



BOARD MEETING AGENDA

JANUARY 15, 2024

7:30 PM - Middle School Auditorium

- 1. Opening Meeting: Call to Order/Pledge** - President John Wardle
- 2. Student/Staff Recognition and Board Reports** - Sadaf Sharifi
- 3. Reading of Correspondence**
- 4. Recognition of Visitors** - We remind all visitors to please sign-in on the clipboard for tonight's meeting.
- 5. Public Comment Period**
- 6. Approval of Minutes**
Motion to approve the [Finance Committee](#), [Committee of the Whole](#) and [Board Meeting](#) Minutes for December 4, 2023 as presented?

7. Financial Reports

7.a. Payment of Bills

General Fund

Procurement Card	\$	20,802.64
Checks/ACH/Wires	\$	5,868,976.78
Special Revenue	\$	2,479.08
Capital Projects Reserve Fund	\$	-
ESCO Fund	\$	-
Cafeteria Fund	\$	156,624.50
Student Activities	\$	35,174.58
Total	\$	6,084,057.58

Motion to approve the [Payment of Bills](#) as presented?

7.b. Budget Transfer

Motion to approve the [Budget Transfers](#) as presented?

7.c. Treasurer's Fund Report

November Treasurer's Reports

[General Fund Treasurer's Report](#)

[Special Revenue Fund Treasurer's Report](#)

[Capital Project Fund Treasurer's Report](#)

[ESCO Fund Treasurer's Report](#)

[Cafeteria Fund Treasurer's Report](#)

[Student Activities Fund Treasurer's Report](#)

[Investment Report](#)

December Treasurer's Reports

[General Fund Treasurer's Report](#)

[Special Revenue Fund Treasurer's Report](#)

[Capital Project Fund Treasurer's Report](#)

[ESCO Fund Treasurer's Report](#)

[Cafeteria Fund Treasurer's Report](#)

[Student Activities Fund Treasurer's Report](#)

[Investment Report](#)

Treasurer's Fund Reports are noted.

7.d. YTD General Fund Report and YTD Taxes

The administration prepared the YTD General Fund Report and the YTD Taxes for the Board. The General Fund report looks at our revenue and expenses for this year against the budget and compares those amounts to last year. The YTD Tax Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

The Year-To-Date [General Fund](#) and [Tax Reports](#) are noted.

8. Old Business - Do we have any old business?

9. New Business Personnel Items - Actions Items

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

9.a. Recommended Approval of Resignations

Dr. Nicholas Guarente, Superintendent, received the following staff resignations:

- Michelle Bear provided a letter of resignation from the position of High School Special Education Teacher.
- Alison Brown provided a letter of resignation from the position of Middle School Science Teacher effective the conclusion of the 2023-2024 school year for the purpose of retirement.
- Wendy Hanks provided a letter of resignation from the position of Distance Learning Coordinator effective the conclusion of the 2023 - 2024 school year for the purpose of retirement.
- Janice Roberts provided a letter of resignation from the position of Middle School Paraprofessional effective June 3, 2024 for the purpose of retirement.
- Julie Thumma provided a letter of resignation from the position of Middle School Science Teacher effective May 31, 2024 for the purpose of retirement.

Mrs. Nicole Donato, Director of Curriculum and Instruction, received the following extra-duty resignation:

- Tessa Brenize provided a letter of resignation from the position of First Grade Level Leader.

Mr. Scott Penner, Director of Athletics and Student Activities, received the following resignation:

- Gregory Warner provided a letter of resignation from the position of High School Assistant Boys Wrestling Coach.

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

- Wanda Graver provided a letter of resignation from the position of full-time Custodian at Newville Elementary School for the purpose of retirement effective January 31, 2024.

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

9.b. Recommended Approval of a Health Room Assistant - Rhonda Becker

Dr. Abigail Leonard, Director of Student Services, recommends Rhonda Becker as a full-time Health Room Assistant at Mount Rock Elementary School. Ms. Becker will work 180 days at 7 hours per day at the C14 salary rate of the Classified Compensation Plan for the 2023 - 2024 school year. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

The administration recommends the Board of School Directors approve the Health Room Assistant as presented.

