



SEPTEMBER 19, 2016 BOARD MEETING

1. Open Meeting

- a. Call to Order
- b. Pledge to the Flag

2. Approval of Minutes

Approval of the September 6, 2016 Regular Board Meeting Minutes, the September 6, 2016 Committee of the Whole Meeting Minutes and the September 6, 2016 Building and Property Meeting Minutes.

3. Student/Staff Recognition and Board Reports - Emily Webber

4. Financial Reports

a. Payment of Bills

General Fund	\$	497,014.64
Capital Projects	\$	3,938.81
Stadium & Track Projects	\$	82,024.20
Cafeteria Fund	\$	19,275.59
Student Activities	\$	<u>6,187.06</u>
Total	\$	608,440.30

Motion to approve the payment of bills as presented.

b. Treasurer's Fund Report

General Fund	\$	16,632,206.11
Capital Projects	\$	3,708,081.27
Cafeteria Fund	\$	488,006.35
Student Activities	\$	200,704.82
Stadium & Track Projects	\$	<u>1,542,471.89</u>
Total	\$	22,571,470.44

Motion to accept the Treasurer's report and budget transfers as presented.

5. 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.

6. Reading of Correspondence - Pennsylvania Department of Education

Mr. Richard W. Fry, Superintendent of Schools received correspondence from Pennsylvania Department of Education regarding Big Spring School District being in compliance with Individuals with Disabilities Education Act (IDEA). Pennsylvania Department of Education commends Big Spring School District for the hard work being done to deliver high quality programs to students with disabilities.

7. Recognition of Visitors

8. Public Comment Period

9. Structured Public Comment Period

10. Old Business

11. New Business

12. Personnel Items - Action Items

Personnel Items - Action Items

a. Resignation - Larry Darr

Mr. Larry Darr has communicated to Mr. Rick Gilliam, Director of Building and Grounds, that he is resigning as a part-time custodian at Mt. Rock Elementary School, retroactive to September 13, 2016.

The administration recommends that the Board of School Directors approve the resignation of Mr. Larry Darr, retroactive to September 13, 2016.

Personnel Items - Action Items

b. Coaching Recommendations

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the 2016-2017 school year.

Nate Gutshall - Fitness Center Coach (split position)

Robert Smetana - Junior High Girls Basketball Coach

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

c. Source4Teachers - Long-Term Substitute - Karyn Cunningham

The administration requests permission to move forward with the recommendation for the long-term substitute listed below with Source4Teachers, the District substitute teaching contractor.

Karyn Cunningham, Long-Term Substitute Elementary Grade 1 Teacher, replacing Theresa Yilek who will be on leave from approximately September 15, 2016 through approximately October 17, 2016.

d. Recommendation for Mt. Rock Quiz Bowl Coaches

Mrs. Karen Ward, Mt. Rock Elementary School Principal, would like to recommend the individuals listed as Quiz Bowl Coaches for Mt. Rock Elementary School, for the 2016-2017 school year.

Vicki Brickner

Andy Pettit

The administration recommends that the Board of School Directors approve the above listed individuals as Quiz Bowl Coaches for Mt. Rock Elementary School for the 2016-2017 school year, as presented.

e. Recommendation for Honors Chorus Director - Melissa Kiehl

The administration would like to recommend the individual listed as the Honors Chorus Director for the 2016-2017 school year, replacing Ms. Sarah O'Donnell who has resigned.

Melissa Kiehl

The administration recommends that the Board of School Directors approve the appointment of the above listed individual as Honors Chorus Director, effective immediately.

f. Recommendation for Public Relations Coordinator - Jessica Winesickle

Mr. Kevin Roberts, Assistant Superintendent of Schools would like to recommend Mrs. Jessica Winesickle, Home and School Visitor as the Public Relations Coordinator, replacing Mrs. Brandie Shatto who has resigned. This position is an extra-duty classified position.

The administration would like to recommend the Board of School Directors approve Mrs. Jessica Winesickle as the Public Relations Coordinator, as presented.

13. 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.

Shannon Brose	\$1,410.00
Amy Craig	\$ 369.00
Laura Fritz	\$1,395.00
Jonathan Hocker	\$2,790.00
Timothy Kireta	<u>\$2,757.96</u>
Total	\$8,721.96

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 of 2016-2017 FFA Field Trips

The FFA would like to request permission to attend the trips and leadership conferences listed below. Information is included with the agenda.

National FFA Convention, Indianapolis, Indiana - October, 2016
State FFA ACES Leadership Conference, Harrisburg, PA - February, 2017
State FFA State Legislative Leadership Conference, Harrisburg, PA - March, 2017
FFA Spring Trip, Details and Location TBD - March/April, 2017
State FFA Convention, State College, PA - June, 2016

The administration recommends that the Board of School Directors approve the above listed FFA trips and leadership conferences, as presented.

c. Approval for the 2016-2017 Middle School Fundraiser

Mr. Christopher Boyd, Middle School Assistant Principal would like to recommend the fundraiser listed for the Fall, 2016.

