

**BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

**BOARD MEETING AGENDA**

**MONDAY, MARCH 7, 2011**

**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 21, 2011 REGULAR BOARD MEETING MINUTES, AND THE FEBRUARY 21, 2011 COMMITTEE OF THE WHOLE MEETING MINUTES.**

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

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**Student Representatives to the Board Report - Doug Kennedy and Alyssa Jones**

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**VI. TREASURER'S REPORT**

**VII. PAYMENT OF BILLS**

General Fund	<b>493,460.06</b>
Capital Projects	<b>45,077.09</b>
Student Activity/Miscellaneous Fund	<b>11,426.31</b>
<b>Total</b>	<b>549,963.46</b>

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

1) 2010-2011 Additional Van Driver for Deitch Busing (ACTION ITEM)

Jennifer Zinn

The administration recommends that the Board of School Directors acknowledge the addition of Ms. Zinn as a van driver for the 2010-2011 school year, pending all required paperwork.

(ACTION ITEM)

2) Mrs. Karen Showaker, Middle School Family Consumer Science Teacher, is requesting two days leave without pay for March 24 & 25, 2011.

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 Mrs. Showaker's request for two days leave without pay as presented.

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## A. PERSONNEL CONCERNS ( . . . continued)

**(ACTION ITEM)**

- 3) **Mrs. Jessica Dagle**, High School Multiple Disability Teacher, is requesting one day leave without pay, retroactive to March 3, 2011.

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 Mrs. Dagle's request for one day leave without pay as presented.

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**(ACTION ITEM)**

- 4) **Mrs. Amanda Frankford**, High School Science Teacher, is requesting one day leave without pay for March 11, 2011.

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 Mrs. Frankford's request for one day leave without pay as presented.

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**(ACTION ITEM)**

- 5) **Mrs. Jessica Winesickle**, Home School Visitor has submitted her letter of resignation as Student Assistance Coordinator, effective the end of the 2010-2011 school year.

A copy of Mrs. Winesickle's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Winesickle's resignation as Student Assistance Coordinator, effective the end of the 2010-2011 school year.

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**(ACTION ITEM)**

- 6) **Mrs. Lori Munson**, High School Business Teacher has submitted her letter of resignation as Waterwheel yearbook advisor, effective June 30, 2011.

A copy of Mrs. Munson's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Munson's resignation as Waterwheel yearbook advisor, effective June 30, 2011.

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## A. PERSONNEL CONCERNS (. . . continued)

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

The administration recommends that the Board of School Directors approve the addition of the individual listed to the 2010-2011 per diem substitute teacher list as presented, pending all required paperwork.

**Cathy Suever – Elementary Education/Mentally and Physically Handicapped**

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**(ACTION ITEM)**8) Ms. Lisa Davis  
Carlisle, PA 17013

Long-Term Substitute Middle School Seventh Grade English  
(replacing Mrs. Katie Magee who will be on child-rearing leave)

**Education:**

St. Joseph's University – Elementary Education/Middle Level English Grades 7-9

**Experience:**

Big Spring School District – Substitute Teacher  
Harrisburg School District – Fourth Grade Teacher  
Carlisle School District – Substitute Teacher  
Eagle County Schools, Colorado – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Davis to serve as a Long-Term Substitute Seventh Grade English Teacher, replacing Mrs. Magee who will be on child-rearing leave of absence from approximately April 3, 2011 through the beginning of the 2011-2012 school year. Ms. Davis' compensation should be established at Step 1, Bachelor's Degree \$40,092.00, prorated, based on the current contract between the Big Spring School District.

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9) Learning Support Aide**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a one on one aide at Mt. Rock Elementary School, replacing the Katherine Kulawiecz who transferred to Plainfield Elementary School to replace Carolyn McConnell who has resigned.

**Michelle Dunkelberger**

The administration recommends that the Board of School Directors approve the appointment and assignment of Michelle Dunkelberger for the remainder of the 2010-2011 school term.

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**A. PERSONNEL CONCERNS ( . . . continued)****10) Long-Term Substitute Aide****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a long-term substitute aide at the Middle School, replacing Kathy Lysher's position which has been vacant most of the school year.

**Harry Fogle**

The administration recommends that the Board of School Directors approve the appointment and assignment of Harry Fogle as presented.

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**11) Substitute Cafeteria/Cashier****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a substitute cafeteria/cashier for the 2010-2011 school year.

**Robyn Barrick-Shirley**

The administration recommends that the Board of School Directors approve the appointment Robyn Barrick-Shirley as presented.

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**12) Coaching Appointments****(ACTION ITEM)**

Mr. Jay Hockenbroch has recommended the individuals listed to serve as coaches during the spring of the 2010-2011 school year.

<b>Rebecca Whigham</b>	<b>Junior High Track Coach</b>
<b>Kyle Hey</b>	<b>Junior High Track Coach</b>
<b>Roger Young</b>	<b>Assistant High School Track Coach</b>
<b>Corinn Eby</b>	<b>Assistant Varsity Softball Coach</b>
<b>Curt Saylor</b>	<b>Assistant Varsity Softball Coach</b>
<b>Patsy Lutz</b>	<b>Junior Varsity Softball Coach</b>
<b>Brian Rohm</b>	<b>Assistant Baseball Coach</b>
<b>Wes Reall</b>	<b>Assistant Baseball Coach</b>
<b>Todd Martin</b>	<b>Assistant Baseball Coach</b>
<b>Matt Engleman</b>	<b>Assistant Baseball Coach</b>
<b>Stephanie Bower</b>	<b>Assistant Girls Soccer Coach</b>
<b>Christopher Williamson</b>	<b>Assistant Baseball Volunteer Coach</b>

The administration recommends that the Board of School Directors appoint the above listed individuals to coach during the spring of the 2010-2011 school year and establish their salaries based on the current contract between the Big Spring Education Association and the Big Spring School District, pending all required paperwork.

