

# **Big Spring School District**

## **Newville, Pennsylvania**

### **DIG Committee Meeting Minutes**

#### **December 16, 2024**



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The DIG Committee of the Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 6:07 pm

Present: Julie Boothe, Dr. Guarente, Lisa Shade, Kendra Shaffer and members of public

Absent: Seth Cornman

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Cristy Lentz, Business Manager, Rob Krepps, Director of Technology and Darin Baughman, Technology

Welcome by Committee chair, Julie Boothe

Accomplished since last meeting: Webpage updated, Survey was board approved, email invites to survey sent out to 224 families with 2 week reminder email, 26 responses to emails (11.6%), 26 used codes shared with Administration to prepare for mailing which was sent out on December 12.

2. Public comment time: no public comment
3. Continued Items of discussion: Approve the committee meeting minutes from 10/7/24?

Motion to approve meeting minutes: Kendra Shaffer 2<sup>nd</sup>: Lisa Shade Vote: all in favor

3. New Items for Discussion:
  - A. Disenrollment Survey Initial Statistics of Responses: Julie Boothe shared and discussed initial data. Few questions raised were answered. Details in free text responses will need to be reviewed and themes attached to quantify. Specific concerns will be addressed with administration. No items for vote.

B. Staff Ideas and Climate Survey: The DIG committee and administration will collaborate on a survey for feedback input from staff. Motion to have Seth and another committee member work with administration to develop a survey. Kendra volunteered. Motion by Lisa Shade 2<sup>nd</sup>: Kendra Shaffer Vote: all in favor

4. Future Items for Consideration:

A. New Student Survey continuation

B. IEP Survey - determine need based on Disenrollment results


5. New Items / Motions for Discussion: Question by Julie Boothe about post-grad follow-up/ measurement of success after graduation. Dr. Guarente will look into it but is unaware of any formal follow-up.

Motion to Adjourn the meeting by Kendra Shaffer was seconded by Lisa Shade

Voting Yes: Julie Boothe, Lisa Shade, Kendra Shaffer

Motion Carried unanimously.

Meeting Adjourned at **6:28 pm**



# BIG SPRING SCHOOL DISTRICT

## Newville, Pennsylvania

### FINANCE COMMITTEE MEETING MINUTES

DECEMBER 16, 2024



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#### 1. Call to Order - President Wardle

The Finance Committee of the Big Spring Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 6:36 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, Frank Myers, and Robert Over.

Absent: Ken Fisher

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 Budget Discussion - Cristy Lentz, Business Manager

2025-2026 Budget

Salary/Wages

Benefits

Debt Service

Outside Cyber Charter

CPACTC

2024-2025 Budgeted Revenues

Next Steps

President Wardle thanked Mrs. Lentz for the presentation and said we look forward to more information in March.

Mr. Over asked at 1.36, what percentage is that and Mrs. Lentz said she could calculate and provide that number.

Mrs. Shade asked if salary and wages amount to an increase of \$716,000 and Mrs. Lentz said that is correct as an estimate.

Mrs. Shade asked when the Board can expect the PSERS rate to be determined and Mrs. Lentz said it was approved last year at their December meeting so she is confident she will have it by the March meeting.

Mrs. Shade said if the cyber charter numbers continue at the current rate for this year, we will be \$727,000 over what we budgeted and Mrs. Lentz said that is correct.

Mrs. Shade said the expenditure for purchase property services year to date shows 73.9% of the budget is already spent this year compared to last year at this same time which she said is a large difference and asked if it is expected to go over budget or why there is such a spending difference. Mrs. Lentz said she would delve into that and get back to the Board with a response.

Mrs. Boothe said last year before new members joined the Board, they had a general budget estimate and excess revenue and asked where we are in terms of actual numbers for last year's budget and Mrs. Lentz said she hopes to share that at the March meeting and said we are still working through a local audit.

Mrs. Shade asked for the timeframe for completion of the audit and Mrs. Lentz said a key piece is the single audit portion where they look at federal revenue sources which is not yet determined so she is uncertain of a timeframe.

President Wardle said Mrs. Lentz will continue to put together a lot of numbers so the Board has a better understanding to prepare for the budget cycle.

#### **4. Other Items – Nothing Offered**

#### **5. Adjournment**

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

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

Motion Carried unanimously. 8-0

Meeting adjourned at **7:01 pm**

A handwritten signature in blue ink that reads "Julie S. Boothe". The signature is written in a cursive, flowing style.