

The Policy Review and Development Committee will be meeting at 6:00 pm.
Committee of the Whole Meeting has been cancelled.



BOARD MEETING AGENDA

JUNE 17, 2024

7:30 PM - Middle School Auditorium

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

Motion to approve the [Finance Committee](#), [Committee of the Whole](#) and [Board Meeting](#) Minutes for June 3, 2024 as presented?

7. Financial Reports

7.a. Payment of Bills

General Fund

Procurement Card	\$	9,309.80	Pcard	
Checks/ACH/Wires	\$	2,966,505.84	Detail	Summary
Special Revenue	\$	1,167.84	Detail	Summary
Capital Projects Reserve Fund	\$	-		
ESCO Fund	\$	-		
Cafeteria Fund	\$	172,006.17	Detail	Summary
Student Activities	\$	69,499.13	Detail	Summary
Total	\$	3,218,488.78		

Motion to approve the Payment of Bills as presented?

7.b. Budgetary Transactions

Motion to approve [Budgetary Transfers](#) for April and May as presented.

7.c. Treasurer's Fund Report

[General Fund Report](#)

[Special Revenue Report](#)

[Capital Project Report](#)

[ESCO Fund Report](#)

[Cafeteria Fund Report](#)

[Student Activities Fund Report](#)

[Investment Report](#)

[Earned Interest and Bank Fees YTD](#)

Treasurer's Fund Reports are noted.

7.d. YTD General Fund Report and YTD Taxes

The administration prepared the [YTD General Fund Report](#) and the [YTD Taxes for the Board](#). The General Fund report looks at our revenue and expenses for this year against the budget and compares those amounts to last year. The YTD Tax Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

The Year-To-Date General Fund and Tax Reports are noted.

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

9. New Business Personnel Items - Actions Items

Unless there is an objection, we will combine all New Business Personnel Action Items listed under #9 into one motion.

9.a. Recommended Approval of Resignations

Administration received the following professional staff resignation:

- Timothy Kireta provided a letter of resignation from the position of High School Social Studies Teacher.
- Courtney Vaughn provided a letter of resignation from the position of 4th Grade Teacher at Mount Rock Elementary School.

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

- Sable Manning provided a letter of resignation from the position of High School Assistant Coach for the Cheer Program but would like to continue as a Volunteer Coach.
- Brian Motter provided a letter of resignation from the position of High School Assistant Coach for the Golf Program but would like to continue as a Volunteer Coach.

9.a. Recommended Approval of Resignations (continued)

Cheri Frank, Director of Custodial Services, received the following summer hire resignation:

- Russell White III provided a letter of resignation from the position of summer custodian.

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

9.b. Recommended Approval of a Speech and Language Clinician - Abigail Sweger

Education:

Lebanon Valley College - Communication Sciences and Disorders (Bachelor's Degree)

Lebanon Valley College - Speech-Language Pathology (Master's Degree)

Experience:

Camp Hill School District - Student Teacher Speech Therapist

Alternative Behavior Consultants - Parent Educator/Behavior Therapist

The administration recommends the Board of School Directors appoint **Abigail Sweger** to the position of Speech Clinician. The compensation for this position should be established at Master's Degree step 1 \$65,189.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.c. Recommended Approval of Administrative Assistants

The administration recommends Kelsey Alleman as a 232-day Administrative Assistant for High School Counseling replacing Laurie Miller who retired. Mrs. Alleman will work 7.5 hours per day at the H1 **H5** step of the 2024-2025 Classified Compensation Plan. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan. Employment is pending receipt of all required employment documentation.

The administration recommends Jamie Wilson as a 232-day Administrative Assistant for Public Information, Registration, and Reception for the 2024-2025 school year, replacing Madison Sloop who has transferred. Ms. Wilson will work 7.75 hours per day at the D10 step of the 2024-2025 Classified Compensation Plan. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan. Employment is pending receipt of all required employment documentation.

