



Big Spring School District

Newville, Pennsylvania

Policy Committee Meeting Minutes

November 18, 2024

The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and section 504 coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.

1. Call to Order - Chairman Seth Cornman

The Policy Committee of the Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 6:03 pm with four (4) Committee Members present: Chairman Seth Cornman, Secretary Julie Boothe, David Fisher, and President John Wardle

Absent: No absences

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Rob Krepps, Director of Technology; Darin Baughman, Technology, and Donna Minnich, Board Minutes

Approval of Meeting Agenda

Motion by Mrs. Boothe to approve the meeting agenda and rules of the meeting was seconded by Mr. D Fisher

Voting Yes: Boothe, Cornman, D. Fisher

Motion Carried unanimously. 3-0

Public Comment – Nothing Offered

Policy Work

Policy 830.1 Data Governance – Storage/Security

The committee discussed the delegation of responsibilities, vulnerability and risk assessment, and guidelines. President Wardle asked if the solicitor would be reviewing this policy and Chairman Cornman confirmed that it would be reviewed by the solicitor before moving forward.

Motion to implement changes by Mrs. Boothe was seconded by Mr. D. Fisher.

Voting Yes: Boothe, Cornman, D. Fisher

Motion Carried unanimously. 3-0

Policy 706.0 Property Records

Motion for the review of the policy to move forward by Mrs. Boothe was seconded by Mr. D. Fisher

Voting Yes: Boothe, Cornman, D. Fisher

Motion Carried unanimously. 3-0

Policy 818.0 Contracted Services Personnel

Motion to send the policy to the solicitor for review by Mr. D Fisher was seconded by Mrs. Boothe

Voting Yes: Boothe, Cornman, D. Fisher

Motion Carried unanimously. 3-0

Information Items

Policy 903 Public Participation in Board Meetings

Policy 235 Student Rights/Surveys

New Policy on Supplemental Instructional Resources Approval and Documentation Policy

105.1 Curriculum Review by Parents/Guardians and Students

Community Comment

Question offered wondering if the draft version of this policy is available and Chairman Cornman said it will be coming.

Member Closing Statements

Mr. Wardle said he appreciates the policy review effort for compliance.


2. Adjournment

Motion to adjourn the meeting by Mrs. Boothe was seconded by Mr. D. Fisher

Voting Yes: Boothe, Cornman, D. Fisher

Motion Carried unanimously. 3-0

Meeting adjourned at **6:17 pm**



BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES

NOVEMBER 18, 2024



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1. Call to Order - President John Wardle

The Buildings and Property Committee of the Big Spring Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 6:30 pm with nine (9) 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: No absences

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Cristy Lentz, Business Manager; Thomas King, Solicitor; Rob Krepps, Director of Technology; Darin Baughman, Technology, and Donna Minnich, Board Minutes

2. Public Comment – Nothing Offered

3. Presentation:

3.a. 2025-2026 Summer Projects - Cristy Lentz, Business Manager

Business Manager Cristy Lentz provided the Board with a list of 2025-2026 Summer Projects.

Mr. Wardle said these are security and maintenance type issues intended to be preventative in nature and Mrs. Lentz confirmed that was accurate.

Mr. Over asked if additional security cameras would be installed and how many and Dr. Guarente said security cameras are addressed on a replacement basis and the number would be contingent on the budget. Mr. Over asked if any security camera upgrades were needed at this time and Dr. Guarente said the work completed last summer was comprehensive and replacements would be on an as needed basis.

Mr. D. Fisher asked if the main sewer line project at Newville Elementary School could wait and Dr. Guarente said it is a maintenance issue and not an emergency situation and can wait for the summer work process.

Mrs. Shade asked if we would be receiving grant funds for some of the cellular signal boosting and Dr. Guarente said none of the summer projects are tagged to a dollar amount or funding stream but the hope is to secure alternate funding for that particular item.

Mr. Cornman asked if the press box is normally located on the home side and Dr. Guarente said yes, it is typically located on the home side. Mr. Hippensteel said moving the press box and scoreboard to the home side would be an engineering task and could be extensive with a sizeable difference in cost but said we will continue to discuss that as we move along with the process.

Mr. Hippensteel asked the order of importance on the summer projects and Dr. Guarente responded that the projects will be tagged in the future for level of severity to establish a priority of the work needing to be done.

3.b. Finance Update – Cristy Lentz, Business Manager

Business Manager Cristy Lentz provided a Finance Update to the Board:

Act 1 Index
Referendum Exceptions
Act 1 History
Act 1 Future Outlook
BSSD Historical Adjusted Act 1 History
BSSD Historical Aid Ratio Financial Data
Budget Process/Act 1 Timeline – Key Dates
FY 2024-2025 Budget/Finance Update
Other Business Office Updates

Mr. Wardle thanked Mrs. Lentz for the presentation and said it is good news, we are a little better off than we originally thought based on the budget numbers at this time.

4. Other Items – Nothing Offered

5. Adjournment

Motion to adjourn the meeting by Mr. Myers was seconded by Mr. Cornman

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

Motion Carried unanimously. 9-0

Meeting Adjourned at **6:57 pm**