9.c. Recommended Approval of a Middle School Math Teacher - Zachary Slodysko

Education:

Shippensburg University – Mathematics (Bachelor’s Degree)

Experience:

Chambersburg Area Middle School South - Student Teacher

Chambersburg Area Senior High School - Student Teacher

The administration recommends the Board of School Directors appoint **Zachary Slodysko** to the position of Middle School Math Teacher replacing Ellie Piper who transferred. The compensation for this position should be established at Bachelor's Degree step 1, \$58,354.00 for the 2023-2024 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.d. Recommended Approval of a First Grade Teacher - Jennifer Eichelberger

Education:

Shippensburg University – Early Childhood Education (Bachelor’s Degree)

Wilkes University - Reading Specialist (Master's Degree)

Experience:

Chambersburg Area School District - First Grade Teacher

The administration recommends the Board of School Directors appoint **Jennifer Eichelberger** to the position of First Grade Teacher replacing Chelsea Jackson who resigned. The compensation for this position should be established at Master's Degree step 9, \$69,319.00 for the 2023-2024 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.e. Recommended Approval of Athletic and Extra Duty Positions

Mrs. Clarissa Nace, Middle School Principal, recommends the following staff:

- Bernadette Beecher for the extra-duty position of Middle School Talent Show Director.
- Alison Brown for the extra-duty position of Middle School Assistant FFA Advisor.
- Keith Lavala for the extra-duty position of 8th Grade Team Leader beginning second semester replacing Morgan Beamer who resigned.
- Lori Shover for the extra-duty position of Middle School Talent Show Assistant Director.
- Matthew Tiffany for the extra-duty position of Middle School Talent Show Tech and Stage Crew Supervisor.

9.e. Recommended Approval of Extra Duty Positions (continued)

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

- Lauren Hetrick for the extra-duty position of High School Musical Assistant.
- Aaron Hungerford for the extra-duty position of High School Musical Assistant.
- Christopher Kilian for the extra-duty position of High School Musical Assistant.
- Adam Nobile for the extra-duty position of High School Musical Tech Director.
- Jennifer Rhoads for the extra-duty position of High School Musical Assistant.
- Riley Williams for the extra-duty position of High School Musical Assistant.

Mr. Jason Shover, High School Principal, recommends the following staff for extra-duty positions:

- Riley Brown for the extra-duty position of FBLA Co-Advisor.
- Alexa Maier for the extra-duty position of FBLA Co-Advisor.
- Adam Oldham for the extra-duty position of High School National Honor Society Advisor replacing Sherisa Nailor who resigned.
- Cherie Powell for the extra-duty position of High School Advisement Coordinator replacing Riley Brown who resigned.

Assistant Superintendent Dr. Nadine Sanders recommends the following mentor based on the provisions of the Teacher Induction Program. Each teacher new to a school district or building is assigned a mentor teacher as per the provisions of the Collective Bargaining Agreement between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive an Extra Duty Stipend.

Inductee	Building/Position	2023-2024 Mentor
Jennifer Eichelberger	Newville First Grade Teacher	Carrie Gutshall
Zachary Slodysko	Middle School Math Teacher	Millie Gilbert

The administration recommends the Board of School Directors approve the 2023-2024 extra duty positions as presented.

9.f. Recommended Approval of an Extra-Duty Athletic Position

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

- Austin Myers for the position of Head Middle School Track and Field Coach.

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

9.g. Recommended Approval of Custodial Staff Transfer

Ms. Cheri Frank, Director of Custodial Services, is requesting staff transfers:

- Cameron Heckendorn from Middle School Custodian to full-time second shift Custodian at Newville Elementary effective February 1, 2024 to replace Wanda Graver who is retiring.
- Edward Brown from part-time High School Custodian to full-time second shift Custodian at the Middle School effective February 1, 2024 to replace Cameron Heckendorn who is transferring.