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

9.d. Recommended Approval of a First Grade Teacher - Isley Ward

Education:

Shippensburg University - Early Childhood Education (Bachelor's Degree)

Experience:

Big Spring School District (ESS) - Substitute Teacher

Newville Elementary School - Student Teacher

The administration recommends the Board of School Directors appoint **Isley Ward** to the position of First Grade Teacher at Newville Elementary School replacing Carrie Gutshall who has transferred. The compensation for this position should be established at Bachelor's Degree step 1 \$60,229.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.e. Recommended Approval of a Third Grade Teacher - Rachel Kline

Education:

Shippensburg University - Early Childhood Education (Bachelor's Degree)

Experience:

Big Spring School District - Substitute Teacher

Mount Rock Elementary School - Student Teacher

The administration recommends the Board of School Directors appoint **Rachel Kline** to the position of Third Grade Teacher at Newville Elementary School replacing Jennifer Kuhn who has transferred. The compensation for this position should be established at Bachelor's Degree step 1 \$60,229.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.f. Recommended Approval of a Third Grade Teacher - Kennedy Harbaugh

Education:

Shippensburg University - Early Childhood Education (Bachelor's Degree)

Experience:

Oak Flat Elementary School - Student Teacher

The administration recommends the Board of School Directors appoint **Kennedy Harbaugh** to the position of Third Grade Teacher at Oak Flat Elementary School replacing Katlyn O'Donohue who has transferred. The compensation for this position should be established at Bachelor's Degree step 1 \$60,229.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.g. Recommended Approval of a Fourth Grade Teacher - Amanda LaVana

Education:

Shippensburg University - Early Childhood Education (Bachelor's Degree)

Experience:

Carlisle Area School District - 6th Grade Science Teacher

Mount Rock Elementary School - Student Teacher

Oak Flat Elementary School - Student Teacher

The administration recommends the Board of School Directors appoint **Amanda LaVana** to the position of Fourth Grade Teacher at Mount Rock Elementary School replacing Courtney Vaughn who has resigned. The compensation for this position should be established at Bachelor's Degree step 2 \$60,629.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.h. Recommended Approval of a Special Education Teacher - Gwen MacConnell

Education:

Wilkes University - Elementary & Early Childhood Education (Bachelor's Degree)

Special Education Certification PK-12

Experience:

The Graham Academy - Autistic Support Teacher

The administration recommends the Board of School Directors appoint **Gwen MacConnell** to the position of Special Education Teacher at Oak Flat Elementary School replacing Allison Fry who has resigned. The compensation for this position should be established at Bachelor's Degree step 1 \$60,229.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.i. Recommended Approval of Extra-Duty Positions

Based on the provisions of the Teacher Induction Program, each teacher new to a school district or building is assigned a mentor teacher. As per the provisions of the Collective Bargaining Agreement between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive an Extra Duty Stipend.

9.i. Recommended Approval of Extra-Duty Positions (continued)

Dr. Nadine Sanders recommends the following mentors:

<u>Inductee</u>	<u>Building/Position</u>	<u>2024-2025 Mentor</u>
Whitney Black	Speech Clinician - Mount Rock and Newville	Amanda Webber
Carrie Gutshall	5th Grade - Newville Elementary School	Amy Lehman
Kennedy Harbaugh	3rd Grade - Oak Flat Elementary	Megan Frantz
Rachel Kline	3rd Grade - Newville Elementary	Jennifer Kuhn
Amanda LaVanna	4th Grade - Mount Rock Elementary	Heather Baluch
Gwen MaConnell	Special Education - Oak Flat Elementary	Rebecca Coulson
Abigail Sweger	Speech Clinician - Middle and High School	Amanda Webber
Isley Ward	1st Grade - Newville Elementary	Lauren Swigart

Nicole Donato, Director of Curriculum and Instruction, recommends the following for an extra-duty position:

- Bethany Pagze for the extra-duty position of Professional Development/Wellness Committee Member to replace Therese Bukousky who resigned.

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

- Douglas Knol to serve in the extra-duty position of Mu Alpha Theta Advisor at the High School.
- Kaden Morrison to serve in the extra-duty position of Strength and Conditioning Coach.
- Luke Nerone to serve in the extra-duty position of Student Council Advisor at the High School.
- Bethany Pagze to serve in the extra-duty position of Club CARE Advisor at the High School.
- Jarrett Petty to serve in the extra-duty position of Assistant Coach for the Golf Program.
- Angela Schneider to serve in the extra-duty position of Student Council Advisor at the High School.
- Rebecca Whigham is recommended to serve in the extra-duty position of Head Middle School Coach for the Cross Country Team.

The administration recommends the Board of School Directors approve the extra-duty positions as presented.

