

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

September 5, 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 eight (8) Board of School Directors present: John Wardle, President; Todd Deihl, Vice President; William Piper, Secretary; Frank Myers, Treasurer; Kenneth Fisher, Robert Over, William Swanson, and Donna Webster

Absent: Richard Roush

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; 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.

President Wardle announced the Board held an Executive Session this evening prior to the start of the meeting to discuss legal matters pertaining to ongoing litigation.

2. Student/Staff Recognition and Board Reports – Mrs. Nailor shared staff updates with the Board and Ms. Hetrick stated staff updates will be provided throughout the school year to share the great things happening in our buildings.

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors - 23 visitors signed-in for the meeting

5. Public Comment Period

Bob Kanc offered positive comments on the student, staff, and community welcome of Paulie's Push to Newville and said it was wonderful to see the community come together and we should be very proud of our efforts.

Mr. Wardle stated approximately 300 students participated in the welcoming event near the spring and Dr. Guarente thanked building level administration for their flexibility and planning efforts to make this a special event.

6. Approval of Minutes

Motion to approve the [Committee of the Whole](#) and [Board Meeting](#) Minutes for August 21, 2023 as presented?

Motion by Mr. Deihl was seconded Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

7. Financial Reports

7.a. Payment of Bills

General Fund	\$	1,972,206.19
Special Revenue Fund	\$	187.90
Capital Project Reserve Fund	\$	150,200.70
ESCO Fund	\$	-
Cafeteria Fund	\$	19,852.40
Student Activities	\$	10,508.04
Total	\$	2,152,955.23

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

Motion by Mr. Myers was seconded by Mr. Mr. Deihl

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

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 Transfer of Professional Staff

Assistant Superintendent Dr. Nadine Sanders recommends transfer of the professional staff below for the 2023-2024 school year. This transfer is in accordance with Board Policy 309, Assignment and Transfer.

- DeAnna Antonicelli from Special Education Teacher at Oak Flat Elementary School to Special Education Teacher at Newville Elementary School effective August 17, 2023.

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

9.b. Recommended Approval of Athletic Staff

Mr. Scott Penner, Director of Athletics and Student Activities, recommends the following for athletic staff positions:

- Emily Franklin to serve as JV Coach for High School Girls Basketball
- Savannah George to serve as a Volunteer Coach for the Cheer Program
- Danielle Hoover to serve as a Volunteer for the Cross Country Program
- Susan Martin to serve as Volunteer Coach for the Athletic Department
- Kelsi Minich to serve as Assistant Coach for Middle School Girls Basketball
- Chelsea Nelson to serve as Assistant Coach for High School Cross Country
- Robert Smetana to serve as Head Coach for Middle School Girls Basketball
- Julie Stine to serve as a Volunteer for the High School Marching Band Program
- Robert Stine to serve as a Volunteer for the High School Marching Band Program

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

9.c. Recommended Approval of Extra-Duty Resignations

Administration received the following extra-duty resignations:

- Leah Richwine provided a letter of resignation from the extra-duty position of Summer School Coordinator.
- Susan Travis provided a letter of resignation from the extra-duty position of Assistant for the High School Musical.

Administration recommends the Board of School Directors approve the resignations as presented.

9.d. Recommended Approval of an Elementary Art Teacher - Kathleen Douillette

Education:

Kutztown University - Art Education (Bachelor's Degree)

Experience:

Melrose Elementary School - Elementary Art Teacher

The administration recommends the Board of School Directors appoint **Kathleen Douillette** to the position of Elementary Art Teacher at Oak Flat and Newville Elementary Schools replacing Jesse Erkel who resigned. The compensation for this position should be established at Bachelor's Degree step 3, \$59,154.00 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 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. Dr. Nadine Sanders recommends the following mentors:

Inductee	Building/Position	2023-2024 Mentor
DeAnna Antonicelli	Newville Special Education Teacher	Laura Wettstein
Casey Barwin	Oak Flat Life Skills Support Teacher	Stephanie Weller
Kathleen Douillette	Newville/Oak Flat Art Teacher	Tammy Kiehl
Brent Duffy	High School Business Teacher	Cherie Powell

The administration recommends the Board of School Directors approve the 2023-2024 extra duty positions as presented.

9.f. Recommended Approval of a Health Room Assistant - Alysia Hockenberry

Dr. Abigail Leonard, Director of Student Services, recommends Alysia Hockenberry as a full-time Health Room Assistant at Mount Rock Elementary School replacing Linda Webber who transferred. Ms. Hockenberry will work 180 days at 7 hours per day at the B8 salary rate of the Classified Compensation Plan for the 2023 - 2024 school year. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

The administration recommends the Board of School Directors approve the Health Room Assistant as presented.

Motion by Mr. Deihl was seconded by Mr. Myers to combine into one motion and approve all items in New Business Personnel Items 9 (a) to 9 (f) as recommended above.

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

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.

