



# BOARD MEETING AGENDA

**SEPTEMBER 18, 2023**

08:00 PM - Middle School Auditorium

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- 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** - 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 [Committee of the Whole](#) and [Board Meeting](#) Minutes for September 5, 2023 as presented?

## **7. Financial Reports**

### **7.a. Payment of Bills**

#### General Fund

|                               |           |                     |
|-------------------------------|-----------|---------------------|
| Procurement Card              | \$        | 15,137.12           |
| Checks/ACH/Wires              | \$        | 2,948,490.38        |
| Special Revenue               | \$        | -                   |
| Capital Projects Reserve Fund | \$        | 158,271.25          |
| ESCO Fund                     | \$        | 1,403,951.70        |
| Cafeteria Fund                | \$        | -                   |
| Student Activities            | \$        | 734.38              |
| <b>Total</b>                  | <b>\$</b> | <b>4,526,584.83</b> |

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

**7.b. Treasurer's Fund Report**

|                              |           |                      |
|------------------------------|-----------|----------------------|
| General Fund                 | \$        | 29,883,271.70        |
| Special Revenue Fund         | \$        | 73,039.78            |
| Capital Project Reserve Fund | \$        | 9,729,418.23         |
| ESCO Fund                    | \$        | 6,723,243.87         |
| Cafeteria Fund               | \$        | 1,024,347.87         |
| Student Activities           | \$        | 259,546.98           |
| <b>Total</b>                 | <b>\$</b> | <b>47,692,868.43</b> |

[Board Report](#)

Motion to approve the Treasurer's Fund Report as presented?

**7.c. 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.

Motion to accept Year-To-Date General Fund and Tax Reports as submitted?

**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 Child-Rearing Leave**

Alexa Maier, High School Business Teacher, is requesting a child-rearing leave of absence to begin approximately Thursday, February 22, 2024 through approximately Thursday, May 16, 2024 with a return date of Friday, May 17, 2024. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends the Board of School Directors approve Alexa Maier's requested child-rearing leave of absence as presented.

#### **9.b. Recommended Approval of Volunteer Staff**

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

- John Madden to serve as Volunteer Coach for the Boys Basketball Team.

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

#### **9.c. Recommended Approval of Extra Duty Resignation**

Administration received the following extra-duty resignation:

- Christian Witmer provided a letter of resignation from the position of Musical Director.

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

#### **9.d. Recommended Approval of a High School Special Education Teacher - David Robinson**

##### **Education:**

University of Pittsburgh - Anthropology (Bachelor's Degree)

University of Pittsburgh - Education (Master's Degree)

Messiah College - Special Education (Teaching Certificate)

Slippery Rock - Supervisor of Special Education (Certificate)

##### **Experience:**

Yellow Breeches Middle School - Autism and Emotional Support Teacher

The administration recommends the Board of School Directors appoint **David Robinson** to the position of High School Special Education Teacher replacing Jessica Kindon who transferred. The compensation for this position should be established at Master's Degree Plus 30 step 8, \$70,079.00 for the 2023-2024 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

#### **9.e. Recommended Approval of Extra Duty Position**

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. Dr. Nadine Sanders recommends the following mentors:

| <b>Inductee</b> | <b>Building/Position</b>              | <b>2023-2024 Mentor</b> |
|-----------------|---------------------------------------|-------------------------|
| David Robinson  | High School Special Education Teacher | Heather Best            |

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

## 10. New Business - Actions Items

### 10.a. Credit Pay

The professional employees whose names are listed below have successfully completed graduate work and are entitled to the specified amount in accordance with the current contract between the Big Spring Educational Association, the Act 93 Agreement, and the Big Spring School District.

|                 |            |
|-----------------|------------|
| Brent Duffy     | \$1,404.00 |
| Ellie Piper     | \$5,643.00 |
| Amanda Webber   | \$1,545.00 |
| Rebecca Whigham | \$1,545.00 |

The administration recommends the Board of School Directors authorize reimbursement for graduate credits as presented.

### 10.b. Recommended Approval for Building Utilization Request

- James Gruver on behalf of South Central Outlaws Baseball is requesting to use the High School Baseball field (below the football stadium) on September 24, October 1, October 8, and October 15, 2023 for baseball practices from 4:00 - 6:00 pm.
- Sue Martin on behalf of Wyldlife Youth Group is requesting to use the Middle School Gym on the first Sunday of the month from October to March from 2:15 - 4:45 pm.

Because the utilization requests are on Sundays, Board action is necessary. The administration recommends the Board of School Directors approve the utilization requests as presented.

### 10.c. Recommended Approval of Capital Project Fund Payments

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

- Prismworks - \$75,600 - [Invoice #15020](#) - HS Cabling Project
- Trane - \$40,322.90 - [Invoice #313936032](#) - Access Control Project

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

### 10.d. Approval to Create New Student Activity Accounts

- Mr. Jason Shover, High School Principal, is requesting permission to create a new student activity account under his supervision for the [Class of 2027](#).
- Mr. Scott Penner, Director of Athletics and Student Activities, is requesting permission to create a new student activity account under his supervision for the [Girls Wrestling Team](#).