10. New Business - Actions Items

10.a. Recommended Approval of Agreements

Dr. Guarente, Superintendent, has reviewed the Partnership for Career Development [Service Agreement](#) for the period July 1, 2024 to June 30, 2025. PCD is a collaborative effort of the CAIU, its member districts/technical schools, community businesses, agencies and post-secondary partners. This partnership works to build a system of K-12 career development, to connect students to post-secondary options, and to improve the workforce and economic development in our region.

Dr. Guarente, Superintendent, has reviewed the [Affiliation Agreement](#) with Shippensburg University for student teaching placements at Big Spring.

Dr. Guarente, Superintendent, has reviewed the Lackawanna College Proposal for Pre-College [Agreement](#) with Big Spring School District for [Dual Enrollment](#).

Dr. Abigail Leonard, Director of Student Services, has reviewed the proposed [Agreement](#) to renew services with Care Solace for 2024-2025.

Dr. Abigail Leonard, Director of Student Services, has reviewed the proposed 2024-2025 Consult [Agreement](#) with Shippensburg University for the Ship SAILS, HIRE ME, and ANCHORED programs. The project which offers a collaborative training model that provides vocational skills for students with disabilities has been renamed and will be known as the William Gillet Inclusive Post-Secondary Education Center.

Dr. Abigail Leonard, Director of Student Services, has reviewed the [Agreement](#) with Caring Foundation for School-Based Peer Support for Grieving Children and Adolescents.

Dr. Nadine Sanders, Assistant Superintendent, has reviewed the License [Agreement](#) with Shippensburg University for a Head Start/Pre K Counts at Newville Elementary School during the 2024-2025 school term.

Dr. Nadine Sanders, Assistant Superintendent, has reviewed the Addendum to Extend [Agreement](#) with ESS Support Services, LLC to extend the terms of agreement through June 30, 2025.

Dr. Abigail Leonard, Director of Student Services, has reviewed the Services [Agreement](#) with New Story Schools for students placed at the New Cumberland and the Services [Agreement](#) with New Story Schools for students placed at the Carlisle location for the 2024-2025 school term.

Dr. Nadine Sanders, Assistant Superintendent, has reviewed the [Subscription](#) with PowerSchool Group LLC for TalentEd Services training.

Dr. Abigail Leonard, Supervisor of Student Services, has reviewed the [Agreement](#) with Yellow Breeches Educational Center, Inc. for academic student placements for the 2024-2025 school year.

10.a. Recommended Approval of Agreements (continued)

Dr. Abigail Leonard, Supervisor of Student Services, has reviewed the [Agreement](#) with Central Penn Education Associates, Inc. who evaluate students when school psychologist caseloads exceed the 60 calendar day timelines.

Dr. Abigail Leonard, Supervisor of Student Services, has reviewed the [Agreement](#) with PowerSchool Group LLC for the annual subscription to Naviance for use at the High School during the 2024-25 school year.

Dr. Abigail Leonard, Supervisor of Student Services, has reviewed the [Agreement](#) with Folium, Inc. dba Laurel Life Services to provide counseling services as a component of our emotional support program for the 2024-25 school year.

Nicole Donato, Director of Curriculum and Instruction, has reviewed the [Agreement](#) with the Capital Area Intermediate Unit to provide Instructional Coaching services for the 2024-2025 school year.

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

10.b. Recommended Approval of Transferring Funds from the General Fund to Capital Reserve Fund for the 2023-2024 Fiscal Year

Depending on the outcome of the 2023-2024 financial audit, the District may have the opportunity to move money from the general fund to capital project reserve. The purpose of the agenda item is to allow the transfer to occur during the 2023-2024 fiscal year. The determination of the move and amount will occur in the fall.

The administration recommends the Board of School Directors approve transferring funds from the general fund to capital project reserve pending the results of the 2023-2024 financial audit. The amount will be determined in the fall.

10.c. Recommended Approval of the Final Adoption for the 2024-25 General Fund Budget

On May 6th the Board of School Directors adopted the [proposed final General Fund Budget](#) for 2024-25 in the amount of \$65,391,387 following a budget presentation and discussion. After some updates, the final budget is up to \$65,419,807 due to Federal Subsidy adjustments and other minor adjustments. This budget includes a 0.0% real estate tax increase and requires \$506,890 from the unassigned fund balance to match revenues and expenditures. Updated [budget book summary](#) is at this link and [link to the resolution here](#).

