

Big Spring School District

Newville, Pennsylvania

DIG Committee Meeting Minutes

February 18, 2025



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The Disenrollment Investigation & Grievance Committee Meeting 8 - February 18, 2025 in the M.S. auditorium was called to order @ 6:37 p.m.

Present: Julie Boothe, Seth Cornman, Lisa Shade, Kendra Lehman, Patricia Johnson, Dr. Guarente, other members of board and administration, members of the public and staff

Welcome by Committee chair, Julie Boothe

Accomplished since last meeting: Staff Survey in development stage, final results of Disenrollment survey analyzed and ready for presentation

1. Public comment time: M. Farrands had comments regarding previous collaboration at meetings, expressed concerns about the agenda items, specifically customer service, math or handwriting instruction and stated we should have asked staff what to recommend.
L. Hetrick shared comments regarding questions BSEA had received regarding the agenda. Specifically, issues with undefined terms including DEI, SEL, traditional teaching methods, because these have different meanings to different people.
Dr. Krause, backed by entire counseling department shared comments about agenda addressing guidance curriculum. A. Oldham discussed that there is nothing to hide, and they will be happy to share curriculum
2. Continued Items of discussion: Approve the committee minutes from 12/16/24
Motion: S. Cornman
2nd: L. Shade
Vote: all in favor
3. New Items for Discussion:
 - A. [Disenrollment Survey Data Review](#): Presentation of data and findings by Julie Boothe
 - B. Sharing Ideas for Recommendations to the board based on findings
 - a. Immediate Recommendations

- i. Add Monthly Enrollment number updates to Board Meeting Agenda, with explanation from administration of the changes

Lisa commented that numbers are important, but no explanation is needed

- ii. Maintain Detailed records of Disenrollments: include stated reasons, school removed from, destination, and all parent emails into district for 6 months prior to disenrollment date. Do not include those moving out of the area.

Julie thanked Mrs. Minnich for doing the work to gather the data to send the surveys. It would be helpful if this data was collected as it occurs.

- iii. Update language of Survey invite letter and adjust any necessary questions, and begin send out to recent disenrolled families at 6 (motion changed to 3) months post-disenrollment

Committee members had open discussion.

Julie suggested to change to 3 months for now per comments. Lisa seconded the motion to change to 3 months.

Idea raised by Patricia to also give an immediate survey option. Dr. Guarente shared that the students may not tell us when leaving, but can just enroll elsewhere. Will revisit idea for an immediate option at next meeting.

- iv. Implement Customer Service Training District-wide. Program must include service recovery techniques. Teachers and all staff, including contracted staff working full-time, must receive appropriate initial Customer Service training and at least 1 hour annually thereafter. Administration must attend more intensive training along with the teacher training, with 2 hours annually thereafter. Customer satisfaction scoring of district parents must be implemented. Data must be measured and maintained by school and grade level. This mandate expires after 3 consecutive years of improved scores with the same measurement tool, when board and administration can determine effectiveness of measures.

Julie mentioned that Dr. Guarente announced via school-wide email that he is implementing the orange frog program, a positivity training, as was done approximately 5 years ago. Julie mentioned benefits of receiving customer service and service recovery as a nurse. There are programs designed for schools.

Staff interrupted meeting with a question, and Julie clarified that the specific items reported that lead to this suggestion were feelings that needs were not met, not feeling heard and poor scores for communication.

Lisa stated that she reached out to administration who stated they already do customer service daily and are implementing the orange frog program that focuses on positivity. Julie pointed out that the orange frog program was done 5 years ago and disenrollments have skyrocketed since that.

- v. Search for New Math Curriculum- prioritizing traditional teaching methods, no references to DEI (diversity, equity and inclusion) and excellent outcomes

Lisa stated that surveys were sent to disenrollments from 2020-24, and one respondent disenrolled in 2018, but new curriculum was not in place until Fall of 2022. Lisa also stated that we only had 29 participants, so we can't take the few comments about the new math and suggest that the board look into new math curriculum. This costs thousands of dollars. This is only the 3rd year using it, and though she has had concerns and spoken with administration and teachers and made presentations about the issues, the curriculum director has acknowledged them and has been working to improve the instruction of the curriculum. Lisa made a motion to change the item to: Ask the curriculum director to give an update on the implementation and success of the new math curriculum. Seconded by Kendra

- vi. Begin Cursive Handwriting Program at elementary level
- vii. Improve % of State Government and Civics Standards taught and referenced in the curriculum to at least 75% (Currently 46/144, or 31.9%)

Lisa stated she had received a question on this topic. She was told that when looking at the overlap of history standards, 56% of civics standards information is being taught, and though content is designed to be taught over different grade levels, we are covering all of the content by the end of tenth grade. One standard 5.4a, is not being taught at all.

