

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING AGENDA**

**MONDAY, OCTOBER 17, 2011**

**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 OCTOBER 3, 2011 REGULAR BOARD MEETING MINUTES, THE OCTOBER 3, 2011, COMMITTEE OF THE WHOLE MEETING MINUTES AND THE OCTOBER 3, 2011 BUILDING AND PROPERTY MEETING MINUTES**

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**V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Sammi Burke  
Wade Reichelderfer**

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**VI. TREASURER'S REPORT (Balances as of September 30, 2011)**

General Fund	\$ 18,418,871.98
Cafeteria Fund	\$ 101,904.04
Student Activity Fund	\$ 179,451.84
Capital Projects	\$ 3,147,714.51
Newville Projects	\$ 845,386.19

**VII. PAYMENT OF BILLS**

General Fund	\$ 1,136,628.15
Cafeteria Fund	\$ 102,161.15
Miscellaneous Fund	\$ 18,094.18
Capital Projects	\$ 16,526.36
Newville Project	\$ 258,450.38

**Total \$ 1,531,860.22**

**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)**1) 2011-2012 Lifeguard****(ACTION ITEM)****Joshua Hawbaker**

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

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**(ACTION ITEM)****2) Carrie Gutshall**  
Newville, PA 17241Long-Term Substitute Kindergarten Teacher  
(replacing Rebecca Fry who is on medical leave)**Education:**

Shippensburg University – Elementary Education (Bachelor's Degree)

**Experience:**

Big Spring School District – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Gutshall to serve as a Long-Term Substitute Kindergarten Teacher at Mt. Rock Elementary School, effective immediately replacing Mrs. Fry who will be on medical leave of absence through approximately October 31, 2011. Ms. Gutshall's compensation for this position should be established at Bachelor's, Step 1, \$41,551.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**(ACTION ITEM)****3) Mrs. Joann Schoonover** has submitted her letter of resignation as an aide, retroactive to October 14, 2011.

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

The administration recommends that the Board of School Directors accept Mrs. Schoonover's resignation as an aide, retroactive to October 14, 2011.

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**A. PERSONNEL CONCERNS** ( . . . continued)**4) Cafeteria Worker****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a cafeteria worker at the Middle School for the 2011-2012 school year.

**Ms. Kathleen Shaw**

The administration recommends that the Board of School Directors approve the appointment of Ms. Shaw as a cafeteria worker in the Middle School for the 2011-2012 school year.

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**5) Approval of Child-Rearing Leave for Stefani Bower****(ACTION ITEM)**

Mrs. Stefani Bower, Learning Support Teacher at Oak Flat has requested leave of absence under the Family & Medical Leave Act from approximately January 16, 2012 through approximately April 23, 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. Bower's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Bower's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately January 16, 2012 through approximately April 23, 2012.

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**(ACTION ITEM)****6) Ashley Robinson**

Walnut Bottom, PA 17266

Long-Term Substitute High School Art Teacher  
(replacing Michael McVitty who is on medical leave)

**Education:**

Millersville University – Art Education (Bachelor's Degree)

**Experience:**

Big Spring School District – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Robinson to serve as a Long-Term Substitute High School Art Teacher effective immediately replacing Mr. McVitty who will be on medical leave of absence through approximately November 15, 2011. Ms. Robinson's compensation for this position should be established at Bachelor's, Step 1, \$41,551.00, prorated, 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)**7) Contract for Business Manager****(ACTION ITEM)**

Mr. Richard Kerr Jr., Business Manager, initial three (3) year contract is set to expire on January 5, 2012. The Board has developed a successor contract that commences on January 5, 2012 and concludes on January 4, 2016.

The contract is included with the agenda.

The administration recommends that the Board of School Directors motion to approve an employment contract for Mr. Richard Kerr, Jr. to serve as Business Manager for the Big Spring School District from January 5, 2012 and conclude on January 4, 2016.

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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.

**Barbara Dellinger**

**\$1,161.00**

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) Job Description****(ACTION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent has developed the job description listed below. A copy of the job description has been included with the agenda.

**Elementary Secretary**

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

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**D) Facilities Utilization Request****(ACTION ITEM)**

The Newville Wrestling Association is requesting permission to use the High School Commons for a Season Kick-Off Dinner on Sunday, November 20, 2011. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Newville Wrestling Association's request to use the High School Commons as presented.

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**XIII. NEW BUSINESS** (. . .continued)**E) National Junior Honor Society Fundraiser****(ACTION ITEM)**

Mrs. Sue Piper is requesting Board approval for the National Junior Honor Society to conduct a hoagie fundraiser to begin February 14, 2012.

Additional information regarding the fundraiser is included with the agenda.

The administration recommends that the Board of School Directors approve Mrs. Piper's request to conduct the fundraiser for the National Junior Honor Society to begin February 14, 2012.

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**F) Enterprise Upgrade for Technology****(ACTION ITEM)**

As discussed at the October 3 Building Properties meeting, the District proposes an enterprise wide upgrade to the technology infrastructure as shown in the Board packet. Included in the project are: 1) Purchase and install rack mount uninterruptable power supplies to 20+ data closets, 2) Purchase and install a new high speed storage area network (SAN) with 10 Terrabytes of storage and 10 Gb connections, 3) purchase and install two enterprise servers for virtual hosting and connection to the SAN, 4) install and setup of Microsoft System Center Configuration Manager to support 2900 clients. This would be paid for using infrastructure upgrades budgeted in the capital projects fund. The project will be done in phases and will be completed prior to the start of the 2012-13 school year.

The administration recommends the Board of School Directors approve the Enterprise Technology Upgrades listed in the board packet to be funded by the Capital Projects fund at a cost not to exceed \$99,400.

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**G) Improving Youth Nutrition and Activity Grant****(ACTION ITEM)**

Mr. Kevin Roberts, Director of Curriculum/Instruction and Technology Education is requesting permission to pursue grant funding in the amount of approximately \$50,000 to support youth nutrition and activity in the Big Spring School District.

Information is included with the agenda.

The administration recommends the Board of School Directors approve the Youth Nutrition and Activity Grant in the amount of approximately \$50,000, as presented.

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**XIII. NEW BUSINESS (. . .continued)****H) Agriculture Advisory Council Agenda and Minutes****(INFORMATION ITEM)**

Ms. SaraBeth Wanbaugh and Mrs. Sherisa Nailor have submitted a copy of the Agriculture 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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**I) 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.

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**XIV. FUTURE BOARD AGENDA ITEM****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, November 7, 2011**