The administration recommends that the Board of School Directors approve, by roll call vote, the resolution "Implementing the 2024-2025 Budget" in the amount of \$65,419,807, adopt the taxes and rates shown and elect not to collect the Per Capita Taxes, Section 679 and Act 511, for the 2024-2025 school year.

10.d. Approve Homestead/Farmstead Resolution for the 2024-25 Fiscal Year

The Secretary of Education notified the District on May 1, 2024 that its share of the state gaming funds for 2024-2025 is to be \$1,169,335. The County notified us that we have 5,529 approved homesteads and 199 approved farmsteads within the District boundaries to share in that allocation. The average assessed value is \$192,429 with a median value of \$181,500. Using the PASBO worksheet, the administration calculated the exclusion for both homestead and farmsteads in equal amounts equal to \$12,823.06 of assessed value or \$206.78 in tax value. The Homestead/Farmstead link is [here](#).

The administration recommends that the Board of School Directors approve the [resolution](#) implementing the Homestead and Farmstead Exclusion of \$12,823.06 for the 2024-25 fiscal year in accordance with the Act 1 of Special Session of 2006.

10.e. Recommended Approval of Student Travel

Scott Penner, Director of Athletics and Student Activities, recommends approval of the following athletic team travel:

- Girls Basketball Program to attend the Messiah University Team Camp from July 8 - 10, 2024.

Clarissa Nace, Middle School Principal, recommends approval of the following summer student travel:

- Big Spring Middle School FFA officers to Giant Grocery Store on June 24, 2024.

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

10.f. Recommended Approval of Two Professional Positions

As presented at the April 22, 2024 Finance Committee Meeting and documented in the [minutes](#) for the proposed final budget, two professional positions are recommended:

- A Speech and Language Position
- A Special Education Teaching Position

The administration recommends the Board of School Directors approve adding two professional positions for the 2024-2025 school year.

10.g. Recommended Approval of Proposed Updated and New Curriculum

Listed below are updated and new curriculum recommended by Mrs. Nicole Donato, Director of Curriculum:

- [HS Algebra I Linear Functions](#) (new)
- [HS Algebra I Nonlinear Functions](#) (new)
- [HS Algebra with Financial Applications](#) (new)
- [HS Computer Science Discoveries](#) (new)
- [HS English IV](#) (revised to reflect semester course)
- [HS The Visual Experience](#) (revised)
- [MS Career Exploration](#) (new)
- [MS Grade 6 Science](#) (new)
- [MS Grade 7 Science](#) (new)
- [MS Grade 8 Science](#) (new)

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

10.h. Recommended Approval of Capital Projects Payments

The following invoices are for payment within the Capital Project Fund:

- Prismworks Technology - Upgrade District Office Storage Area Networks and Servers - [15770](#)
- \$65,709.00
- Prismworks Technology - Upgrade District Office Storage Area Networks and Servers - [15771](#)
- \$68,505.00

The administration recommends the Board of School Directors approve the invoices to be paid from the Capital Project Fund.

10.i. Recommend Approval for Diversified Refrigeration to Inspect and Service our Aerco Hot Water Heaters

The maintenance agreement is to provide maintenance and adjustment service on the District's Aerco Equipment. The agreement is a two year agreement for \$2,550/year.

The administration recommends the Board of School Directors approve the [Diversified Agreement](#).

10.j. Recommended Approval of Fundraisers

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

- Battle of the Springs t-shirt sale to benefit Dawg Pound
- Car Smash at the Battle of the Springs Pep Rally to benefit Dawg Pound
- Pink Out (ALL proceeds benefit the American Breast Cancer Foundation)
- Holiday Cookie Competition to benefit Dawg Pound
- Valentine Candy Grams to benefit Dawg Pound
- Sunset at the Stadium to benefit Dawg Pound

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

10.k. Recommended Approval of Building Utilization

- Brooks Miller and Mike Davies on behalf of Tuscarora Training Center is requesting to use the high school wrestling room from July 1, 2024 through July 1, 2025 for Jiu-Jitsu Classes. Because the utilization request may include Sundays, Board action is necessary. Any Sunday sessions would begin after 1:00 pm.

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

10.l. Recommended Approval for Personnel

The administration recommends permission for the Superintendent to advertise and hire personnel for open positions as needed between now and August 3, 2024 at which time the board will finalize approval at the regular meeting.

The administration recommends the Board of School Directors approve permission to advertise and hire personnel through August 3, 2024 as presented.

