

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

March 6, 2023



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1. Opening Meeting: Call to Order/Pledge

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 8:02 pm with nine (9) Board of School Directors present: John Wardle, President; Todd Deihl, Vice President; William Piper, Secretary; Frank Myers, Treasurer; Kenneth Fisher, Robert Over, Richard Roush, William Swanson, and Donna Webster

Absent: No absences

Others in attendance: Jeanne Temple, Interim Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Chris Harris, Solicitor; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darin Baughman, Technology Support.

President Wardle led all individuals present in the Pledge to the Flag.

President Wardle announced the Board met in Executive Session this evening prior to the start of the regular Board meeting to discuss a staff medical issue and a performance complaint against a staff member.

2. Student/Staff Recognition and Board Reports - Sammi Feldman shared student activity updates and a video with the Board.

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors – 20 visitors signed in for the meeting

5. Public Comment Period:

Pastor Beck offered a prayer of encouragement for the Board members, administration, staff, students, and community.

Charlotte McDonald offered comments of concern for the Terrace Metrics Survey and FERPA.

Jon Reinford offered comments of concern for FERPA and the Terrace Metrics Survey.

Chuch Burns offered comments regarding lice and concern for treatment.

6. Approval of Minutes

Motion to approve the [Committee of the Whole](#) and [Board Meeting Minutes](#) for February 21, 2023 as presented?

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

7. Financial Reports

7.a. Payment of Bills

General Fund

Procurement Card	\$	30,387.31
Checks/ACH/Wires	\$	6,176,958.57
Special Revenue	\$	26.43
Capital Projects Reserve Fund	\$	2,116,900.00
Cafeteria Fund	\$	-
Student Activities	\$	14,471.41
Total	\$	8,338,743.72

Motion to approve the Payment of Bills by Mr. Myers was seconded by Mr. Deihl

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

8. Old Business – Nothing Offered

9. New Business Personnel Items - Actions Items

Unless there is an objection, we will combine all New Business Personnel Items listed under #9 into one motion.

9.a. Recommended Approval of Leave Requests

- Allison Baer, Mount Rock Administrative Assistant, is requesting leave without pay for March 7, 2023.
- Brooke Brown, Newville Health Room Assistant, is requesting leave without pay for February 22, 23, and 24, 2023.
- Shantay Gantz, High School Paraprofessional, is requesting leave without pay for March 20, 21, 22, 23, 24, and 25, 2023.
- Jennifer Gregoris, Middle School Teacher, is requesting leave without pay for March 6, 7, 8, and 10, 2023 and also May 5, 2023.
- Molly Kordes, Mount Rock Teacher, is requesting leave without pay for February 24, 2023.
- Veronica Saylor, Floating Health Room Assistant, is requesting leave without pay for March 9, 10, 13, 14, and 15, 2023.

The administration recommends the Board of School Directors approve the leave without pay requests as presented.

9.b. Recommended Approval of Resignations

Mrs. Temple, Interim Superintendent, received the following professional staff resignations:

- Maria Boyd, High School Special Education Teacher, has provided a letter of resignation for the purpose of retirement effective June 6, 2023.
- Jennifer Gregoris, Middle School 8th Grade Math Teacher, has provided a letter of resignation dated February 28, 2023.

Ms. Cheri Frank, Director of Custodial Services, received the following custodial staff resignation:

- Lisa Hair, Mount Rock Elementary Custodian, has provided a letter of resignation for the purpose of retirement effective June 30, 2023.

Mr. Scott Penner, Director of Athletics and Student Activities, received the following athletic staff resignations:

- Caitlyn Kerver has provided a letter of resignation from the position of High School Head Cheer Coach.
- Alexis Peck has provided a letter of resignation from the position of High School Assistant Cheer Coach.

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

9.c. Recommended Approval of an Athletic Volunteer

Mr. Scott Penner, Director of Athletics and Student Activities, is recommending the following:

- Grant Long to serve as a Volunteer for the Track and Field Program

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

Motion by Mr. Deihl was seconded by Mr. Roush to combine New Business Personnel Items 9 (a) through 9 (c) into one motion

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10. New Business - Actions Items

10.a. Recommended Approval of Updated Job Descriptions

The administration has updated the job descriptions listed below:

- **111 Director of Student Services**
- **112 Supervisor of Special Education**
- **708 Seasonal Laborer**

The administration recommends the Board of School Directors approve the updated job descriptions as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10.b. Recommended Approval of Utilization Request

- Evan Jarusewski, on behalf of BSAC, is requesting use of the High School Natatorium for the end-of-season banquet on Sunday, March 5, 2023. Because the date involves a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve the utilization request as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10.c. Recommended Approval of the Proposed CAIU 2023-2024 General Operating Budget - Resolution 230306-01

A summary of the Capital Area Intermediate Unit [General Operating Budget of the 2023-2024](#) school year has been reviewed by administration. The General Operating Proposed Budget reflects a .49% increase from the approved 2022-2023 budget.

