

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, JANUARY 21, 2013

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I. CALL TO ORDER

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 8:00 P.M. with President Wilbur Wolf, Jr., presiding. Nine (9) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; Kingsley Blasco; John McCrea; Richard Norris; William Piper; and Richard Roush.

Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Rick Gilliam, Supervisor of Transportation and Buildings and Grounds; Trish Grace, The Valley Times-Star; Nick Hasse and Shania Radabaugh, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

EXECUTIVE SESSION

President Wolf announced that the members of the Board of School Directors met in Executive Session to address personnel and legal issues from 7:09 to 7:40 P.M.

II. PLEDGE TO THE FLAG

President Wolf led all individuals present in the Pledge to the Flag.

III. APPROVAL OF THE DECEMBER 17, 2012 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE DECEMBER 17, 2012 REGULAR BOARD MEETING MINUTES

Motion by Norris, seconded by Blasco for approval of the December 17, 2012 Committee of the Whole of the Board Meeting Minutes and the December 17, 2012 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

**IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Shania Radabaugh
Nick Hasse**

The students offered the following report:

- A.** The Student Council held its annual senior citizen luncheon on December 19, 2012, for approximately 50 Newville area residents.
- B.** All first-semester world languages students experienced the World Languages Festival on December 20, 2012, during their language classes. Mrs. Anderson, Mrs. Shaker, Mrs. Oldham, and Mrs. Jensen organized the event for approximately 275 Spanish and French students. Activities included students tasting a variety of Hispanic and French dishes and Hispanic dance instruction from Dr. Jose Ricardo from Shippensburg University.
- C.** Mrs. Judy Jackson retired as the high school cafeteria manager on December 21, 2012, after managing the high school cafeteria for 4 years and working in District cafeterias for 28 years, beginning as a substitute in 1984. Teachers and students wished Mrs. Jackson well in her retirement.
- D.** Over the holidays, the following sports events occurred: The swim teams hosted the annual Bulldog Bash Invitational, with both Big Spring teams finishing 3rd out of 14 teams. Bulldog wrestlers had a strong showing in the Bethlehem Holiday Wrestling Classic, finishing 4th out of 28 teams. Six wrestlers placed in the tournament. Both Bulldog basketball teams competed in the annual Big Spring Children's Miracle Network Holiday Classic, with the Lady Bulldogs finishing second behind Mechanicsburg. The tournament also raised \$10,000 for the Children's Miracle Network.
- E.** Current athletics updates are as follows: boys' basketball, 5 wins, 12 losses; girls' basketball, 12 wins, 5 losses, tied for 1st in the division; wrestling, 4 wins, 5 losses, tied for 1st in the division; boys' swimming, 6 wins, 2 losses, 2nd place in the division; girls' swimming, 7 wins, 1 loss, 2nd place in the division. The Bulldog wrestlers placed 14th at Escape the Rock Tournament where 32 teams competed.
- F.** The Big Spring FFA had an impressive showing at this year's Mid-Winter Convention during Farm Show week. Forty members attended the convention, along with Mrs. Nailor and Mrs. Fulton. Three seniors, Cody Bear, Paul Davis, and Laura Ryan, earned their Keystone Degrees, the highest degree attainable in FFA. Seven first-year members earned their FFA jackets. Big Spring's edible landscaping display earned 10th place statewide. Darian Foga and Lynn Finkenbinder were the third-place and second-place finishers respectively in the Agriscience Fair. Bri Kutz, Blaine Ickes, Joe Weber, and Mikayla Sturtz created a career connections video on therapeutic riding. Their video was based on research and interviews at Wilson College regarding the positive impact of therapeutic horseback riding for children with disabilities. For the second consecutive year, the Big Spring video earned the People's Choice Award as the top video statewide.

