



BOARD MEETING AGENDA

DECEMBER 4, 2023

7:30 PM - Middle School Auditorium

- 1. Opening of the Annual Re-Organization Meeting:** Call to Order and Pledge to the Flag - Mr. Wardle
- 2. Reading of Correspondence** - Thank-you letter from Matt Schauf, University of Wisconsin-Stout Blue Devil Athletics
- 3. Recognition of Visitors** - We remind all visitors to please sign-in on the clipboard for tonight's meeting.
- 4. Public Comment Period**

5. Election of Temporary President

There shall be elected by and from the hold-over members of Kenneth Fisher, Robert Over, and John Wardle, a temporary president.

Elected: _____ (temporary appointment)

6. Oath of Office of Newly Appointed and Re-Elected Board Members

When there are newly elected, appointed or re-elected Board members, the Temporary President will administer the oath of office.

Election of School Director - Name and length of term

Oath of Office: "I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity."

7. Election of Officers - Refer to Sections 402 and 404 of the Public School Code of 1949

7.a. Election of the President - One Year Appointment

Elected: _____

The Board President will begin his/her duties.

7.b. Election of the Vice-President - One Year Appointment

Elected: _____

7.c. Election of the Secretary - Vacant term ending 6/30/2025

Elected: _____

8. Appointments of Committee Members

8.a. Athletic Council - One Year Appointment

1. Ken Fisher
2. Mike Hippensteel
3. Frank Myers
4. John Wardle

8.b. Buildings and Property Committee - One Year Appointment

1. David Fisher
2. Mike Hippensteel
3. Robert Over
4. John Wardle

8.c. Capital Area Intermediate Unit - One Year Appointment

1. Seth Cornman

8.d. Cumberland Perry Area Career Technical Center - One Year Appointment

1. John Wardle

8.e. Finance Committee - One Year Appointment

1. Julie Boothe
2. Frank Myers
3. Robert Over
4. Lisa Shade

8.f. Future Ready Comprehensive Plan Board Reps - One Year Appointment

1. Ken Fisher
2. Lisa Shade

8.g. South Central Trust Board - One Year Appointment

1. Seth Cornman

8.h. Tax Collection Committee - One Year Appointment

1. David Fisher

8.i. Wellness Committee - One Year Appointment

1. Seth Cornman

9. Adjournment and start of the Regular School Board Meeting:

Motion to Adjourn the Re-Organization Meeting?

Call to Order the Regular School Board Meeting for December 4, 2023

Student/Staff Recognition and Board Reports - Sadaf Sharifi

10. Approval of Minutes

Motion to approve the [Committee of the Whole](#) and [Board Meeting Minutes](#) for November 13, 2023 as presented?

11. Financial Reports

11.a. Payment of Bills

General Fund

Procurement Card	\$	16,095.00
Checks/ACH/Wires	\$	2,608,226.60
Special Revenue	\$	-
Capital Projects Reserve Fund	\$	74,597.37
ESCO Fund	\$	-
Cafeteria Fund	\$	151,112.48
Student Activities	\$	20,127.09
Total	\$	2,870,158.54

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

11.b. Treasurer's Fund Report

Due to the December board meeting being close to the November month end, the business office is unable to accurately produce the November Treasurer's Report in time for the meeting. The November Treasurer's Report will be on the January board agenda, along with the December report.

11.c. YTD General Fund Report and YTD Taxes

Due to the December board meeting being close to the November month end, the business office is unable to accurately produce the November YTD General Fund Report and YTD Taxes in time for the meeting. The November reports will be on the January board agenda, along with the December reports.

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

13. New Business Personnel Items - Action Items

Unless there is an objection, we will combine all New Business Personnel Action Items listed under #13 into one motion.

13.a. Recommended Approval of Transfer of Professional Staff

Assistant Superintendent Dr. Nadine Sanders recommends transfer of the professional staff below in accordance with Board Policy 309, Assignment and Transfer:

- Ellie Piper from 7th Grade Math Teacher at the Middle School to 8th Grade Social Studies Teacher at the Middle School replacing Morgan Beamer who resigned with no change in placement on the 2023-2024 salary scale.

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

13.b. Recommended Approval of Extra Duty Positions

Mr. Scott Penner, Director of Athletics and Student Activities, is recommending the following individuals for Extra Duty positions:

- Heather Detwiler for the position of High School FFA Assistant Advisor.
- Adam McKeehan for the position of High School Musical Director.

Dr. Nadine Sanders, Assistant Superintendent, is recommending the following individual for an Extra Duty position:

- Andrew Koman to serve as mentor to Ellie Piper who is transferring to a new teaching position.

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

13.c. Recommended Approval of Resignations

Dr. Nicholas Guarente, Superintendent, received the following professional staff resignation:

- Chelsea Jackson provided a letter of resignation from the position of First Grade Teacher at Newville Elementary School.

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

- Sabea Eisenberg provided a letter of resignation from the position of Head Middle School Volleyball Coach.

