



## OCTOBER 15, 2018 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 October 1, 2018 Regular Board Meeting Minutes, the October 1, 2018 Committee of the Whole Meeting Minutes and the October 1, 2018 Building and Property Meeting Minutes.

### 3. Student/Staff Recognition and Board Reports - Gabi Reifsnnyder/Fawn Bennett

### 4. Financial Reports

#### a. Payment of Bills

General Fund	\$	759,236.33
Capital Projects Fund	\$	91,516.17
Mount Rock Projects-2018 Fund	\$	63.00
Newville Projects Fund	\$	3,950.80
Cafeteria Fund	\$	44.00
Student Activities Fund	\$	<u>15,711.65</u>
<b>Total</b>	<b>\$</b>	<b>870,521.95</b>

Motion to approve the payment of bills as presented.

#### b. Treasurer's Fund Report

General Fund	\$	26,727,367.16
Capital Projects Fund	\$	6,127,039.32
Cafeteria Fund	\$	533,347.38
Student Activities Fund	\$	236,661.30
Newville Projects Fund	\$	3,108,982.39
Mount Rock Projects-2018 Fund	\$	<u>7,085,928.35</u>
<b>Total</b>	<b>\$</b>	<b>43,819,325.90</b>

Motion to approve the treasurer's fund report and budget transfers, as presented

**c. 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.

**5. Reading of Correspondence - Pennsylvania Department of Education**

Dr. Richard W. Fry, Superintendent of Schools received correspondence from Pennsylvania Department of Education, Susan McCrone, Chief Division of Federal Programs, regarding the selection of Newville Elementary School as the Title I Distinguished School for the 2018-2019 school year. Correspondence is included with the agenda.

**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 - Learning Support Teacher**

Ms. Valerie Sauter, High School Learning Support Teacher has submitted her resignation as a learning support teacher, effective immediately.

The administration recommends the Board of School Directors approve Ms. Sauter's resignation as a High School Learning Support Teacher, effective immediately.

**b. Resignation - Public Relations Coordinator**

Ms. Jessica Winesickle has submitted her resignation as the Public Relations Coordinator, effective immediately.

The administration recommends the Board of School Directors approve Ms. Winesickle's resignation as Public Relations Coordinator, effective immediately.

## **Personnel Items - Action Items**

### **c. Resignation - Coach**

Mr. Matthew Kump has submitted his resignation as the middle school girls soccer coach, effective immediately. Mr. Kump is requesting to assist as a volunteer coach for the middle school girls soccer team.

The administration recommends the Board of School Directors approve Mr. Kump's resignation and approve him to assist as a volunteer coach for the middle school girls soccer team.

### **d. Recommendation for Child-Rearing Leave - Mrs. Caitlin Pepper**

Mrs. Caitlin Pepper, Newville Elementary School 190 day secretary, is requesting child-rearing leave of absence to begin approximately October 31, 2018 through approximately January 23, 2019.

The administration recommends the Board of School Directors approve Mrs. Pepper's request for child-rearing leave to begin approximately October 31, 2018 through approximately January 23, 2019.

### **e. Recommendation for ESS Long-Term Substitute - Ms. Emily Makar**

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

**Ms. Emily Makar**, Long-Term Substitute Fourth Grade Teacher at Newville Elementary School to begin approximately October 19, 2018 through approximately January 15, 2019. Ms. Makar is replacing Mrs. Bayley Leonard who will be on child-rearing leave of absence.

### **f. Coaching Recommendations**

Mr. **Joseph Sinkovich**, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the coaches listed.

**Lauren Livingston - Dive Coach**

**Zachary Stout - Dive Coach**

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

### **g. Recommendation for ESS Aide**

The administration requests permission to move forward with the recommendation of the Education Staffing Solution K-12 (ESS) aide listed which is the District's aide contractor.

**Margaret (Peggy) Peters - Bus Aide for Special Education Student**

## **Personnel Items - Action Items**

### **h. Approval to Recommend Additional Hours for Custodial Staff**

Mr. Rick Gilliam, Director of Building and Grounds/Transportation would like to recommend additional hours for Mr. Timothy Nye to assist at Newville Elementary School. Mr. Nye is currently a part-time Middle School custodian. This additional position as a part-time evening custodian at Newville Elementary School will place Mr. Nye at a full-time status as a custodian, split between the Middle School and Newville Elementary School.

The administration recommends the Board of School Directors approve the additional hours for Mr. Nye at Newville Elementary School, as presented.

### **i. Approval of Additional 2018-2019 Extracurricular Positions**

The administration would like to recommend the additional 2018-2019 extracurricular personnel listed below. The 2018-2019 salaries established for these positions are based on the current contract between the Big Spring Association and the Big Spring School District.

