



## **JULY 11, 2016 BOARD MEETING**

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### **1. Open Meeting**

- a. Call to Order (President Wolf)**
- b. Pledge to the Flag**

### **2. Approval of Minutes**

Approval of the June 20, 2016 Regular Board Meeting Minutes and the June 20, 2016 Committee of the Whole Meeting Minutes.

### **3. Reading of Correspondence**

### **4. Recognition of Visitors**

### **5. Public Comment Period**

### **6. Old Business**

### **7. New Business**

### **8. Personnel Items - Action Items**

#### **a. Coaching Recommendations**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the teams listed.

<b>Emily Moyer</b>	<b>Assistant High School Field Hockey Coach</b>
<b>Matt Kump</b>	<b>Head Girls Soccer Coach</b>
<b>Olivia Dechene</b>	<b>Dance Team Coach</b>
<b>Ruby Barkdoll</b>	<b>Assistant Cheerleading Coach</b>
<b>Leah Donovan</b>	<b>Assistant Cheerleading Coach</b>

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

## **Personnel Items - Action Items**

### **b. Revised Resignation - K. Flood**

Mrs. Kimberly Flood is requesting an adjustment to her resignation date to reflect August 1, 2016. Mrs. Flood submitted her original resignation to the Board at the April 4, 2016 Board meeting which was approved for June 30, 2016.

The administration recommends the adjustment to Mrs. Flood's resignation date to reflect August 1, 2016, as presented.

### **c. Part-Time Secretary Recommendation - Chrystal Short**

The administration would like to recommend Mrs. Chrystal Short as a 190 day part-time High School Secretary, replacing Mrs. Lori Witmer who has resigned. Mrs. Short will work 5.75 hours per day, five days a week with an hourly wage of \$12.51.

The administration recommends that the Board of School Directors approve Mrs. Short as a 190 day part-time High School Secretary, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

### **d. Transfer of Professional Personnel**

The administration will transfer the professional employees whose names are listed below for the 2016-2017 school year. These transfers are in accordance with the Board Policy 309 and section 5.05 of the Collective bargaining Agreement with the Big Spring Education Association.

**Heather Magee transferring from High School Biology to Middle School 8th Grade Science**

**Greg Perry transferring from Middle School 8th Grade Science to Middle School 7th Grade Science**

**Emily Young transferring from Middle School 7th Grade Science to High School Biology**

The administration recommends that the Board of School Directors approve the professional employee transfers as presented.

### **e. Induction Coordinator's Recommendation**

The administration would like to recommend the individuals listed as Inductions Coordinator's. The position of Induction Coordinator will be split between the individuals listed below.

**Mallory Farrands**

**Timothy Kireta**

The administration recommends that the Board of School Directors approve Ms. Farrands and Mr. Kireta as Induction Coordinator's for the 2016-2017 school year.

## 9. 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 amounts in accordance with the negotiated contract.

<b>Greg Ellerman</b>	<b>\$1,116.00</b>
<b>Nathaniel Gutshall</b>	<b>\$1,395.00</b>
<b>Andrew Koman</b>	<b><u>\$1,395.00</u></b>
<b>Total</b>	<b>\$3,906.00</b>

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 the 2016-2017 Elementary Handbook

The Elementary Administration have updated the Elementary Handbook for the 2016-2017 school year. The changes that have been made in the Elementary Handbook have been included with the agenda.

The administration recommends that the Board of School Directors approve the updated 2016-2017 Elementary Handbook as presented.

### c. Adoption of Proposed Planned Courses

Listed below are completed planned courses for board approval.

#### **Freshman Preparation (Eighth Grade) Spanish 2 (World Language)**

The administration recommends the Board of School Directors approve the above planned courses as presented.

### d. Adoption of Proposed Textbooks

Listed below are textbooks for board approval.