DeAnna Antonicelli	\$3,324.00
Sean Donaldson	\$3,096.00
Crystal Grossman	\$3,096.00
Jordan Robinson	\$3,096.00
Jason Shover	\$2,025.00
Samantha Webber	\$1,878.00

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

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.b. Approval of 2023 - 2024 Agreements

Dr. Abigail Leonard, Director of Student Services, has reviewed the 2023-2024 proposed [Agreement](#) with **Central Penn Education Associates, Inc.** which provides assistance with psychoeducational evaluations.

Dr. Nicholas Guarente, Superintendent, has reviewed the 2023-2024 [Letter of Agreement](#) with **Penn State Health Holy Spirit Medical Center** for Student Assistance Program Services with the Teenline Program.

Dr. Nicholas Guarente, Superintendent, has reviewed a 5-year agreement for [Dual Enrollment](#) of students with **Harrisburg University of Science and Technology** to provide STEM related activities, programs, and course offerings for students enrolled in Big Spring School District utilizing Harrisburg University's curriculum.

Dr. Nicholas Guarente, Superintendent, has reviewed a **Lackawanna College** Proposal for [Dual Enrollment Agreement](#) for 2023-2024 to provide higher education opportunities to high school students residing in the Big Spring School District.

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

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.c. Recommended Approval of Capital Project Fund Payments

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

- Trane - \$97,786.90 - [Invoice #313520945](#) - Access Control Project
- Trane - \$60,484.35 - [Invoice #313861855](#) - 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. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.d. Recommended Approval of ESCO Project Payments

The following invoice is for payment within the ESCO Project:

- McClure, Co. - [Pay App #6](#) - \$1,403,951.70

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

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.e. Recommended Addition to Deitch Buses, Inc. Employee Roster

The following additional drivers have been recommended by Deitch Buses, Inc.:

- Heather Slusser - Van 55
- Tina Bollinger - Van 57
- Alicia Mitten - Van 61
- Cami Masonheimer - Bus 22
- Heather Sheafer - Bus sub

The administration recommends the Board of School Directors acknowledge receipt of the drivers added to the 2023-2024 employee roster.

Motion by Mr. Deihl was seconded by Mr. Myers

Mr. Deihl asked how transportation is going and Dr. Guarente said smoothly and we are continuing to make some adjustments so it is getting better each day. Mr. Deihl also asked about additional drivers and Dr. Guarente said that is the key - more drivers make everything work better.

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.f. Settlement Agreement

Administration recommends approval of the settlement agreement between the District and parents of a student.

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.g. 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:

- [Double Good Popcorn](#) fundraiser to benefit the High School Future Business Leaders of America Club.
- [Marianna's Subs and Pizzas](#) fundraiser to benefit the High School Future Business Leaders of America Club.
- Chicken BBQ and Car Wash fundraiser at the Newville Lutheran Church parking lot and Newville Car Wash on October 21, 2023 from 10 am until 1 pm to benefit the Tempus Leo Club and Boys Soccer Team
- Teacher vs. Staff Basketball to benefit Mini-Thon
- No Shave November to benefit Mini-Thon
- Run-a-Thon/Color Run to benefit Mini-Thon
- Volleyball Tournament to benefit Mini-Thon
- Paint Wars on September 22, 2023 to benefit Mini-Thon
- String Art Night (fall and winter) to benefit Mini-Thon
- Kids Day Out (babysitting) to benefit Mini-Thon
- Bingo to benefit Mini-Thon
- Diamond Mini-Thon Pageant to benefit Mini-Thon
- Silent Auction to benefit Mini-Thon
- Cornhole Tournament to benefit Mini-Thon
- Disney Princess Breakfast to benefit Mini-Thon
- Chicken BBQ to benefit Mini-Thon
- Tie-Dye Shirts to benefit Mini-Thon
- Thon Merchandise Gold-Out to benefit Mini-Thon
- Color Wars to benefit Mini-Thon
- Pura Vida Bracelets to benefit Mini-Thon
- Chili-Cook-Off to benefit Mini-Thon
- Thon-velopes to benefit Mini-Thon
- Drive-In Movie Night to benefit Mini-Thon
- Car Wash to benefit Mini-Thon
- Restaurant Nights (Chipotle, Playa Bowls, Sweet G's Bakery, Rita's Night, Brother's Pizza, Chick-fil-A, Massey's, and Midway) to benefit Mini-Thon

10.g. Recommended Approval of Fundraisers (continued)

- Mini-Thon April 19, 2024 7 pm to 7 am to benefit Mini-Thon

Mr. Jason Shover, High School Principal, is requesting permission to conduct fundraisers during the 2023-2024 school year:

- Web based coupon book fundraiser to benefit the 2024 Post Grad.
- Web based gift card fundraiser to benefit the 2024 Post Grad.

