

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING AGENDA**

**MONDAY, MAY 7, 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 APRIL 16, 2012 REGULAR BOARD MEETING MINUTES, AND THE APRIL 16, 2012 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 – Wade Reichelderfer/Sammi Burke**

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**VI. TREASURER'S REPORT**

**VII. PAYMENT OF BILLS**

General Fund	<b>\$ 654,799.31</b>
Miscellaneous Fund	<b>\$ 40,114.08</b>
Cafeteria Fund	<b>\$ 142,068.33</b>
Capital Projects	<b>\$ 6,821.90</b>
<b>Total</b>	<b>\$ 843,803.62</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**

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

- 1) **Mrs. Judith Creps**, High School Counselor is requesting two days leave without pay, retroactive to April 18 & 19, 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 Mrs. Creps' request for two days leave without pay as presented.

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**(ACTION ITEM)**

- 2) **Mrs. Karen Showaker**, Middle School Family and Consumer Science Teacher is requesting three days leave without pay, retroactive to March 30, 2012, and April 16 & 25, 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 Mrs. Showaker's request for two days leave without pay as presented.

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- 3) **Additional Per Diem Substitute Teachers**

**(ACTION ITEM)**

<b>Stephen Kennedy</b>	<b>French/German</b>
<b>Rachal Monismith</b>	<b>Elementary Education</b>
<b>Jessica Rohm</b>	<b>Elementary Education</b>
<b>Catherine Shover</b>	<b>English/Drama</b>

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)**

- 4) **Mrs. Gina Froment**, Eighth Grade Math Teacher at the Middle School, is requesting a leave of absence for the 2012-2013 school year.

A copy of Mrs. Froment's letter requesting the leave of absence is included with the agenda. The administration has defined terms to describe the specific leave requested. Such leave will require Board and Big Spring Education Association concurrence on the criteria set for leave.

The administration recommends that the Board of School Directors approve Mrs. Froment's request for a leave of absence for the 2012-2013 school year.

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**A) PERSONNEL CONCERNS (...continued)****5) Volunteer Coaching Appointment****(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a volunteer coach for the Spring of the 2011-2012 school year.

**Jeffrey Cohick      Girls Junior Varsity Softball Team**

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

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**6) Vocal Director and Pit Band Director Appointment****(ACTION ITEM)**

Mr. Steven Smith, High School Principal would like to recommend the individual listed as a Vocal Director and Pit Band Director for the 2011-2012 school year.

**Mr. Dan Dorty**

The administration recommends that the Board of School Directors approve Mr. Dan Dorty as Vocal Director and Pit Band Director for the 2011-2012 school year.

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

**David Dunkelberger**

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

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**8) Coaching Appointment****(ACTION ITEM)**

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

**Christopher Jones      Assistant Boy's Soccer Coach**

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

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**A) PERSONNEL CONCERNS** (...continued)**9) Approval of Child-Rearing Leave for Danielle Bingaman****(ACTION ITEM)**

Mrs. Danielle Bingaman, Elementary School Counselor has requested leave of absence under the Family & Medical Leave Act from approximately July 31, 2012 through approximately October 19, 2012. 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. Bingaman's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Bingaman's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately July 31, 2012 through approximately October 19, 2012.

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**10) Approval of Child-Rearing Leave for Jessica Winesickle****(ACTION ITEM)**

Mrs. Jessica Winesickle, Home and School Visitor has requested leave of absence under the Family & Medical Leave Act from approximately May 30, 2012 through approximately August 7, 2012. 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. Winesickle's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Winesickle's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately May 30, 2012 through approximately August 7, 2012.

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**(ACTION ITEM)****11) Ms. Barbara Dellinger** has submitted her letter of resignation as assistant department chair of the reading and English departments for the 2012-2013 school year.

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

The administration recommends that the Board of School Directors accept Ms. Dellinger's resignation as assistant department chair of the reading and English departments for the 2012-2013 school year.

