

# Big Spring School District

## Newville, Pennsylvania

### Board Meeting Minutes

#### October 21, 2024



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#### **1. Opening Meeting: Call to Order/Pledge - President John Wardle**

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 7:30 pm with eight (8) Board of School Directors present: John Wardle, President; Michael Hippensteel, Vice-President; Lisa Shade, Treasurer; Julie Boothe, Secretary; Seth Cornman, David Fisher, Kenneth Fisher, Frank Myers, and Robert Over.

Absent: David Fisher (Frank Myers left the meeting at 7:52 pm for a personal matter.)

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; Thomas King, 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 and welcomed our new solicitor Thomas King to the meeting.

President Wardle announced the Board met this evening in an Executive Session to discuss the pending lawsuits as well as legal and personnel matters for the district.

#### **2. Student/Staff Recognition and Board Reports - BSEA Representatives Ms. Lauren Hetrick and Mrs. Mallory Farrands provided staff updates to the Board.**

#### **3. Reading of Correspondence – Nothing Offered**

#### **4. Recognition of Visitors – 48 visitors signed-in for the meeting**

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

John McCrea offered comments on the solicitor and read a letter he composed to the editor of the Valley Times Star.

## 6. Approval of Minutes

Motion to approve the [Committee of the Whole Meeting Minutes](#) and the [Board Meeting Minutes](#) for October 7, 2024 as presented?

Motion by Mr. Cornman was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

## 7. Financial Reports

### 7.a. Payment of Bills

<u>Fund Name</u>	<u>Amount</u>	<u>Fund Accounting Payment Register</u>	<u>Fund Accounting Payment Summary</u>
General Fund - Procurement Card	\$18,047.17	<a href="#">Procurement Card - Detail</a>	See Procurement Card Detail
General Fund - Checks/ACH/Wires	\$4,923,200.32	<a href="#">General Fund - Detail</a>	<a href="#">General Fund - Summary</a>
Special Revenue	\$1,446.96	<a href="#">Special Revenue - Detail</a>	<a href="#">Special Revenue - Summary</a>
Capital Projects Reserve Fund	\$1,009,558.30	<a href="#">Capital Projects Reserve Fund - Detail</a>	<a href="#">Capital Projects Reserve Fund - Summary</a>
ESCO Fund	\$0.00	No Payments - Account Closed	No Payments - Account Closed
Cafeteria Fund	\$119,706.92	<a href="#">Cafeteria Fund - Detail</a>	<a href="#">Cafeteria Fund - Summary</a>
Student Activities	\$29,325.08	<a href="#">Student Activities - Detail</a>	<a href="#">Student Activities - Summary</a>

Total amount of all funds **\$6,101,284.75**

Motion by Mrs. Shade was seconded by Mr. Cornman

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

### 7.b. Treasurer's Fund Report

- [General Fund Report](#)
- [Special Revenue Report](#)
- [Capital Project Report](#)
- [ESCO Fund Report](#)
- [Cafeteria Fund Report](#)
- [Student Activities Fund Report](#)
- [Student Activities Account Summary](#)
- [Investment Report](#)
- [Earned Interest and Bank Fees YTD for General Fund, Special Revenue, Capital Projects, ESCO and Cafeteria](#)
- [Earned Interest YTD Student Activities](#)

Treasurer's Fund Reports are noted.

### **7.c. 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 – Nothing Offered**

### **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 Resignation**

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

- Hunter Coyle provided a letter of resignation from the extra-duty position of High School Assistant Track and Field Coach.

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

#### **9.b. Recommended Approval of Extra-Duty Staff**

Scott Penner, Director of Athletics and Student Activities, recommends the following 2024-25 extra duty staff:

- Frank Landis to serve as Head Middle School Coach for the Boys Wrestling Program.
- William Warrick to serve as Assistant Middle School Coach for the Wrestling Program.

Clarissa Nace, Middle School Principal, recommends the following 2024-25 extra-duty staff:

- Ellie Piper to serve as 8th Grade Team Leader replacing Ryan Kelley who transferred to the high school.

Dr. Sanders, Assistant Superintendent, recommends the following 2024-25 extra duty staff:

- Adam Oldham to serve as Interim High School Student Assistance Coordinator during Jocelyn Kraus' leave of absence.
- Adam Oldham to serve as Interim Counseling Department Head during Jocelyn Kraus' leave of absence.

The administration recommends the Board of School Directors approve the extra duty staff as presented.

### **9.c. Recommended Approval of Extra-Curricular Professional Personnel**

Extra-Curricular positions and recommended personnel for 2024-2025 have been reviewed by Stacy Lehman, Human Resources Coordinator and the 2024-2025 salaries established for these positions are based on the current contract between the Big Spring School District.

The administration recommends the Board of School Directors approve the 2024-2025 extra-curricular personnel as presented.

Motion by Mrs. Shade was seconded by Mr. Cornman to combine and approve all items in New Business Personnel Action Items 9 (a) through 9 (c) as outlined and recommended above.