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS (Continued)

- G.** The Keystone Assessments dominated the daily schedule for six school days, from Wednesday, January 9, through Wednesday, January 16, 2013. Approximately 560 juniors, sophomores and freshman took the Algebra I Keystone. Approximately 310 juniors and sophomores took the English literature Keystone. Approximately 345 juniors and sophomores took the biology Keystone. The first-semester final and midterm schedules have been adjusted due to the keystones. Students will begin the new semester this week.
- H.** The Mini-THON fundraising goal this year is \$40,000. T-shirt night, Twin Ponds night, movie night, and a 5K are slated to support the event.

Director McCrea reported that last Tuesday, with two wins against James Buchanan, Coach Les Stover recorded his 354th and 355th victories as the swim team coach in a "long and illustrious career." Mr. McCrea congratulated Mr. Stover and wished him many more victories.

President Wolf thanked the students for the report.

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

General Fund	\$ 19,518,329.38
Cafeteria Fund	\$ 230,420.28
Student Activity Fund	\$ 230,904.30
Capital Projects	\$ 4,268,107.74

The Treasurer's Report showed balances as outlined above as of December 31, 2012. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

VI. PAYMENT OF BILLS

General Fund	\$ 2,180,498.17	Checks #68333-68651, 1071301, 12131201, BG121201-BG131322, D0000022-D0000041, HS121201-HS121216, JH121201KR121201-KR121202, LW-121201-LW121202, M1212100-MS121299, RF121201, SE121201SE121203, SS121201-SS121204
Cafeteria Fund	\$ 112,554.73	Checks #5675-5683
Student Activities Fund	\$ 49,763.80	Checks #13610-13672
Capital Projects	\$ 50,969.63	Checks #638-641

Total \$ 2,393,786.33

VI. PAYMENT OF BILLS (Continued)

Motion by Gutshall, seconded by Blasco for approval of General Fund, Cafeteria Fund, Student Activity/Miscellaneous Fund, and Capital Projects payments of bills as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

VII. READING OF CORRESPONDENCE

There was no reading of correspondence.

VIII. RECOGNITION OF VISITORS

Linda Bowles, William Bowles, Michael Hippensteel, April Messenger, Brandie Shatto, Sam Sheeler, John Wardle, and Tobie Wolf.

IX. PUBLIC COMMENT PERIOD

Mr. John Wardle, 60 Shank Road, Carlisle, Pennsylvania, addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

Mr. Wardle commended the members of the Board of School Directors for their dedication as School Board members, and he noted that three of his children are Big Spring graduates and successful members of the community, working as a physical therapist, news director, and construction worker, and one child continues to be enrolled at Big Spring. Mr. Wardle thanked the School Board for their dedication in the past and active roles in the present in educating the children in the District.

President Wolf thanked Mr. Wardle for attending this evening's meeting and offering a prayer and words of encouragement to the members of the Board of School Directors.

X. STRUCTURED PUBLIC COMMENT PERIOD

No structured public comment was offered.

XI. OLD BUSINESS

There was no old business.

**(NOTE: The Board addressed
XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-16,
following Item A-16.)**

XII. NEW BUSINESS

A. PERSONNEL CONCERNS

(ACTION ITEM)

1. **Mrs. Kay Bear** submitted her letter of resignation as a member of the Wellness and Professional Development Committee, effective immediately.

A copy of Mrs. Bear's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Mrs. Bear's resignation as a member of the Wellness and Professional Development Committee, effective immediately.

(ACTION ITEM)

2. **Mrs. Shirley Truesdell** submitted her letter of resignation as a seventh grade math teacher, effective, January 25, 2013

A copy of Mrs. Truesdell's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Mrs. Truesdell's resignation as a seventh grade math teacher, effective January 25, 2013.

(ACTION ITEM)

3. **Mr. Pete Strack** submitted his letter of resignation as a high school social studies teacher, retroactive to January 4, 2013

A copy of Mr. Strack's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Mr. Strack's resignation as a high school social studies teacher, retroactive to January 4, 2013.

