

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING AGENDA**

**MONDAY, FEBRUARY 20, 2012**

**I. CALL TO ORDER (BIG SPRING HIGH SCHOOL) 8:00 P.M.**

**II. PLEDGE TO THE FLAG (President Wolf)**

**III. PRAYER**

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**IV. APPROVAL OF THE FEBRUARY 6, 2012 REGULAR BOARD MEETING MINUTES, THE FEBRUARY 6, 2012 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE FEBRUARY 6, 2012 BUILDING AND PROPERTY MINUTES.**

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**V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS**

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**Student Representatives to the Board Report – Nick Hasse/Alyssa Jones**

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**VI. TREASURER'S REPORT (Balances as of January 31, 2012)**

General Fund	\$ 15,830,434.11
Cafeteria Fund	\$ 351,483.31
Student Activity Fund	\$ 214,147.23
Capital Projects	\$ 2,989,995.34
Newville Projects	\$ 630,380.64

**VII. PAYMENT OF BILLS**

General Fund	\$ 1,467,008.56
Cafeteria Fund	\$ 99,994.21
Miscellaneous Fund	\$ 19,343.05

**Total \$ 1,586,345.82**

**VIII. READING OF CORRESPONDENCE**

**IX. RECOGNITION OF VISITORS**

**X. PUBLIC COMMENT PERIOD**

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**XI. STRUCTURED PUBLIC COMMENT PERIOD**

**XII. OLD BUSINESS**

**XIII. NEW BUSINESS**

**A. PERSONNEL CONCERNS**

**A) PERSONNEL CONCERNS (...continued)****1) Additional Per Diem Substitute Teachers****(ACTION ITEM)**

**Erica White  
Alison Wise  
Rachel Hornbaker**

**Mathematics 7-12  
Art K-12  
English**

The administration recommends that the Board of School Directors approve the additions listed to the 2011-2012 per diem substitute teacher list as presented.

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**(ACTION ITEM)****2) Ms. Lauren Hetrick, High School Social Studies Teacher is requesting one day leave without pay for Friday, February 24, 2012.**

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave."

The administration recommends that the Board of School Directors approve Ms. Hetrick's request for one day leave without pay as presented.

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**3) Additional 2011-2012 Lifeguard****(ACTION ITEM)**

**Robyn Hoover**

The administration recommends that the Board of School Directors approve the individual listed to serve as a lifeguard during the 2011-2012 school year, pending receipt of all required paperwork.

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**4) Approval of Child-Rearing Leave for Jessica Shover****(ACTION ITEM)**

Mrs. Jessica Shover, Kindergarten Teacher at Oak Flat Elementary School has requested leave of absence under the Family & Medical Leave Act from approximately March 19, 2012 through the end of the 2011-2012 school year. According to Section 3.08 of the 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.

A copy of Mrs. Shover's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Shover's request for leave under the Family & Medical Leave Act for a child-rearing leave of absence from approximately March 19, 2012 through the end of the 2011-2012 school year.

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**A) PERSONNEL CONCERNS** (...continued)**(ACTION ITEM)****5) Courtney Mayberry**  
Newville, PA 17241

Long-Term Substitute Kindergarten Teacher  
(replacing Mrs. Shover who will be on  
child-rearing leave of absence)

**Education:**

California University of Pennsylvania – Early Childhood Education (Bachelor's Degree)

**Experience:**

Big Spring School District – Long-Term Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Mayberry to serve as a Long-Term Kindergarten Teacher at Oak Flat Elementary School, effective approximately March 19, 2012 through the end of the 2011-2012 school year, replacing Mrs. Shover who will be on child-rearing leave of absence. Ms. Mayberry's compensation for this position should be established at Bachelor's, step 1 \$41,551.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**(ACTION ITEM)**

- 6) **Mr. Timothy Jumper** has submitted his letter of resignation as boy's assistant soccer coach, effective immediately and junior high girls assistant soccer coach, effective the end of the 2011-2012 spring season. Mr. Jumper has also requested to assist with volunteering both teams for the 2012-2013 school year.

A copy of Mr. Jumper's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mr. Jumper's resignation as boy's assistant soccer coach, effective immediately and junior high girls assistant soccer coach, effective the end of the 2011-2012 school year. The administration would also like to recommend that Mr. Jumper assist with volunteering both teams for the 2012-2013 school year.

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**7) Coaching Appointments****(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as Track Coaches for the 2011-2012 school year.

**Bryan Henry**  
**Ted Frengel**

**Assistant Varsity Track Coach**  
**Junior High Track Coach**

The administration recommends that the Board of School Directors approve the coaching appointments of the individuals listed for the 2011-2012 school year.

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**A) PERSONNEL CONCERNS (...continued)****8) Instructional Aide at Oak Flat Elementary School****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a five hour instructional aide at Oak Flat Elementary School for the remainder of the 2011-2012 school year, replacing Brianna Vandembord who has resigned.

