

# BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

## BOARD MEETING AGENDA

MONDAY, MAY 17, 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 MAY 3, 2010 REGULAR BOARD MEETING MINUTES, THE MAY 3, 2010 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE MAY 3, 2010 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 – Lauren Swartz/Brooke Clouse

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VI. TREASURER'S REPORT (Balance as of April 30, 2010)

General Fund	\$ 6,856,320.94
Athletic Fund	\$ (511.95)
Cafeteria Fund	\$ 212,383.83
Capital Reserve Fund	\$ 132,563.12
Student Activity/Miscellaneous Fund	\$ 148,505.10

VII. PAYMENT OF BILLS

A) General Fund	\$ 809,173.02
B) Athletic Fund	\$ 8,144.79
C) Cafeteria Fund	\$ 146,562.40
D) Student Activity/Miscellaneous Fund	\$ 23,506.74
E) Newville Project	\$ 370,261.01
Total	<u>\$ 1,357,647.96</u>

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) Transfer of Professional Personnel

**(ACTION ITEM)**

As per Board Policies 3850.0-3850.4, the administration will transfer the professional employee whose name is listed below for the 2010-2011 school year.

<b>Employee</b>	<b>From</b>	<b>To</b>
David Roberts	Classrooms for the Future Coach	High School Math Teacher/ High School Technology Integrator

The administration recommends that the Board of School Directors approve the professional employee transfer as presented.

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A. PERSONNEL CONCERNS ( . . . continued)

**2) 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.

**Summer Howard**

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

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**(ACTION ITEM)**

**3) Mrs. Marie Nye, Title I Reading Teacher, is requesting one day leave without pay, retroactive to April 29, 2010, half day and April 30, 2010, one half day for a total of one day.**

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 one day leave without pay as presented.

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**(ACTION ITEM)**

**4) Ms. Lynn Stahler, learning support teacher at Plainfield Elementary School, is requesting a leave of absence for the 2010-2011 school year.**

A copy of Ms. Stahler's letter requesting 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 Ms. Stahler's request for a leave of absence for the 2010-2011 school year.

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A. PERSONNEL CONCERNS ( . . . continued)

**(ACTION ITEM)**

5) **Kimberly Margosian**  
Carlisle, PA 17015

Middle School Learning Support Teacher

**Education:**

California University of Pennsylvania (Bachelor's Degree)

**Experience:**

California Area Middle and Elementary School – Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Margosian to serve as a Middle School Learning Support Teacher, beginning with the 2010-2011 school year, filling Ms. Lynn Stahler's position that has transferred to the Middle School. Ms. Margosian's compensation for this position should be established at Bachelor's, Step 1 \$40,092.00, 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)**

6) **Mr. Jason Creek**, assistant varsity football coach has submitted his letter of resignation as an assistant varsity football coach.

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

The administration recommends that the Board of School Directors accept Mr. Creek's resignation as an assistant varsity football coach, effective immediately.

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**(ACTION ITEM)**

7) **Ms. Wendy Stoner**, assistant RN to the High School Nurse's office has submitted her letter of resignation as an assistant RN, effective the end of the 2009-2010 school year.

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

The administration recommends that the Board of School Directors accept Ms. Stoner's resignation as an assistant RN to the High School Nurse's office, effective the end of the 2009-2010 school year.

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

**(ACTION ITEM)**

- 8) **Mrs. Susan Shuey**, high school music teacher has submitted her letter of resignation as music department chairperson, effective the end of the 2009-2010 school year.

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

The administration recommends that the Board of School Directors accept Mrs. Shuey's resignation as music department chairperson, effective the end of the 2009-2010 school year.

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**(ACTION ITEM)**

- 9) **Mr. Devin Dowless**, part-time evening custodian at the middle school has submitted his resignation as part-time evening custodian, effective immediately

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

The administration recommends that the Board of School Directors accept Mr. Dowless' resignation as part-time evening custodian and also recommend that Mr. Dowless remain on the custodial sub list, effective immediately.

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**10) Approval of Child-Rearing Leave for Charity Franklin****(ACTION ITEM)**

Mrs. Charity Franklin, second grade teacher at Oak Flat Elementary School, has requested leave under the Family & Medical Leave Act a child-rearing leave of absence for the 2010-2011 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. Franklin's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Charity Franklin's request for leave under the Family & Medical Leave Act a child-rearing leave of absence for the 2010-2011 school year, according to the terms of 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)**

11) **Ms. Karen Fetchkan** is recommended to serve as a five hour per day cafeteria worker at the High School.

