

# BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

## BOARD MEETING AGENDA

TUESDAY, APRIL 6, 2010

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

II. PLEDGE TO THE FLAG (President Wolf)

III. PRAYER

IV. APPROVAL OF THE MARCH 15, 2010 REGULAR BOARD MEETING MINUTES AND THE MARCH 15, 2010 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 – Lauren Swartz/Cora Agar

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VI. TREASURER'S REPORT

VII. PAYMENT OF BILLS

A) General Fund \$ 986,919.88

B) Athletic Fund \$ 7,526.76

C) Student Activity/Miscellaneous Fund \$ 32,072.87

Total \$ 1,026,519.51

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) Additional Per Diem Substitute Guest Teacher**

**(ACTION ITEM)**

In an attempt to provide a sufficient number of substitute teachers for the 2009-2010 school year, the Big Spring School District is working in cooperation with the Capital Area Intermediate Unit to sponsor the "Guest Teacher Program." The individual whose name appears below has participated in an orientation program sponsored by the Capital Area Intermediate Unit and has been issued an emergency certification by the Pennsylvania Department of Education.

**Sharon Coy**

The administration recommends that the Board of School Directors approve the addition of the above-named guest teachers to the 2009-2010 per diem substitute guest teacher list effective immediately.

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

**(ACTION ITEM)****2) Stephanie Flowers**  
Newville, PA 17241

Long-Term Substitute Learning Support Teacher  
at the High School  
(replacing Mrs. Michelle Bear who is on child-rearing leave)

**Education:**

Shippensburg University – Management Information Systems (Bachelor's Degree)

**Experience:**

Big Spring School District – Substitute Teacher  
Shippensburg Senior High School – Student Teacher  
Scotland School for Veterans' Children – Teacher

The administration recommends that the Board of School Directors appoint Ms. Flowers to serve as a long-term substitute Learning Support Teacher at the High School, retroactive to March 22, 2010, replacing Mrs. Bear who is on child-rearing leave. Ms. Flowers' compensation for this position should be established at Bachelor's, Step 1 \$37,812.00, plus a \$400.00 special education stipend based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**(ACTION ITEM)****3) Megan Bullock**  
Shippensburg, PA 17257

Long-Term Substitute Learning Support Teacher  
at the High School  
(replacing Mrs. Heather Best who will be on child-rearing leave)

**Education:**

Bloomsburg University – Elementary Education/Special Education (Bachelor's Degree)

**Experience:**

Berwick High School – Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Megan Bullock to serve as a long-term substitute Learning Support Teacher at the High School, beginning April 5, 2010 to June 3, 2010, replacing Mrs. Best who will be on child-rearing leave. Ms. Bullock's compensation for this position should be established at Bachelor's, Step 1 \$37,812.00, plus \$400.00 special education stipend based on the current contract between the Big Spring Education Association and the Big Spring School District.

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A. PERSONNEL CONCERNS ( . . . continued)

**(ACTION ITEM)**

4) **Mrs. Dianne Bollinger**, Middle School Family and Consumer Science Teacher, submitted her letter of resignation for the purpose of retirement effective the end of the 09-10 school year, and the Board of School Directors accepted Mrs. Bollinger’s resignation at the March 15, 2010 meeting of the Board of School Directors. Mrs. Bollinger’s severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Bollinger is entitled to a severance allowance in the amount of \$11,020.00, under option #2.

Option #1:  
26 years of service X \$200.00 = \$5,200.00  
(Maximum of \$12,500.00)

Option #2:  
145 unused sick leave days X \$76.00 = \$11,020.00  
(\$12,500.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Bollinger’s severance allowance of \$11,020.00 as presented.

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**(ACTION ITEM)**

5) **Mr. Wayne Jackson** is recommended to serve as a custodial substitute grounds/logistics worker retroactive to March 24, 2010.

Information is included with the agenda.

