

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, DECEMBER 7, 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 NOVEMBER 16, 2009, REGULAR BOARD MEETING MINUTES AND THE NOVEMBER 16, 2009, COMMITTEE OF THE WHOLE MEETING MINUTES

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. 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.

B) ELECTION OF THE VICE-PRESIDENT (1-year appointment)

Elected _____

VIII. APPOINTMENTS

A) Capital Area Tax Collection Bureau (1-year appointment)

Current Representative - Mr. Wilbur Wolf, Jr.
Alternate Representative - Mr. William Swanson

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

Appointed _____

Appointed _____

E) District Improvement Committee (1-year appointment)

Current Representatives - Mrs. Terry Lopp, Chairperson
Mrs. Sandra Deaver
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 _____

VIII. APPOINTMENTS (...continued)

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 _____

J) Finance Committee

Current Representatives - Mr. Kingsley Blasco, Chairperson
Mrs. Terry Lopp

Appointed _____

Appointed _____

Appointed _____

K) South Central Trust Board

Current Representative - Mr. Kingsley Blasco

Appointed _____

VIII. APPOINTMENTS (...continued)

L) Tax Collection Committee

Current Representative – Mr. Wilbur Wolf, Jr.

Appointed _____

IX. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

A) Recognition of Vocational-Technical School Students of the Quarter

Mr. Steven Smith, high school principal, will recognize those Vocational-Technical School students who earned “Student of the Quarter” awards for the first quarter of the 2009-2010 school year.

Grade 10	Melissa D. Cronk	Advertising Art & Design
Grade 10	Katie M. Noreika	American Studies
Grade 10	Christopher D. Sauter	American Studies
Grade 10	Joshua S. Stewart	American Studies
Grade 11	Nicole A. Beidel	Cosmetology
Grade 11	Christina Carbaugh	Health Occupations
Grade 11	Erik R. Schall	Computer Information System
Grade 12	Ryan J. Beecher	Electrical Construction & Maintenance
Grade 12	Jasmine M. Morrison	Cosmetology
Grade 12	Austen Dennison	Graphics Communications III

B) Recognition of Academic Achievement Awards for the First Quarter

Mr. Steven Smith will also recognize those students who have earned the academic achievement award for the first quarter for the 2009-2010 school year.

Grade 9	Tyler Black	99.6
Grade 10	Kayla Richwine	99.2
Grade 11	Carmen Witmer	99.32
Grade 12	Derek Baum	98.725

Student Representatives to the Board Report – Douglas Kennedy/Lauren Swartz

X. TREASURER'S REPORT

XI. PAYMENT OF BILLS

(CANARY)

A) General Fund

\$ 909,549.51

(PINK)

B) Athletic Fund

\$ 8,584.26

C) Student Activity/Miscellaneous Fund

\$ 26,849.27

(GRAY)

D) Capital Reserve

\$ 16,048.82

Total \$ 961,031.86

XII. READING OF CORRESPONDENCE

XIII. RECOGNITION OF VISITORS

XIV. PUBLIC COMMENT PERIOD

XV. STRUCTURED PUBLIC COMMENT PERIOD

XVI. OLD BUSINESS

XVII. NEW BUSINESS

A) PERSONNEL CONCERNS

1) 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 have been issued emergency certification by the Pennsylvania Department of Education.

Paula Marshall

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

(GOLD)

2) Additional Per Diem Substitute Teachers (ACTION ITEM)

**Isaac Bucher – Technology Education/Agriculture Education
Miranda Luckie - Elementary Education**

The administration recommends that the Board of School Directors approve the additions of the individuals listed to the 2009-2010 per diem substitute teacher list as presented, pending all required paperwork.

(CHERRY)

3) Public Relations Position (ACTION ITEM)

Mrs. Brandie Shatto, Elementary Technology Integrator is being recommended to serve as the District's Public Relations Coordinator, effective immediately.

The administration recommends that the Board of School Directors appoint Mrs. Shatto as the District Public Relations Coordinator and establish her salary, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(GREEN)

4) Volunteer Coaching Appointments (ACTION ITEM)

Mr. Jay Hockenbroch has recommended the individuals listed to serve as volunteer coaches during the 2009-2010 school year.

**Jon Eavenson
Amy Fry**

**Boys Basketball
Girls Basketball**

**Volunteer
Volunteer**

The administration recommends that the Board of School Directors appoint the above listed individuals to volunteer coach during the 2009-2010 school year.

(ORCHID)

A. PERSONNEL CONCERNS (. . . continued)

(ACTION ITEM)

- 5) **Mr. Jack Putt**, eighth grade social studies teacher, is recommended to serve as the Assistant Social Studies Department Chairperson, effective immediately.

The administration recommends that the Board of School Directors appoint Mr. Jack Putt as the Assistant Social Studies Department Chairperson, effective immediately, and establish his compensation, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(YELLOW)

- 6) **Plainfield Elementary School Quiz Bowl Coach** **(ACTION ITEM)**

Mrs. Stacey Gibb, gifted teacher has been recommended to serve as Quiz Bowl Coach for the 2009-2010 school year for the Plainfield Elementary School Quiz Bowl Teams.

The administration recommends that the Board of School Directors appoint Mrs. Gibb as Quiz Bowl Coach for the 2009-2010 school year at Plainfield Elementary School and establish their compensation for this position based on the current contract between the Big Spring Education Association and the Big Spring School District.

(SALMON)

(ACTION ITEM)

- 7) **Ms. Katie Ocker**, fourth grade teacher at Newville Elementary School, is requesting one half day leave without pay for Friday, February 19, 2010.

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."

A copy of Ms. Ocker's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Ms. Ocker's request one half day leave without pay as presented.