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Passed unanimously 7-0.

## **10. New Business - Actions Items**

### **10.a. Recommended Approval of School Property Utilization**

- Nichole Garman on behalf of Midget Football is requesting use of the high school commons and auditorium for an End of Year Banquet on ~~November 10, 2024~~ December 15, 2024 from 2:00 until 7:00 pm. Because the utilization is on a Sunday, Board action is necessary.
- Post Grad 2025 is requesting use of the High School commons and parking areas on December 8, 2024 for a Holiday Craft Show. Because the utilization is on a Sunday, Board action is necessary.
- Mike Clelan on behalf of Junior Olympic Wrestling is requesting use of the High School commons and gym on January 26, 2025 for a Dual Meet. Because the utilization is on a Sunday, Board action is necessary.
- Adam Nobile on behalf of the Musical is requesting use of the High School commons and auditorium March 13 - 16, 2025 for a spring musical. Because the utilization involves a Sunday, Board action is necessary.

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

Prior to voting, President Wardle announced a date change for the Midget Football banquet to December 15, 2024.

Motion by Mr. Cornman was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

#### **10.b. Approval to Create a New Student Activity Account**

Scott Penner, Director of Athletics and Student Activities, is requesting permission to create a new student activity account under his supervision for the Big Spring Student Athlete Leadership Council and has drafted [bylaws](#) to become a recognized high school club.

The administration recommends the Board of School Directors approve the bylaws and new student activity account as presented.

Motion by Mrs. Shade was seconded by Mrs. Cornman

Mr. Hippensteel asked if the new bylaws should be reviewed by the solicitor and Mr. King said he would be happy to review them.

Motion by Mr. Hippensteel to table the bylaws portion of the item was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

Voting Yes to approve the new student activity account: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

#### **10.c. Recommended Approval of Student Travel**

Scott Penner, Director of Athletics and Student Activities, is recommending approval of the following student travel:

- FBLA State Leadership Workshop (SLW) Kalahari Resorts Mt. Pocono, PA November 3-4, 2024 \*overnight
- FBLA Region 26 Leadership Conference (RLC) Shippensburg University, Shippensburg, PA January 8, 2025
- FBLA State Leadership Conference (SLC) Hershey Lodge and Conference Center, Hershey, PA April 7-9, 2025 \*overnight
- FBLA National Leadership Conference (NLC) Anaheim, CA June 29 - July 2, 2025 \*overnight

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

Motion by Mr. Cornman was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

#### **10.d. Recommended Approval of Fundraisers**

Clarissa Nace, Middle School Principal, recommends approval of the following fundraisers:

- [Casa De Jorge](#) Salsa Fundraiser to benefit the Middle School Chorus.

Scott Penner, Director of Athletics and Student Activities, recommends approval of the following fundraiser:

- Gift Wrapping November 25 through December 20, 2024 to benefit the High School ILS student shopping class trip.

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

Motion by Mrs. Shade was seconded by Mr. Cornman

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

#### **10.e. Case B**

The grandparents of Case B of the 2024-2025 school year waived the 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 2024-2025 school year as presented.

Motion by Mr. Cornman was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

#### **10.f. Request to Apply for Grants**

Nicole Donato, Director of Curriculum and Instruction, received a request from the following teacher to apply for grants:

- Jenna McIntire, Middle School Ag Teacher, is requesting permission to apply for the [2025 Environmental Education Grant](#) and the [FFA Foundation Learning by Doing Grant](#)

The administration recommends the Board of School Directors approve Mrs. McIntire's request to apply for and participate in the grants as presented.

Motion by Mrs. Shade was seconded by Mr. Cornman

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

#### **10.g. Recommended Approval of Partnership**

Dr. Nicholas Guarente, Superintendent of Schools, has reviewed proposals for the following services:

- [Wonder Media Story Maker](#) use of the [Wonder Media Tools](#) for educational purposes.
- [Pillar XP, LLC](#) subscription-based service to track, manage, and improve educational outcomes.

The administration recommends the Board of School Directors approve a partnership with the companies as presented.

Motion by Mrs. Shade was seconded by Mr. Cornman

Motion by Mrs. Boothe to table the Wonder Media Story Maker portion to further investigate the subject matter of the movie was seconded by Mr. Cornman

Mrs. Shade asked the time period on Wonder Media and Dr. Guarente responded if it is not approved this evening, it would eliminate us from participating in the educational opportunity. He said 16 schools are geared up for this and the offer was extended to Big Spring which would essentially give us the story maker option for free. He said the story is based on scientific principles but students would create their own story which would be facilitated by us.

Voting Yes to table the Wonder Media portion of the agenda item: Boothe

Voting No: Cornman, K Fisher, Over, Shade, Hippensteel, Wardle

Motion Failed. 1-6

Voting Yes on the original motion to approve both agenda items: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

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

#### **11.a. Leave Request**

Jessica Kindon, Middle School Teacher, is requesting a child-rearing leave of absence beginning Wednesday, April 2, 2025 through approximately Thursday, May 29, 2025 with a return date of Friday, May 30, 2025. According to Section 6.07 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, the request meets all provisions for child-rearing leave according to the current contract.