The administration recommends that the Board of School Directors appoint Mr. Jackson to serve as a custodial substitute grounds/logistics worker retroactive to March 24, 2010.

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**6) Substitute Nurses Aide**

**(ACTION ITEM)**

The individual whose name is listed below is recommended to be placed on the substitute nurse’s aide list.

**Ms. Jessica Chestnut**

The administration recommends that the Board of School Directors approve Ms. Jessica Chestnut to be placed on the substitute nurse’s aide list, pending all required paperwork.

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

7) Volunteer Coach**(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a volunteer softball coach for the 2009-2010 school year.

**John Hergenroeder**

The administration recommends that the Board of School Directors approve the recommendation of John Hergenroeder as a volunteer softball coach.

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**(ACTION ITEM)**

- 8) **Mrs. Karen Showaker**, Middle School Teacher, is requesting one half-day leave without pay, retroactive to March 19, 2010.

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 one half-day leave without pay as presented.

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**(ACTION ITEM)**

- 9) **Mrs. Marie Nye**, Title I Reading Teacher, is requesting three days leave without pay, retroactive to March 15, 19, & April 5, 2010.

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. Nye's request for three days leave without pay as presented.

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A. PERSONNEL CONCERNS ( . . . continued)

**(ACTION ITEM)**

- 10) **Ms. Erin Heaps** has submitted her letter of resignation as assistant field hockey coach, effective immediately.

A copy of Ms. Heaps' letter is included with the agenda.

The administration recommends that the Board of School Directors accept Ms. Heaps' resignation as presented.

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**(ACTION ITEM)**

- 11) **Mrs. Nancy Werner**, High School Family and Consumer Science Teacher has submitted her letter of resignation for the purpose of retirement.

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

The administration recommends that the Board of School Directors accept Mrs. Werner's resignation for the purpose of retirement as High School Family and Consumer Science Teacher, effective the end of the 2009-2010 school year.

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**(ACTION ITEM)**

- 12) **Mrs. Anita Smith**, High School Learning Support Teacher has submitted her letter of resignation for the purpose of retirement.

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

The administration recommends that the Board of School Directors accept Mrs. Smith's resignation for the purpose of retirement as High School Learning Support Teacher, effective the end of the 2009-2010 school year.

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**(ACTION ITEM)**

- 13) **Mr. Gregory Schreiber**, Varsity Boys Basketball Coach has submitted his letter of resignation as Varsity Boys Basketball Coach, effective immediately.

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

The administration recommends that the Board of School Directors accept Mr. Schreiber's letter of resignation as presented.

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A. PERSONNEL CONCERNS (. . . continued)

**(ACTION ITEM)**

14) **Mrs. Joyce Hemminger**, Newville Elementary School Secretary has submitted her letter of resignation for the purpose of retirement, effective June 11, 2010.

A copy of Mrs. Hemminger’s letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Hemminger’s letter of resignation as presented.

XIII. NEW BUSINESS (. . . continued)

B) **Credit Pay**

**(ACTION ITEM)**

The professional employees whose names are listed below have successfully completed graduate work and is entitled to the specified amounts in accordance with the negotiated contract.

<b>Stephanie Devonald</b>	<b>\$1,170.00</b>
<b>Matthew Engleman</b>	<b><u>\$ 939.99</u></b>
<b>Total</b>	<b>\$2,109.99</b>

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) **Mini-Grant Proposal Request**

**(ACTION ITEM)**

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology would like to request permission to a mini-grant proposal to initiate positive change to promote health and wellness at the high school. As part of the goal, this committee has requested permission to submit an application for a mini-grant from the Carlisle Area Health and Wellness Foundation.

Information is included with the agenda.

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

**XIII. NEW BUSINESS** (. . .continued)**D) GO Teach Mini-Grant Request****(ACTION ITEM)**

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology would like to request permission to pursue a mini-grant opportunity in the amount of \$300.00 from an organization titled GO Teach. The mini-grant is designed to help facilitate the growth of an outdoor recreation program .

