

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, FEBRUARY 6, 2012**

*The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and Section 504 Coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.*

### **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 8:05 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, Food Service and Transportation Director; Steve Smith, High School Principal; Sammi Burke, Wade Reichelderfer and Nick Hasse, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

#### **EXECUTIVE SESSION**

*The Board met in Executive Session from 7:41 to 8:03 P.M. to address personnel concerns.*

### **II. PLEDGE TO THE FLAG**

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

### **III. PRAYER**

Director Piper offered a prayer.

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### IV. APPROVAL OF THE JANUARY 16, 2012 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE JANUARY 16, 2012 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE JANUARY 16, 2012 REGULAR BOARD MEETING MINUTES

Motion by Norris, seconded by Swanson for approval of the January 16, 2012 Buildings and Property Committee Meeting Minutes; and the January 16, 2012 Committee of the Whole of the Board Meeting Minutes; and the January 16, 2012 Regular Board Meeting Minutes, Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

### V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

#### A. Recognition of Vocational-Technical School Students of the Quarter

Mr. Steven Smith, high school principal, recognized those Vocational-Technical School students who earned "Student of the Quarter" awards for the second quarter of the 2011-2012 school year.

Grade 10	*Brandi Coldsmith	American Studies
Grade 10	*Taylor Heilman	Computer Information Systems
Grade 10	*Keisha Ickes	Dental Assisting
Grade 10	*Andrew Kinch	Diesel Technology
Grade 10	*Dakota Smith	American Studies
Grade 12	*Brock Bull	Logistics & Warehouse Management
Grade 12	Kody Richmond	Carpentry

\*Indicates those students who were present this evening.

Mr. Smith congratulated the students and presented them with certificates of achievement.

President Wolf and Vice President Swanson congratulated the students and presented them with Big Spring School District Excellence in Education award pens.

#### B. Recognition of Academic Achievement Awards for the Second Quarter

Mr. Steven Smith recognized those students who have earned the academic achievement award for the second quarter for the 2011-2012 school year.

Grade 9	Jordyn Donnelly	99.0
Grade 10	Kayla Dupert	97.8
Grade 11	Colby Ott	98.2
Grade 12	Samantha Burke	97.7

Mr. Smith congratulated the students and presented them with certificates of achievement.

President Wolf and Vice President Swanson congratulated the students and presented them with Big Spring School District Excellence in Education award pens.

**V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS (Continued)**

**C. Student Representatives to the Board Report – Wade Reichelderfer/Sammi Burke**

The students offered the following report:

1. The Hershey Apollo Awards recognized Big Spring's fall production, *Pinocchio*, for the following categories: The cast and crew of *Pinocchio* earned an honorable mention for Outstanding Fall Play; Natassia Foose earned an honorable mention for Outstanding Featured Performer; Garrett Cline has been nominated for Outstanding Supporting Actor; and Kayla Himes has been nominated for Outstanding Supporting Actress.
2. The following students have earned Scholastic Writing Awards: Freshman Paige Burrell earned Honorable Mention in the Short Story division. Freshman Daryn Kingsborough earned a Silver Key in the Poetry division. Garrett Cline earned a Gold Key in the Flash Fiction division.
3. The second class of the National Art Honor Society will be inducted on Friday, February 10, 2012, at 6:30 P.M., with a ceremony and reception.
4. Student Council is sponsoring the Winter Ball on Saturday, February 11, 2012, from 6:30 to 9:30 P.M. in the commons.
5. Third-quarter parent/teacher conferences are slated for Thursday, February 23, 2012, from 3:30 to 7:00 P.M.
6. The annual Club Care dodgeball tournament will be held on Saturday, March 3, 2012.
7. The National Society will sponsor a cornhole tournament for students and staff on Saturday, March 10, 2012.
8. PSSAs begin for juniors in five and a half weeks. Many juniors are working through Study Island topics at home and at school. Students "on the bubble" for predicted PSSA proficiency will attend math and reading clubs in fourth period during the final month leading up to the PSSAs. The junior class PSSA proficiency goals are 65 percent for both reading and math. If achieved, these would be the highest ever Big Spring reading and math proficiency rates.
9. Mrs. Kraus held ninth-grade course selection and scheduling meetings with all eighth-graders today. The eighth-grade parents' meeting for ninth-grade course selection and scheduling will be held on Wednesday evening, February 8, 2012, in the auditorium.
10. Tuesday, February 7, 2012, is a two-hour scheduled delay day. During the first half of the morning, the faculty will review the next steps outlined by the TAV team and complete the High Schools That Work teacher survey. During the second half of the morning, teachers will work in their departments on topics including MAPS scores interpretation and strategies development, common assessments in the same subjects, common syllabi for the same subject, current curriculum revisions, and curriculum for 2012-2013 courses.
11. The girls' basketball team has won 14 games and lost 7 games and will play its final regular season game Tuesday, February 7, 2012, and District 3 playoffs to follow.

