



## OCTOBER 3, 2016 BOARD MEETING

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### 1. Open Meeting

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

### 2. Approval of Minutes

Approval of the September 19, 2016 Regular Board Meeting Minutes and the September 19, 2016 Committee of the Whole Meeting Minutes.

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

### 4. Financial Reports

#### a. Payment of Bills

General Fund		
Procurement Card	\$	30,450.20
Checks/ACH/Wires	\$	2,768,451.38
Capital Projects	\$	201,282.45
Stadium & Track Projects	\$	444,976.72
Cafeteria Fund	\$	0.00
Student Activities	\$	<u>11,190.79</u>
<b>Total</b>	<b>\$</b>	<b>3,456,351.54</b>

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. Coaching Recommendations**

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

**Frank Landis - Assistant Football Coach**

**Don Witter - Winter and Spring Fitness Center Coach**

**Larissa Kelso - Volunteer Field Hockey Coach**

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

**b. Approval of Child Rearing Leave of Absence - Alison Brown**

Mrs. Alison Brown, Middle School Sixth Grade Science Teacher is requesting child-rearing leave of absence to begin retroactive to September 12, 2016 through approximately January 2, 2017. 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. Brown's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin retroactive to September 12, 2016 through approximately January 2, 2017.

## **Personnel Items - Action Items**

### **c. Source4Teachers - Long-Term Substitute - Carl Seils**

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

**Carl Seils**, Long-Term Substitute Middle School Sixth Grade Science Teacher, replacing Alison Brown who is on leave of absence, retroactive to September 20, 2016 through approximately December 23, 2016.

### **d. 2016-2017 Extracurricular Personnel List**

A list of the 2016-2017 extracurricular positions and recommended personnel has been prepared, and a copy of the list has been included with the agenda for Board approval, along with the 2016-2017 salaries established for these positions, based on the current contract between the Big Spring Association and the Big Spring School District but subject to change based on a new contract.

The administration recommends that the Board of School Directors approve the 2016-2017 extracurricular personnel list and establish the salaries for these positions based on the current contract between the Big Spring Education Association and the Big Spring School District.

## **12. New Business - Action Items**

### **a. Credit Pay**

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

**Chelsey Piper    \$1,395.00**

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.

### **b. Approval for Updated Policy 829 Electronic Signature**

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

**Policy 829 Electronic Signature**

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

## **New Business - Action Items**

### **c. Facilities Utilization Request - Big Spring Aquatic Club**

The Big Spring Aquatic Club is requesting to utilize the High School pool, locker rooms and balcony on Sunday, January 8, 2017 and Sunday, January 29, 2017 from 1:00 p.m. - 5:00 p.m. for Diving Meets. Because the utilization dates are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Aquatic Club's request to utilize the High School pool, locker rooms, and balcony on Sunday, January 8, 2017 and Sunday January 29, 2017, as presented.

### **d. Proposed Trip to France and Switzerland**

Ms. Angelique Flory, High School French Teacher and Ms. Angela Schneider, High School English Teacher are requesting permission for Big Spring High School students to travel to France and Switzerland, tentatively schedule for June, 2018. A detailed itinerary will be submitted to the Board for review when completed by staff.

The administration recommends that the Board of School Directors grant Ms. Flory and Ms. Schneider approval for the Big Spring High School Students to travel to France and Switzerland as presented, pending approval of the detailed itinerary when complete.

### **e. Approval of the Lenovo Warranty Agreement**

The proposed Lenovo 2-year Warranty Agreement has been reviewed by Mr. Robert Krepps, Questeq Technology Director and the District Solicitor, Gareth Pahowka, Esquire. The agreement will allow the Big Spring School District Technology Department to perform Warranty Service on Lenovo hardware products as part of Lenovo's Warranty Service Self-Maintainer Agreement Program.

The administration recommends that the Board of School Directors approve the 2-year Lenovo Warranty Agreement, as presented.

## New Business - Action Items

### f. Approve Stadium & Track Project Fund Payments

The District received the following applications for payment:

<u>Project</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance</u>
Irrigation Rental	Funks Drilling & Water Treatment	\$1,881.88	-
Stadium Asphalt Testing	F.T. Kitlinski & Associates, Inc.	\$651.62	-
Geotechnical Investigation	F.T. Kitlinski & Associates, Inc.	\$2,790.00	-
Pay App#7 - General	eciConstruction, LLC	\$14,373.92	\$73,628.62
PayApp#6 - Plumbing	Carl E. Frantz, Inc.	\$21,240.00	\$24,442.40
PayApp#2 - Mechanical	MidState Mech & Elect., LLC	\$1,260.00	\$14,886.00

The administration recommends the Board of School Directors approve payment from the Stadium and Track Project Fund of \$1,881.88 to Funk's Drilling & Water Treatment, \$3,441.62 to F.T. Kitlinski, Inc., \$14,373.92 to eciConstruction, LLC, \$21,240 to Carl E. Frantz, Inc. and \$1,260 to MidState Mechanical & Electrical, LLC.

### g. Approve Release of Snow Removal Bid Specification

As winter approaches, it is time to re-bid the snow removal contract. The previous bid was a per hour bid; this bid asks for a per event quote. The Board would approve/accept the winning bid at the November 7, 2016 Board meeting.

The administration recommends the Board of School Directors approve the release of the snow removal bid as submitted in the agenda.

### h. Approve Capital Project Fund Transfer

In coordination with the local audit, we must make a year-end transfer to the Capital Project Reserve Fund. The current Capital Project balance is just over \$3 million; in August 2014 it was \$5,260,379. Based on the presentation in the Committee of the Whole, we recommend that the transfer be \$2,600,000.

The administration recommends the Board of School Directors approve the transfer of \$2,600,000 from the General Fund to the Capital Project Reserve Fund as of June 30, 2016.

## **New Business - Action Items**

### **i. Approval of the Collective Bargaining Agreement - July, 2017 - June, 2019**

The current Collective Bargaining Agreement between the Big Spring Board of School Directors and the Big Spring Education Association will expire June 30, 2017. The Board has been in discussions with the Association to develop a successor agreement.

The administration recommends that the Board of School Directors approve the proposed Collective Bargaining Agreement with the Big Spring Education Association, which will take effect July 1, 2017 through June 30, 2019.

### **j. Source4Teachers Mission One Addendum**

Mr. Kevin Roberts, Assistant Superintendent is requesting approval for Mission One, an addendum to the District's Source4Teachers contract. Mission One is a division of Source4Teachers that provides staffing and substitutes for paraprofessionals, nurses and athletic trainers.

The administration recommends that the Board of School Directors approve the Mission One Addendum as presented.

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

### **a. Proposed Updated Job Description - School Resource Officer**

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

#### **School Resource Officer**

### **b. Proposed Draft of the Big Spring School District Comprehensive Plan**

Mr. Kevin Roberts, Assistant Superintendent would like to submit the July, 2017 - June, 2020 Comprehensive Plan for Board review. It is mandatory for the Comprehensive Plan to have a 28 day public review, which will require the Comprehensive Plan to be placed on the October 17th Board agenda as an information item before becoming an action item at the November 7, 2016 Board meeting.

**14. Future Board Agenda Items**

- 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 – September Monthly Enrollment

**15. Meeting Closing**

- a. Business from the Floor
- b. Public Comment Regarding Future Board Agenda Items
- c. Adjournment

Meeting adjourned at \_\_\_\_\_ PM, **October 3, 2016**

Next scheduled meeting is: **October 17, 2016**