



AUGUST 10, 2020 BOARD MEETING

1. Opening Meeting and Guidelines for the August 10, 2020 Virtual Board Meeting

- Welcome members
- Note to members: you are participating in a Zoom webinar, as an attendee your audio and video is muted.
- A role call will take place to affirm board members in attendance for the August 10, 2020 virtual meeting.
- The Board Member will state their name prior to the Motion on an agenda item as the second motion will follow the same procedure; name first.
- All public comments will work with the public raising hands.
- The Board of School Directors will proceed with the August 10, 2020 Board Agenda.

a. Call to Order (President Swanson)

b. Pledge to the Flag

2. Approval of Minutes

Approval of the July 27, 2020 Regular Board Meeting Minutes and the July 27, 2020 Committee of the Whole Meeting Minutes.

3. Student/Staff Recognition and Board Reports - No Student Report

4. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	18,925.89
Checks/ACH/Wires	\$	535,723.33
Capital Projects Reserve Fund	\$	11,800.00
Mount Rock Projects	\$	-
Cafeteria Fund	\$	-
Student Activities	\$	<u>5,393.16</u>
Total	\$	571,842.38

Motion to approve the 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. Nancy Hinchey

Ms. Nancy Hinchey has submitted her resignation letter for the purpose of retirement for the position of Big Spring School District's Deaf and Hard of Hearing Teacher, effective immediately.

The administration recommends the Board of School Directors approve Ms. Hinchey's resignation for the purpose of retirement for the position of Big Spring School District's Deaf and Hard of Hearing Teacher, effective immediately.

b. Recommended Approval for a Elementary Learning Support Teacher - Ms. Erin Bishop

Education:

Shippensburg University - Bachelor's Degree, Psychology

Shippensburg University - Master's Degree, Special Education

Experience:

Big Spring School District - Long-Term Substitute, Grade K-2

Carlisle Area School District - Long-Term Substitute, Grades K-5

Merakey - Behavior Specialist

Northwestern Human Services - Working with children on the autism spectrum and other related disorders. Also held a position as Lead Program Specialist.

The administration recommends the Board of School Directors appoint Ms. Erin Bishop to serve as a Elementary Learning Support Teacher at Oak Flat Elementary School, replacing Ms. Megan Larsen, who has resigned. Ms. Bishop's compensation for this position should be established at a Master's Degree, Step 2, \$58,964.00, plus a \$400.00 special education stipend, for the 2020-2021 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Action Items

c. Recommended Approval for a High School Long-Term Substitute Learning Support Teacher - Ms. Madeleine Bourgeois

Dr. Kevin C. Roberts, Jr., would like to recommend Ms. Madeleine Bourgeois as a High School Long-Term Substitute Learning Support Teacher, replacing Mrs. Cecilia Warthin who will be on child-rearing leave of absence from approximately August 27, 2020 through approximately November 12, 2020.

The administration recommends the Board of School Directors approve Ms. Bourgeois as a High School Long-Term Substitute Learning Support Teacher, as presented.

d. Recommended Approval for English/Language Arts (ELA) Assistant Department Chairperson

Dr. Robyn Euker, Director of Curriculum and Instruction would like to recommend Ms. Emma Leuschen for the position of English/Language Arts (ELA) Assistant Department Chairperson, replacing Courtney Rickabaugh who has resigned.

The administration recommends the Board of School Directors approve the recommendation of Ms. Leuschen as the English/Language Arts (ELA) Assistant Department Chairperson, as presented.

e. Recommended Approval for a Coaching Position

Mr. Joseph Sinkovich, High School Assistant Principal/Athletic Director, would like to recommend Ms. Danielle Hoover as Assistant Cross Country Coach, effective immediately.

The administration recommends the Board of School Directors approve Ms. Hoover as Assistant Cross Country Coach, as presented

f. Recommended Approval for a Full-Time High School Custodian

Ms. Cheri Frank, Coordinator of Custodial Services, would like to recommend Mrs. Karen Fetchkan as a full-time high school custodian, filling the position of Mr. William Clayton who has transferred. Mrs. Fetchkan will begin in her position August 24, 2020 with an hourly wage of \$16.67.

The administration recommends the Board of School Directors approve Mrs. Fetchkan as a full-time high school custodian, as presented.

12. New Business - Action Items

a. Recommended Approval for the 2020-2021 Tuition Exemption Students

The current Collective Bargaining Agreement provides non-resident teachers the opportunity to choose to send their children to the Big Spring School District free of tuition. Based on Article 9.08 Non-Resident Student Tuition, the administration recommends granting tuition exemption to the following students for the 2020-2021 school year.

Lucas Oldham	Mt. Rock or Oak Flat - KDG
Arabella Best	Mt. Rock Ele. - KDG
Caroline Barrick	Mt. Rock Ele. KDG
Andrew Stanton	Mt. Rock Ele. - Grade 1
Thomas Stanton	Mt. Rock Ele. - Grade 1
Colton Best	Mt. Rock Ele. - Grade 3
James Stanton	Mt. Rock Ele. - Grade 4
Christian Best	Mt. Rock Ele. - Grade 5
Dawson Wiser	Newville Ele. - KDG
Stella Schenk	Newville Ele. - Grade 1
Jesse Swigart	Newville Ele. - Grade 1
Ryan Weller	Oak Flat Ele. – Grade 1
Jordyn Weller	Oak Flat Ele. – Grade 3
Morgan Coulson	Oak Flat Ele. - Grade 4
Owen Coulson	Oak Flat Ele. - Grade 5
Samuel Hockenberry	Oak Flat Ele. - Grade 2
Clara Ryan	Middle School - Grade 6
Caden Reall	Middle School - Grade 6
Brandon Sheller	Middle School – Grade 7
Jaden Best	Middle School - Grade 8
Grant Hall	Middle School - Grade 8
Weston Reall, Jr.	Middle School - Grade 8
Gwyneth Ryan	High School - Grade 9
Carter Hall	High School - Grade 10
Cassie Epstein	High School - Grade 11

New Business - Action Items

b. Recommended Approval of Mt. Rock Elementary School PTO Audit

The Big Spring School District has received a copy of a letter from Karen Heishman, advising that Mt. Rock Elementary School PTO financial report was accepted with auditing standards for the 2019-2020 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2019-2020 Mt. Rock Elementary School PTO audit, as presented.

c. Recommended Approval for the 2020-2021 Middle School Student Handbook

The Middle School Administration has updated the Middle School Student Handbook for the 2020-2021 school year. The changes that have been made in the Middle School Handbook are included with the agenda.

