

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, OCTOBER 5, 2009

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 SEPTEMBER 21, 2009, REGULAR BOARD MEETING MINUTES AND THE SEPTEMBER 21, 2009 COMMITTEE OF THE WHOLE MEETING MINUTES.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report - Douglas Kennedy

VI. TREASURER'S REPORT

VII. PAYMENT OF BILLS	(CANARY)
A) General Fund	<u>\$ 312,645.98</u>
	(PINK)
B) Athletic Fund	<u>\$ 5,389.67</u>
C) Student Activity/Miscellaneous Fund	<u>\$ 24,187.93</u>
D) Capital Reserve	<u>\$ 3,607.91</u>
Total	<u>\$ 345,831.49</u>

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

1) Additional Per Diem Substitute Teachers

(ACTION ITEM)

Hans Schroeder Music Education (K-12)
Keith Fahnestock Physics –Secondary Education

The administration recommends that the Board of School Directors approve the additions of Hans Schroeder and Keith Fahnestock to the 2009-2010 per diem substitute teacher list as presented.

(BLUE)

(ACTION ITEM)

2) Mr. Kemal Pegram, High School Learning Support Teacher, is requesting one day leave without pay for December 2, 2009.

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 Mr. Pegram’s request for one day leave without pay for December 2, 2009

(GRAY)

3) Additional Per Diem Substitute Guest Teachers

(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 individuals whose names appear below have 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.

**Kimberly Binkley
Kristi Davis
Lorrie Kawich
Jennifer Sampsell
Briann Taylor**

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

(YELLOW)

4) Substitute Fitness Center Strength Coach

(ACTION ITEM)

Mr. Jay Hockenbroch has recommended the individual listed to serve as a substitute Fitness Center Strength Coach for the 2009-2010 school year.

Ms. Lindsey Bradshaw

The administration recommends that the Board of School Directors appoint the above listed individual as a substitute Fitness Center Strength Coach during the 2009-2010 school year.

(PINK)

5) Approval of Additional 2009-2010 Mentor Teacher

(ACTION ITEM)

<u>Mentor</u>	<u>Inductee</u>
Kay Keim (Elementary Learning Support Teacher)	Jill Barrick (Elementary Learning Support Teacher)

The administration recommends that the Board of School Directors approve the above listed individual to the 2009-2010 mentor teacher list as presented.

(IVORY)

(ACTION ITEM)

6) Mrs. Sally Morton is recommended to serve as full-time high school custodian replacing Mrs. Karen Johnson who has been out on injury.

The administration recommends that the Board of School Directors appoint Mrs. Morton to serve as full-time high school custodian, retroactive to July 1, 2009.

(TAN)

7) Part-Time Groundsman

(ACTION ITEM)

The individual whose name is listed below is recommended to serve as a part-time groundsman during the 2009-2010 school year.

Timothy Sheeler

The administration recommends that the Board of School Directors approve Mr. Timothy Sheeler as a part-time groundsman, effective immediately.

(GOLD)

8) Reading Department Chairperson

(ACTION ITEM)

Mr. Kevin Roberts, Director of Curriculum, Instruction and Educational Technology is recommending the individuals listed to split the Reading Department Chairperson as a Elementary Reading Department Chairperson and a Middle School Reading Department Chairperson for the 2009-2010 school year.

Mrs. Niki Donato	Elementary Reading Department Chairperson
Mrs. Leah Richwine	Middle School Reading Department Chairperson

The administration recommends that the Board of School Directors appoint Mrs. Donato as the Elementary Reading Department Chairperson and Mrs. Richwine as the Middle School Reading Department Chairperson during the 2009-2010 school year and establish their compensation for this position based on the established contract between the Big Spring Education Association and the Big Spring School District.

(GREEN)

(ACTION ITEM)

9) Professional Education Plan Committee Members Recommendation

Mr. Kevin Roberts, Director of Curriculum, Instruction and Educational Technology is recommending the individuals listed to be placed on the Professional Education Plan Committee.

Mrs. Beth Herb
Mrs. Jennifer Kuhn

The administration recommends that the Board of School Directors appoint Mrs. Herb and Mrs. Kuhn to be placed on the Professional Education Plan Committee for the 2009-2010 school year and establish their compensation for this position based on the contract between the Big Spring Education Association and the Big Spring School District.