4. **Part –Time Custodial Recommendation**

(ACTION ITEM)

Mr. Rick Gilliam, Director of Building and Grounds and Transportation, recommended the individual listed as a part time evening custodian at Oak Flat Elementary School, replacing Mr. James Keast, who has resigned.

Amanda Gilbert

The administration recommended that the Board of School Directors approve the appointment of Ms. Amanda Gilbert as presented.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

5. Extension of Interim 6th Grade Maroon Team Leader (ACTION ITEM)

Mrs. Christine Tolbert was approved to serve as an Interim Sixth Grade Maroon Team Leader, at the October 15, 2012, Board of School Directors meeting from October 1, 2012, through December 21, 2012, replacing Stephanie Cramer, who is on a leave of absence. Ms. Cramer requested an extension of her leave to the end of the 2012-2013 school year, which was approved by the Board of School Directors on December 17, 2012. The administration would like to extend Mrs. Tolbert's position as Interim 6th Grade Maroon Team Leader to the end of the 2012-2013 school year due to the extension of Ms. Cramer's leave.

Christine Tolbert

The administration recommended that the Board of School Directors approve the extension of Mrs. Tolbert as an Interim Sixth Grade Maroon Team Leader until the end of the 2012-2013 school year.

6. Additional Per Diem Substitute Teachers (ACTION ITEM)

Beytullah Arikan	Math Education
Shannon Brose	Elementary Education
Megan Goyt	Foreign Language
Kathleen Livengood	Elementary Education/Special Education
Callie Salvisburg	Elementary Education

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

(ACTION ITEM)

7. Approval of Chartwells' Big Spring School District Food Service Employees

Per the contract Big Spring School District initiated with Chartwells, the District must approve all employees. Ms. Michelle Mattern, Chartwells Food Service Director, recommended the individuals listed as cafeteria employees.

Trisha Graham	High School Cafeteria Aide
Jessica Clepper	Cafeteria Substitute

The administration recommended the Board of School Directors approve the above listed Chartwells employees for the 2012-13 school year.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

8. Coaching Appointments

(ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director, recommended the individuals listed as coaches for the 2012-2013 and 2013-2014 school year.

Roger Young	Head Track Coach
John Beeman	Assistant Track Coach
Tim Jumper	Junior High Girls Soccer Coach
Don Belanger	Junior High Girls Soccer Coach
Chris Jones	Junior High Boys Soccer Coach
Cara Penner	Head Volleyball Coach/Junior High Volleyball
Michael Berry	Head Football Coach
Cara Penner	Head Volleyball Coach/Junior High Volleyball
	Coach

The administration recommended that the Board of School Directors approve the appointment of the above listed coaches as presented.

9. 2012-2013 Lifeguard

(ACTION ITEM)

Kelsey Fickes

The administration recommended that the Board of School Directors approve the individual listed to serve as a lifeguard during the 2012-2013 school year and summer months, pending receipt of all required paperwork.

10. Additional Substitute Aide

(ACTION ITEM)

Christine Cohick

The administration recommended that the Board of School Directors approve the individual listed to be placed on the 2012-2013 substitute aide list.

11. Learning Support Aide

(ACTION ITEM)

Mr. William Gillet, Supervisor of Special Education, recommended the individual listed as a five hour Learning Support Aide at Mt. Rock Elementary School.

Emma Killian

The administration recommended that the Board of School Directors approve the individual listed as a five hour Learning Support Aide at Mt. Rock Elementary School.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

12. Approval of Child-Rearing Leave for Charity Franklin

(ACTION ITEM)

Mrs. Charity Franklin, second grade teacher at Oak Flat Elementary School, requested leave of absence under the Family & Medical Leave Act from approximately March 27, 2013 through the remainder of the 2012-2013 school year and the 2013-2014 school year with a return date of August, 2014. 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. Franklin's letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Charity Franklin's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately March 27, 2013 through the remainder of the 2012-2013 school year and the 2013-2014 school year with a return date of August, 2014, according to the terms of the current contract between the Big Spring Education Association and the Big Spring School District.