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

14. New Business - Action Items

14.a. Credit Pay

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract between the Big Spring Educational Association, the Act 93 Agreement, and the Big Spring School District.

Riley Brown	\$1,440.00
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The administration recommends the Board of School Directors authorize reimbursement for graduate credits as presented.

14.b. Recommended Approval of Terminating Student Activity Accounts

Mr. Jason Shover reviewed all the High School Student Activity Accounts. After reviewing, it was determined the following accounts are to be disbanded and funds moved to other student activity funds. In each case, the Student Activity Account has been inactive for several years with no plans for future activity.

- Key Club with funds to be disbursed to Tempus Club
- Leadership Club with funds to be disbursed to Mini-Thon Club
- Ski Club with funds to be disbursed to FBLA Club
- Graphics Communication Club with funds to be disbursed to TSA Club
- Shakespeare Troupe Club with funds to be disbursed to Club CARE

The administration recommends the Board of School Directors approve the closing of the Key Club, Leadership Club, Ski Club, Graphics Communication Club, and Shakespeare Troupe Club.

14.c. Recommended Approval of Updated Job Description

The administration has updated the job description listed below:

- [104 Assistant Superintendent](#)

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

14.d. Recommended Approval of Updated Curriculum

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

- [High School Web Page Design](#) (revised)

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

14.e. Recommended Approval of Request to Apply for a Grant

Dr. Abigail Leonard, Director of Student Services, received a request to apply for a grant:

- School Psychologists Dr. Angela Heishman and Mrs. Denise Hocker are requesting permission to apply for a PHEAA Grant for a school psychology intern.

The administration recommends the Board of School Directors approve the request to apply for and participate in the grant as presented.

14.f. Recommended Approval of the FFA Agriculture Advisory Council Member Roster

Mrs. SaraBeth Fulton and Mrs. Sherisa Nailor, High School Agriculture Education Teachers have requested the Board of School Directors approve the member roster of the Agriculture Advisory Council which has elected new members.

The administration recommends the Board of School Directors approve the Agriculture Advisory Council of Members roster as presented.

14.g. Recommended Approval of Fundraisers

Mrs. Clarissa Nace, Middle School Principal, recommends the following 2023-2024 fundraiser:

- [R & K Subs](#) Fundraiser during the month of January to benefit the 8th Grade Class field trip.

Mr. Scott Penner, Director of Athletics and Student Activities, recommends the following 2023-2024 fundraiser:

- Bake Sale at the quad basketball games on December 13, 2023 to benefit Quill and Scroll Club.
- [Gotsneakers](#) Used Sneaker Recycle Fundraiser during the month of January to benefit the Cheer Team.

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

15. New Business - Information Item

15.a. Board of School Director Roster for December 4, 2023 Re-Organization

<u>Municipality</u>	<u>Position</u>	<u>Name</u>	<u>Term Expires</u>
Penn/Cooke Townships	Member	John Wardle	2025
Upper West Pennsboro Township	Member	Michael Hippensteel	2027
Newville Borough	Member	Robert Over	2025
Lower Mifflin Township	Member	Kenneth Fisher	2025
Upper Mifflin Township	Member	Julie Boothe	2025
North & South Newton Townships	Treasurer Term Ending: 6/30/2023	Frank Myers	2027
Lower Frankford Township	Member	Seth Cornman	2027
Upper Frankford Township	Member	David Fisher	2027
Lower West Pennsboro Township	Member	Lisa Shade	2027

15.b. Agricultural Advisory Committee Agenda and Minutes

The High School Agriculture Teachers have provided a copy of the Agricultural Advisory Committee Meeting Agenda and Meeting Minutes from their October 5, 2023 meeting.

15.c. Certificates of Election

The Cumberland County Board of Elections has provided the Big Spring School District with copies of Certificates of Election for the newly elected or re-elected members.

15.d. ESS Staff Information

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

- Kyla Bailey-Stum will be the full-time new aide at Mount Rock Elementary School beginning the assignment upon completion of the ESS onboarding process.
- Michelle Peiffer will transfer from Principal's Discretion Aide to Primary Learning Support Aide at Newville Elementary School beginning November 16, 2023.

15.e. Athletic Skills Opportunity

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

- Damien Schmuck on behalf of Level-Up Tumbling will be offering skills training to members of the Cheer Team one or two Monday's a month at a cost of \$15.00 per athlete.

16. Board Reports

16.a. Future Board Agenda Items

16.b. Superintendent's Report

17. Meeting Closing – please return signed Oath of Office Certificates to Donna Minnich before leaving this evening.

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

Mrs. Boothe
Mr. Cornman
Mr. Fisher
Mr. Fisher
Mr. Hippensteel
Mr. Myers
Mr. Over
Mrs. Shade
Mr. Wardle

17.b. Adjournment - Motion to adjourn the meeting?

Meeting adjourned at _____ PM, **December 4, 2023**

Next scheduled meeting is **January 15, 2024**