



BOARD MEETING AGENDA

MARCH 3, 2025

7:30 PM - Middle School Auditorium

- 1. Opening Meeting: Call to Order/Pledge** - President John Wardle
- 2. Student/Staff Recognition and Board Reports** - Evelyn Hippensteel
- 3. Reading of Correspondence**
- 4. Recognition of Visitors** - please sign in on the clipboard for tonight's meeting
- 5. Public Comment Period**
- 6. Approval of Minutes**

Motion to approve the [DIG Committee](#), [Committee of the Whole](#) and [Board Meeting Minutes](#) for February 18, 2025 as presented?

- 7. Old Business** - Do we have any old business?

8. New Business Personnel Items - Actions Items

Unless there is an objection, we will combine all New Business Personnel Action Items listed under #8 into one motion.

8.a. Recommended Approval of Resignations

Dr. Guarente, Superintendent, received the following resignations:

- Allenna Fahnestock provided a resignation from the position of High School Paraprofessional effective June 30, 2025 for the purpose of retirement.
- Karen Hamilton provided a resignation from the position of High School Paraprofessional effective May 29, 2025 for the purpose of retirement.
- Robert McClure provided a resignation from the position of High School Physics Teacher effective the end of the 2024-2025 school year for the purpose of retirement.
- Judith Schreiber provided a resignation from the position of High School Paraprofessional for Aquatics effective the end of the 2024-2025 school year for the purpose of retirement.
- Trica Wolfe provided a resignation from the position of High School Special Education Teacher effective the end of the 2024-2025 school year for the purpose of retirement.

Dr. Nadine Sanders, Assistant Superintendent, provides the following employment update:

- Employment for Mount Rock Elementary School Custodian Summer LaFrance has concluded with Big Spring School District.

8.a. Recommended Approval of Resignations (continued)

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

- Dylan Johnson provided a resignation from the position of Assistant Baseball Coach.

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

8.b. Recommended Approval of Athletic Volunteers

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

- Mark Graham as a Volunteer Coach for the Baseball Program.
- Benjamin Motter as a Volunteer Coach for the Baseball Program.
- Scott Oburn as a Volunteer Coach for the Track Program.

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

9. New Business - Actions Items

9.a. Recommended Approval of Updated Job Descriptions

The administration has updated the job descriptions listed below:

- [707 - Maintenance Technician - Facilities Systems](#)
- [709 - Maintenance Technician - Electrical & Security Systems](#)
- [710 - Maintenance Technician - General Maintenance & Plumbing](#)

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

9.b. Request to Apply for a Grant

Mrs. Clarissa Nace, Middle School Principal, received a request from the following teacher to apply for a grant:

- Rebecca Whigham, Middle School Family and Consumer Science Teacher is requesting permission to apply for the [Explore.Act.Tell Grant](#) which engages young people in a project based learning process where they will learn about and act on solving hunger and food insecurity.

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

9.c. Recommended Approval of Community Event and Building Utilization

Rebecca Whigham, Family and Consumer Science Teacher, is requesting permission to host a Community Meal Prep Event on April 6, 2025 in the FCS Classroom at the Middle School. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve the event and building utilization as presented.

9.d. Recommended Approval of Fundraisers

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

- Community Discount Card Sale from May 19 - December 1, 2025 to benefit the Cheer Program.
- [Marianna Sub Sale](#) from May 19, 2025 to June 2, 2025 to benefit the Cheer Program.
- Build Your Own Succulent Pots Workshop offered by [Grayce Gardens](#) on July 17, 2025 from 1 pm to 3 pm in the High School Commons to benefit the Cheer Program.
- Bulldog Kickoff Bash on August 23, 2025 from 11 am - 3 pm at Bulldog Stadium. Vendors, car show, food trucks, chicken BBQ will be onsite and sales will benefit the Athletic Boosters.
- Bingo November, 2025 to be held at Penn Township Fire House to benefit the Athletic Boosters.

The administration recommends the Board of School Directors approve the 2024-25 and 2025-2026 fundraisers as presented.

9.e. Recommended Approval of Capital Project Fund Payment

The following invoice is for payment within the Capital Project Fund:

- Lobar Associates Inc. - [Invoice 241083-2F](#) - 1/27/25 - \$12,770.44

The administration recommends the Board of School Directors approve the invoice to be paid from the Capital Project Fund. This project was approved at the April 8, 2024 Board meeting.