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

10. New Business - Actions Items

10.a. Recommended Approval of South Central Trust Trustees

The District's health insurance is run through the South Central Trust (SCT). The SCT is made up of nine local education agencies (LEAs). SCT is structured with an Executive Committee and a full board. Each district is allocated four votes through trustees for all full board meetings. The allocation of the trustees is at the discretion of the LEA. Big Spring's trustees have historically been a school board member, HR representative, BSEA member, and the business manager.

The administration recommends the Board of School Directors appoint Mr. Seth Cornman, Mrs. Stacey Lehman, Ms. Lauren Hetrick, and Mr. Mike Statler as the District's South Central Trust Trustees for the period of January 1, 2024 through December 31, 2024.

10.b. Recommended Approval to place the band trailer on the Municibid website for auction

The [Municibid](#) website allows for Governmental entities to sell items through a public bidding process. Big Spring does not pay for any fees, the winning bidder pays the fees. Last year, the band boosters purchased a new trailer. The District is looking to sell the [old trailer](#) through the municibid process.

The administration recommends the Board of School Directors approve the band trailer to be placed on the website for the purpose of selling.

10.c. Recommended Approval of ESCO Project Payments

The following invoices are for payment within the ESCO Project:

- McClure, Co. - [Pay App #8](#) - \$413,074.65
- McClure, Co. - [Pay App #9](#) - \$12,596.60
- McClure, Co. - [Invoice 24186-1](#) - \$2,270,018.00

The administration recommends the Board of School Directors approve the McClure invoices to be paid from the ESCO Project Fund.

10.d. Acknowledge Receipt of Financial Review

Mr. Scott Penner, Director of Athletics and Student Activities, received a copy of a [letter](#) from Jeffrey S. Cohick, Enrolled Agent, advising the Band Boosters financial records were reviewed with auditing standards for the school year ending June 30, 2023.

The administration recommends the Board of School Directors acknowledge receipt of the 2022-2023 Financial Review letter as presented.

10.e. Recommended Approval of Building Utilization Requests

- Jason Creek, on behalf of Creek's Cagers, is requesting use of the High School gym on February 18, 2024 from 1:00 to 6:00 pm for basketball tryouts.
- Christie Katora, on behalf of Big Spring Aquatics Club, is requesting use of the High School gym, pool, commons, adaptive, and health rooms on February 25, 2024 to host the All Star Meet.

Because the utilization requests are on a Sunday, Board action is necessary. The administration recommends the Board of School Directors approve the utilization requests as presented.

10.f. Case B of 2023-2024

The parents of Case B of the 2023-2024 school year waived their right to a formal student discipline hearing before the Board of School Directors. The student will be excluded for 25 days pending completion of the Student Assistance Program which may reduce the 25 day exclusion by 15 days to a 10 day exclusion. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

The administration recommends the Board of School Directors exclude the student in Case B of the 2023-2024 school year as presented.

10.g. Case C of 2023-2024

The parents of Case C of the 2023-2024 school year waived their right to a formal student discipline hearing before the Board of School Directors. The student will be excluded for 25 days pending completion of the Student Assistance Program which may reduce the 25 day exclusion by 15 days to a 10 day exclusion. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

The administration recommends the Board of School Directors exclude the student in Case C of the 2023-2024 school year as presented.

10.h. Case D of 2023-2024

The parents of the student in Case D of the 2023-2024 school year waived their right to a formal student discipline hearing before the Board of School Directors. During the one-year period of exclusion, the student is not permitted to attend or participate in any school activities or appear on school property at any time for any reason.

The administration recommends the Board of School Directors exclude the student in Case D of the 2023-2024 school year for a period of one calendar year.

10.i. Recommended Approval of Updated Curriculum

Mrs. Nicole Donato, Director of Curriculum and Instruction, recommends the updated Curriculum listed below:

- [High School Website Design](#) (revised)

The administration recommends the Board of School Directors approve the revised and updated curriculum as presented.