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**A) PERSONNEL CONCERNS** (...continued)**12) 2012 Summer Work Crew****(ACTION ITEM)**

The individuals listed are recommended to serve as the summer work crew during the summer of 2012.

Saul Cohick	Student Summer Maintenance
Carmen Witmer	Student Summer Maintenance
Andrew Fry	Student Summer Maintenance
Jordan Houck	Student Summer Maintenance
Mike Sheeler	Grounds Maintenance
Pat Mowers	Interior Painting
Marilyn Zinn	Interior Painting
Jan Roberts	Middle School Custodial
Janet Walker	Mt. Rock Custodial

The administration recommends that the Board of School Directors approve the individuals listed to serve as the summer work crew during the summer of 2012, pending receipt of all required paperwork.

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**XIII. 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.

<b>Jesse Deutsch</b>	<b>\$ 981.00</b>
<b>Brandie Shatto</b>	<b>\$1236.00</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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**XIII. NEW BUSINESS (. . .continued)****C) Permission to Attend Girl's Basketball Summer Camp****(ACTION ITEM)**

Ms. Randy Jones, Varsity Girls Basketball Coach, is requesting Board approval for the girl's basketball team and coaches to attend team camp at Messiah College from July 15, 2012 through July 19, 2012.

All expenses are paid for by the respective teams and/or individual student athletes.

The administration recommends that the Board of School Directors approve Ms. Jones' request for the girls basketball team and coaches to attend the summer team camp as presented.

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**D) Proposed Washington, D.C. Trip****(ACTION ITEM)**

Ms. Lauren Hetrick, High School Social Studies Teacher, is requesting permission for Big Spring High School students to travel to Washington, D.C., tentatively scheduled for Saturday, January 19, 2013 through Tuesday, January 22, 2013.

Information is included with the agenda.

The administration recommends that the Board of School Directors grant Ms. Hetrick's approval for the Big Spring High School students to travel to Washington, D.C. as presented.

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**E) Case F of 2011-2012****(ACTION ITEM)**

The parents of the student in Case F of 2011-2012 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 F of the 2011-2012 school year for a period of one (1) year. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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**(ACTION ITEM)****F) Big Spring School District/Capital Area Intermediate Unit Special Education Contract for 2012-2013**

The proposed 2012-2013 Special Education Service Contract between the Big Spring School District and the Capital Area Intermediate Unit has been reviewed by Mr. William Gillet, Supervisor of Special Education, and the Superintendent.

The administration recommends that the Board of School Directors approve the 2012-2013 Special Education Contract with the Capital Area Intermediate Unit. The final contract charges will be determined based on actual 2012-2013 Big Spring CAIU enrollments and CAIU services.

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**XIII. NEW BUSINESS** (. . .continued)**G) America's Farmers Grow Rural Education Grant****(ACTION ITEM)**

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology, requests permission to apply for grant funding under the "America's Farmers Grow Rural Education Grant" initiative. The purpose of the grant is to provide funding, up to \$25,000, to support educational programs that enhance mathematics and science proficiency through agriculture education.

The administration recommends that the Board of School Directors authorize Mr. Roberts to apply for the grant funding under the "American's Farmers Grow Rural Education Grant" initiative.

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**H) Proposed Final Budget Adoption****(ACTION ITEM)**

The Board is required to take action to designate a proposed final budget at least 30 days before final budget adoption scheduled for June 11, 2012. This proposed budget must be available for public inspection 20 days prior to the final adoption. The 10.5 teacher furloughs and some other cuts did enable us to balance the increases in PSERS, healthcare and special education. The administration, in working with the Board's Finance Committee, is recommending a **\$41,238,893** budget amount for both expenditures and revenues. The first board meeting in June is moving to Monday, June 11 to meet PDE guidelines for final budget adoption.

2011-12 Real Estate Millage	12.0980
2011-12 Real Estate Tax per \$100,000 Assessment	\$1,210
2012-13 Allowable Increase Under Act 1	2.2% or .2662 mills
2012-13 Proposed Millage	12.3642
2012-13 Proposed Real Estate Tax Per \$100,000	\$1,237 or +\$27

The administration recommends the Board of School Directors approve a proposed final budget in the amount of **\$41,238,893** for the 2012-2013 School Year with a tax rate of 12.3642 mills.