(ORCHID)

10) **Ms. Debra Carpenter** has submitted her letter of resignation as a learning support aide at the Middle School.

A copy of Ms. Carpenter’s letter of resignation is included with the agenda.

The administration recommends that the Board of School Directors accept Ms. Carpenter’s resignation as a learning support aide at the Middle School, effective October 9, 2009.

(TURQUOISE)

(ACTION ITEM)

11) **Mrs. Ann Behnke** has submitted her letter of resignation as an elementary health room nurse.

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

The administration recommends that the Board of School Directors accept Mrs. Behnke’s resignation as a elementary health room aide, effective October 16, 2009.

(IVORY)

(ACTION ITEM)

12) **Ms. Amy Henry**, Middle School Guidance Counselor is recommended to serve as Middle School Student Council Advisor for the 2009-2010 school year.

The administration recommends that the Board of School Directors appoint Ms. Henry to serve as Middle School Student Council Advisor for the 2009-2010 school year.

(YELLOW)

XIII. 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 amounts in accordance with the negotiated contract.

Jessica Carr	\$ 1,071.00
Jennifer Heishman	\$ 2,160.00
Matthew Engleman	\$ 939.30
Stephanie Webber	\$ 1,080.00
Total	\$ 5,250.30

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.

(SALMON)

C) Planned Course Adoption

(ACTION ITEM)

Listed below is a completed planned course for board approval. The plan course listed was an information item included on the September 21, 2009 board agenda.

High School Honors Calculus

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

D) Facilities Utilization Request

(ACTION ITEM)

Mr. Leroy Sheriff, Jr. is requesting permission to use the high school gym, commons area and pool from 1:30 P.M. until 6:30 P.M. on Sunday, March 14, 2010 for a Jr. Olympic Wrestling Banquet . Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Sheriff's request to use the high school gym, commons area and pool from 1:30 P.M. until 6:30 P.M. on March 14, 2010, as presented.

(GRAY)

E) Oak Flat Elementary School PTO Annual Audit

(ACTION ITEM)

The Big Spring School District has received a copy of a letter from Ms. Trina Manetta advising that Oak Flat Elementary School PTO's records are in good order and accurately reflect the financial transactions for the 2008-2009 school year.

A copy of the letter from Ms. Manetta is included with the agenda.

The administration recommends that the Board of School Directors accept the 2008-2009 Oak Flat Elementary School PTO's annual audit report as presented.

(ORANGE)

F) Updated Athletic Policy

(ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director submitted the updated athletic policy as an information item at the September 21, 2009 Board meeting for review.

The administration recommends that the Board of School Directors approve the Athletic Policy as presented at the September 21, 2009 Board meeting.

G) Transfer of Sewer Lines

(ACTION ITEM)

District Solicitor Mr. Phil Spare has been working with the West Pennsboro Township Municipal Authority throughout the last three years to finalize details to transfer sewer lines associated with the Oak Flat Elementary and Big Spring High School sewer systems to the West Pennsboro Township Municipal Authority. At the July 20, 2009 Board meeting the board approved the recommendation of the Bills of Sale and Deeds of Easement for the transfer of the Oak Flat and High School sewer systems to West Pennsboro Township Municipal Authority.

The administration recommends that the Board of School Directors approve to execute the Reimbursement Agreement for the Oak Flat and High School sewer lines as presented.

(ORCHID)

(ACTION ITEM)

H) Approval of EasyProcure Procurement Card Program with PNC Bank.

The Pennsylvania Association of School Business Officials, along with PA School District Liquid Asset Fund (PSDLAF), sponsor a procurement card program with PNC bank. While this program is designed for multiple cards to be distributed throughout the District, we will only activate a single card to be used as an alternate form of payment to take advantage of online purchasing and registration that requires a credit card to do so. This single card will reside in the Business Office and be under the control of the Business Manager. This program will not be expanded without board approval and the additional policy required.

The administration recommends the Board of School Directors authorize by the resolution District participation in the PNC Bank EasyProcure Program.

(PINK)

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

XVII. BUSINESS FROM THE FLOOR

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XIX. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, October 19, 2009