10.j. Recommended Approval of Team Travel

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

- Girls Wrestling Team and Coaches to travel and participate in the [Coal Cracker Tournament](#) in Jim Thorpe, PA January 19 and 20, 2024.
- Girls Wrestling Team and Coaches to travel and participate in [North Allegheny Tournament](#) in Wexford, PA February 2 and 3, 2024.

The administration recommends the Board of School Directors approve the travel and participation as presented.

10.k. Recommended Approval of Additional Services to the Feasibility Study

In the Summer of 2022, the District moved forward with a District-wide feasibility study for its facility needs. The original feasibility study was to look at the educational areas. The additional services are to look at athletic improvements to the District.

The administration recommends the Board of Directors approve the [Additional Services for the Feasibility Study](#) to be paid from the Capital Reserve Project Fund.

10.l. Recommended Approval of Agreements

Dr. Abigail Leonard, Director of Student Services, has reviewed the 3-year [Agreement](#) between Big Spring School District and The American National Red Cross to deliver instruction in Red Cross training courses.

Dr. Abigail Leonard, Director of Student Services, has reviewed an updated [Agreement](#) with Clear Path Pediatric Therapy LLC which was originally approved on November 13, 2023 to provide speech and language services to special education students during the 2023-2024 school year. The revised agreement extends the contract to provide 3 days per week of in-person speech and language therapy for the remainder of the 2023-2024 school year.

Dr. Nicholas Guarente, Superintendent, has reviewed the [Student Software Services Agreement](#) and [District Order form](#) with Terrace Metrics, Inc. to provide software and services to assess resiliency and risk indicators for students with parental consent to participate.

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

10.m. Recommended Approval of Terminating a Student Activities Account

Mr. Jason Shover has reviewed and recommends terminating the [Drama Club](#). The Drama Clubs funds would then be reallocated to the High School Musical Account.

The administration recommends the Board of School Directors approve the closing of the Drama Club.

10.n. Recommendation for a Part-Time Elementary Music Teacher - Discussion/Action Item

The administration recommends a part-time Elementary Music Teaching position be re-established based on current and projected student participation numbers.

The administration requests permission to advertise and hire a part-time Elementary Music Teacher.

10.o. Recommended Approval of a New Deitch Driver

Deitch Buses, Inc. has submitted an additional driver for the 2023-2024 school term.

- Art Brehm

The administration recommends the Board of School Directors approve the additional driver for the 2023-2024 school year, pending Mr. Brehm's clearances.

10.p. Recommended Approval of Fundraisers

Mr. Jason Shover, High School Principal, is requesting permission to conduct fundraisers during the 2023-2024 school year:

- Spring Craft Show at the High School to benefit the 2024 Post Grad.
- Candle Fundraiser to benefit the 2024 Post Grad.

Mr. Scott Penner, Director of Athletics and Student Activities, is requesting permission to conduct fundraisers during the 2023-2024 school year:

- [Bulldog Blankets](#) to benefit the 9th Grade Class.
- Maplewood Farm Market (whoopie pies, sandwiches, and subs) with a delivery date of Feb. 12, 2024 to benefit the Junior Class.
- Handmade Maroon and Gold Bracelets to benefit the Bocce Team.
- Matilda Apparel to benefit the High School Musical Program.
- Adopt a Book to benefit the High School Musical Program.
- Meet the Cast event on February 10, 2024 to benefit the High School Musical Program.
- Sweet O'Hearts Bake Sale to benefit the High School Musical Program.
- [Mariannas Subs and Pizza Fundraiser](#) January 23 - February 9, 2024 to benefit the High School FBLA.

Mrs. Clarissa Nace, Middle School Principal, is requesting permission to conduct the following fundraisers during the 2023-2024 school year:

- Valentine's Dance to benefit end of year student incentives.
- [Cherrydale](#) spring fundraiser to benefit the PTO.
- Bulldog Cafe to benefit Student Council.
- Valentine's Day Glow Grams to benefit Student Council.
- Easter Egg Decorating to benefit Student Council.
- PSSA Motivational Bracelets to benefit Student Council.