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**I) Assignment of Fund Balance****(ACTION ITEM)**

The preparation for the final 2012-13 budget is a good time for the Board to review the current fund balance and determine if any transfer or assignment of funds is warranted. Currently the Board has \$554,000 as Assigned Fund Balance for PSERS. After meeting with the Finance Committee, the administration recommends the following additions to the Assigned Fund Balance.

Additional PSERS Contributions	400,000
Unforeseen Special Education needs	250,000
Purchase technology for classroom use	400,000
Unforeseen healthcare expenses	350,000

The administration recommends the Board of School Directors approve the assignment of fund balance as shown above.

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**XIII. NEW BUSINESS** (. . .continued)**J) Real Estate Tax Exemption for Deteriorated Area****(ACTION ITEM)**

On September 19, 2011 the Board passed Resolution #15 in support of a LERTA Area in Penn Township; it proposed a 0/10%/25%/55%/100% tax schedule on the improvements as a means of stimulating job creation within the District whose residents face tough times. On March 1, 2012 Penn Township passed an Ordinance formally establishing the boundaries of the deteriorated area. Subsequently, representatives of the Board met several times with the representatives of the developers/owner and agreed to a modified schedule of 35%/35%/35%/35%/35% that provides three times more money prior to 2016 when the Board is trying to constrain tax increases caused by the onerous increases in PSERS contributions directed by the General Assembly. The District Solicitor was involved in the development of this resolution.

The administration recommends the Board of School Directors approve Resolution #20 exempting from real property taxation the assessed value of new construction within the area designated by Penn Township Ordinance 2012-1.

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**K) Agriculture Advisory Council Agenda and Minutes****(INFORMATION ITEM)**

Ms. SaraBeth Fulton and Mrs. Sherisa Nailor have submitted a copy of the Agriculture Department Advisory Council, agenda and meeting minutes to the Big Spring Board of School Directors as a requirement by the state to keep the program in approval status.

A copy of the Agriculture Advisory agenda and minutes are included with the agenda

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**L) 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.

**Gifted Support Specialist/Secondary**

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 June 11, 2012 Board meeting.

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**XIII. NEW BUSINESS** (. . .continued)**M) Tenure Status****(INFORMATION ITEM)**

The following professional employees have completed the required years of service as temporary professional employees and have earned tenure based on their satisfactory performance.

Lois Cox	Middle School Special Education Teacher
Lauren Swigart	Middle School English Teacher

Additional information regarding the professional employees has been prepared by Dr. Linda Wilson, Middle School Principal.

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**N) Federal Programs Consolidated Amendment Application****(INFORMATION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent, submitted the 2011-2012 Consolidated Federal Programs Amendments Application to the Pennsylvania Department of Education, and it has been approved for Title I and Title II funding in the amount of \$539,259.00.

Information is included with the agenda.

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**O) National School Lunch Program****(INFORMATION ITEM)**

The Pennsylvania Department of Education is required under Title 7 of the Code of Federal Regulations to do an administrative review of schools and institutions, which participate in National School Lunch Program.

A review of the Big Spring School District was performed on January 19, 2012 and the information is 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, May 21, 2012**

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING AGENDA**

**MONDAY, MAY 7, 2012**

### **ADDENDUM**

#### **A. NEW BUSINESS ( . . . continued)**

**(ACTION ITEM)**

##### **P) Approval of Resolution for Suspensions Due to Declining Enrollment, Curtailment and Alteration of Programs**

On April 2, 2012 the Board of School Directors adopted a resolution regarding suspensions due to declining enrollment, curtailment and alteration of programs. The District Administration has determined which employees will be either suspended or terminated based on this action.

The administration recommends the Board of School Directors adopt the included resolution that sets forth the specific professional employees to be suspended and temporary professional employees to be terminated. All such action is to be effective June 29, 2012.

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