



September Board Meeting – September 3, 2013

Agenda for: Board of Directors Meeting Agenda

1. Open Meeting

- A. Call to Order
- B. Pledge to the Flag
- C. Approval of Minutes: Approval of the August 19, 2013 Board Meeting Minutes, and the August 19, 2013 Committee of Whole Meeting Minutes.

2. Student and Staff Recognition and Board Reports

3. Treasurer Reports

3.1 Payment of Bills

General Fund	\$ 433,481.02
Capital Projects Fund	\$ 248,987.00
Student Activities Fund	<u>\$ 12,068.33</u>
Total	\$ 694,536.35

4. Board Administration

- A. Reading of Correspondence
- B. Recognition of Visitors
- C. Public Comment Period
- D. Structured Public Comment Period
- E. Old Business
- F. New Business

5. New Business - Personnel Actions

5.1 Resignations

- a. **Cecelia Zukauckas**, junior high cheerleader coach has submitted her resignation, effective immediately. Ms. Zukauckas has requested to assist as a volunteer for the cheerleading program.

The administration recommends that the Board of School Directors accept the resignation listed, effective immediately and approve Ms. Zukauckas to assist as a volunteer for the cheerleading program.

- b. **Sally Kammerer**, assistant girls basketball coach has submitted her letter of resignation, effective immediately.

The administration recommends that the Board of School Directors accept the resignation listed, effective immediately.

5.2 Child-Rearing Leave of Absence

Mrs. Chelsea Jackson, first grade teacher at Newville Elementary School requested child-rearing leave of absence via section 3.07 of the current Collective Bargaining Agreement from approximately Monday, January 6, 2014 with a return date of Tuesday, February 18, 2014. 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. Jackson's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately Monday, January 6, 2013 with a return date of Tuesday, February 18, 2014.

5.3 Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed to serve as coaches for the 2013-2014 school year.

Chad Brough
Dora Kuntz

High School Assistant Wrestling Coach
Assistant Varsity Field Hockey Coach

The administration recommends that the Board of School Directors appoint the above listed individuals to serve as coaches for the 2013-2014 school year, as presented.

New Business - Personnel Actions (....continued)

5.4 Approval of Chartwells' Big Spring School District Food Service Employees

Per the contract Big Spring School District initiated with Chartwells, the District must approve all employees. Mrs. Michelle Morgan, Chartwells Food Service Director is recommending the individuals listed as cafeteria employees.

**Lisa Newswanger
Angela Bistline**

The administration recommends the Board of School Directors approve the above listed Chartwells' employees for the 2013-2014 school year.

5.5 Per Diem Substitute Teachers

**Sara Christopher Secondary English 7-12
Travis Horton Secondary English 7-12**

The administration recommends that the Board of School Directors approve the additions listed to the 2013-2014 per diem substitute teacher list as presented.

5.6 Long-Term Substitute Life Skills Teacher

Karyn Cunningham - Long-Term Substitute - Life Skills Teacher at Oak Flat Elementary School

Education:

University of Pittsburgh - Elementary Education (Bachelor's Degree)

Experience:

Big Spring School District - Substitute Teacher

The administration recommends that the Board of School Directors appoint Mrs. Cunningham to serve as a Long-Term Substitute Life Skills Teacher at Oak Flat Elementary School, effective immediately through approximately November 4, 2013, replacing Mrs. Weller who will be on child-rearing leave of absence. Mrs. Cunningham's compensation for this position should be established at Bachelor's, step 1, 43,648.00, plus a \$400.00 special education stipend, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

New Business - Personnel Actions (....continued)

5.7 Long-Term Substitute Sixth Grade Learning Support Teacher

Francis Stewart – Long-Term Substitute Sixth Grade Learning Support Teacher

Education:

Boston College - English Major

Shippensburg University - Special Education (Master's Degree)

Experience:

Carlisle NHS School - Teacher

The administration recommends that the Board of School Directors appoint Ms. Stewart to serve as a long-term substitute sixth grade learning support teacher at the Middle School from approximately September 16, 2013 through approximately January 17, 2014, replacing Mrs. Cathy Hing who has retired. Mrs. Stewart's compensation for this position should be established at Master's, step 1, 49,418.00, plus a \$400.00 special education stipend, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

5.8 Evening Cyber Program Instructor

Mr. Kevin Roberts, Director of Curriculum and Instruction and Mrs. Brandie Shatto, Director of Educational Technology & Public Relations would like to recommend Mr. Daniel Tigyer the position as Evening Cyber Program Instructor. The evening support will be utilized for student tutoring, direct online learning system support and to enable the District to provide an intervention program to students at risk for dropping out.

The administration recommends that the Board of School Directors appoint Mr. Daniel Tigyer for the position of Evening Cyber Program Instructor as presented.

5.9 Transfer of Barry Monismith

On August 26th Mr. Barry Monismith requested to be transferred from his current position as the Head Custodian in the Middle School to a regular night custodian.

