

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

September 18, 2023



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1. Opening Meeting: Call to Order/Pledge - President John Wardle

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 8:00 pm with seven (7) Board of School Directors present: John Wardle, President; Todd Deihl, Vice President; William Piper, Secretary; Frank Myers, Treasurer; Kenneth Fisher, Richard Roush, and Donna Webster

Absent: Robert Over and William Swanson

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Michael Statler, Business Manager; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darin Baughman, Technology Support.

President Wardle led all individuals present in the Pledge to the Flag.

2. Student/Staff Recognition and Board Reports – Nothing Offered

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors - 20 visitors signed-in for the meeting

5. Public Comment Period – Nothing Offered

6. Approval of Minutes

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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
Total	\$	4,526,584.83

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

Motion by Mr. Myers was seconded by Mr. Deihl

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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
Total	\$	47,692,868.43

[Board Report](#)

Motion by Mr. Myers was seconded by Mr. Deihl

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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 by Mr. Deihl was seconded by Mr. Roush

Mr. Statler said we are on par compared to last year 2 months in on collecting taxes and said EIC is a little lower than last year but we have a long way to go on that collection.

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster
Motion Carried unanimously. 7-0

8. Old Business – Nothing Offered

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:

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

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

Motion by Mr. Deihl was seconded by Mr. Roush to combine and approve New Business Personnel Items 9 (a) – (e), as outlined and recommended above.

Mr. Piper commented on item 9c and said he appreciated Mr. Witmer's comments on his resignation as Musical Director.

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster
Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

10.b. Recommended Approval for Building Utilization Request

- James Graver 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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Mr. Myers asked if the new activity account receives start-up money from the district or if the money comes from fundraisers and Dr. Guarente confirmed the money will come from fundraisers and the student account will not receive funds from the district.

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Mr. Myers asked if this is similar to a substitute teacher and Dr. Guarente responded yes, it is substitute coverage for nurses by a third party contract because substitute nursing coverage is not readily available to us.

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster

Motion Carried unanimously. 7-0

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 – Nothing Offered

12.b. Athletic Committee - Mr. Deihl, Mr. Fisher, Mr. Myers, and Mr. Wardle – Mr. Deihl stated the next meeting is October 4, 2023.

12.c. Cumberland Perry Area CTC - Mr. Piper and Mr. Wardle – Mr. Piper said the next meeting is September 25, 2023.

12.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle – Nothing Offered

12.e. Finance Committee - Mr. Deihl, Mr. Over, Mr. Piper, and Mr. Myers – Mr. Deihl said the next meeting is October 16, 2023.

12.f. South Central Trust - Mr. Deihl – Nothing Offered

12.g. Capital Area Intermediate Unit - Mr. Swanson – Nothing Offered

12.h. Tax Collection Committee - Mr. Swanson – Mr. Statler said the next meeting will be in October.

12.i. Future Board Agenda Items – Nothing Offered

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

Dr. Guarente said we are working toward the completion of ESCO I and stated the high school boiler is on the way and will be scheduled to be installed once it arrives.

Dr. Guarente shared the middle school HVAC is in the final stages of cleanup for systems operation.

Dr. Guarente stated the roof work at Oak Flat is progressing as we continue to work around timing and schedules but should be wrapped up near the end of September.

Dr. Guarente said he and Mr. Statler are working on ESCO II and hope to share further details at the first meeting in October.

Dr. Guarente said Mr. Penner did an outstanding job coordinating with the PA National Guard for a very successful Armed Forces Appreciation Night at the football stadium which included a Blackhawk for the celebration.

Dr. Guarente shared an update from Middle School Principal, Mrs. Nace, that the PBIS initiative and new cell phone policy are going very well at this stage of the school year.

Dr. Guarente stated Girls on Run will be offered at the middle school level this year with 13 girls signed-up to participate and 4 coaches ready to start the program.

13. Meeting Closing

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

Mr. Piper reminded Board Members to return PSBA Officer Election ballots this evening for voting purposes.

Mr. Wardle stated he is pleased with the start of the school year, said football games and other activities both in and outside of school have been exciting, and reminded everyone the Steel High football game is this Friday night.

13.b. Adjournment

Motion to adjourn the meeting by Mr. Deihl was seconded by Mr. Roush
Voting Yes: Deihl, Fisher, Myers, Piper, Roush, Wardle, and Webster
Motion Carried unanimously. 7-0

Meeting adjourned at **8:19 pm, September 18, 2023**

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

William L. Piper