



BOARD MEETING AGENDA

SEPTEMBER 9, 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 [DIG Committee Minutes](#) for August 5, 2024 and [Policy Committee, Committee of the Whole](#) and [Board Meeting Minutes](#) for August 19, 2024 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 Transfer for Professional Staff

Dr. Nadine Sanders, Assistant Superintendent, recommends a professional staff transfer in accordance with Board Policy 309, Assignment and Transfer:

- Ryan Kelley from the position of Middle School Math Teacher to the position of High School Math Teacher replacing Shannon Berry who resigned.

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

8.b. Recommended Approval of Extra-Duty Positions

Dr. Nadine Sanders, Assistant Superintendent, recommends the following individuals based on the provisions of the Teacher Induction Program and the Collective Bargaining Agreement:

- Jessica Dagle to serve as Year 2 Mentor Teacher to Dodie Bishopp.
- Sara Beth Fulton to serve as Year 2 Mentor Teacher to Morgan Bear.
- Millie Gilbert to serve as Year 2 Mentor Teacher to Zachary Slodysko.
- Christina Gruver to serve as Mentor Teacher to Kathryn Rose.
- Cherie Powell to serve as Year 2 Mentor Teacher to Brent Duffy.

8.b. Recommended Approval of Extra-Duty Positions (continued)

Dr. Abigail Leonard, Director of Student Services, recommends the following individual for an extra-duty position:

- Amy Craig to serve as Co-Student Assistance Program Coordinator for Middle School.

Scott Penner, Director of Athletics and Student Activities, recommends the following individuals for an extra-duty staff position:

- Logan Brennan to serve as Assistant Middle School Football Coach.
- Leah Fleming to serve as Assistant Coach for Girls Wrestling.

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

- Erin Zinn to serve as Assistant Department Head for Special Education replacing Sarah Roller who resigned.

Clarissa Nace, Middle School Principal, recommends the following individuals for extra-duty staff positions:

- Stacy Gibb to serve as NJHS Advisor replacing Therese Bukousky who resigned.
- Emma Shutt to serve as 7th Grade Level Leader at the middle school.
- Zachary Slodysko to serve as NJHS Advisor replacing Luke Nerone who transferred.

Matthew Kump, Aquatics Director, recommends the following student for hire:

- Rebecca Fertig to serve as a Student Lifeguard and be compensated the hourly rate based on the Classified Compensation Plan.

The administration recommends the Board of School Directors approve the 2024-2025 extra-duty positions as presented.

8.c. Recommended Approval of Resignations

Dr. Nadine Sanders, Assistant Superintendent, received the following resignation:

- Ryan Kelley provided a letter of resignation from the extra-duty position of 8th Grade Level Leader effective September 10, 2024.

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

- Jacob Beecher provided a letter of resignation from the position of Assistant High School Track Coach.
- James Maxwell provided a letter of resignation from the position of Co-Assistant JV Baseball Coach.

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

8.d. Recommended Approval of a Middle School Math Teacher - Kathryn Rose

Education:

Virginia Polytechnic and State University - Human Services (Bachelor's Degree)

Cabrini University - Elementary Education (Master's Degree)

Experience:

Phoenixville High School - Math Interventionist

The administration recommends the Board of School Directors appoint **Kathryn Rose** to the position of Middle School Math Teacher replacing Ryan Kelley who transferred. The compensation for this position should be established at Master's Degree step 8 \$70,089.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association. Employment is contingent upon pending receipt of all required employment documentation.

8.e. Recommended Approval of a Middle School Special Education Teacher - Rachael Landis

Education:

Kutztown University - Special Education/Elementary Education PK-4 (Bachelor's Degree)

Experience:

Bedford County Schools - Special Education Teacher

The administration recommends the Board of School Directors appoint **Rachael Landis** to the position of Middle School Special Education Teacher replacing Megan Martin who transferred. The compensation for this position should be established at Bachelor's Degree step 8 \$65,199.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association. Employment is contingent upon pending receipt of all required employment documentation.

8.f. Recommended Approval of a Part-Time Custodian

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

- Wendy McCartney to serve as a part-time, second shift Custodian at the High School replacing Kenneth Sunday who resigned. 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 the custodian for new hire as presented.