9.f. Requested Form for Billing Services

Julie Boothe recommends that all businesses providing and billing for services provided in our schools provide our business manager with a statement that they give no financial or material benefit to any person associated with Big Spring School District, and are unaware of any financial connections to anyone from the district, other than the specific payment required by the contract to the district, paid through the business manager's office. A standard form should be developed.

9.g. Request for a Monitoring System

Julie Boothe recommends assurance of quality and best use of resources, by a monitoring system for each student enrolled in therapy services which utilize class time, so a report can be given to the board annually by administration showing improvement of measures for the students enrolled. Measures should include items monitored by the state such as attendance, PSSA and other educational benchmark measures used. The board needs data to ensure that the sacrifice of class time is showing a measurable benefit.

9.h. Approve 2025 Summer Capital Projects

The Administration is recommending approval of the following projects to be approved so procurement may begin now to complete the projects during the Summer of 2025.

Building	Project	Budget	Quote Status	Funding Source	Description/Notes
Technology Dept.	Security Cameras	\$50,000	Not to exceed \$50,000	Grants/Capital Reserve Fund	Replace oldest security cameras
Newville Elem.	Main Sewer Line in Hallway Repair	\$15,880	Mann Plumbing	Capital Reserve Fund	Repair sewer line in hallway under floor, pipe has separated
High School & Mount Rock Elem.	Sealcoating, Line painting, Repairs	\$96,630	DB Krieg	Capital Reserve Fund	Routine maintenance
District Admin. Office	Update, Add New Wall Packs (8)	\$14,225	DeRock Electric	Capital Reserve Fund	Outside lighting, COSTARS
High School	Sidewalk Repair/Slab Jacking	\$60,000	Central PA Concrete Leveling	Capital Reserve Fund	Repairs to level up sidewalk to reduce tripping hazard and replace old fail expansion joints, COSTARS
High School	Brick Repair, Caulking, Flashing Repair, Mortar Joint & Water Repell.	\$22,945	Houck	Capital Reserve Fund	East side wall, second floor water getting behind Brick, COSTARS
Mount Rock Elem.	Hot Water Heater Replacement	\$22,750	Stouffer	Maintenance Budget	Replacement will be more energy efficient, eliminate mixing valve, and free up space in mechanical room
TOTAL		\$282,430		Note: Capital Reserve Account Balance as of 12/31/2024 = \$10,866,747.29	

The Administration recommends the Board of School Directors approve the projects listed above and payment via the funding source noted above.

10. New Business - Information Item

11. Board Reports

11.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle - Meeting Dates: April 2, and June 4

11.b. Building and Property Committee - David Fisher, Mike Hippensteel, Robert Over, and John Wardle

11.c. Capital Area Intermediate Unit - Seth Cornman - [CAIU](#) Meeting Dates: March 27, April 24, May 22, and June 26

11.d. Cumberland Perry Area CTC - John Wardle and Mike Hippensteel - Meeting Dates: March 24, April 28, May 27, June 23, and July 28, 2025.

11.e. DIG Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade - Meeting Dates: March 3, 2025 - 6:30 pm, April 7, 2025 - 6:30 pm, May 5, 2025 - 6:30 pm, and June 2, 2025 - 6:00 pm

11.f. Finance Committee - Julie Boothe, Frank Myers, Robert Over, and Lisa Shade - Meetings: March 17, April 22, May 19, and June 2

11.g. Future Ready Comp Plan Board Reps - Ken Fisher and Lisa Shade

11.h. Policy Review and Development Committee - Seth Cornman, Julie Boothe, David Fisher, and John Wardle - Meetings: March 17, 2025 - 6:00 pm, April 22, 2025 - 6:00 pm, May 19, 2025 - 6:00 pm, and June 23, 2025 - 6:30 pm

11.i. South Central Trust - Seth Cornman

11.j. Tax Collection Committee - David Fisher - Meeting - April 14, 2025

11.k. Wellness Committee - Seth Cornman

11.l. Future Board Agenda Items

11.m. Superintendent's Report - Dr. Nicholas Guarente

12. Meeting Closing

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

12.b. Adjournment

Meeting adjourned at _____ pm, **March 3, 2025**

Next scheduled meeting is **March 17, 2025 at 7:30 pm**