The administration recommends that Mr. Barry Monismith be transferred to night time custodian at the rate of \$17.30 per hour effective September 3, 2013.

6. New Business - Other Actions

6.1 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.

Chelsea Jackson	\$1,209.00
Bethany Pagze	<u>\$1,272.00</u>
Total	\$2,481.00

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.

6.2 Contracted Service School Physician

Dr. Darryl Guistwite

2012-2013 Rate

\$14.10 per student exam / contracted services for 2012-2013 school year **\$6,850.00**

Proposed 2013-2014

\$14.25 per student exam/ contracted services for 2013-2014 school year **\$6,925.00**

The administration recommends that the Board of School Directors appoint Dr. Darryl Guistwite as the school physician for students examinations for the 2013-2014 school year at a per student physical examination rate of \$14.25. The administration also recommends that the Board of School Directors appoint Dr. Guistwite as School Physician for the contracted annual rate of \$6,925.00.

6.3 Tuition Exemption Student

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 student for the 2013-2014 school year.

Cassie Epstein

6.4 Approval of Updated Policies

The administration has submitted the updated policies listed and the copies are included with the agenda.

707 Use of School Facilities
806 Child/Student Abuse

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

New Business - Other Actions (....continued)

6.5 Consolidated Federal Programs

Mr. Kevin Roberts, Director of Curriculum and Instruction, has received notification from the Division of Federal Programs that the Consolidated Federal Programs application has been approved in the amounts indicated below:

Title I	\$422,129
Title II	<u>\$124,922</u>
Total	\$547,071

The administration recommends that the Board of School Directors authorize the administration to establish all of the required accounts for revenues and expenditures and to expend funds on behalf of the 2013-2014 Consolidated Federal Programs as specified.

6.6 PA Accountability Block Grant

Mr. Kevin Roberts, Director of Curriculum and Instruction, has received notification from the Capital Area Intermediate Unit that Big Spring is able to obligate 50% of the PA Accountability Block Grant funds which is a total of \$171,093, upon application and the remaining 50% following the Pennsylvania Department of Education approval of the grant application.

The administration recommends that the Board of School Directors authorize the administration to establish all of the required accounts for revenues and expenditures and to expend funds on behalf of the PA Accountability Block Grant.

6.7 2014 PSBA Candidates

Pennsylvania School Boards Association (PSBA) has changed the voting process regarding PSBA candidates. At the August 19, 2013 Board of School Directors Meeting the administration discussed the voting process for for the 2014 PSBA candidates.

The administration recommends that the Board of School Directors approve the voting process and proceed with the process of voting for the 2014 PSBA candidates.

6.8 Approval of Window Project Change Order #18

The TV studio (rm 110) in the MS had a full wall constructed over the windows to stop stray light; that wall obviously had to be removed for the window replacement project. Rather than construct another wall to limit light infiltration, this change order puts black out shades over the windows and installs a manual drop down 7' x 12' green screen for video production.

The administration recommends the Board of School Directors approve Change Order #18 to the MS Window Project in the amount of \$ 3,943 to be paid to McCoy Bros., Inc from the Capital Project fund.

New Business - Other Actions (....continued)

6.9 District/Capital Area Intermediate Unit Special Education Contract for 2013-2014

The proposed 2013-2014 Special Education Service Contract between the Big Spring School District and the Capital Area Intermediate Unit has been reviewed by Mr. William Gillet, Supervisor of Special Education, and the Superintendent.

The administration recommends that the Board of School Directors approve the 2013-2014 Special Education Contract with the Capital Area Intermediate Unit. The final contract charges will be determined based on actual 2013-2014 Big Spring CAIU enrollments and CAIU services.

7. New Business - Information Item

7.1 Proposed Textbook Adoption

Mr. Kevin Roberts, Director of Curriculum and Instruction, is recommending the following book to the Superintendent of Schools. The book is available for review in the curriculum office by any member of the Board of School Directors who wishes to review the book, prior to the September 16, 2013 Board of School Directors meeting.

Honors English II Life of Pi Publisher, Yann Martell - Knopf Canada Copyright - 2001

8. Board Reports

- A. District Improvement Committee - Mr. Norris / Mr. McCrea
- B. Athletic Committee - Mr. Swanson
- C. Vocational Technical School - Mr. Wolf / Mr. Piper
- D. Building & Property Committee - Mr. Barrick
- E. Finance Committee - Mr. Blasco
- F. South Central Trust - Mr. Blasco
- G. Capital Area Intermediate Unit - Mr. Wolf
- H. Cumberland County Tax Collection Bureau - Mr. Wolf
- I. Superintendent's Report (attached)
- J. Future Board Agenda Items

9. Meeting Closing

A. Business from the Floor

B. Public Comment Regarding Future Board Agenda Items

C. Adjournment

Meeting adjourned at _____ PM, September 3, 2013

Next scheduled meeting is: **September 16, 2013**