Julie stated that the standards being taught have already been analyzed at her request, and are currently available on the website. In nursing, if it isn't documented, it's not done. Per the state document, the standards are designed to be taught and reinforced over the different grade levels. If the standards aren't documented, but are indeed being taught in PBIS and history curriculum as stated in the document provided by administration, they could be listed on the curriculum.

Julie motioned to downgrade the request of meeting 75% of standards, to: request for an administrative review and presentation of how the standards are being met. Lisa agreed and seconded.

- viii. Strategic Planning Committee of 2025: Advertised, open meetings held according to Sunshine law. Committee should utilize findings from survey on Beliefs and Ideological differences to consider changes to the Vision, belief statement and mission statement. Consider effectiveness of the Profile of a Graduate and necessary changes. These items should not be offensive or exclusionary. Solicitor should review any changes for legal ramifications before approval. Rectify the current differences in Strategic plan and policy.

Lisa stated that as she understands, this is not a board committee and does not have to happen according to Sunshine Law. This committee meets with various cross sections of people, then reports back to the board. Lisa asked if this committee has any board representatives on it which would take the concerns of the board. Staff and administration answered that strategic planning is done by the Future Ready committee. Lisa then recognized this was being done by that committee and she is on it. She repeated that it isn't a committee, so it doesn't have to comply with Sunshine.

Julie stated that the law does state that committees that advise the board must follow sunshine law. Since this is creating the strategic plan for the entire district, it is, or should be, a committee of the board.

Julie motioned that we refer this matter to the solicitor, and that more transparency is always good. Lisa seconded, stating that having more information would be helpful, this is big, and since she didn't realize that the committee she is on is planning to review the strategic plan. Dr. Guarente stated that the cross section taking the survey was 30 people.

- ix. Board Review and Approval of all Curriculum by Guidance Department, including PBIS (as recently described by curriculum director on documents and counselors at meetings), SEL (Social and Emotional Learning) initiatives taught by staff. Board should see all presentations, handouts, audio-visuals and planned instruction. We recognize this may be a long commitment for the board to review. All these curricular resources should be readily available for review in an organized system.

Lisa talked with guidance counselors who said 3rd party curriculum is now being approved, and smart futures curriculum is already being approved by the board, so everything they use is already approved.

- x. Bus Cameras for identification of discipline issues.

Lisa stated that since this is currently in the RFP for a bus contract, we may have to wait till a new bus company is in place. Julie suggested that if that is the case, it wouldn't hurt to make the recommendation to the board, who can take it up whenever timing is appropriate. No change made.

- xi. Forwarding all recommendations for Family Teaching. Suggest board and administration consider implementing and incorporating individually.
- xii. Forwarding all Positive Comments and accolades to administration to recognize staff.

An attending resident wanted to speak at this point, but Julie referred to the regular meeting public comment time, since this meeting was complete, public comment time was over, and any of these recommendations, if taken up by the board, will appear on an agenda prior to board vote.

Motion: Move items as amended above, to the board, By Lisa

2nd: Seth

Vote: all in favor

Due to time constraints, and going over time allotted for this meeting, Julie stopped here, and did not discuss the remaining agenda items

- b. Recommendations to Develop further in Committee
 - i. Bullying Task Force and Reporting Tip line
 - ii. Discipline Overhaul
- 4. IEP Survey
- 5. Future Items for Consideration:
 - A. New Student Survey continuation
 - B. Post Graduation Survey
 - C. CAOLA Performance and Satisfaction Survey, and cost evaluation
- 6. New Items / Motions for Discussion? None presented

Motion to Adjourn? Motion: Lisa

2nd: Kendra

Vote: all in favor

Ended @ 7:33pm

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