10.m. DIG Committee Survey and Explanation Letter

The Disenrollment Investigation and Grievance Committee recommends the board approve the Disenrollment [Survey](#) Language and Disenrollment Survey Explanation [Letter](#) to be offered to families of students who were disenrolled for cyber, charter, homeschooling and private school options since Fall of 2020, with an option for those thinking of disenrolling to be offered the survey upon request. The final digital survey will use the survey language as presented and be presented for approval in the final format in the near future.

11. New Business - Information Item

11.a. School Safety and Security Report

Section [1309-B of the PA Public School Code](#) provides for the School Safety and Security Coordinator to make a report no later than June 30 of each year on the school entity's current safety and security practices and identify strategies to improve school safety and security. Assistant Superintendent and School Safety and Security Coordinator Dr. Nadine Sanders presented a report to the Board of School Directors during Executive Session prior to the start of the meeting this evening.

11.b. ESY Contracted Staff Updates

Dr. Abigail Leonard, Director of Student Services, provides the following ESY contracted service staff update:

- Katherine Seiger will be the ESY Speech Clinician beginning June 18, 2024 and concluding on July 25, 2024.
- Susan West will be the ESY Occupational Therapist beginning June 18, 2024 and concluding on July 25, 2024.

11.c. New Story Tuition Agreements 2024-2025

New Story, LLC is a private licensed school within the Commonwealth of Pennsylvania that provides educational services to children with special education requirements. Dr. Abigail Leonard, Director of Student Services, has reviewed the individual student tuition agreements for Big Spring students enrolled with New Story for the 2024-2025 school year.

11.d. Proposed Approval of New and Updated Curriculum

The following updated and new curriculum is being recommended and presented by Mrs. Nicole Donato, Director of Curriculum and Instruction, and will be included for Board approval at the August 5, 2024 Board Meeting. Curriculum is available from the links provided below for review by the Board of School Directors.

Elementary

- [Kindergarten ELA](#) (revised)
- [Kindergarten Writing](#) (revised)
- [Second Grade ELA](#) (revised)
- [Second Grade Writing](#) (revised)

11.d. Proposed Approval of New and Updated Curriculum (continued)

Middle School

- [Grade 6 Social Studies](#) (revised)
- [Grade 7 Social Studies](#) (revised)
- [Grade 8 Social Studies](#) (revised)
- [Grade 6 Tech Ed Agriculture](#) (revised)
- [Grades 7 and 8 Agriculture](#) (revised)

High School

- [Advanced FFA Leadership](#) (revised)
- [American Studies](#) (revised)
- [Basic FFA Leadership](#) (revised)
- [Biology](#) (revised)
- [Chemistry](#) (revised)
- [Civil Engineering](#) (revised)
- [Entrepreneurship](#) (new)
- [Environmental Science](#) (revised)
- [Equine Science](#) (revised)
- [Future STEM Leadership](#) (new)
- [Government](#) (revised)
- [Modern Band](#) (new)
- [Physics](#) (revised)
- [Principles of Marketing](#) (revised)
- [Sports Management](#) (revised)
- [Veterinary Science](#) (revised)
- [Wood Technology](#) (revised)
- [World Studies](#) (revised)

12. Board Reports

12.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle

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

12.c. Capital Area Intermediate Unit - Seth Cornman - Meeting Date: June 27, 2024

12.d. Cumberland Perry Area CTC - John Wardle

12.e. DIG Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade

May 30, 2024 [Meeting Minutes](#) June 13, 2024 [Meeting Agenda](#)

12.f. Finance Committee - Julie Boothe, Frank Myers, Robert Over, and Lisa Shade

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

12.h. Policy Review and Development Committee - Seth Cornman, Julie Boothe, David Fisher, and John Wardle [June 17, 2024 Meeting Agenda](#) [Amended Policy Charter](#)

12.i. South Central Trust - Seth Cornman

12.j. Tax Collection Committee - David Fisher Meeting Dates: July 16, 2024 October 15, 2024

12.k. Wellness Committee - Seth Cornman

12.l. Future Board Agenda Items

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

13. Meeting Closing

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

13.b. Adjournment

The Board will be meeting in Executive Session following the meeting this evening for personnel reasons to discuss the annual evaluation of the Superintendent.

Meeting adjourned at _____ pm, **June 17, 2024**

Next scheduled meeting is **August 5, 2024 at 7:30 pm**

Please note there are no Board or Committee Meetings during the month of July, 2024.