The administration recommends that the Board of School Directors appoint Ms. Fetchkan to serve as a five hour per day cafeteria worker at the High School.

12) **Summer Maintenance Area Workers**

**(ACTION ITEM)**

The individuals listed are recommended to serve as summer maintenance area workers during the summer of 2010.

- |                          |                         |
|--------------------------|-------------------------|
| <b>Wes Moomaw</b>        | <b>Pat Mowers</b>       |
| <b>Danielle Gibb</b>     | <b>Ron Mowers</b>       |
| <b>Hannah Lopp</b>       | <b>Mary Stonebraker</b> |
| <b>Jacob Marconi</b>     | <b>Cindy Russell</b>    |
| <b>Brandy Lautsbaugh</b> | <b>Kayla Fithian</b>    |
| <b>Jacob Lautsbaugh</b>  | <b>Joshua Moomaw</b>    |
| <b>Hunter Bailey</b>     |                         |

The administration recommends that the Board of School Directors approve the individuals listed to serve as summer maintenance area workers during the summer of 2010, pending receipt of all required paperwork.

13) **Administrative Salary Increase**

**(ACTION ITEM)**

As part of the budget process, the Board must approve the salaries for the 2010-11 school year. The Superintendent has met with the Act 93 group in a meet and discuss process regarding their compensation for the last year of the current agreement.

The administration recommends that the Board of School Directors approve 2010-2011 salary increases of 3% for the Act 93 Administrators, Assistant Superintendent and the Business Manager

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>Jason Artz</b>	<b>\$ 1,170.00</b>
<b>Suzanne Brazeau</b>	<b>\$ 1,149.00</b>
<b>Matthew Brinkman</b>	<b>\$ 2,220.00</b>
<b>Stephanie Devonald</b>	<b>\$ 1,170.00</b>
<b>Mallory Cohick</b>	<b>\$ 1,170.00</b>
<b>Richard W. Fry</b>	<b>\$ 1,000.00</b>
<b>Christina Gruver</b>	<b>\$ 2,340.00</b>
<b>Tyler Henry</b>	<b>\$ 1,071.00</b>
<b>Lauren Hetrick</b>	<b>\$ 2,340.00</b>
<b>Rachel Myers</b>	<b>\$ 1,560.00</b>
<b>Bethany Pagze</b>	<b>\$ 1,110.00</b>
<b>Heather Shepard</b>	<b>\$ 1,110.00</b>
<b>Jason Shover</b>	<b>\$ 1,110.00</b>
<b>Julie Thumma</b>	<b><u>\$ 820.00</u></b>
<b>Total</b>	<b>\$19,340.00</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.

**C) Proposed 2010-2011 Food Service Meal Prices**

**(ACTION ITEM)**

Mr. Rick Gilliam, Food Service Director, has discussed his tentative 2010-2011 Food Service Budget and proposed 2010-2011 lunch, breakfast and milk prices. Mr. Gilliam made a presentation at the Committee of the Whole on May 3, 2010. The lunch prices will remain the same for the 2010-2011 school year.

<b>2009-2010 Prices</b>		<b>Proposed 2010-2011 Prices</b>
\$2.20	Secondary Lunch	\$2.20
\$2.05	Elementary Lunch	\$2.05
\$3.15	Adult Lunch	\$3.15
\$0.50	Milk	\$0.50
\$1.40	Student Breakfast	\$1.40
\$1.75	Adult Breakfast	\$1.75

The administration recommends that the Board of School Directors approve the proposed 2010-2011 school lunch prices, milk prices and school breakfast prices as presented.

**XIII. NEW BUSINESS** (. . .continued)**D) Proposed Band Trip****(ACTION ITEM)**

Mr. Daryl Balseiro, High School Band Director, is requesting permission for the Big Spring High School Band to travel to Orlando Florida and Walt Disney World in March, 2011. 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 Orlando Florida and Walt Disney World in March, 2011.