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

10.q. Cumberland Perry Area Career & Technical Center 2024-2025 General Fund Budget Proposal

Cumberland Perry Area Career & Technical Center has prepared a [General Fund Budget](#) for the 2024-2025 school year for consideration by the Board.

The administration recommends the Board of School Directors approve the proposed 2024-2025 CPACTC General Fund Budget as presented with the understanding that the actual cost for Big Spring's participation in the Career & Technical Center will be determined based on final enrollment calculations.

11. New Business - Information Item

11.a. ESS Staff Information

Dr. Abigail Leonard, Supervisor of Student Services, provides the following ESS staff update:

- Russell Ray Gutshall to be the part-time PD Paraprofessional at Newville Elementary School.
- Tiffany Leer to be the full-time direct care Paraprofessional at Oak Flat Elementary School replacing Adelisa Messic who resigned.
- Melissa Motter provided a letter of resignation from the position of Paraprofessional at Mount Rock Elementary School.
- Martha Mutterspagh has resigned from her ESS position at Newville Elementary School.
- Lanie Weigand to be the full-time MDS Paraprofessional at the Middle School replacing Cindy Zimmerman who resigned.
- Cindy Zimmerman provided a letter of resignation from her position at the Middle School.

11.b. School Provider Agreement

Dr. Abigail Leonard, Director of Student Services, has reviewed a School Provider [Agreement](#) with Aveanna to provide student healthcare services on behalf of the District to a student educated off campus.

11.c. Long-Term Substitutes through ESS the District's Substitute Agency

Dr. Nadine Sanders, Assistant Superintendent, recommends the following candidate to serve as a long-term substitute teacher during the 2023-2024 school term:

- Suzanne Ocker to serve as long-term substitute Business Teacher at the High School during Alexa Maier's leave of absence.

12. Board Reports

12.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle (Director of Athletics, Admin Assistant to Athletics, Coaches, Principals, Assistant Superintendent, and Superintendent) Meeting Dates: February 7, 2024 April 3, 2024 June 5, 2024

12.b. Building and Property Committee - David Fisher, Mike Hippensteel, Robert Over, and John Wardle (Administration) Next Meeting is May 6, 2024

12.c. Capital Area Intermediate Unit - Seth Cornman (19 Members from 24 Member school districts) [CAIU](#) Meeting Dates: Jan 25, 2024 Feb 22, 2024 March 21, 2024 Apr 25, 2024 May 23, 2024 June 27, 2024

12.d. Cumberland Perry Area CTC - John Wardle (16 Members from 13 Member school districts)

12. Board Reports (continued)

12.e. Finance Committee - Julie Boothe, Frank Myers, Robert Over, and Lisa Shade (Administration)

Meeting Dates: March 18, 2024 April 22, 2024 May 20, 2024 June 3, 2024

12.f. Future Ready Comp Plan Board Reps - Ken Fisher and Lisa Shade (Assistant Superintendent, Director of Curriculum & Instruction, Superintendent, Parents, and Community Members)

12.g. South Central Trust - Seth Cornman (BSSD Association Rep, BSSD Human Resources, BSSD Business Manager, and 32 Members from 8 other Member LEAs) The next Full Board meeting will be on April 24, 2024 at 3:00 PM via Zoom.

12.h. Tax Collection Committee - David Fisher (Business Manager and 62 Members from Cumberland County School Districts and Municipalities) Meeting Dates: January 16, 2024 April 16, 2024 July 16, 2024 October 15, 2024

12.i. Wellness Committee - Seth Cornman (District Administrator, District Food Service Rep, Student, Parent, School Health Professional, Physical Education Teacher and Member of the Public)

12.j. Future Board Agenda Items

12.k. Superintendent's Report - Dr. Nicholas Guarente

13. Meeting Closing

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

Mr. Over, Mr. Ken Fisher, Mrs. Shade, Mr. Hippensteel, Mrs. Boothe, Mr. Cornman, Mr. Myers, and Mr. David Fisher

13.b. Adjournment

Meeting adjourned at _____ pm, **January 15, 2024**

Next scheduled meeting is **February 20, 2024 at 7:30 pm**