

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING AGENDA**

**MONDAY, DECEMBER 5, 2011**

**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 NOVEMBER 21, 2011, REGULAR BOARD MEETING MINUTES AND THE NOVEMBER 21, 2011, COMMITTEE OF THE WHOLE MEETING MINUTES**

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**V. ELECTION OF THE TEMPORARY PRESIDENT**

"...there shall be elected from the hold-over members a temporary president, and the secretary of the board shall act as secretary of such meeting. The certificates of the election or appointment of all new school directors shall be read, and a list of the legally elected or appointed and qualified school directors prepared."

Elected \_\_\_\_\_ (temporary appointment)

**VI. OATH OF OFFICE**

When there are newly-elected and/or re-elected Board members, the Temporary President will administer the oath of office:

"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity."

**VII. OATH OF OFFICE OF NEWLY APPOINTED BOARD MEMBER**

When there are newly-elected, appointed or re-elected Board members, the President will administer the oath office:

"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that will discharge the duties of my office with fidelity."

**VIII. ELECTION OF OFFICERS**

Refer to Sections 402 and 404 of the Public School Code of 1949.

**A) ELECTION OF THE PRESIDENT (1-year appointment)**

Elected \_\_\_\_\_

The Board President will begin her/his duties.

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**B) ELECTION OF THE VICE-PRESIDENT** (1-year appointment)Elected \_\_\_\_\_  
\_\_\_\_\_**C) ELECTION OF THE TREASURER** (1-year appointment)Elected \_\_\_\_\_  
\_\_\_\_\_**IX. APPOINTMENTS****A) Capital Area Tax Collection Bureau** (1-year appointment)Current Representative - Mr. Wilbur Wolf, Jr.  
Alternate Representative - Mr. William Swanson

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_  
\_\_\_\_\_**B) Pennsylvania School Boards Association Legislative Chairperson** (1-year appointment)

Current Representative - Mr. Robert Barrick

Appointed \_\_\_\_\_  
\_\_\_\_\_**C) Capital Area Intermediate Unit** (1 year appointment)

Current Representative - Mr. Wilbur Wolf, Jr.

Appointed \_\_\_\_\_  
\_\_\_\_\_**D) Athletic Council** (1-year appointment)Current Representatives - Mr. William Swanson  
Mr. Richard Roush  
Mr. David Gutshall

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_  
\_\_\_\_\_

**IX. APPOINTMENTS** (...continued)**E) District Improvement Committee**

(1-year appointment)

Current Representatives – Mr. Richard Norris

Appointed \_\_\_\_\_

**F) Meet and Discuss Committee for Classified Employees** (1-year appointment)Current Representatives – Mr. Kingsley Blasco, Chairperson  
Mr. William Piper

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

**G) Cumberland Perry Area Vocational Technical School** (1-year appointment)Current Representatives – Mr. William Piper  
Mr. Wilbur Wolf, Jr.

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

**H) Pennsylvania School Boards Association Liaison**

(1-year appointment)

Current Representative – Mr. Robert Roush

Appointed \_\_\_\_\_

**I) Buildings and Property Committee**Current Representatives - Mr. Robert Barrick, Chairperson  
Mr. William Piper  
Mr. William Swanson  
Mr. Richard Roush

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

**IX. APPOINTMENTS (...continued)****J) Finance Committee**

Current Representatives - Mr. Kingsley Blasco, Chairperson  
Mr. William Swanson

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

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**K) South Central Trust Board**

Current Representative - Mr. Kingsley Blasco

Appointed \_\_\_\_\_

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**L) Tax Collection Committee**

Current Representative – Mr. Wilbur Wolf, Jr.  
Mr. William Swanson

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

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**X. STUDENT/STAFF RECOGNITION AND BOARD REPORTS**

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**Student Representatives to the Board Report – Sammi Burke/Alyssa Jones**

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**XI. TREASURER'S REPORT****XII. PAYMENT OF BILLS**

General Fund	\$ 536,245.80
Student Activity/Miscellaneous Fund	12,155.84
Capital Projects	7,380.25
<b>Total</b>	<b>\$ 555,781.89</b>

**XIII. READING OF CORRESPONDENCE****XIV. RECOGNITION OF VISITORS****XV. PUBLIC COMMENT PERIOD**

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**XVI. STRUCTURED PUBLIC COMMENT PERIOD****XVII. OLD BUSINESS****XVIII. NEW BUSINESS****A) PERSONNEL CONCERNS (. . . continued)****(ACTION ITEM)**

- 1) **Ms. Katie Magee** has submitted her letter of resignation as Middle School TV Studio Co-Advisor, effective December 22, 2011.