13. Approval of Child-Rearing Leave for Heather Detwiler

(ACTION ITEM)

Mrs. Heather Detwiler, high school math teacher, requested leave of absence under the Family & Medical Leave Act from approximately May 3, 2013, through the remainder of the 2012-2013 school year. 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. Detwiler's letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Heather Detwiler's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately May 3, 2013, through the remainder of the 2012-2013 school year according to the terms of the current contract between the Big Spring Education Association and the Big Spring School District.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

14. Dana Sheaffer
Boiling Spring, PA 17007

Long-Term Substitute Grade Four Teacher
at Mt. Rock Elementary School

Education:

Shippensburg University (Bachelor's Elementary Education)

Experience:

Big Spring School District - Instructional Aide

West Shore School District - Long-Term Substitute Teacher Grade Three Teacher

The administration recommended that the Board of School Directors appoint Ms. Sheaffer to serve as a Long-Term Substitute Grade Four Teacher at Mt. Rock Elementary School from approximately February 22, 2013, through the remainder of the 2012-2013 school year, replacing Jolene Regetta who will be on child-rearing leave of absence. Ms. Sheaffer's compensation for this position should be established at Bachelor's Degree Step 1, \$42,588.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

15. Shannon Brose
Allison Park, PA 15101

Long-Term Substitute Grade Two Teacher
at Oak Flat Elementary School

Education:

Shippensburg University (Bachelor's Elementary Education)

Experience:

Kinder Care Learning Center - Teacher

The administration recommended that the Board of School Directors appoint Ms. Brose to serve as a Long-Term Substitute Grade Two Teacher at Oak Flat Elementary School from approximately March 27, 2013 through the remainder of the 2012-2013 school year, replacing Charity Franklin who will be on child-rearing leave of absence. Ms. Brose's compensation for this position should be established at Bachelor's Degree Step 1, \$42,588.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

16. Justine Reid
Dillsburg, PA 17019

Long-Term Substitute Seventh Grade Math Teacher
at the Middle School

Education:

Millersville University (Bachelor's Elementary Education/Middle School Math 7-9)

Experience:

Bayou Lacombe Middle School – Sixth Grade Math and Science Teacher

Carolyn Park Middle School – After School Math Tutor

Honey Island Elementary School – Long-Term Substitute Teacher (Grade 3)

The administration recommended that the Board of School Directors appoint Ms. Reid to serve as a Long-Term Substitute Seventh Grade Math Teacher at the Middle School from January 28, 2013 through the remainder of the 2012-2013 school year, replacing Shirley Truesdell who has resigned. Ms. Reid's compensation for this position should be established at Bachelor's Degree Step 2, \$43,009.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

VOTE ON XII., NEW BUSINESS, A., PERSONNEL CONCERNS

Motion by Blasco, seconded by Norris to combine and approve XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-16, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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.

Krista Boynton	\$5,936.00
Meghan Bullock	\$1,272.00
Charlene D'Amore	\$2,544.00
Barbara Dellinger	\$2,544.00
Heidi Fraker	\$1,272.00
Amanda Frankford	\$1,272.00
Lindsay Graham	\$1,272.00
Sarah Hammaker	\$1,272.00
Jennifer Kump	\$1,209.00
Keith Lavala	\$1,272.00
Kimberly Margosian	\$1,272.00
Michael Spears	\$1,248.00
Michael Statler	\$1,272.00
Leslie Lynch	\$1,272.00
Katie Magee	\$1,248.00
Ashley Oldham	\$1,236.00
Cherie Powell	\$2,544.00
Katie Sands	\$2,544.00
Lauren Swigart	\$2,544.00
Aimee Yost	<u>\$1,272.00</u>
Total	36,317.00

The administration recommended 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.

Motion by Blasco, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

C. Grant Application Request

(ACTION ITEM)

Mr. Kevin Roberts, Director of Curriculum/Instruction and Educational Technology would like to request permission to pursue a grant through Exelon Corporation through Exelon Corporate Relations. The grant funds will pursue the purchase of classroom sets of nonfiction resources. The grant funding amount will be \$30,000.00.