The administration recommends the Board of School Directors approve the 2020-2021 changes in the Middle School Student Handbook, as presented.

d. Recommended Approval for High School Curriculum Revisions

Listed below are revised high school curriculum for board approval.

Social Studies	Sociology
English	Opus
English	Real World Literature
English	AP Language & Composition
Science	Oceanography

The administration recommend the Board of School Directors approve the above revised completed high school curriculum, as presented.

e. Recommended Approval for a Proposed Updated Policy 201, Admission of Beginners

The administration has made revisions to **Policy 201, Admission of Beginners**, which is included with the agenda.

The administration recommends the Board of School Directors approve **Policy 201, Admission of Beginners**, as presented.

New Business - Action Items

f. Recommended Approval for Submission of the Federal Instructional Day (FID) Application

The Pennsylvania Department of Education (PDE) is requiring board approval for the submission of the 2020-2021 FID application, which is included with the agenda. The administration has reviewed the 2020-2021 FID application and is ready to move forward with the process of submission.

The administration recommends the Board of School Directors approve the submission of the 2020-2021 FID application, as presented.

g. Recommended Approval for 2020 Keystone Exam Administration

Dr. Robyn Euker, Director of Curriculum and Instruction is recommending that the Big Spring School District does not require students to make up the 2019-2020 Keystone Exams. The administration will offer the exam to those who are interested during Wave 2 (January 4-15) in conjunction with the other assessments.

The administration recommends the Board of School Directors approve the recommendation to not require students to make up the 2019-2020 Keystone Exams and also allow the administration to offer the exam to those students who are interested.

h. Recommended Approval for the Submission of Act 80 Day to the Pennsylvania Department of Education (PDE)

The administration presented an alternative calendar for the 2020-2021 school year to accommodate plans for the 2020-2021 COVID-19 Pandemic. The calendar includes three (3) Act 80 days to be utilized for staff development purposes. The dates to be utilized for Act 80 purposes are Thursday, September 3, 2020, Monday, January 18, 2021, and Thursday, April 1, 2021. Again, on these three dates Big Spring's entire professional staff will be involved in relevant educational work in support of our instructional program.

The administration recommends that the Board of School Directors approve the submission to the Pennsylvania Department of Education (PDE) of three (3) Act 80 days for the 2020-2021 school year on the dates listed above.

New Business - Action Items

i. Recommended Approval of Contracts/Agreements

The administration have reviewed the contracts/agreements listed and would like to recommend Board approval.

<u>Vendor</u>	<u>Service</u>	<u>Length</u>	<u>Cost</u>	<u>Per?</u>	<u>Notes</u>
Securly	Internet Content Filter	3 yr	\$12,249.00	yr	
Amplified IT	Google G-suite License	1 yr	\$7,536.00	yr	

The administration recommends the Board of School Directors approve the contracts/agreements, as presented.

j. Recommended Approval for a Full-Time Custodial Position - Auxiliary Custodian

Due to increased cleaning requirements, specifically at the high school and concerns with filling part-time positions as well as finding substitutes, the administration would like to make a recommendation to hire an extra full-time custodian with a standard split-shift and the flexibility to change the hours and days of this specific position, based on the needs of the District. An additional description is attached.

The administration recommends the Board of School Directors approve adding an additional full-time custodial position, as presented.

13. New Business - Information Item

a. Audit Engagement Letter

The audit has officially started ([see link to Engagement Letter](#)). We are a bit behind due to an issue with the old auditor releasing the working papers required under GASB. Their hope is to have this complete by December.

b. Student Accident Insurance

Below is a link to the current information and brochure regarding Student Accident Insurance for the 2020-2021 School Year. The information is located on the district website under the Parent tab. <https://www.bigspringsd.org/cms/lib/PA02207410/Centricity/Domain/26/StudentAccInsBrochure20-21.pdf>

c. Proposed Policy 831, Livestreaming

The administration has provided a copy of **Policy 831, Livestreaming**, which is included with the agenda. After the policy has been reviewed by the Board of School Directors and the administration, the administration will present the policy for Board approval at the August 24, 2020 Board meeting.

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

a. District Improvement Committee - Mr. Over, Mr. Myers

b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers

c. Vocational-Technical School - Mr. Piper, Mr. Wardle

d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over

Attached is the news release for the start of the IAQ Assessment

e. Finance Committee - Mr. Deihl, Mr. Piper, Mr. Swanson, Mr. Gutshall

f. South Central Trust - Mr. Deihl

The latest Workers Comp loss run is attached, FYI.

g. Capital Area Intermediate Unit - Mr. Swanson

h. Tax Collection Committee - Mr. Swanson

Link to [Update on EIT / LST Collections](#) during the pandemic. The district has one of the larger EIT deficits.

i. Future Board Agenda Items

j. Superintendent's Report

17. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **August 10, 2020.**

Next scheduled meeting is: **August 24, 2020.**