

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, SEPTEMBER 17, 2012

I. CALL TO ORDER (Big Spring High School) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

III. APPROVAL OF THE SEPTEMBER 4, 2012 REGULAR BOARD MEETING MINUTES, THE SEPTEMBER 4, 2012 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE SEPTEMBER 4, 2012 BUILDING AND PROPERTY COMMITTEE MINUTES

**IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Wade Reichelderfer
Megan Carr**

V. TREASURER'S REPORT (Balances as of August 31, 2012)

General Fund	\$ 12,648,085.45
Cafeteria Fund	\$ 291,094.28
Student Activity Fund	\$ 194,130.13
Capital Projects	\$ 4,415,857.57
Newville Project	\$ 382,610.19

VI. PAYMENT OF BILLS

General Fund	\$ 542,029.53
Student Activities Fund	\$ 12,964.20
Capital Projects	\$ 42,000.00
Newville Project	\$ 348,656.80
Total	\$ 945,650.53

VII. READING OF CORRESPONDENCE

VIII. RECOGNITION OF VISITORS

IX. PUBLIC COMMENT PERIOD

X. STRUCTURED PUBLIC COMMENT PERIOD

XI. OLD BUSINESS

XII. NEW BUSINESS

A. PERSONNEL CONCERNS

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

**Robert Malick
Shane Paulus
Anna Sobieski**

**History
Elementary
Elementary**

The administration recommends that the Board of School Directors approve the additions listed to the 2012-2013 per diem substitute teacher list as presented.

2) Volunteer Coaching Appointment**(ACTION ITEM)**

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

Sadie Hockenberry

Volunteer Cheerleading Coach

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

3) 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.

Sally Kammerer

Girl's Junior Varsity Basketball Coach

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

4) Approval of Child-Rearing Leave for Sherisa Nailor**(ACTION ITEM)**

Mrs. Sherisa Nailor, High School Agriculture Teacher has requested a leave of absence under the Family & Medical Leave Act from approximately February 8, 2013 through approximately April 2, 2013. 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. Nailor's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Nailor's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately February 8, 2013 through approximately April 2, 2013.

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

- 5) **Ms. Stephanie Cramer**, Sixth Grade English Teacher at the Middle School, is requesting a unpaid leave of absence as Sixth Grade English Teacher, Sixth Grade Team Leader and Induction I Coordinator, beginning Monday, October 1, 2012 and ending Friday, December 21, 2012.

A copy of Ms. Cramer's letter requesting unpaid 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. Cramer's request for a unpaid leave of absence as Sixth Grade English Teacher, Sixth Grade Team Leader and Induction I Coordinator beginning Monday, October 1, 2012 and ending Friday, December 21, 2012.

6) **Replacement for Ms. Nicholson (Assistant for Payroll and Benefits)** **(ACTION ITEM)**

Ms. Nicholson submitted her retirement letter in July with a retirement date of December 28, 2012. The administration interviewed seven exceptional candidates from the 17 applications to fill her position. To effect a smooth transition of payroll processing, the administration is requesting a replacement by October 9, 2012 in order to permit attendance and formal training with PASBO and CSIU.

The administration recommends that the Board of School Directors hire Mrs. Phyllis Martin as the Assistant for Payroll and Benefits at an hourly rate of \$18.36 with a start date of October 9, 2012.

XII. NEW BUSINESS (. . .continued)**B) Credit Pay****(ACTION ITEM)**

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

Amy Craig	\$ 354.99
Bethany Pagze	\$1,272.00
Jennifer Tritapoe	\$1,236.00
Denise Ginter	<u>\$1,236.00</u>
TOTAL	\$4,098.99

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.

XII. NEW BUSINESS (. . .continued)**(ACTION ITEM)****C) Approval of the Proposed 2012-2013 Program of Activities for the Big Spring FFA**

The officers of the Big Spring FFA are requesting Board approval of the proposed 2012-2013 FFA Program of Activities. Board approval of the Program of Activities is a requirement in preparation for the State and National Chapter Awards. Included in the Program of Activities is a listing of current officers and information regarding the organization's standing committees.

A copy of the proposed 2012-2013 FFA Program of Activities has been included with the agenda.

The administration recommends that the Board of School Directors approve the 2012-2013 Program of Activities for the Big Spring FFA as presented.

D) Mini Grant Approval**(ACTION ITEM)**

Mr. Kevin Roberts, Director of Curriculum/Instruction and Technology Education is requesting permission to pursue a mini-grant through Carlisle Area Health and Wellness Foundation to support an initiative within Mr. Shover's class. The grant funds would be utilized to replace stability balls.

Information is included with the agenda.

The administration recommends the Board of School Directors approve the mini-grant through Carlisle Area Health and Wellness Foundation as presented.

E) Updated Policies**(ACTION ITEM)**

The administration has submitted the updated policies listed and the copies are included with the agenda. The updated Policies are included with the agenda. The updated policies were information items on the September 4, 2012 School Board Agenda.

204 Attendance

206 Assignment in the District

208 Withdrawal from School

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

XII. NEW BUSINESS (. . .continued)**F) Proposed Updated Job Descriptions****(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. The updated job descriptions were information items on the September 4, 2012 School Board Agenda.

408 Instructional Aide – Level I

409 Instructional Aide – Level II

411 Non-Instructional Aide

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

G) Additional 2012-2013 School Police Officers**(ACTION ITEM)**

Jay Hockenbroch, Athletic Director has submitted a list of additional names to be recommended as school police officers for the 2012-2013 school term.

A copy of the list has been included with the agenda for Board review.

The administration recommends that the Board of School Directors approve the additional 2012-2013 school police roster as presented. In turn, the administration will take the necessary steps to ensure that Big Spring's 2012-2013 additional school police officers' are approved by Cumberland County Court.

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

Ms. Tawna Beichler, parent of Nichole Beichler, Grade 12, Big Spring High School senior, is requesting for her daughter 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."

Nichole Beichler Grade 12

The administration recommends that the Board of School Directors approve Ms. Beichler's request for a tuition exemption for the remainder of the 2012-2013 school year, as per the conditions outlined in Board Policy 202.3.

XII. NEW BUSINESS (. . .continued)**I) Band Booster Year- End Financial Statement****(ACTION ITEM)**

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and a copy of the statement is included with the agenda.

Band Booster Association

The administration recommends that the Board of School Directors accept the financial statement as presented.

J) Updated Policy**(INFORMATION ITEM)**

The administration has submitted the updated policy listed below for Board review.

The updated Policy is included with the agenda. The updated policy will be an action item on the October 1, 2012 School Board Agenda.

226 School District Searches

K) Unsolicited Bid**(INFORMATION ITEM)**

The District received the included unsolicited bid for 4 light poles and unused playground equipment under the stadium bleachers. After discussion with the maintenance and grounds staff, this is not usable by the district. If there are no objections, the administration will place an agenda item to approve the sale at the October 1, 2012 board meeting.

L) 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.

XIII. FUTURE BOARD AGENDA ITEM

XIV. 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**

XV. SUPERINTENDENT’S REPORT

XVI. BUSINESS FROM THE FLOOR

XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XVIII. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, October 1, 2012