<u>Course</u>	<u>Title</u>	<u>Author</u>	<u>Copyright</u>
<b>Coding 2</b>	<b>Programming in JAVA (online)</b>	<b>zybooks</b>	<b>2015</b>
<b>AP Psychology</b>	<b>Psychology for AP (2nd ed)</b>	<b>Myers</b>	<b>2014</b>
<b>AP Lang. and Comp.</b>	<b>Language of Composition (2nd ed)</b>	<b>Shea, Scanlon &amp; Dissin-Aufses</b>	<b>2013</b>
<b>Freshman Prep.</b>	<b>7 Habits of Highly Effective Teens</b>	<b>S. Covey</b>	<b>2014</b>

The administration recommends the Board of School Directors approve the proposed textbooks as presented.

## **New Business - Action Items**

### **e. Approval of Updated Job Description - 508 Administrative Assistant for Curriculum and Educational Technology**

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

The administration recommends the Board of School Directors approve the job description listed, as presented.

### **f. Approval of NHS Agreement**

The proposed 2016-2017 NHS Agreement has been reviewed by Mr. William Gillet, Director of Pupil Services and 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 NHS Agreement as presented.

### **g. Facilities Utilization Request**

The Big Spring Midget Football Organization is requesting to utilize the stadium/old baseball field for games and practices on Sunday's. The dates of the request are August 28, 2016, September 4, 2016 and October 2, 2016. Because the utilization requests are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Midget Football Organization's request to utilize the stadium/old baseball field for games and practices on August 28, 2016, September 4, 2016 and October 2, 2016, as presented.

### **h. Approval of Property & Liability Insurance**

Last year the District switched property insurances to Catlin to save just under \$20,000. After a frustrating Year with Catlin, Carlisle Insurance is recommending we return to Liberty Mutual – again at a \$15,000 + Savings over last year. PSBA was not competitive per the note in the attached quote comparison.

The administration recommends the Board of School Directors accept the quote from Liberty Mutual for Property insurances for the 2016-2017 school year and authorize the Business Manager to sign the Documents required to bind coverage.

## New Business - Action Items

### i. Approval of Stadium Project Payment Applications

The District received the following applications for payment:

<u>What</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance To Pay</u>	<u>Account</u>
Pay App #3	Carl E. Frantz, Inc.	\$71,751.60	\$127,027.40	Stadium
Pay App #3	eciConstruction, LLC	\$290,262.76	\$748,918.97	Stadium
Pay App #4	Ellsworth Electric	\$59,243.40	\$133,072.72	Stadium

The administration recommends the Board of School Directors approve payment of \$71,751.60 to Carl E. Franz, Inc, \$290,262.76 to eciConstruction, LLC, and \$59,243.40 to Ellsworth Electric from the Stadium and Track Project Fund.

### j. Approval of Project Change Orders

Mr. Tobie Wolf, the Stadium Project Engineer, submitted the following change orders for approval:

<u>Contractor</u>	<u>CO#</u>	<u>What?</u>	<u>Amount?</u>
eci	8	Add door hardware	\$1,976.00
eci	10	Add BULLDOGS lettering to goal	\$212.00
MidState	1	Decrease size of unit heater	-\$2,500.00
Ellsworth	3	More efficient fiber route	-\$8,361.65
Ellsworth	4	Addl cost for fiber change	\$6,761.02
Ellsworth	5	Change to attic wiring	-\$4,204.41
Ellsworth	6	Delete area rescue assistance	-\$2,932.65
Ellsworth	7	Delete fiber housing	-\$284.50
Ellsworth	8	Deduct 24-pair cable	-\$1,365.10
		Total Change Orders	-\$10,699.29

The administration recommends the Board of School Directors approve the change orders as submitted in the agenda at a savings to the District of \$10,699.29.

### k. School Resource Officer - Contract Finalization

In coordination with MG Tactical Advantage, the District's safety consultant, the District has reviewed several presentations and proposals by various law enforcement agencies. As a result of the analysis of the information, the administration requests approval to move forward with contract negotiations with the Cumberland County Sheriff's Department for School Resource Officer services for the District. The administration hopes to present a contract, job description, and staffing approval for the Board's consideration at the August 1<sup>st</sup> Board meeting.

