

# BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

## BOARD MEETING AGENDA

MONDAY, FEBRUARY 18, 2013

I. CALL TO ORDER (Big Spring High School) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

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III. APPROVAL OF THE FEBRUARY 4, 2013 REGULAR BOARD MEETING MINUTES, THE FEBRUARY 4, 2013 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE FEBRUARY 4, 2013 BUILDING AND PROPERTY MEETING MINUTES

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Megan Carr  
Nickolas Hasse

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A. Recognition of Vocational-Technical School Students of the Quarter

Mr. Steven Smith, high school principal, will recognize those Vocational-Technical School students who earned "Student of the Quarter" awards for the second quarter of the 2012-2013 school year.

|          |                     |                                |
|----------|---------------------|--------------------------------|
| Grade 10 | Justina Carpenter   | American Studies               |
| Grade 10 | Jaedanne Kutz       | American Studies               |
| Grade 10 | Christine Gordon    | American Studies               |
| Grade 10 | Dalton Fearnbaugh   | Carpentry                      |
| Grade 11 | Brandi Coldsmith    | Dental Assisting/World Studies |
| Grade 11 | Noah Rife           | World Studies                  |
| Grade 11 | Amber Boose         | World Studies                  |
| Grade 11 | Dylan Sherman       | Electronics Technology         |
| Grade 12 | Sherry Brunner      | Child Care                     |
| Grade 12 | Tiffany Hippensteel | Cosmetology                    |

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B. Recognition of Academic Achievement Awards for the Second Quarter

Mr. Steven Smith will also recognize those students who have earned the academic achievement award for the second quarter for the 2012-2013 school year.

|          |                  |      |
|----------|------------------|------|
| Grade 9  | Anna Sweger      | 99.6 |
| Grade 10 | Elizabeth Witmer | 99.2 |
| Grade 11 | Kylie Brandt     | 98.9 |
| Grade 12 | Blair Bitner     | 98.5 |

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**V. TREASURER'S REPORT (Balances as of January 31, 2013)**

|                       |                  |
|-----------------------|------------------|
| General Fund          | \$ 18,404,958.84 |
| Cafeteria Fund        | \$ 273,690.22    |
| Student Activity Fund | \$ 220,224.78    |
| Capital Projects      | \$ 4,240,422.73  |

**VI. PAYMENT OF BILLS**

|                         |                        |
|-------------------------|------------------------|
| General Fund            | \$ 987,192.56          |
| Cafeteria Fund          | \$ 59,267.99           |
| Student Activities Fund | \$ 23,099.65           |
| Capital Projects        | \$ 4,334.98            |
| <b>TOTAL</b>            | <b>\$ 1,073,895.18</b> |

**VII. READING OF CORRESPONDENCE****VIII. RECOGNITION OF VISITORS****IX. PUBLIC COMMENT PERIOD**

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**X. STRUCTURED PUBLIC COMMENT PERIOD****XI. OLD BUSINESS****XII. NEW BUSINESS**

**A) PERSONNEL CONCERNS****(ACTION ITEM)**

- 1) **Ms. Carol Kuntz**, has resigned from her position as Girl's Head Field Hockey Coach, effective immediately.

The administration recommends that the Board of School Directors accept Ms. Kuntz's resignation Girl's Head Field Hockey Coach, effective immediately.

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**(ACTION ITEM)**

- 2) **Ms. Rebecca Whigham** has resigned from her position as Head Middle School Track Coach, effective immediately. Ms. Whigham has requested to assist as a volunteer coach.

The administration recommends that the Board of School Directors accept Ms. Whigham's resignation as a Head Middle School Track Coach and approve her request to assist as a volunteer coach, effective immediately.

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3) **Custodial Substitute Recommendation**

**(ACTION ITEM)**

Mr. Rick Gilliam, Director of Building and Grounds and Transportation would like to recommend the individual listed as a custodial substitute.

**Ms. Lissa Chandler**

The administration recommends that the Board of School Directors approve the custodial substitute as presented.

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**(ACTION ITEM)**

- 4) **Ms. Patricia Chastain** is recommended to serve as seventh grade gold team leader, replacing Ms. Shirley Truesdell who has resigned.

The administration recommends that the Board of School Directors appoint Ms. Chastain as seventh grade gold team leader, as presented.

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5) **Coaching Appointments**

**(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the 2012-2013 school year.

|                         |   |
|-------------------------|---|
| <b>Robert Baker</b>     | <b>Junior Varsity Softball Coach</b>    |
| <b>John Hergenroder</b> | <b>Varsity Assistant Softball Coach</b> |
| <b>Kayna Moyer</b>      | <b>Volunteer Softball Coach</b>         |
| <b>Mark Wagner</b>      | <b>Volunteer Softball Coach</b>         |
| <b>Shane Spitz</b>      | <b>Volunteer Softball Coach</b>         |
| <b>John Morris</b>      | <b>Volunteer Softball Coach</b>         |
| <b>Heath Myers</b>      | <b>Junior High Track Coach</b>          |

The administration recommends that the Board of School Directors approve the appointment of the above listed coaches as presented.

