Trane Service Contract

Mr. Gilliam met with representatives of Trane to coordinate this 3-year contract for the analysis, inspection, backup and review of the unit & building level controls.

The administration recommends the Board of School Directors approve the 3-year service contract with Trane at an average cost of \$36,957.80 per year.

## **New Business - Action Items**

### **k. Reauthorization of Taxes and Tax Rates to Support the 2017-2018 General Fund Budget**

The taxes specified below represent the current 2016-17 taxes and the proposed 2017-2018 taxes that are required to support the final 2018 General Fund Budget. This is reauthorization of Wage & EIT, Realty Transfer Tax and Occupational Privilege Tax and increases the real estate by 3.2% (increase of ~\$43.84 per \$100,000 in assessment).

<u>Current</u>	<u>Proposed</u>	<u>Tax</u>
13.7004	14.1388	Mills Real Estate
1.15%	1.15%	Wage and Other Earned Income Tax
½ of 1%	½ of 1%	Realty Transfer Tax
\$10.00	\$10.00	Occupational Privilege Tax

The administration recommends the Board of School Directors adopt, by roll call vote, the taxes and rates shown above and elect not to collect the Per Capita Taxes, Section 679 and Act 511, for the 2017-18 year.

### **l. Final Adoption of the 2017-2018 General Fund Budget**

The District's current 2016-17 budget was \$48,305,439. The Board of School Directors adopted the proposed final General Fund Budget for 2017-2018 in the amount of \$49,578,271 at the April 24, 2017 meeting following a budget presentation and discussion. Since that time several changes occurred; the details of the final \$49,511,946 budget and the changes are included with the agenda. This budget requires \$187,525 from general fund's assigned fund balance for revenues to match expenditures.

The administration recommends that the Board of School Directors approve, by roll call vote, the resolution "Implementing the 2017-2018 Budget" in the amount of \$49,511,946.

### **m. Homestead/Farmstead Resolution for 2017-2018 Fiscal Year**

The Secretary of Education notified the District on May 1, 2017 that its share of the state gaming funds for 2017-2018 will be \$773,264.51 (a reduction of \$340.97). The County notified us that we have 5643 approved homesteads and 199 approved farmsteads within the District boundaries to share in that allocation. The average assessed value is \$189,242 and a median value of \$179,600. Using the PASBO worksheet, the administration calculated the exclusion for both homestead and farmsteads in equal amounts equal to \$9,454.00 of assessed value or \$133.67 in tax value. A copy of the proposed resolution and worksheet appear in the agenda.

The administration recommends that the Board of School Directors approve the resolution implementing the Homestead and Farmstead Exclusion of \$9,454 for the 2017-2018 fiscal year in accordance with the Act 1 of Special Session of 2006.

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

#### **a. Tenure Status**

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

**Mrs. Emily Moyer - Special Education Teacher, Oak Flat Elementary School**

**Ms. Laura Shambaugh - Art Teacher, Middle School**

Additional information regarding the professional employees have been prepared by Mrs. Stacey Kimble, Oak Flat Elementary School Principal and Dr. Linda Wilson, Middle School Principal.

#### **b. Proposed 2016-2017 Elementary Handbook**

The Elementary Administration has updated the Elementary Handbook for the 2017-2018 school year.

The changes that have been made in the Elementary Handbook have been included with the agenda. The completed Elementary Handbook is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the handbook.

#### **c. Memorandum of Agreement Regarding Two Items**

1. Mandated Technology Training
2. High School Planning Time

### **14. Future Board Agenda Item**

### **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**
- 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 - May Enrollment Report**



**16. Meeting Closing**

**a. Business from the Floor**

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

**c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **June 5, 2017**.

Next scheduled meeting is: **June 19, 2017**.