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS (Continued)

#### D. Student Representatives to the Board Report (continued)

12. The boys' basketball team has won 13 games and lost 7 games and will play its final home and regular season game Tuesday, February 7, 2012. The team is in a good position to make the District 3 playoffs.
13. The girls' swim team finished the season 9-1, second in the Colonial Division. The boys' swim team finished 4-6. Both teams have Mid-Penn diving and swimming competitions this week.
14. The wrestling team has a 16-3 record for the season. The team defended its Colonial Division championship this year, finished third in District 3, and wrestled tonight in the first round of PIAA State Dual Tournament in the gymnasium against Council Rock North. With tonight's 42-30 win, the Bulldogs will wrestle at the Giant Center on Thursday, February 9, 2012.
15. On January 20, 2012, 10 FFA members visited Big Spring Middle School to talk to the eighth-graders about the high school's agricultural education department. Many students seemed interested in the FFA program. The FFA county record book contest was held last week at Big Spring High School. Twenty-four Supervised Agricultural Experiences were entered from Big Spring. The following students placed first in their divisions: Joe Webber, dairy herd; Amanda Musselman, pleasure horse; and Paul Davis, sheep breeding. FFA students are slated to attend the ACES Conference on February 11 and 12, 2012. February 20 to 24, 2012, is National FFA Week.

President Wolf thanked the students for the report.

### VI. TREASURER'S REPORT

The Treasurer's Report is presented at the second Board meeting each month.

### VII. PAYMENT OF BILLS

General Fund	\$ 1,144,181.18	Check #64864-65106, 111201, 112BG01-112BG12 and 112MF01-112MF03, 112MS01-112MS05, 1131201, 1311201, D0000045-D0000050
Cafeteria Fund	\$ 93,465.89	Checks #5550-5565 and Voided Check #5561
Miscellaneous Fund	\$ 19,780.54	Checks #13702-13094
Capital Projects	\$ 32,413.45	Voided Checks #615-616 and Checks #617-618
<b>Total</b>	<b>\$ 1,289,841.06</b>	

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.

**VIII. READING OF CORRESPONDENCE**

There was no reading of correspondence.

**IX. RECOGNITION OF VISITORS**

Bentli Burke, Emily Burke, Sheri Burke, Tom Burke, Brandi Coldsmith, Stephanie Cramer, Charlene D'Amore, Jordyn Donnelly, Mark Donnelly, Kayla Dupert, Lisa Dupert, Stephanie Flowers, Joel Heilman, Keisha Ickes, Andrew Kinch, April Messenger, Audrey Nell, Shirley Nell, Colby Ott, Glen Ott, Tracey Ott, Scott Penner, Wade Reichelderfer, Dakota Smith, Lisa Smith, Randy Smith, George Snyder, and Pat Snyder.

**X. PUBLIC COMMENT PERIOD**

No public comment was offered.

**XI. STRUCTURED PUBLIC COMMENT PERIOD**

No structured public comment was offered.

**XII. OLD BUSINESS**

There was no old business.

(NOTE: The Board addressed  
XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-14,  
following Item A-14.)

**XIII. NEW BUSINESS**

**A. PERSONNEL CONCERNS**

**(ACTION ITEM)**

1. **Mrs. Judy Breneman** submitted her letter of resignation as a committee member of the Professional Development and Wellness Committee, effectively immediately.

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

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

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

#### **(ACTION ITEM)**

2. **Mr. Matthew Engleman** submitted his letter of resignation as Assistant Junior Varsity Baseball Coach, effective immediately.