Information was included with the agenda.

The administration recommended that the Board of School Directors authorize the administration to pursue the request for grant funds as noted above.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

D. Approve Use of Budget Reserve for Tablet/Device Trial

(ACTION ITEM)

The District is in the process of considering implementation of a pilot one-to-one device at the High School for 2013/14. As part of this process we need to select the device along with developing the server infrastructure and learning management software required to deliver an integrated electronic learning environment for (selected) core courses. Several teachers volunteered to be part of a pilot/testing program to help inform the program development and decisions along the way. This was not included on the 2012/2013 budget as a line item; however, there are sufficient budget reserves allowing the Board to support this.

The administration recommended that the Board of School Directors authorize the expenditure of \$20,000 from the 2012/13 budget reserve to support the Tablet/Device Trial.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

E. Tuition Exemption for Non-Resident Student

(ACTION ITEM)

Ms. Sue Sheets, parent of Rachael Ditzler, Grade 12, Big Spring High School senior, requested 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." The parents are required to provide the necessary transportation.

Rachael Ditzler Grade 12

XII. NEW BUSINESS (Continued)

E. Tuition Exemption for Non-Resident Student (Continued) (ACTION ITEM)

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

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

**(NOTE: The Board addressed
XII., NEW BUSINESS, Items F and G, following Item G.)**

F. Facilities Utilization Request (ACTION ITEM)

The Big Spring Aquatic Club requested permission to use the High School pool for an age group diving meet on Sunday, January 27, 2013, from 1:00 p.m. – 6:00 p.m. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve the Big Spring Aquatic's Club request to use the High School pool as presented.

G. Facilities Utilization Request (ACTION ITEM)

The Big Spring Aquatic Club requested permission to use the High School pool for an age group diving championship meet on Sunday, February 17, 2013 from 1:00 p.m. – 6:00 p.m. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve the Big Spring Aquatic's Club request to use the High School pool as presented.

VOTE ON XII., NEW BUSINESS, ITEMS F AND G

Motion by Swanson, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Swanson, and Wolf. Voting No: Barrick. Total Yes votes: Eight (8). Total No votes: One (1). Motion carried by a majority vote.

XII. NEW BUSINESS (Continued)

H. Updated Policies

(ACTION ITEM)

The administration submitted the updated policies listed and the copies are included with the agenda.

**207 Confidential Communication of Students
209.1 Emergency Care of Students by Staff
212 Reporting Student Progress**

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

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

(ACTION ITEM)

I. Cumberland Perry Area Vocational Technical School General Fund Budget

The Cumberland Perry Area Vocational Technical School developed a General Fund Budget Proposal for the 2013-2014 school year. The proposed budget reflects a 3.62% decrease for the Big Spring School District. The dollar value of this decrease for Big Spring School District is \$25,297.00.

The administration recommended that the Board of School Directors approve the Cumberland Perry Area Vocational Technical School General fund Budget for the 2013-2014 school year as presented.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above.

Mr. Fry clarified that Big Spring's vo-tech contribution for the 2013-2014 school term \$675,160.

President Wolf noted that, in his opinion, this is "money well spent."

Roll call vote on the motion by Norris and second by Swanson to approve the recommendation as outlined above: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

J. Update on MS Window Replacement

(DISCUSSION/ACTION ITEM)

The pre-bid walk-through for the middle school/DAO window project was Monday, January 14, 2013. As a result, Mr. Tobie Wolf will put out an addendum tomorrow to address any items from the pre-bid and add an additional requirement for school districts to collect new verification forms to ensure that contractor employees are authorized to work in the United States. In addition, we've had some internal discussion about the ability to darken the room for use of the SMART Board versus allowing natural light to create an open classroom with daylight penetrating across the entire classroom. Information regarding the asbestos requirements and window shading was included with the agenda.