(TURQUOISE)

- 8) **Substitute Custodial Workers** **(ACTION ITEM)**

The individuals whose names are listed below are recommended to serve as custodial substitutes during the 2009-2010 school year.

Mr. John Weller
Mr. Samuel Cunningham

The administration recommends that the Board of School Directors approve Mr. Weller and Mr. Cunningham as a custodial substitutes as presented.

(GOLD)

A. PERSONNEL CONCERNS (. . . continued)

9) Substitute Health Room Aide

(ACTION ITEM)

The individual whose name is listed below is recommended to serve as a substitute health room aide during the 2009-2010 school year.

Phyllis Hurley

The administration recommends that the Board of School Directors approve Ms. Hurley as a substitute health room aide as presented.

(BLUE)

10) Fitness Center Custodial Position

(ACTION ITEM)

Mr. Richard Sample, Director of Building and Grounds is requesting to establish a four to five hour per day evening custodian position for the Fitness Center.

Information is included with the agenda.

The administration recommends that the Board of School Directors approve Mr. Sample's request to establish a four to five hour per day evening custodian for the Fitness Center.

(ORCHID)

(ACTION ITEM)

11) Donna Lubold

Carlisle, PA 17015

Long-Term Substitute Title I Reading Teacher
(replacing Mrs. Jennifer Roberts who will be on child-rearing leave)

Education:

Shippensburg University – Elementary Education (Bachelor's Degree)

Experience:

Big Spring School District – Substitute Teacher/Long-Term Substitute Teacher

Cumberland Valley School District – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Lubold to serve as a long-term substitute Title I Reading Teacher at Plainfield Elementary School beginning approximately January 4, 2010, replacing Mrs. Roberts who will be on child-rearing leave. Ms. Lubold's compensation for this position should be established at Bachelor's, Step 1 \$37,812.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(YELLOW)

XVII. 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.

Suzanne Brazeau	\$ 1,101.00
Angela Heishman	\$ 780.00
Mark Potter	<u>\$ 789.99</u>
Total	\$ 2,670.99

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.

(PINK)

C) Facilities Utilization Request

(ACTION ITEM)

Mt. Rock Elementary School PTO is requesting permission to use the high school commons and gym on Sunday, April 25, 2010 from 1:30 p.m. – 5:30 p.m. for the Mt. Rock Elementary School Spring Fun Fair. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mt. Rock Elementary School's request to use the high school commons and gym on April 25, 2010, as presented.

(GREEN)

D) Food Safety Policy #808.2

(ACTION ITEM)

Mr. Rick Gilliam, Food Service Director submitted the Food Safety Policy as an information item at the November 16, 2009 Board meeting for review.

The administration recommends that the Board of School Directors approve the Food Service Policy as presented.

(IVORY)

E) Positive Behavior Support Policy #113.1

(ACTION ITEM)

Mr. William Gillet, Supervisor of Special Education has submitted the Positive Behavior Support Policy as an information item at the November 16, 2009 Board meeting for review.

The administration recommends that the Board of School Directors approve the Positive Behavior Support Policy as presented.

(BLUE)

XVII. NEW BUSINESS (. . .continued)

F) Approval of Bid Advertisement

(ACTION ITEM)

McKissick and Assoc. completed the development of the bid documents for the "Addition and Renovation to the Newville Elementary School, 100 Steelstown Road, Newville, PA 17241." A copy of the advertisement and a scope summary of the bid specification are included with the agenda. The first advertisement date will be December 15, 2009. A pre-bid conference is scheduled for 10:00 am, January 5, 2010. Bids will be received until 10:00 am on January 12, 2010 and subsequently opened and read in the DAO. The Board would then vote on the bids at the January 18 meeting.

The Administration recommends the Board approve the advertisement for bids of the Newville Addition and Renovation project as prepared by McKissick and Assoc. with a submission deadline of 10:00 am on January 12, 2010.

(ORCHID)

G) PDE Approval of Newville Additions and Renovations

(ACTION ITEM)

School Code requires PDE to approve any school construction or reconstruction, and for ordinary repairs or maintenance work of a value greater than \$15,000. The application must be submitted and receive Departmental approval before the district enters into contract for the planned work. The PDE approval process includes the submission of the attached PDE Form 3074 (self certification) and selected pages of PLANCON Part F. Additional info is at: http://www.portal.state.pa.us/portal/server.pt/community/nonreimbursable_projects/7461/frequently_asked_questions/509151

The Administration recommends the Board approve the Form 3074 and selected pages of PLANCON Part F for submission to PDE for their approval of the project.

(PINK)

H) 2010 Senior Class Trip

(INFORMATION ITEM)

The 2010 Senior Class is requesting a change of date for the 2010 Senior Class Trip. The Senior Class would like to change the date from May 28, 2010 to February 12, 2010.

Information is included with the agenda.

(GOLD)

I) Safe and Drug Free Schools and Community Grant

(INFORMATION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent has received correspondence regarding the approval of the Safe and Drug Free Schools and Community Grant.

Information is included with the agenda.

(WHITE)

XVII. NEW BUSINESS (. . .continued)

J) Wal-Mart Grant

(INFORMATION ITEM)

Mr. Kevin Roberts, Director of Curriculum/Instruction and Educational Technology would like to propose a Wal-Mart Grant that is available for equipment for the elementary physical education classes.

Information is included with the agenda.

(SALMON)

XVIII. FUTURE BOARD AGENDA ITEMS

XIX. 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

XX. SUPERINTENDENT’S REPORT

XXI. BUSINESS FROM THE FLOOR

XXII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XXIII. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, December 21, 2009