The administration recommends the Board of School Directors approve the Capital Area Intermediate Unit's 2023-2024 General Operating Budget as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10.d. Recommended Approval of the 2021-2022 Financial Statements and Audit

The District auditors (Smith Elliott Kearns & Company, LLC (SEK)) presented the financial statements and the single audit to the Committee of the Whole prior to the regular board meeting on February 21, 2023. The 2021-2022 audit is an unmodified opinion with no findings. The financial statements and single audit are required to be sent to several state agencies and the CAIU. The documents are posted on our website, along with the District's financial history available at this [webpage](#).

The administration recommends the Board of School Directors accept the District's 2021-22 financial statements and audit report as presented by SEK and authorize the administration to distribute as required.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10.e. Recommended Approval of Capital Projects Payment

The following invoice is for payment within the Capital Project Fund:

- Trane - \$17,290 - Invoice 313371812 - District Wide Controls Project

The administration recommends the Board of School Directors approve the invoice to be paid from the Capital Reserve Project Fund.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10.f. Recommended Approval of Fundraisers

Mr. Scott Penner, Director of Athletics and Student Activities, recommends approval of the following fundraisers:

- [R&K Sub Sale Fundraiser](#) to benefit the Class of 2026 during the month of March.
- [R&K Sub Sale Fundraiser](#) to benefit the Middle School Cheer Program during the month of May.

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

10.g. Recommended Approval of Agreements

Dr. Abigail Leonard, Director of Student Services, has reviewed the 2022-2023 and 2023-2024 agreement with Folium, Inc. d/b/a Laurel Life Services which provides special education emotional support counseling services.

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

11. New Business - Information Item

11.a. High School Quill and Scroll Club Fundraiser

The High School Quill and Scroll Club Paint Night fundraiser was approved at the February 21, 2023 Board Meeting and the date for this event has been changed to March 21, 2023 at the High School.

11.b. Proposed 2023 - 2024 School Calendar

The administration has drafted a proposed School District Calendar for the 2023-2024 school year. Copies of the proposed calendar have been provided to the Board of School Directors for review as an information item that will be included on the March 20, 2023 agenda as an action item.

Interim Superintendent Mrs. Temple shared students will be starting school on August 22, 2023 and finishing on May 30, 2024 with graduation scheduled on May 31, 2024 but subject to change depending upon weather. Mrs. Temple also noted November 17, 2023 is a Staff Development Day due to a PIAA NCAA National Cross Country meet here on that date. She also explained November 20, 2023 students will be in school and then off the remainder of the week for Thanksgiving Recess. Mrs. Temple stated the Administrative Team and Dr. Guarente have reviewed and support the proposed calendar.

11.c. Laurel Life Staffing Update

Dr. Abigail Leonard, Director of Student Services, has provided the following Laurel Life staffing update:

- Ariel Helm to serve as full-time contracted Laurel Life counselor replacing Angela Facchinell who has resigned beginning Monday, March 13.

12. Board Reports

12.a. District Improvement Committee - Mr. Fisher and Mrs. Webster – Nothing Offered

12.b. Athletic Committee - Mr. Deihl, Mr. Fisher, Mr. Myers, and Mr. Wardle – Mr. Deihl stated the next meeting is March 16, 2023.

12.c. Cumberland Perry Area Career and Technical Center - Mr. Piper and Mr. Wardle – Mr. Piper provided meeting updates to the Board including the availability of Grant Funds to provide 24/7/365 mental health assistance to staff, students, and parents beginning next school year. Mr. Piper shared an invitation to all Board Members to attend a Breakfast Tour on March 28 at 8:30 a.m., provided details on a presentation by a Cosmetology student who attended “Fashion Week” in New York City, Carpentry students who will be participating in the Home and Garden Show at the Farm Show Complex, and updates from the Administrative Director.

12.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle – Mr. Over stated the next meeting is May 1, 2023.

12.e. Finance Committee - Mr. Deihl, Mr. Over, Mr. Piper, and Mr. Myers – Mr. Deihl stated the next meeting will be March 20, 2023.

Board Reports (continued)

12.f. South Central Trust - Mr. Deihl - Meetings: April 5, 2023 @ 9AM - Executive Committee Meeting

April 26, 2023 @ 3PM - SCT Full Board Meeting (Mr. Deihl, Ms. Lehman, Ms. Hetrick, Mr. Statler)

12.g. Capital Area Intermediate Unit - Mr. Swanson – Mr. Swanson reminded members the [Board Highlights for February 23, 2023](#) and [All-In February](#) are available for review.

12.h. Tax Collection Committee - Mr. Swanson – Nothing Offered

12.i. Future Board Agenda Items – Nothing Offered

12.j. Superintendent's Report - Mrs. Temple, Interim Superintendent

Interim Superintendent, Mrs. Jeanne Temple stated tomorrow night is the Music in Our Schools Concert at 7:00 pm in the Middle School auditorium and encouraged everyone to attend.

13. Meeting Closing

13.a. Business from the Floor/Board Member Comment

Mr. Wardle thanked everyone for participating and those who spoke this evening and stated we will continue to do our best to support our students.

13.b. Adjournment

Motion to adjourn the meeting by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 9-0

Meeting adjourned at **8:31 pm, March 6, 2023**

Next scheduled meeting is **March 20, 2023**