Mr. Tobie Wolf reported the following:

1. The prebid meeting was conducted on Monday, January 14, 2013. Five bidders attended the meeting; however one of those contractors backed out and two more contractors have expressed an interest in bidding, for a total of six prospective bidders currently: eciConstruction, East Coast Construction, Sunrise Construction, Rockwell Construction, Eagle Construction, and McCoy Brothers.
2. Bids are due January 31, 2013.
3. Director Roush is helping resolve the asbestos concerns related to some of the window glazing.
4. A mockup for the shades and glass was constructed recently. A change from the original specification is recommended from clear glass to smoke-colored glass. This type of glass is used in a number of area schools and appeared to the administrators and teachers to be the best option to meet the District's needs, especially when SMART Boards are in use in sunny classrooms.
5. The smoke-colored glass would add \$35,000 to \$40,000 to the estimated cost of the project, and an addendum would be required to the original bid specifications. Prospective bidders have been informed of this proposed change.
6. For aesthetic reasons, the proposed change should be made to all windows in the project.
7. The smoke-colored glass would also cut the glare and add some sense of security to the rooms.
8. The windows would have double panes, each pane measuring approximately ¼-inch thick.
9. Board action is not necessary for this modification to the bid specifications; however, Mr. Wolf requested feedback from the Board this evening.

In response to President Wolf's question whether any Board member had concerns about specifying smoke-colored windows for the middle school/DAO window project, Director McCrea expressed concern with regard to this "11th-hour" request for a decision "which seems pretty major." Mr. McCrea questioned why this was not thought out in the initial stages of the project.

XII. NEW BUSINESS (Continued)

J. Update on MS Window Replacement (Continued) (DISCUSSION/ACTION ITEM)

Superintendent Fry responded that the mockup of windows and shades was not prepared when the Board presentation was offered because of the tight timeline for this project. There were three types of shades and glass in coordination with the shades used in a mockup on the sunny side of the building. After the mockup was prepared, the waiting began for a sunny day to examine the various materials.

President Wolf noted that the entire project has been on a compressed time schedule, and he added that it is his belief that this information is coming to the Board in as timely a manner as possible after thorough investigation. Mr. Wolf indicated that he preferred learning the results of the mockup tonight rather than after installing windows that are not practical.

Mr. Tobie Wolf indicated that the modification to the specifications is not a significant factor for the contractors to accommodate. The shade mockup was critical to the project and was installed as soon as possible. Mr. Wolf added that it was a prudent and valuable exercise for the administrative staff and teachers to experience precisely how the materials react when the sun is shining.

No other Board member expressed concerns about specifying the tinted glass presented this evening for the middle school/DAO window project.

K. Proposed Updated Job Descriptions (INFORMATION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent has developed and updated the job descriptions listed. Copies of the job descriptions were included with the agenda.

**Evening Cyber Advisor
Secretary to the Middle School Principal
Secretary to the Middle School Assistant
Principal**

After the job descriptions have been reviewed by the Board of School Directors and the administration, the administration will present the updated job descriptions for Board approval at the February 4, 2013 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.

Mr. Kerr reported that the real estate tax collection closed approximately \$385,000 more than forecasted in the budget. It is too early to tell how the EIT collection will turn out for the year, but it is "holding strong right now."

XII. NEW BUSINESS (Continued)

M. Proposed 2013-2014 School District Calendar

(ACTION ITEM)

The administration drafted a proposed school district calendar for the 2013-2014 school year.

A copy of the proposed 2013-2014 school district calendar was included with the agenda.

Mr. Fry compared and contrasted the 2012-2013 District calendar and the 2013-2014 proposed District calendar and noted the following:

1. The last six years school started with a three-day week beginning on a Tuesday. Because of the way the winter holidays fall, the first school week must be four days, Monday through Thursday. The first two weeks school would be in session four days each week, with the five-day week in the third week.
2. Because Christmas and New Year's fall on Wednesdays, school must be in session on Monday, December 23, 2013. This schedule would be similar to having school in session the Monday before Thanksgiving, and attendance has been historically very good that Monday.
3. No instructional days are slated for December 24 through January 5, 2014. Students would return to school on Monday, January 6, 2014.
4. School would be in session Veterans Day, Monday, November, 11, 2013. The activities honoring veterans on Veterans Day the last few years have been successful, and those activities would be encouraged again this year.
5. School is in session on Election Day, November 5, 2013.