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**A) PERSONNEL CONCERNS (. . . .continued)****6) Long-Term Substitute Aide Recommendation****(ACTION ITEM)**

Mr. William Gillet, Supervisor of Special Education would like to recommend the individual listed as a Long-Term Substitute Aide for the remainder of the 2012-2013 school year, replacing Ms. Dana Sheaffer who has accepted a position as a Long-Term Substitute Elementary Teacher

**Ms. Amy Blankenhorn**

The administration recommends that the Board of School Directors approve the Ms. Blankenhorn as a Long-Term Substitute Aide, as presented.

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**7) Additional Per Diem Substitute Teacher****(ACTION ITEM)**

**Alexa Line**

**Business/Technology Education**

The administration recommends that the Board of School Directors approve the addition listed to the 2012-2013 per diem substitute teacher list as presented.

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**XII. NEW BUSINESS (. . . .continued)****B) Credit Pay****(ACTION ITEM)**

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

**Justine Sieg**

**\$1,236.00**

The administration recommends that the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Education Association and the Big Spring School District.

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**C) Approval of Service & Support Agreement****(ACTION ITEM)**

As provided at the last Building & Property meeting, the hardware installed by BlackCSI is installed and operating. Lacking personnel and expertise, the District desires to enter into a 5-year service contract with BlackCSI to cover scheduled maintenance, repair and replacement of parts and software. This covers replacement for four (4) years beyond the first year warranty and is paid over 5 years to reduce annual cost. The agreement is included in the Board Packet for review.

The administration recommends the Board of School Directors approve the five year **Service & Support Agreement** with BlackCSI at an annual cost of \$9,600, for a total cost of \$48,000.00.

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**XII. NEW BUSINESS (. . .continued)****(ACTION ITEM)****D) Approval of Wolf Consulting Engineers (WCE) for Engineering Services**

At the last meeting of the Building & Property Committee, Mr. Gilliam discussed a proposal by WCE to provide engineering services over the next year. WCE will provide consulting services and work several smaller projects over the next year. The first under this agreement will be the reconfiguration of the OF entrance way for enhanced security. A copy of the contract is included with the agenda and the contract has been reviewed by the district solicitor.

The administration recommends that the Board of School Directors approve the engineering consulting services from Wolf Consulting Engineers to be provided through December 31, 2013 at hourly rates specific to the tasks required as detailed in the proposed contract.

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**E) Updated Policies****(ACTION ITEM)**

The administration has submitted the updated policies listed and the copies are included with the agenda.

- 000 Board Policy/Administrative Regulations**
- 001 Name and Clarification**
- 002 Authority and Powers**
- 003 Functions**
- 004 Membership**
- 004.1 Student Representation to the Board**
- 005 Organization**
- 006 Meetings**
- 007 Policy Manual Access**
- 009 School Board Policies**
- 011 Board Governance Standard Code of Conduct**

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

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**F) Case A of 2012-2013****(ACTION ITEM)**

The parents of the student in Case A of the 2012-2013 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case A of the 2012-2013 school year for the remainder of the year. The student's status will be reviewed by administration June of 2013 to determine a possible return for the 2013-2014 school year. The student will be placed in an Alternative Placement for the remainder of the 2012-2013 school year. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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**XII. NEW BUSINESS (. . .continued)****G) Case B of 2012-2013****(ACTION ITEM)**

The parents of the student in Case B of the 2012-2013 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case B of the 2012-2013 school year for a period of forty-five (45) days, reduced to thirty (30) school days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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**H) Case C of 2012-2013****(ACTION ITEM)**

The parents of the student in Case C of the 2012-2013 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case C of the 2012-2013 school year for a period of forty-five (45) days, reduced to thirty (30) school days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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**(INFORMATION ITEM)****I) 2013-2014 Capital Area Intermediate Unit General Operating Budget**

A summary of the Capital Area Intermediate Unit General Operating Budget for 2013-2014 is included in the agenda. The budget reflects no change for the 2013-2014 school year. The Capital Area Intermediate Unit General Operating Budget will be an action item on the next Board Agenda.

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**J) UV Light Install and (3) HW Heater Replacement****(INFORMATION ITEM)**

The District needs to replace 3 hot water heaters and install a UV light in the HS pool. Each item would exceed the bid limit; rather than 3 or 4 separate bids the District entered into a consulting agreement with Barton Associates to prepare a single bid specification containing all four items. A memo from Barton is included in the Board packet. Barton will present at the March 4<sup>th</sup> Building & Property Meeting to obtain approval to release the bid specification.

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**K) Updated Year-to-Date Summaries of General Fund****(INFORMATION ITEM)**

The Business Office prepared updated year-to-date summaries for taxes and general fund that are included with the agenda.

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**XIII. FUTURE BOARD AGENDA ITEM**

**XIV. COMMITTEE REPORTS**

- A) District Improvement Committee – Mr. Norris/Mr. McCrea**
- B) Athletic Committee – Mr. Swanson**
- C) Vocational-Technical School – Mr. Wolf/Mr. Piper**
- D) Buildings and Property Committee – Mr. Barrick**
- E) Finance Committee – Mr. Blasco**
- F) South Central Trust – Mr. Blasco**
- G) Capital Area Intermediate Unit – Mr. Wolf**
- H) Tax Collection Committee (TCC) – Mr. Wolf**

**XV. SUPERINTENDENT’S REPORT**

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**XVI. BUSINESS FROM THE FLOOR**

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**XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

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**XVIII. ADJOURNMENT**

Meeting adjourned \_\_\_\_\_ P.M.

**NEXT SCHEDULED BOARD MEETING: Monday, March 4, 2013**