### **11.b. Contracted Staff**

Dr. Nicholas Guarente, Superintendent, provides the following ESS Contracted Staff update:

- Janet Trimmer to serve in the position of Interim Director of Student Services.

Dr. Nadine Sanders, Assistant Superintendent, provides the following ESS Contracted Staff update:

- Samantha Laird to serve in the position of Principal's Discretion Paraprofessional at Oak Flat Elementary School.
- Hunter Perrin to serve in the position of High School Counselor LTS during Jocelyn Kraus' leave of absence.

## **12. Board Reports**

**12.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle** - Nothing Offered

**12.b. Building and Property Committee - David Fisher, Mike Hippensteel, Robert Over, and John Wardle** – Mr. Hippensteel reminded everyone we will reschedule the October 7, 2024 cancelled meeting.

**12.c. Capital Area Intermediate Unit - Seth Cornman** – Nothing Offered

**12.d. Cumberland Perry Area CTC - John Wardle** – Mr. Wardle shared they are diligently discussing the construction project and the redesign for a new bidding process.

**12.e. DIG Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade** – Nothing Offered

**12.f. Finance Committee - Julie Boothe, Frank Myers, Robert Over, and Lisa Shade** – Nothing Offered

**12.g. Future Ready Comp Plan Board Reps - Ken Fisher and Lisa Shade** - Nothing Offered

**12.h. Policy Review and Development Committee - Seth Cornman, Julie Boothe, David Fisher, and John Wardle** – Chairman Cornman said two policies (235 and 903) will be sent to the solicitor for review and Policy 004.1 will go to the Board for first reading.

**12.i. South Central Trust - Seth Cornman** - Nothing Offered

**12.j. Tax Collection Committee - David Fisher** – Nothing Offered

**12.k. Wellness Committee - Seth Cornman** – Nothing Offered

**12.l. Future Board Agenda Items** – Nothing Offered



**12.m. Superintendent's Report - Dr. Nicholas Guarente**

Dr. Guarente said tomorrow, eleven High School FFA students will depart for the National Convention to return Saturday and said they are looking forward to a wonderful week.

Dr. Guarente shared congratulations to the Middle School Spelling Bee winners – 1<sup>st</sup> Place Rachel Collins, 2<sup>nd</sup> Place Amira Gabbard, 3<sup>rd</sup> Place Wyatt Byers, and 4<sup>th</sup> Place Sydney Getz.

Dr. Guarente stated Middle School, High School, and MDS/ILS/Lifeskills students participated in Special Olympics at Dickinson College, which was a wonderful experience and beautiful weather.

Dr. Guarente said the Elementary Schools participated in Fire Prevention Week activities which was very educational and exciting for the students.

Dr. Guarente shared Mount Rock Elementary School is immersed in a Think Bigger Program offered by the CAIU with a focus on scientifically based renewable energy.

Dr. Guarente shared Volleyball will host their first ever District playoff game against Dover tomorrow night, congratulated the team, and encouraged everyone to come cheer them on.

Dr. Guarente said Boys Cross Country and all four individual Girls qualified for the District III Championships which will be hosted here at Big Spring this Saturday.

Dr. Guarente stated the Football Team currently holds the last qualifying spot for District playoffs.

Dr. Guarente said we had an excellent event last Friday that culminated in a Hurricane Relief Effort by Tempus/LEO, FFA, Dawg Pound, Student Council, National Honor Society, and the greater educational community who donated 2 truckloads of supplies to victims in North Carolina and Dr. Guarente shared a news video clip with everyone by Fox 43 News of the effort. Dr. Guarente thanked Terry Shetron and Denny McCullough who donated resources and former Board Member Bill Piper who also contributed to the success of this event.

### 13. Meeting Closing

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

Mr. Cornman thanked everyone for coming out and wished everyone a good evening.

Mrs. Shade shared another fun fact and explained the location of School District Policies on our web page and the review process of the new Policy Committee and encouraged everyone to attend those meetings.

Mrs. Boothe thanked Mrs. Farrands and Ms. Hetrick for the staff update they provided to the Board this evening.

Mr. Wardle said as we close tonight's meeting, we are also near the closing of the first marking period. He said our challenge is to keep on track and work toward the goal of a successful education for our students and encouraged everyone to be thankful for our schools and staff.

#### 13.b. Adjournment

Motion to adjourn the meeting by Mrs. Shade was seconded by Mr. Cornman

Voting Yes: Boothe, Cornman, K. Fisher, Hippensteel, Over, Shade, and Wardle

Motion Carried unanimously. 7-0

Meeting adjourned at **8:31 pm, October 21, 2024**

Next scheduled meeting is **November 18, 2024 at 7:30 pm**