PBIS Fundraiser

The administration recommends that the Board of School Directors approve the above listed fundraiser, as presented.

d. Approval for the Updated Policy 217 Graduation

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

Policy 217 Graduation

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

New Business - Action Items

e. Approval of the Proposed 2016-2017 FFA Program of Activities

The officers of the Big Spring FFA are requesting Board approval of the proposed 2016-2017 FFA Program of Activities. Board approval of the Program of Activities is a requirement in preparation for the State and National Chapter Awards. Included in the Program of Activities is a listing of current officers and information regarding the organization's standing committees.

The administration recommends that the Board of School Directors approve the 2016-2017 Program of Activities for the Big Spring FFA, as presented.

f. Facilities Utilization Request - Wrestling Kick Off Dinner

The Newville Wrestling Association is requesting to utilize the High School commons and concession area for the 2016 Wrestling Season Kick Off Dinner. The date of the request is Sunday, November 20, 2016 from 2:00 p.m. - 8:00 p.m. Because the utilization is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Newville Wrestling Association request to utilize the High School commons and concession area for the Wrestling Season Kick Off Dinner on November 20, 2016.

g. Facilities Utilization Request - Venom Softball

The Venom Softball League is requesting to utilize Mt. Rock Elementary School Gym on January 8, 15, 22, 29 and February 5, 12, 19, 26, 2017 from 1:00 p.m. - 5:00 p.m. for softball practice. Because the utilization dates are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve Venom's Softball request to utilize Mt. Rock Elementary School Gym for softball practices, as presented.

h. Approve Stadium & Track Project Fund Payments

The District received the following applications for payment:

<u>Projects</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance</u>
Security Cameras	Honeywell Intl Inc	\$4,138.29	-
GC Pay App 5	eciConstruction, LLC	\$239,173.95	\$160,705.19
GC Pay App 6	eciConstruction, LLC	\$72,702.65	\$88,002.54
Mech Pay App 1	MidState Mech & Electric, LLC	\$128,754.00	\$16,146.00
Electrical Equip	The Hite Company	\$207.83	-

The administration recommends the Board of School Directors approve the payment of \$4,138.29 to Honeywell International, Inc., \$311,876.60 to eciConstruction, LLC, \$128,754.00 to Mid-State Mechanical & Electrical, LLC, and \$207.83 to The Hite Company from the Stadium and Track Project Fund.

New Business - Action Items

i. Approval of Newville Elementary School Financial Report

The Big Spring School District has received a copy of a letter and a report from Kevin Hurley, advising that the Newville Elementary PTO financial report was accepted with auditing standards for the 2015-2016 school year. A copy of the letter and report is included with the agenda.

The administration recommends that the Board of School Directors accept the 2015-2016 Newville Elementary School PTO annual audit report, as presented.

j. Approve Capital Project Reserve Fund Payments

The District received the following applications for payment from the Capital Project Reserve fund:

<u>Projects</u>	<u>Pay To</u>	<u>Amount</u>
Track Design	Turf, Track & Court, LLC	\$4,868.50
MS Roof Design	Professional Roof Services, Inc	\$16,000.00
MR Pave Inspection	E.L. Diffenbaugh Associates	\$4,075.00
HS Gym Floor	Miller Flooring Company, Inc	\$32,871.99
MS/DAO/MR Roof	Garland/DBS, Inc.	\$143,466.96

The administration recommends the Board of School Directors approve payment from the Capital Project Reserve fund of \$4,868.50 to Turf, Track & Court, LLC, \$16,000 to Professional Roof Services, Inc., \$4,075.00 to E.L. Diffenbaugh Associates, \$32,871.99 to Miller Flooring Company, Inc. and \$143,466.96 to Garland/DBS, Inc.

k. Approve Stadium Project Change Orders

Wolf Consulting Engineers provided the following change orders for approval:

<u>Contractor</u>	<u>CO#</u>	<u>Projects</u>	<u>Amount</u>
Ellsworth	11	E-stop buttons for gas fired kitchens	\$380.96
Ellsworth	12	Wiring of cabinet heater	\$559.18

The administration recommends the Board of School Directors approve changes orders 11 & 12 with Ellsworth Electric as included in the agenda.

l. Big Spring School District Fitness Center Service Agreement

The proposed 2016-2017 Big Spring School District Fitness Center Services Agreement has been prepared by Gareth D. Pahowka, Esquire, Big Spring School District Solicitor, and reviewed by Mr. Richard W. Fry, Superintendent of Schools. The agreement is included with the agenda.

The administration recommends that the Board of School Directors approve the 2016-2017 Big Spring School District Fitness Center Services Agreement, as presented.

14. New Business - Information Item

a. Proposed Electronic Signatures Policy 829

The administration has drafted the Board Policy listed and a copy of the policy has been included with the agenda. After the policy has been reviewed by the Board of School Directors the administration will present the policy for Board approval at the October 3, 2016 Board meeting.

Electronic Signatures Policy 829

b. PSBA Voting – Information/Discussion Item

Mr. Robert Barrick, Board Secretary will discuss and share information regarding PSBA Voting.

15. Future Board Agenda Items

16. 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

17. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **September 19, 2016**

Next scheduled meeting is: **Monday, October 3, 2016**