**Dana Sheaffer**

The administration recommends that the Board of School Directors approve the appointment of Dana Sheaffer as an instructional aide at Oak Flat Elementary School for the remainder of the 2011-2012 school year.

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**9) Instructional Aide at the Middle School****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a five hour instructional aide at the Middle School for the remainder of the 2011-2012 school year, replacing Colleen Seible who has transferred to Mt. Rock replacing Mrs. Schoonover who has resigned.

**Bonnie Saboe**

The administration recommends that the Board of School Directors approve the appointment of Bonnie Saboe as an instructional aide at the Middle School for the remainder of the 2011-2012 school year.

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**10) Cafeteria Worker****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a part-time cafeteria worker at the Middle School for the remainder of the 2011-2012 school year.

**Nichole Beichler**

The administration recommends that the Board of School Directors approve the appointment of Nichole Beichler as a part-time cafeteria worker at the Middle School for the remainder of the 2011-2012 school year.

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**11) Coaching Appointment****(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as Assistant Baseball Coach for the 2011-2012 school year.

**Josh Petty**

**Assistant Baseball Coach**

The administration recommends that the Board of School Directors approve the coaching appointment of the individual listed for the 2011-2012 school year.

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**XIII. NEW BUSINESS (. . .continued)****B) Additional Post-Graduation Party Fundraiser****(ACTION ITEM)**

The Post-Graduation Party Committee is requesting permission from the Board of School Directors to conduct the additional fundraiser listed during the 2011-2012 school year.

**Sale of Little Ceasar's Pizza (April)**

The administration recommends that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraiser listed during the 2011-2012 school year.

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**C) Tuition Exemption for Non-Resident Student****(ACTION ITEM)**

Ms. Jennifer Thrush, parent of Dakota Allen Bigler, Grade 12, Big Spring High School senior, is requesting for her son to complete his senior year at Big Spring High School as per the conditions outlined in Board Policy 202.3: "Non-resident students in the senior class may be given special consideration to continue their education in the district at the discretion of the Superintendent of Schools provided they have been enrolled in the Big Spring School District a minimum of two (2) full years immediately preceding their senior year." The parents are required to provide the necessary transportation.

**Dacota Allen Bigler      Grade 12**

The administration recommends that the Board of School Directors approve Ms. Thrush's request for a tuition exemption for the remainder of the 2011-2012 school year, as per the conditions outlined in Board Policy 202.3.

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**D) 2012-2013 Capital Area Intermediate Unit General Operating Budget****(ACTION ITEM)**

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2012-2013 is included in the agenda. A copy of the proposed budget was provided to the members of the Board of School Directors at the February 6, 2012 Board meeting.

The administration recommends that the Board of School Directors approve the Capital Area Intermediate Unit's 2012-2013 General Operating Budget as presented.

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**XIII. NEW BUSINESS** (. . .continued)**(ACTION ITEM)****E) Updated Compensated Professional Leave and Classroom Occupational Exchange Leave Policy #438.1**

The administration has submitted an updated Compensated Professional Leave and Classroom Occupational Exchange Leave Policy #438.1 and a copy of the policy is included with the agenda. The Updated Compensated Professional Leave and Classroom Occupational Exchange Leave Policy was an information item on the February 6, 2012 board agenda.

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

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**F) Facilities Utilization Request****(ACTION ITEM)**

The Big Spring Aquatic Club is requesting permission to use the high school pool for an age group diving meet on Sunday, February 26, 2012 from 1:00 p.m. – 7:00 p.m. Because the utilization dates are on Sunday Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Aquatic Club to use the high school pool for an age group diving meet as presented.

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**G) Proposed Band Trip****(INFORMATION ITEM)**

Mr. Daryl Balseiro, High School Band Director, is requesting permission for the Big Spring High School Band to travel to Montreal, Canada tentatively scheduled for Wednesday, April 24, 2013 through Sunday, April 28, 2013. Mr. Balseiro will update with more information when details are established.

Information is included with the agenda.

The administration recommends that the Board of School Directors grant Mr. Balseiro's approval for the Big Spring High School Band to travel to Montreal, Canada as presented.

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**XIII. NEW BUSINESS (. . . continued)****H) Proposed Updated Job Description****(INFORMATION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent has made some revisions to the job description listed. A copy of the job description has been included with the agenda.

**Media Specialist/Secondary Librarian**

After the job description has been reviewed by the Board of School Directors and the administration, the administration will present the updated job description for Board approval at the March 5, 2012 Board meeting.

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**I) Updated Year-to-Date Summaries/Taxes and 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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**XIV. FUTURE BOARD AGENDA ITEM****XV. 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

**XVI. SUPERINTENDENT’S REPORT**

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**XVII. BUSINESS FROM THE FLOOR**

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

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**XIX. ADJOURNMENT**

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

**NEXT SCHEDULED BOARD MEETING: Monday, March 5, 2012**