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**A. PERSONNEL CONCERNS** (. . . continued)**13) Six Hour Learning Support Aide****(ACTION ITEM)**

Based on the administration's recommendation the six (6) hour Learning Support Aide that was hired on January 17, 2011 was hired with a ninety (90) day probationary period which was implemented as a term of employment.

The administration recommends that the Board of School Directors not renew the six (6) hour position of the Intensive Learning Support Aide that was hired on January 17, 2011.

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**XIII. NEW BUSINESS** (. . . continued)**B) Proposed Updated Job Description****(ACTION ITEM)**

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

School Psychologist  
Career Coordinator  
Media Specialist Elementary Librarian  
Computer Systems Technician

The administration recommends that the Board of School Directors approve the job descriptions listed above as presented.

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

Mr. Chad Feeser is requesting permission to use the high school auditorium and commons area on Sunday, April 3, 2011 at 2:00 P.M. for the Big Spring High School Musical. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Feeser's request to use the high school auditorium and commons area on Sunday, April 3, 2011 at 2:00 P.M. as presented.

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**D) Planned Course Adoption****(ACTION ITEM)**

Listed below is a completed planned course for board approval.

**High School - Science**  
**Oceanography**

The administration recommends that the Board of School Directors approve the planned course as presented

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**XIII. NEW BUSINESS** (. . . continued)**E) Digital Resources Initiative****(ACTION ITEM)**

The administration would like to participate in the Digital Resources Initiative with the Capital Area Intermediate Unit. This process facilitates modern means to improve student achievement and teacher skills and the availability of high quality, digital resources indicates the possibility of creating a 21<sup>st</sup> century learning environment in the classroom while potentially saving money.

The agreement to participate in the Digital Resources Initiative is included with the agenda.

The administration recommends that the Board of School Directors approve the proposed agreement to participate in the Digital Resources Initiative between the Capital Area Intermediate Unit and the Big Spring School District.

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**F) Additional Post-Graduation Party Fundraiser****(ACTION ITEM)**

The 2011 Post-Graduation Party Committee is requesting permission from the Board of School Directors to conduct the fundraiser listed between March 18, 2011 and April 20, 2011.

**Meadowbrook Gourd Sale**

The administration recommends that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraiser as presented.

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**G) 2010-2011 Calendar Amendment****(ACTION ITEM)**

The administration is proposing an adjustment to the 2010-2011 school calendar regarding make-up days. The administration would like to add March 21, 2011 as the fifth make-up day.

The administration recommends that the Board of School Directors amend the adopted 2010-2011 school calendar and add March 21, 2011 as the fifth make-up day.

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

Mr. Jeff Kipps is requesting permission for his daughter, Ashley Kipps, a Big Spring High School senior, to complete her 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.

Ashley Kipps Grade 12

The administration recommends that the Board of School Directors approve Mr. Kipps' request for a tuition exemption for his daughter, Ashley Kipps, for the 2010-2011 school year, as per the conditions outlined in Board Policy 202.3.

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XIII. NEW BUSINESS (. . .continued)

**I) Contractor Payment #6 for Newville Project – Construction Fund (ACTION ITEM)**

McKissick Associates reviewed the payment applications for work performed on the Newville Addition & Renovation project. These payments will come from the Newville Construction Fund. This is a close out for Whisler Well Drilling, Inc. A copy of the completed and notarized payment applications is included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Amount</u>	<u>Balance to Pay</u>
General	eciConstruction, LLC	--	\$ 100,688.17
HVAC	MidState Mechanical & Electrical, LLC	\$25,693.04	\$ 27,693.04
Electrical	MidState Mechanical & Electrical, LLC	\$15,140.70	\$22,939.00
Plumbing	Mann Plumbing and Heating, LLC	--	\$6,473.60
Well	Whisler Well Drilling, Inc.	\$3,500.00	0.00

The administration recommends that the Board of School Directors approve payment from the Newville Project Fund to Whisler Well Drilling, Inc. in the amount of \$3,500.00.

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**J) Replacement of Stadium Sound System (ACTION ITEM)**

One of the items on the capital plan was to replace the sound system at the stadium. Although the current system does work, it is unreliable and does not propagate sound well with large crowds and is a safety issue. In order to have the work done prior to graduation, we're requesting to start immediately. Enclosed is a quote for Visual Sound for \$29,375.00; they are an authorized COSTARS state contract vendor eliminating the need to bid the project. Five-thousand dollars (\$5,000) of extra authorization is included in the event there is unforeseen conditions; it will not be spent unless required.

The administration recommends that Board of School Directors authorize replacement of the stadium sound system per the COSTARS quote from Visual Sound and that it be funded from the Capital Projects fund in an amount not to exceed \$34,375 in total cost.

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**XIII. NEW BUSINESS** (. . .continued)**K) Grant Application Request****(ACTION ITEM)**

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology would like to request permission to pursue a grant opportunity titled "Highmark Healthy High 5". The successful grant recipients could receive up to \$10,000.00 in grant monies utilized to support school wellness classes and nutrition education classes at the elementary level. The monies will also support evening wellness programs at Green Ridge Village, which will benefit our students and families.

Information is included with the agenda.

The administration recommends that the Board of School Directors authorize the administration to pursue the request for grant funds as noted above.

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**L) Staff Update for Upcoming Budget Process****(INFORMATION ITEM)****XIV. FUTURE BOARD AGENDA ITEM****XV. COMMITTEE REPORTS**

- A) District Improvement Committee – Mrs. Lopp**
- 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: Tuesday, March 22, 2011**