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

The administration recommends that the Board of School Directors accept Ms. Magee's resignation as Middle School TV Studio Coach, effective December 22, 2011.

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**(ACTION ITEM)**

- 2) **Ms. Kathleen Bravin** has submitted her letter of resignation as Middle School TV Studio Co-Advisor, effective December 22, 2011.

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

The administration recommends that the Board of School Directors accept Ms. Bravin's resignation as Middle School TV Studio Co-Advisor, effective December 22, 2011.

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

- 3) **Mr. Brian Rohm** has submitted his letter of resignation as junior high football assistant coach, effective immediately.

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

The administration recommends that the Board of School Directors accept Mr. Rohm's resignation as junior high football assistant coach, effective immediately.

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4) **Odyssey of the Mind Coaches**

**(ACTION ITEM)**

The individuals whose names are listed below are recommended to serve as Big Spring Middle School Odyssey of the Mind Coaches for the 2011-2012 school year.

**Ms. Holly Alspaugh  
Mr. Nicholas Losiewski**

The administration recommends that the Board of School Directors approve the appointment of Ms. Alspaugh and Mr. Losiewski as Big Spring Middle School Odyssey of the Mind Coaches for the 2011-2012 school year.

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5) **Reading Department Chairperson**

**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as Reading Department Chairperson for the 2011-2012 school year.

**Ms. Barb Dellinger**

The administration recommends that the Board of School Directors approve the appointment of Ms. Dellinger as Reading Department Chairperson for the 2011-2012 school year.

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**(ACTION ITEM)**

- 6) **Mrs. Bethany Stanton** is requesting an extended child-rearing leave of absence for the remainder of the 2011-2012 school year, from the initial return approval date of January 3, 2012. Mr. Thomas Kopp will remain as the long-term substitute teacher for the remainder of the 2011-2012 school year for this position.

The administration recommends that the Board of School Directors approve Mrs. Stanton's extended child-rearing leave of absence for the remainder of the 2011-2012 school year and grant approval for Mr. Thomas Kopp to remain as the long-term substitute teacher for the remainder of the 2011-2012 school year for this position.

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**A. PERSONNEL CONCERNS** ( . . . continued)**7) Approval of Child-Rearing Leave for Bethany Pagze****(ACTION ITEM)**

Mrs. Bethany Pagze, High School English Teacher has requested leave of absence under the Family & Medical Leave Act from approximately April 3, 2012 through approximately May 18, 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. Pagze's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Pagze's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately April 3, 2012 through approximately May 18, 2012.

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**(ACTION ITEM)****8) Chelsea Long-Piper**  
Newville, PA 17241Long-Term Substitute Learning Support Teacher  
(replacing Stefani Bower who will be on child-rearing 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 Mrs. Long-Piper to serve as a Long-Term Substitute Learning Support Teacher at Oak Flat Elementary School, from approximately January 16, 2012 through approximately April 23, 2012, replacing Mrs. Bower who will be on child-rearing leave of absence. Mrs. Long-Piper's compensation for this position should be established at Bachelor's, Step 1, \$41,551.00, plus a \$400.00 special education stipend, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**XVIII. NEW BUSINESS** ( . . . continued)**B) Acceptance of Financial Audit for 2010-2011****(ACTION ITEM)**

Mr. James Lyons from Greenawalt & Company presented the District's 2010-2011 financial audit report at the November 14, 2011 Committee of the Whole meeting. Board members received copies of the financial audit report prior to that meeting.

The administration recommends that the Board of School Directors accept the District's 2010-2011 financial audit report as presented by Mr. James Lyons from Greenawalt & Company.

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**XVIII. NEW BUSINESS (. . .continued)****C) 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.

**Andrew Pettit**

**\$979.98**

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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**D) Proposed Job Descriptions****(INFORMATION ITEM)**

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

**High School Head Custodian  
Head Custodian  
Custodial Personnel  
Groundsman**

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**XIX. FUTURE BOARD AGENDA ITEMS****XX. 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**

**XXI. SUPERINTENDENT’S REPORT**

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**XXII. BUSINESS FROM THE FLOOR**

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**XXIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

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**XXIV. ADJOURNMENT**

Meeting adjourned \_\_\_\_\_ P.M.

**NEXT SCHEDULED BOARD MEETING: Monday, December 21, 2011**