



BOARD MEETING AGENDA

APRIL 7, 2025

7:30 PM - Middle School Auditorium

- 1. Opening Meeting: Call to Order/Pledge** - President John Wardle
- 2. Student/Staff Recognition and Board Reports**
- 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 [Policy Committee](#), [Finance Committee](#), [Committee of the Whole](#) and [Board Meeting Minutes](#) for March 17, 2025 and [DIG Committee Meeting Minutes](#) for March 31, 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 professional staff resignation:

- Brent Duffy provided a resignation from the position of High School Business Teacher effective June 1, 2025.

Cheri Frank, Director of Custodial Services, received the following resignations:

- Douglas Barnes provided a resignation from the position of High School Custodian effective July 1, 2025 for the purpose of retirement.
- Jennifer Spahr provided a resignation from the position of High School Custodian effective April 4, 2025.

8.a. Recommended Approval of Resignations (continued)

Nicole Donato, Director of Curriculum & Instruction, received the following extra-duty staff resignation:

- Lorraine Ferrell provided a resignation from the extra-duty position of Wellness/Professional Development Committee Member effective the conclusion of the 2024-2025 school year.

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

- Bambi Henke provided a resignation from the position of Head Middle School Cheer Coach.

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

8.b. Recommended Approval of Classified Staff Transfer

As per Board Policy 309 Assignment and Transfer, the administration will transfer the classified employee listed below:

- Alysia Hockenberry from the position of Health Room Assistant at Newville to Floating Health Room Assistant with no change in placement on the classified pay scale.

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

8.c. Recommended Approval of Custodial Staff

Cheri Frank, Director of Custodial Services, recommends the following staff for new hire:

- Heidi Smith for the position of full-time, second shift Custodian at Mount Rock Elementary School replacing Summer LaFrance. The starting rate should be \$16.10 per hour for the 2024-2025 school year pending receipt of all required employment documentation. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.
- Reid Wilson for the position of part-time, second shift Custodian at the High School replacing James Kiner. The starting rate should be \$16.10 per hour for the 2024-2025 school year pending receipt of all required employment documentation. This hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

The administration recommends the Board of School Directors approve for hire the custodial staff as presented.

8.d. Recommended Approval of Leave Without Pay

Section 6.09 of the contract between the Big Spring Education Association and the Big Spring School District provides "The Board may grant leave without pay to an employee who requests prior approval for such leave." Superintendent Dr. Nicholas Guarente received requests for leave without pay from the following employees:

- Riley Brown, High School Teacher, is requesting leave without pay for March 28 and 31, 2025.
- Jessica Winesickle, Home & School Visitor, is requesting leave without pay for a half day March 27 and full day March 28, 2025.
- Heather Wolf, Oak Flat Paraprofessional, is requesting leave without pay for March 26, 27, and 28 and April 25, 2025.

The administration recommends the Board of School Directors approve the leave without pay requests as presented.

8.e. Recommended Approval of Professional Staff Transfer

The administration will transfer the professional staff listed below for the 2025-2026 school year. The transfer is in accordance with Board Policy 309, Assignment and Transfer:

Teacher	Transferring From	Transferring To	Replacing
Tiffany Warner	1st Grade Oak Flat Elementary	Elementary Intervention Specialist Oak Flat Elementary	Denise Ginter who is retiring

The administration recommends the Board of School Directors approve the staff transfer for 2025-2026 as presented.

8.f. Recommended Approval of Extra-Duty Personnel

Dr. Nadine Sanders, Assistant Superintendent, recommends the following extra-duty staff:

- Tracey Cook to serve as Mentor to Tiffany Warner at Oak Flat Elementary School for the 2025-2026 school year.

Scott Penner, Director of Athletics and Student Activities, recommends the following extra-duty athletic staff:

- Anna Mianulli to serve as a Volunteer for the Track and Field Program.
- Eli Reeder to serve as a Volunteer for the Track and Field Program.

The administration recommends the Board of school Directors approve the extra-duty staff as presented.

9. New Business - Actions Items

9.a. Recommended Approval of Agreement

Administration has reviewed the Vista-District Classroom [Agreement](#) for Educational Services to provide educational services and support to students with intensive needs related to Autism Spectrum Disorder.

The administration recommends the Board of School Directors approve the 2024-2025 agreement as presented.

9.b. Recommended Approval of the Proposed CAIU 2025-2026 General Operating Budget - Resolution 250407-01

A summary of the [Capital Area Intermediate Unit General Operating Budget](#) for the 2025-2026 fiscal year has been reviewed by administration. The budget represents no change in District contribution from the 2024-2025 budget.

The administration recommends the Board of School Directors approve the Capital Area Intermediate Unit's [Resolution](#) for the 2025-2026 General Operating Budget as presented.

9.c. Recommend Approval of Capital Project Fund Payment

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

- Mako Home Solutions, LLC-Central PA Concrete Leveling - [Invoice 104](#) - 3/21/25 - \$30,000.00

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 March 5, 2025 Board meeting.

9.d. Resignation - Mr. Robert Over

Robert Over, Borough of Newville Board of School Director, has submitted his resignation as School Board Director effective March 18, 2025.

The administration recommends the Board of School Directors accept Mr. Over's resignation as Newville Borough Board of School Director as presented.

9.e. Authorization for the Administration to Advertise the Vacant Seat on the Board of School Directors

The administration requests authorization from the Board of School Directors to advertise the vacant seat on the Board of School Directors for Newville Borough due to the resignation of Robert Over.

9.f. Recommended Approval of Fundraiser

Scott Penner, Director of Athletics and Student Activities, recommends approval of the following 2024-2025 fundraiser:

- Pottery Sale Fundraiser to benefit the High School Art Club.
- [Italian Taxi](#) Fundraiser April 9 - 23, 2025 to benefit Tempus Leo Club and Dawg Pound.