**Mt. Rock Quiz Bowl Coach - Shannon Arnold**

**Elementary Honors Chorus - Melissa Kiehl**

**Elementary Chorus - Sarah O'Donnell**

**National Technical Honor Society Advisor - Tony Casella**

**Technology Student Association Advisor - Sam Barnouski**

The administration recommends that the Board of School Directors approve the additional 2018-2019 extracurricular personnel listed 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. Approval of Newville Elementary School PTO Financial Report**

The Big Spring School District has received a copy of a letter and report from Mr. Jeffrey Cohick, E.A., advising that the Newville Elementary School PTO Financial Report was accepted with auditing standards for the 2017-2018 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2017-2018 Newville Elementary School PTO Financial Report, as presented.

### **b. Approval of the Special Olympics Interscholastic Unified Sports Memorandum of Understanding**

The proposed 2018-2019 Special Olympics Interscholastic Unified Sports Memorandum of Understanding has been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The MOU summarizes the partnership being created between Special Olympics Pennsylvania and Big Spring High School for the development of Unified Champion Schools program designed to lead to more inclusive and accepting school environments. The three components are Unified Sports, inclusive youth leadership and whole school engagement. The only District cost involved with this partnership is transportation to away competitions.

The administration recommends the Board of School Directors approve the 2018-2019 Special Olympics Interscholastic Unified Sports Memorandum of Understanding, as presented.

## New Business - Action Items

### c. Approval to Create an Account for a Grant Received from CompTIA, Inc.

Dr. Kevin Roberts, Jr., Assistant Superintendent is requesting to set up an account for a grant received from CompTIA in the amount of \$10,000 which will be used toward technology purchases such as computer hardware or software, or other technology devices to support education initiatives at the High School. Big Spring School District was chosen randomly from among all the schools that participated in the National Conference of the Technology Student Association (TSA) in Atlanta, Georgia on June 22-26, 2018. CompTIA is a partner of TSA through its NexUP initiative to interest young people in tech learning and careers. The grant funds will be utilized to support the following courses:

- Civil Engineering;
- Electronics;
- Engineering Design;
- Green Engineering;
- Robotics;
- Structural Design;
- Transportation Engineering; and
- Wood Production

The administration recommends the Board of School Directors approve Dr. Roberts to move forward with setting up the account for the grant received from CompTIA to support the courses listed.

### d. Approve Payments from Capital Projects Reserve Fund

<u>From</u>	<u>Description</u>	<u>Amount</u>
Tecta America	Pay App 4 Reduce retainage to 5%	\$44,650.00
AV Solutions	HS project - Amplifier & hookup	\$726.63

The administration recommends the Board of School Directors approve payment of \$44,650 to Tecta America and \$726.63 to AV Solutions.

### e. Approve Payments from the Newville Projects Fund

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
CRA	Professional Service	\$2,502.29	\$5,079.67
Tanner	FF&E NV Project (move from CP)	\$109,065.14	--
Mann Plumbing	Pay App 7 - reduce retainage	\$6,411.87	\$21,681.15

The administration recommends the Board of School Directors approve the payment of \$2,502.29 to Crabtree, Rohrbaugh & Associates; \$109,065.14 to Tanner Furniture of PA and \$6,411.87 to Mann Plumbing and Heating, LLC.

## New Business - Action Items

### f. Approve Payments from the Mt. Rock 2018 Projects Fund

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
MS	CRA	Prof Svcs Invoice 3106-9	\$10,338.30	\$5,627.00
Phase II	CRA	Prof Svcs Invoice 3196-2	\$5,645.03	n/a
HS	eciConstruction	GC - Pay App 4	\$34,110.25	\$69,115.26
MR	eciConstruction	GC- Pay App 4	\$66,514.55	\$136,032.55
HS	eciConstruction	Pay App 5 - reduce retain to 5%	\$25,372.22	\$43,743.04
MR	eciConstruction	Pay App 5 - reduce retain to 5%	\$42,295.00	\$93,737.45
MS	eciConstruction	GC- Pay App 4	\$187,020.97	\$166,672.05

The administration recommends the Board of School Directors approve the payment of \$10,338.30 to Crabtree, Rohrbaugh & Associates (3106); \$5,645.03 to Crabtree, Rohrbaugh & Associates (3196); and \$355,312.99 to eciConstruction, LLC.

### g. Approve Construction Change Orders

The administration received the following change orders from CRA for approval. Also included below is a change order log for NV project.

	<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
	441-18 CO1	Michael Baker	Change of Dates to Rogele	\$0.00
NV	EC-12	Lobar, Inc (EC)	120v Circuit for Honeywell controls	\$949.18
NV	EC-14	Lobar, Inc (EC)	Replace incompatible existing items	\$11,275.58
MS	EC-03	Lobar, Inc (EC)	Wiring for Honeywell EBI	\$20,233.47

The administration recommends the Board of School Directors approve the change orders as presented.

## 13. New Business - Information Item

## 14. Future Board Agenda Items

## **15. Board Reports**

- a. District Improvement Committee - Mr. Kanc, Mr. Over**
- b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl**
- c. Vocational-Technical School - Mr. Wolf and Mr. Piper**
- d. Building and Property Committee - 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**

## **16. Meeting Closing**

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

Meeting adjourned at \_\_\_\_\_ PM, **October 15, 2018.**

Next scheduled meeting is: **Monday, November 5, 2018.**