9. New Business - Actions Items

9.a. Recommended Approval of the Proposed 2024-2025 FFA Program of Activities

The officers of the Big Spring High School FFA are requesting Board approval of the proposed 2024-2025 [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.

9.b. Recommended Approval of Fundraisers

Karen Ward, Mt. Rock Elementary Principal, recommends approval of the following 2024-2025 fundraisers:

- Race for Education fundraiser in the fall to benefit Mt. Rock Elementary PTO
- [R & K Subs fundraiser](#) in the spring to benefit Mt. Rock Elementary PTO

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

- Marianna's Subs and Pizza fundraiser September 24 - October 4, 2024 to benefit the Boys Soccer Program.
- Gertrude Hawk Chocolate, Maplewood whoopie pies, Country Meat Sticks, Butcher Shoppe Cookie Dough and Coffee, Krispy Kreme Doughnuts, Rickabaugh Candles, Joe Corbi's Pizza, Marianna's Hoagies, Charleston Wrap, and R & K Subs fundraisers to benefit the Class of 2025, 2026, 2027, and 2028.
- Bocce Program Spirit Bracelet fundraiser at various athletic events with proceeds going to benefit the Polar Plunge.
- [Terri Lynn fundraiser](#) October 1 through December 20, 2024 to benefit the High School Art Club.

Stacey Kimble, Oak Flat Elementary Principal, recommends approval of the following 2024-2025 fundraisers:

- [Krispy Kreme fundraiser](#) (fall) to benefit the Oak Flat PTO
- [R & K Subs fundraiser](#) (fall) to benefit the Oak Flat PTO
- Project Kids Care fundraiser (spring) to benefit the Oak Flat PTO

Clarissa Nace, Middle School Principal, recommends approval of the following 2024-2025 fundraisers:

- [Welcome Back to School Dance fundraiser](#) on September 13, 2024 to benefit the PBIS/Bulldogs C.A.R.E. Program.
- [Cherrydale Fall fundraiser](#) and [Gourmet Cookies fundraiser](#) September 10 - 24, 2024 to benefit the middle school.
- [R & K Subs fundraiser](#) (fall and second semester) to benefit the 8th Grade Class.

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

9.c. 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 staff support during the 2024-2025 school year.

Dr. Nicholas Guarente, Superintendent, has reviewed the [Extension of School Resource Officer Agreement](#) with the Cumberland County Sheriff's Office to extend services for 60 days.

Dr. Nicholas Guarente, Superintendent, has reviewed the [Agreement for the Provision of Alternative Transportation Solutions](#) with EverDriven Technologies, LLC to provide transportation support services during the 2024-2025 school year.

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

9.d. Recommended Approval of Updated Policy

The Policy Committee has proposed the updated policy listed below.

- [Policy 009](#) School Board Policies

The Administration has proposed the updated policy listed below:

- [Policy 626.1](#) Travel Reimbursement - Federal Programs

The updated policies are proposed to the Board of School Directors for approval as presented.

9.e. Recommended Approval of Middle School Field Trips

Mrs. Clarissa Nace, Middle School Principal, is requesting permission for the following 2024-2025 student trips:

- Middle School FFA Officers to attend the Farmer's Breakfast on September 20, 2024 at the West Pennsboro Volunteer Fire Company.
- Middle School Counselors and two students to attend the Caring Team for Grieving Student Summit on October 9, 2024 in Camp Hill during the school day.
- 8th Grade Class Trip to Hershey Park on Thursday, May 22, 2025.

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

9.f. Recommended Approval of Capital Project Fund Payments

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

- Daniel B Krieg Inc. - Seal Coating - [Invoice 0314634](#) - 08/19/2024 - \$30,580.00
- Custom Cut Flooring LLC - Oak Flat Office Renovations - [Invoice 2136](#) - 08/08/2024 - \$21,375.00
- McClure Company - ESCO Phase II - [Invoice 24186-6](#) - 08/27/2024 - \$728,963.00
- Trane U.S. Inc. - Entry Way - [Invoice 314767839](#) - 08/14/2024 - \$2,387.30

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

9.g. Approval to Create New Student Activity Account for the Class of 2028

Scott Penner, Director of Athletics and Student Activities, is requesting permission to create a new student activity account under his supervision for the [Class of 2028](#).