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

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.h. Recommended Approval of Cash Payment for the Upcoming CPACTC Building Project

The Cumberland Perry Area Career and Technical Center (CPACTC) is planning a [facility project](#) in the Summer of 2024. The not to exceed cost is \$23,500,000 for the CPACTC project. Big Spring's share of the project is \$2,359,860.67 or 10.042%. If the District would finance the project, the 20 year expense would be \$3,923,638.37 - principal and interest. In paying cash for the project, the District would save \$1,563,777.70 in interest and avoid financing costs. The District set aside \$2,100,000 last fiscal year for the CPACTC project. The additional \$259,860.67 would come from the increase in Basic Education Funding received during the 2023-2024 fiscal year.

The administration recommends the Board of School Directors pay cash for the upcoming CPACTC project with funding coming from the assigned fund balance and the additional BEF funds received this fiscal year.

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.i. Recommended Approval of the Proposed 2023-2024 FFA Program of Activities

The officers of the Big Spring FFA are requesting Board approval of the proposed 2023-2024 [FFA Program of Activities](#). Board approval of the Program of Activities is a requirement in preparation for the State and National Chapter Awards. Included in the Program of Activities is a listing of current officers and information regarding the organizations' standing committees.

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

Motion by Mr. Deihl was seconded by Mr. Myers

Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

11. New Business - Information Item

11.a. Laurel Life Staffing Update

Dr. Abigail Leonard, Director of Student Services, has provided the following Laurel Life staffing update:

- Gabrielle Dietrich to serve as full-time contracted Laurel Life special education counselor beginning August 22, 2023 replacing Ariel Helm who resigned.

11.b. PSBA Officer Elections

Electronic voting of PSBA Officers will begin September 11, 2023 and will close October 27, 2023. This is an information item regarding the [PSBA Slate of 2023 Candidates](#). Board Members may submit their voting selection to Mr. William Piper, Board Secretary at the September 18, 2023 meeting for voting purposes.

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 Oct. 4, 2023

12.c. Cumberland Perry Area CTC - Mr. Piper and Mr. Wardle – Mr. Piper provided updates on the August 28 meeting which included a positive opening and 95% attendance rate with an enrollment of 1,299 students. NOCTI results for last year were shared as 86% overall scoring advanced/competent and 1,428 students earning industry credentials.

12.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle – Mr. Over said the next meeting is Oct. 2, 2023

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

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

12.g. Capital Area Intermediate Unit - Mr. Swanson - [August 24, 2023 Board Highlights](#)

Mr. Swanson shared the IU is working on cyber security which has been in the news lately with school's shutdown from attacks. He said Big Spring is already participating in cyber security prevention. He stated the Dolly Parton library has raised enough money to open in Dauphin and Perry Counties with plans to eventually open in Cumberland County. He also said the August 2 Champions for Children fundraiser at the Cumberland County golf course yielded the largest amount raised which was \$15,000.

12.h. Tax Collection Committee - Mr. Swanson – Nothing Offered

12.i. Future Board Agenda Items – Nothing Offered

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

Dr. Guarente stated after 2 weeks of action in the school year, we are off to a solid start and will continue that positive progression through the month of September.

Dr. Guarente shared he and Mr. Statler are working with McClure Company on the scope and cost of the ESCO II project and said updates will possibly be shared at the next meeting.

Dr. Guarente said he and Dr. Sanders are working on Academic Growth Goals and the Comprehensive Plan. He stated they have been meeting with the building administration to discuss the vision which will engage public dialog as it unfolds.

Dr. Guarente said congratulations to the football team for a wonderful atmosphere and an excellent victory bringing home the Little Brown Jug!

Dr. Guarente stated he has met with our communication partner about 7 times and believes we are putting together a very robust transparent communication on the happenings in Big Spring School District.

13. Meeting Closing

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

Mr. Over stated he is impressed with the FFA Officers and their presentation was well done.

Mr. Fisher said it was a very good football game on Friday.

Mr. Swanson stated Friday night was not just a win for the football team but also a win for our students, the band, and the entire community. He said it was quite a scene to see all of our students, cheerleaders, and band members lined up along the sidelines arm in arm singing the alma mater.

Mr. Deihl said there was no other place he would rather have been on Friday evening than up in the stands cheering on the football team and said it was a great event.

Mr. Piper said thank you to the community for providing opportunities to our students at CTC and providing the opportunity to expand their facility which will continue to teach skills to our students in the future.

Mr. Wardle thanked everyone for their attendance and said it is important to be involved in our schools. He said his goal is to continue to provide unity between the school and community so we can support our students and prepare them for the future. He stated he is excited for this school year for our students, faculty, those who support them, and the extra-curricular activities.

13.b. Adjournment

Motion to adjourn the meeting by Mr. Deihl was seconded by Mr. Myers
Voting Yes: Deihl, Fisher, Myers, Over, Piper, Swanson, Wardle, and Webster
Motion Carried unanimously. 8-0

Meeting adjourned at **8:31 pm**, September 5, 2023

Next scheduled meeting is September 18, 2023

William L. Piper