Motion by Norris, seconded by Swanson to approve this item as an action item and accept the 2013-2014 District calendar as presented. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XIII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIV. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Norris/Mr. McCrea

No meeting was conducted, and no report was offered.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

C. Vocational-Technical School – Mr. Wolf/Mr. Piper

No meeting was conducted, and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted, and no report was offered.

E. Finance Committee – Mr. Blasco

No meeting was conducted, and no report was offered.

F. South Central Trust – Mr. Blasco

No meeting was conducted, and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted, and no report was offered.

H. Tax Collection Committee (TCC) – Mr. Wolf

No meeting was conducted, and no report was offered.

XV. SUPERINTENDENT'S REPORT

A. Tax Collection Compensation

Mr. Kerr provided the members of the Board of School Directors with copies of a document regarding tax collection compensation. Please refer to the following attachment: [01-21-2013 Board TC-Compensation130121.pdf](#).

Mr. Fry indicated that the information has been reviewed by the Finance Committee, and an open discussion was held with the tax collectors. Mr. Fry encouraged Board members to review the information in preparation for action at the February 4, 2013 Board meeting.

XV. SUPERINTENDENT'S REPORT (Continued)

A. Tax Collection Compensation (Continued)

Mr. Fry noted that the administration reviewed information regarding tax collectors' salaries in several Cumberland County school districts in preparing this proposal. Mr. Fry welcomed questions and concerns related to the proposal.

In response to a question from President Wolf, Mr. Fry indicated that a slight increase in payment to the tax collectors is being recommended in this proposal.

B. Meetings With Legislators

Superintendent Fry indicated that he would meet in 30-minute sessions with the Pennsylvania Senate Education Committee majority chair and minority chair as well as the majority chair and minority chair of the House Education Committee. Mr. Fry indicated that special education funding, charter school reform, and pension reform would be among the items he would address with these legislators.

Mr. Fry indicated that he would report to the Board following the meetings.

C. Gettysburg Area School District's Exit from the Mid Penn Conference

Mr. Fry reported that the Gettysburg Area School District Board of School Directors has voted to withdraw from the Mid Penn Conference after the 2013-2014 school year. Mr. Fry noted that Big Spring competes against Gettysburg in every sport at this time.

Mr. Fry plans to meet with the Greencastle-Antrim School District superintendent to investigate future athletic conference options.

After Gettysburg's exit from Mid Penn, the only way Big Spring could compete against Gettysburg is if competitions were scheduled outside the conference schedule.

Vice President Swanson noted that an effort was underway to reform the Blue Mountain League a couple years ago, and perhaps that avenue should be revisited.

D. Congratulations, Coach Les Stover!

Superintendent Fry congratulated Swimming Coach Les Stover for surpassing 350 swim team wins over his 30-plus years as the boys' and girls' swim team coach.

XVI. BUSINESS FROM THE FLOOR

Gift Card Return

Director McCrea questioned to whom he could return a gift card that had “mysteriously appeared” next to his seat this evening. Mr. McCrea indicated that he ran for a position on the school board on the policy that he would not accept a gift from any entity or individual on whom he makes a decision; therefore, he is unable to accept this gift card.

Mr. Fry indicated that the gift card was a token of appreciation from the Big Spring School District administration in light of the fact that January is School Board Member Appreciation Month, and he noted that the \$10 Barnes & Noble gift card could be returned to Superintendent Fry.

XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XVIII. ADJOURNMENT

Motion by Blasco, seconded by Norris to adjourn. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:35 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, February 4, 2013