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

9.h. Recommended Approval for Purchase of Bleachers

Scott Penner, Director of Athletics and Student Activities recommends approval to purchase bleachers for use at the pool as follows:

- five (5) 15' two-row tip and roll bleachers and five (5) 15' four-row tip and roll bleachers with non-marring wheels and rubber feet to protect the pool deck at a total cost of [\\$22,745.00 from BSN Sports](#). BSN Sports is CoStar approved, contract #014-E22-269.

The administration recommends the Board of School Directors approve the purchase of bleachers for the pool area as presented.

9.i. Recommended Appointment of School District Solicitor

Dr. Nicholas Guarente, Superintendent of Schools, and the Board of School Directors have reviewed three proposals for School Solicitor Services and have reviewed the [Solicitorship Contract from Dillon, McCandless, King, Coulter, & Graham, L.L.P.](#)

It is recommended the Board of School Directors appoint the law firm of Dillon, McCandless, King, Coulter, & Graham, L.L.P. as School District Solicitor as presented.

9.j. Recommended Approval of the Disenrollment Survey

The DIG Committee has prepared a [Disenrollment Survey and explanation letter](#) and is requesting permission to distribute the survey by e-mail to disenrolled families from the 2020-2021 school year through the 2023-2024 school year and requests the survey be mailed by USPS for non-responders with support from the administration.

Approval of the explanation letter and survey is recommended by the DIG Committee as presented.

10. New Business - Information Item

10.a. Leave Request

Chloe Cornman, Middle School Teacher, is requesting a child-rearing leave of absence beginning Monday, January 20, 2025 through approximately Monday, April 14, 2025 with a return date of Tuesday, April 15, 2025. According to Section 6.07 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, the request meets all provisions for child-rearing leave according to the current contract.

10.b. Contracted Staff

Dr. Abigail Leonard, Director of Student Services, provides the following Contracted Staff updates:

- Graduate student Leah Kneller will serve as an intern to Gabrielle Dietrich from Laurel Life during the 2024-2025 school year.
- Jennifer Rhoads has transferred from Oak Flat to a Direct Paraprofessional at Newville Elementary School.

10.c. Proposed Updated Policies

The Policy Committee proposes the updated policies listed below:

- [Policy 918](#) Parent and Family Engagement (First Reading)
- [Policy 806](#) Child Abuse (First Reading)

After the policies have been reviewed by a first and second reading with opportunities for public comment, the updated policies will be presented to the Board of School Directors for approval at the October 7, 2024 Board meeting.

10.d. Heart and Sole

The Middle School will be offering a 10-week [Heart and Sole Program](#) to girls in grades 6-8 beginning September 23, 2024 with a 5K Celebration on November 24, 2024 at HACC. Interested Coaches for the upcoming season are: Christy Gruver, Emily Hangen, Jessica Kindon, Chelsea Nelson, and Jessica Sprecher.

11. Board Reports

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

Meeting Dates: October 2, December 4, February 5, April 2, and June 4

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

Meeting Dates: October 7, 2024 and November 18, 2024

11.c. Capital Area Intermediate Unit - Seth Cornman

Meeting Dates: September 26, October 24, November 21, December 19, January 23, February 27, March 27, April 24, May 22, and June 26

[All-In August](#)

11.d. Cumberland Perry Area CTC - John Wardle

Meeting Dates: September 23, October 28, November 25, and December 9.

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

Meeting Dates: September 9, 2024 - 6:30 pm, October 7, 2024 - 6:00 pm, December 16, 2024 - 6:00 pm, February 18, 2025 - 6:30 pm, March 3, 2025 - 6:30 pm, April 7, 2025 - 6:30 pm, May 5, 2025 - 6:30 pm, and June 2, 2025 - 6:00 pm

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

Meetings are held at 6:30 pm: October 21, December 16, March 17, 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: September 23, 2024 - 6:30 pm, October 21, 2024 - 6:00 pm, November 18, 2024 - 6:00 pm, January 20, 2025 - 6:30 pm, March 17, 2025 - 6:00 pm, 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 Dates: October 15, 2024

11.k. Wellness Committee - Seth Cornman

11.l. Future Board Agenda Items

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

12. Meeting Closing

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

12.b. Adjournment

Meeting adjourned at _____ pm, **September 9, 2024**

Next scheduled meeting is **September 23, 2024 at 7:30 pm**