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

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology would like to request permission to request grant opportunities for the elementary after school wellness and nutrition classes that have been established. Due to changes in the allocation of grant funds from the Carlisle Area Health and Wellness Foundation the potential exists that we may need to make significant cuts to this 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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**F) Post-Graduation Party Fundraisers****(ACTION ITEM)**

The 2011 Post-Graduation Party Committee is requesting permission from the Board of School Directors to conduct the fundraiser listed on June 12, 2010.

**Chicken Barbeque**

The administration recommends that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraiser listed on June 12, 2010.

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**G) Permission to Host a Joint Soccer Camp****(ACTION ITEM)**

Mr. Scott Anderson and Mr. Randy Stevens are requesting permission to host a boys and girls high school and middle school soccer camp from July 12–July 15, 2010 at the Big Spring High School Soccer Complex for the girls and the Carlisle High School for the boys.

Information is included in the agenda.

The administration recommends that the Board of School Directors approve the request to host a boys and girls high school and middle school soccer camp from July 12 – July 15, 2010.

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**XIII. NEW BUSINESS** (. . .continued)**H) Change Order to DAO Boiler Project****(ACTION ITEM)**

The DAO Boiler project included steam to hot water conversion in part of the MS; the roof top unit over the MS cafeteria never worked because of a pump capacity issue. The contractor installed an approved substitute; however it did work due to undersized impellers. This change order is to purchase, install and balance larger impellers with enough capacity for the roof top connection as per information included in the packet. Herre Bros. has included a quote of \$6,080.58 for the work.

The administration recommends the Board of School Directors approve Change order HB1 Job# 1-5-0960 for the DAO Boiler Project in the amount of \$6,080.58 for impeller upgrade

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**I) Contractor Payments for the DAO Project****(ACTION ITEM)**

With the resolution of the impeller issue, McKissick and Assoc. reviewed final payment applications from Herre Bros. for work performed on the DAO Boiler Project. These payments will come from the Capital Reserve Fund. The final applications for payment are for \$13,311.70 for plumbing to Herre Bros., Inc. and \$59,071.90 to Herre Bros for HVAC. Because of the change order, we are recommending holding \$6,500 of the final HVAC payment until the impeller upgrade is installed and fully functional ( $59,071.90 - 6,500 = 52,571.90$ )

The administration recommends that the Board of School Directors approve final payments to Herre Pros., Inc. for \$13,311.70 for plumbing and a partial final payment of \$52,571.90 to Herre Bros., Inc. for HVAC.

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**J) Contractor Payments for Newville Project – Construction Fund****(ACTION ITEM)**

McKissick Associates reviewed the payment applications from ECI Construction and Mann Plumbing and Heating, LLC for work performed on the Newville Addition & Renovation project. These payments will come from the Orrstown Bank loan using a new Construction fund established for this project. A copy of the completed and notarized payment applications in the amount of \$7,758.00 for Mann and \$321,377.27 for ECI Construction are included in the Board's agenda packet.

The administration recommends that the Board of School Directors approve payment from the Construction Fund to Mann Plumbing and Heating, LLC in the amount of \$7,758.00 and to ECI Construction, LLC in the amount of \$321,377.27.

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XIII. NEW BUSINESS (. . .continued)

**K) Proposed Final Budget**

**(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 21, 2010. The administration in working with the Board's Finance Committee is recommending a \$41,239,629.00 budget for both expenditures and revenues. The resulting tax increase would be:

2009-10 Mills	15.455
Index Allowed	.587
Exception Allowed	.180
Increase =	.767 mills
% increase =	4.96%
Est. increase on \$100K home	\$77

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$41,239,629.00 for the 2010-2011 School Year with a tax rate of 16.222 mills.

**L) Federal Programs Monitoring**

**(INFORMATION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent, would like to report that the Big Spring School District's Title I and Title II monitoring, conducted by the Pennsylvania Department of Education has met 100% of the program requirements.

Information is included with the agenda.

**M) Proposed Textbook Adoption**

**(INFORMATION ITEM)**

Mr. Kevin Roberts, Jr., Director of Curriculum/Instruction and Technology Education, is recommending the following textbook to the Superintendent of Schools. The book is available for review in the curriculum office by any member of the Board of School Directors who wishes to review the book.

<u>Course</u>	<u>Title</u>	<u>Publisher</u>	<u>Copyright</u>
Middle School Language Arts	Vocabulary Workshop	Sadlier-Oxford	2009

**N) 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.

**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
- 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, June 7, 2010**