The administration recommends the Board of School Directors approve the new student activity accounts as presented.

#### **10.e. Recommended Approval of the 2023-2024 Middle School FFA Program of Activities**

The officers of the Big Spring Middle FFA are requesting Board approval of the proposed 2023-2024 [FFA Program of Activities](#).

The administration recommends the Board of School Directors approve the Program of Activities for the Middle School FFA as presented.

#### **10.f. Recommended Approval of Requests to Apply for a Grant**

Mrs. Nicole Donato, Director of Curriculum and Instruction, has received requests from the following teachers to apply for a grant:

- Jenna McIntire, Middle School Agriculture/Technology Education Teacher, is requesting permission to apply for the [PA Agriculture and Youth Grant](#)
- Sara Beth Fulton, High School Agriculture Teacher, is requesting permission to apply for the [PA Agriculture and Youth Grant](#)

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

#### **10.g. Recommended Approval of Agreements**

Dr. Abigail Leonard, Director of Student Services, has reviewed the [Contract for School Nursing Services](#) with **Bayada Home Health Care Inc.** to provide school nursing support during the 2023-2024 school year.

Dr. Abigail Leonard, Director of Student Services, has reviewed the [Client Services Agreement](#) with **ProCare Therapy dba New Direction Solutions, LLC** to provide speech and language services during the 2023-2024 school year.

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

#### **10.h. Recommended Approval of the Lincoln IU Joint Purchasing Board Fuel Agreement**

The District participates in the [LIU energy purchasing](#) consortiums - specifically for electricity and heating oil. It is time to start another cycle for fuel oil hedging; the new agreement is included in the agenda. The agreement covers July 2024 through June 2026.

The administration recommends the Board of School Directors approve the Lincoln IU Fuel Purchase Agreement as presented and authorize the administration to sign the agreement.

#### **10.i. Recommended Approval of Fundraisers**

Mr. Scott Penner, Director of Athletics and Student Activities, is requesting permission to conduct fundraisers during the 2023-2024 school year:

- Battle of the Springs Pep Rally and Car Smash on October 11, 2023 to benefit the Dawg Pound.
- Pink Tie Dye Shirt sales for the October 29, 2023 Pink Out football game to benefit the Dawg Pound and American Breast Cancer Foundation.
- [Marianna's Subs and Pizza](#) late September with a delivery date of October 11, 2023 to benefit the Class of 2027.
- [Mod Pizza Community Night](#) in Chambersburg on September 24, 2023 to benefit the Cheer Program.

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

### **11. New Business - Information Item**

#### **11.a. Long-Term Substitutes through ESS the District's Substitute Agency**

Dr. Nadine Sanders, Assistant Superintendent, recommends the following candidate to serve as a long-term substitute teacher during the 2023-2024 school term:

- Delores Shank to serve as long-term substitute Science Teacher at the Middle School beginning September 11, 2023.

#### **11.b. ESS Staffing Information**

Dr. Abigail Leonard, Director of Student Services, has provided the following ESS Staffing information:

- Holly Michaels to serve as full-time High School Paraprofessional beginning October 2, 2023.
- Brianna Hoke to serve as full-time Direct Care High School Paraprofessional replacing David Colistra who resigned.

#### **11.c. New Direction Solution, LLC dba ProCare Therapy Staffing Information**

Dr. Abigail Leonard, Director of Student Services, has provided the following ProCare Staffing information:

- Heidi Baschnagel to provide Speech and Language services during Jennifer Warner's leave of absence.

## **12. Board Reports**

**12.a. District Improvement Committee - Mr. Fisher and Mrs. Webster**

**12.b. Athletic Committee - Mr. Deihl, Mr. Fisher, Mr. Myers, and Mr. Wardle**

Meeting Dates: October 4, 2023   February 7, 2024   April 3, 2024   June 5, 2024

**12.c. Cumberland Perry Area CTC - Mr. Piper and Mr. Wardle**

**12.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle**

Meeting Dates: Oct. 2, 2023   Nov. 13, 2023   March 4, 2024   May 6, 2024

**12.e. Finance Committee - Mr. Deihl, Mr. Over, Mr. Piper, and Mr. Myers**

Meeting Dates: Oct. 16, 2023   Dec. 4, 2023   March 18, 2024   April 22, 2024   May 20, 2024  
June 3, 2024

**12.f. South Central Trust - Mr. Deihl**

**12.g. Capital Area Intermediate Unit - Mr. Swanson**

**12.h. Tax Collection Committee - Mr. Swanson**

**12.i. Future Board Agenda Items**

**12.j. Superintendent's Report - Dr. Nicholas Guarente**

## **13. Meeting Closing**

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

**13.b. Adjournment**

Meeting adjourned at \_\_\_\_\_ pm, **September 18, 2023**

Next scheduled meeting is **October 2, 2023**