Information is included with the agenda.

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

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**E) Ag Grant Request****(ACTION ITEM)**

**Mrs. Jeanne Temple**, Assistant Superintendent would like to request permission to pursue an Ag Grant that the agriculture teachers submitted and has been approved in the amount of \$4,000.00 funded by the National FFA Organization.

Information is included with the agenda.

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

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**F) 2009-2010 Dual Enrollment Grant****(ACTION ITEM)**

**Mrs. Jeanne Temple**, Assistant Superintendent of Schools, has received notification from the Pennsylvania Department of Education indicating that the 2009-2010 Dual Enrollment grant has been approved in the amount of \$1,340.

Information is included with the agenda.

The administration recommends that the Board of School Directors authorize the administration to establish all of the required accounts to expend funds on behalf of the 2009-2010 Dual Enrollment grant.

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**G) 2009-2010 PA-PACT Grant****(ACTION ITEM)**

**Mrs. Jeanne Temple**, Assistant Superintendent of Schools, has received notification from the Pennsylvania Department of Education indicating that the 2009-2010 PA-PACT has been approved.

Information is included with the agenda.

The administration recommends that the Board of School Directors authorize the administration to accept the 2009-2010 PA-PACT Grant.

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XIII. NEW BUSINESS (. . .continued)

**H) Proposed Updated Job Description for Department Chairperson (ACTION ITEM)**

**Mrs. Jeanne Temple**, Assistant Superintendent has made revisions to the job description for the Department Chairperson.

A copy of the job description has been included with the agenda.

The administration recommends that the Board of School Directors approve the updated job description for the Department Chairperson, as presented.

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**I) Transportation Contract Rates with Richard Deitch for 2009-2010 (ACTION ITEM)**

Mr. Richard S. Deitch, Transportation Contractor for the Big Spring School District, has provided mileage information for the school buses at the start of the 2009-2010 school year. Mr. Rick Gilliam, Director of Student Transportation has calculated the daily rates for transportation and the activity buses based on the mileage data.

A copy of the detailed transportation rate calculations is included in the agenda.

	<b>2008-2009 Rate</b>	<b>2009-2010 Rate</b>	<b>Difference</b>	<b>Increase/ Decrease</b>
Vo-Tech	\$819.31	\$814.69	(\$4.62)	N/A
Activity	\$172.69	\$162.87	(\$9.82)	N/A
Regular	\$10,029.14	\$9,978.52	(\$50.62)	N/A
Total Daily Rates	\$11,021.14	\$10,956.08	(\$65.06)	N/A
PDE Cost Factor	4.94	4.945	N/A	0.1%

The administration recommends that the Board of School Directors approve the transportation rate calculations to reflect the 2009-2010 rates as presented.

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**XIII. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**J) Mr. Rick Gilliam**, Food Service Director has submitted the Big Spring School District Wellness Policy for approval. The policy is mandated by the Pennsylvania Department of Education to be approved by the Board of School Directors annually.

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

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**K) Permission for Panama and Costa Rica Trip**

**(INFORMATION ITEM)**

Mrs. Jeannette Jorcih, Mrs. Zina Jensen, Mrs. Carol Madden, Mr. Les Stover, Mrs. SaraBeth Wanbaugh and Mrs. Sherisa Nailor are requesting permission for high school students and other qualified participants for a proposed trip to Panama and Costa Rica in the summer of 2011.

Additional information regarding the proposed trip is included with the agenda.

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**L) ESL Program Summaries**

**(INFORMATION ITEM)**

**Mrs. Jeanne Temple**, Assistant Superintendent has submitted the 2008-2009 and 2009-2010 ESL end of the year program summaries.

This is an information item.

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**XIV. FUTURE BOARD AGENDA ITEMS**

**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**

**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, April 19, 2010**