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

9.g. Recommended Approval of Building Utilization for PMEA Song Fest

Lori Shover, Melissa Kiehl, and Dena Kilian are requesting permission to host the 2026 District Seven PMEA Elementary Song Fest in the Big Spring Middle School Auditorium on Saturday, March 28, 2026.

The administration recommends the Board of School Directors approve the request to utilize the Middle School Auditorium to host the 2026 PMEA Elementary Song Fest as presented.

9.h. Approve Electricity Transaction Confirmation with Direct Energy

The District has participated in the Lincoln IU Joint Purchasing Board electric group purchasing since December 2015. LIU Joint Purchasing Board is able to receive highly competitive pricing due to hedging. This agreement would extend the use of the Joint Purchasing Board to purchase electricity through 2029.

The administration recommends the Board of School Directors approve the [Electricity Transaction Confirmation with Direct Energy](#) to December 30, 2029. The administration is authorized to sign the associated documents and contracts with this agreement.

9.i. Recommended Motion to Ratify Settlement

I move that the Big Spring School District ratify the settlement of the case captions LAWRENCE FLYNN et al., v. BIG SPRING SCHOOL DISTRICT et al., which was filed in the United States District Court for the Middle District of Pennsylvania.

The Ratification confirms the payments entirely by the district's insurance carrier of the legal fees and nominal damages in the amount of \$81,000.00 to the Plaintiffs and their counsel. No district funds are being utilized to pay the settlement.

9.j. Motion to Authorize Attorney-Client Fee Contract

A Motion is made to authorize the District to enter into an [Attorney-Client Fee Contract](#) with the Frantz Law Group, ALPC, 402 West Broadway, Suite 860, San Diego, California, 92101, and Dillon McCandless King Coulter & Graham, LLP, 128 West Cunningham Street, Butler, Pennsylvania, 16001 for the commencement of a legal action against the Social Media Companies (Meta, Tik Tok, YouTube, etc.) Said action shall be for the purpose of claiming money damages.

The Attorney-Client Fee Contract shall provide for a Contingent Fee of Twenty-Five Percent (25%) of any recovery. Expenses needed to fund the litigation shall be advanced by Frantz Law Group, APLC, and deducted from any recovery. The District shall not be responsible for any fee or cost reimbursement in the event that there is no recovery in the action.

The School Board President and/or District Superintendent are authorized to sign the Attorney-Client Fee Contract.

9.k. Request to Distribute a New Student Survey

The DIG Committee requests a motion to distribute a [New Student Survey](#) to parents of students who were new to the district during the 2024-2025 school year, to be sent out prior to the end of the school year, utilizing the same survey as last school year.

9.l. Recommended Approval to Purchase Middle School Furniture

Administration has discussed the need to replace middle school furniture and has secured a [quotation](#) from Corbett, Inc. for desks and chairs at a total cost of \$209,697.85.

The administration recommends the Board of School Directors approve the purchase of the middle school furniture as presented which will be paid from the general fund budget.

10. New Business - Information Item

10.a. Conflict of Interest

Mrs. Lentz, Business Manager, provided the Board of School Directors with a memo on March 17, 2025 regarding the new annual conflict of interest process. The [memo](#) included a [Conflict-of-Interest Policies Acknowledgement Form](#) and [Conflict of Interest Self Disclosure Form](#). The Acknowledgement Form and if applicable, the Self Disclosure Form should be returned to Mrs. Lentz no later than April 7, 2025.

10.b. Contracted Staff Update

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

- Maura Blusius to serve as CAIU Speech and Language Pathologist at Oak Flat Elementary School beginning March 24, 2025 replacing Brianna Henderson.
- Justin Rosas to serve as an ESS LTS in the position of 7th Grade ELA Teacher during Emma Shutt's leave of absence.

10.c. Donation Recognition

The Big Spring School District received a donation of money from the estate of Richard Shull, a retired teacher, which was accepted by Superintendent Dr. Nicholas Guarente to benefit the Middle School Library.

The Big Spring School District received two donations of money in memory of Blevens Zinn, a 1973 graduate, which were accepted by Superintendent Dr. Nicholas Guarente to benefit the High School FFA Program.

The Big Spring School District received a donation of food items from Weis Markets which was accepted by Superintendent Dr. Nicholas Guarente to benefit the Community Meal Prep Event at the Middle School FCS Classroom.

10.d. Proposed Updated Policies

The administration has proposed the updated policies listed below:

- [216 Student Records](#)
- [216.1 Supplemental Discipline Records](#)
- [218.2 Terroristic Threats/Acts, Threats and Threat Assessment](#)

After the policies have been reviewed by the Board of School Directors, the administration will present the updated policies for Board approval at the April 22, 2025 Board meeting.

11. Board Reports

11.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle-Meeting: 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: May 22 and June 26

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

11.e. DIG Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade - Meeting Dates: April 7 - 6:30 pm, April 14 - 6:00 pm MS Commons, May 5 - 6:30 pm, and June 2 - 6:00 pm

11.f. Finance Committee - Julie Boothe, Frank Myers, Robert Over, and Lisa Shade - Meetings: 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: 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

Monthly Enrollment effective March 31, 2025

Total Students Active Enrollment	Cyber Charter School Enrollment Regular Ed	Cyber Charter School Enrollment Special Ed	Approved Home Education	CPACTC
2352 (including CAOLA and CVA)	145	94	221	118

12. Meeting Closing

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

12.b. Adjournment

Meeting adjourned at _____ pm, **April 7, 2025**

Next scheduled meeting is **April 22, 2025 at 7:30 pm**