## **New Business - Action Items**

### **I. Ancillary Police Services - Contract Finalization**

In coordination with MG Tactical Advantage, the District's safety consultant, the District has reviewed the need for ancillary police services. The administration recommends continued contract discussions with the Newville Borough Police Department for ancillary services at a scope and cost to be determined in the final contract iteration. Final contract approval will take place at a future board meeting.

### **m. Approve Capital Project Payments**

The District received the following application for payment from the capital project reserve fund:

<u>Project</u>	<u>Pay To</u>	<u>Amount</u>	<u>Balance To Pay</u>	<u>Account</u>
CPE Invoice #8642	CenterPoint Engineering, Inc.	\$2,950.00	\$16,577.50	Cap Proj.

The administration recommends the board of School Directors approve payment of \$2,950.00 to CenterPoint Engineering, Inc. from the Capital Project Reserve Fund.

### **n. Voting Delegates for the 2015 PSBA School Leadership Conference**

The Pennsylvania School Boards Association requests that the Board of School Directors for each PSBA member school district notify PSBA of the names of each school district's voting delegates for the October, 2016 School Leadership Conference's Legislative Policy Committee meeting.

The administration recommends that the Board of School Directors designate Robert Barrick, Board Secretary to serve as Big Spring's voting delegate to the October, 2016 School Leadership Conference's Legislative Policy Committee meeting.

### **o. Approval of Proposed June, 2018 Spain Trip**

Ms. Ashley Oldham, Ms. Laura Fritz and Mrs. Megan Anderson are requesting permission for Big Spring High School students to travel to Spain, tentatively scheduled for July, 2018. A detailed itinerary will be submitted to the Board for review by August, 2016.

The administration recommends that the Board of School Directors grant Ms. Oldham, Ms. Fritz and Mrs. Anderson approval for the Big Spring High Schools students to travel to Spain as presented, pending approval of the detailed itinerary which will be submitted August, 2016.

### **p. Approval of Ambulance Agreement**

The proposed Ambulance Agreement has been reviewed by the administration and the District Solicitor, Gareth Pahowka. The Ambulance Agreement is included with the agenda.

The administration recommends the Board of School Directors approve the Ambulance Agreement as presented.

## **New Business - Action Items**

### **q. Approval of Superintendent's Execution of Documents Related to Mifflin Elementary School**

It is recommended that the Board authorize and ratify the Superintendent's execution of all documents related to the sale of the former Mifflin Elementary School to River Rock Academy.

### **r. Approval for the Extension of Source4Teachers Agreement**

The proposed extension for the Source4Teachers Agreement, the District's substitute teacher services, has been reviewed by the administration and the District's Solicitor, Gareth Pahowka. The extended agreement is included with the agenda.

The administration recommends the Board of School Directors approve the extension of the Source4Teachers Agreement, as presented.

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

### **a. Project Management Proposal for MS Roof Project**

Included in the agenda is a draft proposal from Blaine Chipola of PRSI to manage the design and inspection Services for the Middle School roof project. The project is budgeted at \$3,730,000. PRSI is proposing a fee of \$37,500 for phases I & II; phase III would be \$16,000 and may increase if it becomes a 2 year project.

## **11. Future Board Agenda Items**

## **12. 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**

Notes from SCT:

1. The included rates for 2016-2017 were approved by the South Central Trust.
2. Harrisburg has applied for the membership in the SCT (not the Risk Sharing Pool); Big Spring voted to approve.

**g. Capital Area Intermediate Unit - Mr. Wolf**

**h. Tax Collection Committee - Mr. Wolf, Mr. Swanson**

**i. Future Board Agenda Items**

**j. Superintendent's Report**

## **13. Meeting Closing**

**a. Business from the Floor**

**b. Public Comment Regarding Future Board Agenda Items**

**c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, **July 11, 2016**

Next scheduled meeting is: **August 1, 2016**