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

The administration recommended that the Board of School Directors accept Mr. Engleman's resignation as Assistant Junior Varsity Baseball Coach, effective immediately.

#### **(ACTION ITEM)**

3. **Mrs. Susan Lyons**, Middle School Gifted Support Teacher, submitted her letter of resignation for the purpose of retirement, effective at the conclusion of the 2011-2012 school year. Mrs. Lyons' severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Lyons is entitled to a severance allowance in the amount of \$5,425.00, under option #1.

Option #1:

25 years of service X \$217.00 = \$5,425.00  
(14,500.00 maximum)

Option #2:

58 unused sick leave days X \$68.00 = \$3,944.00  
(\$14,500.00 maximum)

The administration recommended that the Board of School Directors accept Mrs. Lyons' letter of resignation for the purpose of retirement and her severance allowance of \$5,425.00 as presented.

#### 4. **Additional Per Diem Substitute Teachers**

#### **(ACTION ITEM)**

**Christopher  
Williamson**

**Psychology/Sports  
Management**

The administration recommended that the Board of School Directors approve the additions listed to the 2011-2012 per diem substitute teacher list as presented.

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

#### **(ACTION ITEM)**

5. **Mrs. Karen Showaker**, Middle School Family and Consumer Science Teacher, requested six days of leave without pay, retroactive to January 12, 13, 17, 18, 19, 20, 2012.

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 recommended that the Board of School Directors approve Mrs. Showaker's request for six days leave without pay as presented.

6. **Request for Medical Leave of Absence**

#### **(ACTION ITEM)**

Mrs. Karen Showaker, Middle School Family and Consumer Science Teacher, requested a medical leave of absence from January 23, 2012, to February 6, 2012. Medical leaves are governed according to Sections 1166-1171 of the Pennsylvania School Code of 1949, as amended.

The administration recommended that the Board of School Directors approve Mrs. Showaker's request for a medical leave of absence as presented.

7. **Request for Medical Leave of Absence**

#### **(ACTION ITEM)**

Mrs. Sherri Webber-Mains, High School Guidance Counselor, requested a medical leave of absence, retroactive to January 30, 2012, to March 13, 2012. Medical leaves are governed according to Sections 1166-1171 of the Pennsylvania School Code of 1949, as amended.

The administration recommended that the Board of School Directors approve Mrs. Webber Mains' request for a medical leave of absence as presented.

#### **(ACTION ITEM)**

8. **Mrs. Susan Lyons**, Middle School Gifted Support Teacher, requested three days of leave without pay, for May 23, 24 & 25, 2012.

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 recommended that the Board of School Directors approve Mrs. Lyons' request for three days leave without pay as presented.

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

#### **(ACTION ITEM)**

##### **9. Suzanne Brett**

Teacher

Carlisle, PA 17015

Long-Term Substitute High School English

(replacing Mrs. Pagze who will be on  
child-rearing leave of absence)

##### **Education:**

Point Park University – Secondary English 7-12 (Bachelor's Degree)

##### **Experience:**

Bethlehem Catholic High School – English Teacher

Easton Area High School – English Teacher

The administration recommended that the Board of School Directors appoint Ms. Brett to serve as a Long-Term Substitute English Teacher at the High School, effective approximately March 21, 2012 through approximately May 11, 2012, replacing Mrs. Pagze who will be on child-rearing leave of absence. Ms. Brett's compensation for this position should be established at Bachelor's, Step 9 \$50,844.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

#### **(ACTION ITEM)**

##### **10. Constance Werner**

Mechanicsburg, PA 1705

Long-Term Substitute High School Counselor  
(replacing Sherri Webber-Mains, who is on  
medical leave of absence)

##### **Education:**

Millersville University– Mathematics (Bachelor's Degree)

Shippensburg University – Counseling (Master's Degree)

##### **Experience:**

Big Spring School District – Long-Term High School Guidance Counselor

Good Hope Middle School – Counseled students

Mechanicsburg Middle School – Counseled students

Cedar Cliff High School - Counseling

The administration recommended that the Board of School Directors appoint Ms. Werner to serve as High School Guidance Counselor, retroactive to January 30, 2012, through March 13, 2012. Ms. Werner's compensation for this position should be established at Master's, Step \$47,199.00 based on the current contract between the Big Spring Education Association and the Big Spring School District.



## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### 11. Coaching Appointment

**(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director, recommended the individual listed as the Golf Team Head Coach for the fall of the 2012-2013 school year.

**Doug Lautsbaugh**

The administration recommended that the Board of School Directors approve the coaching appointment of the individual listed for the fall of the 2012-2013 school year.

**(ACTION ITEM)**

##### 12. Carrie Gutshall

Newville, PA 17241

Long-Term Substitute Grade Three Teacher

(replacing Sara Vanderheijden, who will be on child-rearing leave)

##### Education:

Shippensburg University – Elementary Education (Bachelor's Degree)

##### Experience:

Big Spring School District – Substitute Teacher

The administration recommended that the Board of School Directors appoint Mrs. Gutshall to serve as a Long-Term Substitute Grade Three Teacher at Oak Flat Elementary School beginning approximately February 18, 2012 through approximately April 10, 2012, replacing Mrs. Vanderheijden who will be on child-rearing leave of absence. Mrs. 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.

**(ACTION ITEM)**

##### 13. Michelle Dunkelberger

Newville, PA 17241

Long-Term Substitute District Emotional Support

Itinerant Teacher

(replacing Jennifer Tomasov who will be on child-rearing leave)

##### Education:

Indiana University of Pennsylvania – Elementary Education (Bachelor's Degree)

##### Experience:

Carlisle Area School District – Substitute Teacher

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### 13. Michelle Dunkelberger (Continued)

The administration recommended that the Board of School Directors appoint Ms. Dunkelberger to serve as a Long-Term Substitute District Emotional Support Itinerant Teacher beginning approximately February 14, 2012, through approximately April 10, 2012, replacing Mrs. Tomasov who will be on child-rearing leave of absence. Ms. Dunkelberger'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.

##### 14. Special Education Aide

**(ACTION ITEM)**

The individual whose name is listed below was recommended to serve as a five hour per day Special Education Aide, replacing Brianna Vandembord.

**Fran Stewart**

The administration recommended that the Board of School Directors approve the appointment of Fran Stewart as a five-hour-per day Special Education Aide as presented.

#### **VOTE ON XIII., NEW BUSINESS, A., PERSONNEL CONCERNS**

Motion by Blasco, seconded by Roush to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-14, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

### XIII. NEW BUSINESS (Continued)

#### B. Credit Pay

**(ACTION ITEM)**

The professional employees whose names are listed below have successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

Jason Shover	\$ 1,236.00
Michael Spears	\$ 2,472.00
Marshall Policicchio	\$ 1,161.00
Sara Vanderheijden	\$ 981.00
Tracey Feldbauer	\$ 1,236.00
Leslie Lynch	<u>\$ 720.00</u>
Total	\$ 7,806.00

## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XIII. NEW BUSINESS (Continued)**

#### **B. Credit Pay (Continued)**

**(ACTION ITEM)**

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 Norris, seconded by Roush 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.

#### **C. Tuition Exemption Student**

**(ACTION ITEM)**

The current Collective Bargaining Agreement provides non-resident teachers the opportunity to choose to send their children to the Big Spring School District free of tuition. Based on Article 9.08 Non-Resident Student Tuition, the administration recommended granting tuition exemption to the student listed for the remainder of the 2011-2012 school year.

**Andrea Schutt      High School**

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

In response to a question from Director McCrea, Mr. Fry indicated that in a situation regarding non-resident student tuition for non-resident teachers, Big Spring is bound to provide education as long as it occurs in a Big Spring School District building. If such a student required a program outside the District, Big Spring would not be required to accommodate the non-resident student.

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

#### **D. Participation in the Capital Area Wide Network (WAN)**

**(ACTION ITEM)**

The Capital Area Intermediate Unit currently provides a technology regional wide area network (WAN) for Big Spring and other school districts throughout the CAIU. The current WAN and Internet consortium contract is in full effect until June 30, 2014. In effort to reduce costs and meet demand for more bandwidth, the consortium bid early to see if they could obtain increased bandwidth at a reasonable price. The CAIU has obtained pricing which is less than the current 2011-2012 pricing structure.

The administration recommended that the Board of School Directors renew the District's contract to participate in the Capital Area Wide Area Network. The renewal will take effect July 1, 2012, through June 30, 2017, which will encompass a five-year period.

## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XIII. NEW BUSINESS (Continued)**

#### **D. Participation in the Capital Area Wide Network (WAN)** (Continued)

**(ACTION ITEM)**

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

In response to a question from President Wolf, Mr. Fry indicated that the District would be obtaining increased bandwidth at a cost of \$1,200 less than the current rate. An escalator clause is built into the five-year agreement.

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

#### **E. Proposed 2012-2013 School District Calendar**

**(ACTION ITEM)**

The administration drafted a proposed school district calendar for the 2012-2013 school year, and copies of the proposed calendar were provided to the Board of School Directors at the January 16, 2012 board meeting.

Additional copies were included with the agenda.

The administration recommended that the Board of School Directors approve the proposed 2012- 2013 school district calendar as presented.

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

In response to a question from Director Barrick, Mr. Fry indicated that in order to start school on August 1, 2012, discussion and agreement among the 13 participating vo-tech school districts would be necessary. Mr. Fry noted that Cumberland Valley School District proposed to start school earlier than usual for 2012-2013, and that plan did not materialize.

Roll call vote on the motion by Blasco and second by Swanson to approve the recommendation as outlined above: 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.

## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XIII. NEW BUSINESS (Continued)**

#### **(ACTION ITEM)**

#### **F. Cumberland Perry Area Vocational Technical School General Fund Budget Proposal**

The Cumberland Perry Area Vocational Technical School has developed a General Fund Budget Proposal for the 2012–2013 school year. The proposed budget reflects a 1.04% decrease for the 2012-2013 school year. The dollar value of this decrease for Big Spring School District is \$7,360.00

The General Fund Budget Proposal for the 2012-2013 school year was presented at the January 16, 2012 board meeting as a information item.

The administration recommended that the Board of School Directors approve the proposed 2012-2013 CPAVTS budget as presented.

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.

#### **G. Improving Youth Nutrition and Activity in Schools Grant**

#### **(ACTION ITEM)**

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology, requests permission to include the Improving Youth Nutrition and Activity in Schools Grant awarded to Big Spring School District in the amount of \$33,582.00 into the 2011-2012 general fund budget and to establish the necessary accounts. Information was included with the agenda.

The administration recommended that the Board of School Directors authorize the inclusion of the grant listed into the 2011-2012 budget and directs the administration to establish accounts for the grant listed in the amount of \$33,582.00

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

In response to a question from Director McCrea, Mr. Fry indicated that any contractual item involving Big Spring School District is reviewed by the solicitor, including grants.

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

## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XIII. NEW BUSINESS (Continued)**

#### **H. Pre-K Counts Partnership**

**(ACTION ITEM)**

**Mr. Kevin Roberts**, Director of Curriculum/Instruction and Educational Technology, requested permission to move forward with a grant opportunity to partner with Shippensburg University to pursue Pre-K Counts funding and potentially establish two classes within the Big Spring School District operated and directed by Shippensburg University Head Start.

The administration recommended that the Board of School Directors authorize the application to pursue a partnership between the Big Spring School District and Shippensburg University to pursue Pre-K Counts funding with the potential of establishing two classes within the Big Spring School District.

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.

#### **I. Case D of 2011-2012**

**(ACTION ITEM)**

The parents of the student in Case D of the 2011-2012 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommended that the Board of School Directors exclude the student in Case D of the 2011-2012 school year for a period of forty-five (45) days. The student will be placed in an Alternative Placement during these forty-five (45) days. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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.

#### **J. Case E of 2011-2012**

**(ACTION ITEM)**

The parents of the student in Case E of 2011-2012 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommended that the Board of School Directors exclude the student in Case E of the 2011-2012 school year for a period of one (1) year. The student's status will be reviewed by administration at the end of the 2011-2012 school year to determine a possible return to the High School. The student will be placed in an Alternative Placement during the period of the expulsion. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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.

## Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012

### XIII. NEW BUSINESS (Continued)

#### **K. Tenure Status**

**(INFORMATION ITEM)**

The following professional employee has completed the required years of service as temporary professional employee and has earned tenure based on his satisfactory performance.

Nicholas Losiewski      Middle School Social Studies  
Teacher

Additional information regarding the professional employee was prepared by Dr. Linda Wilson, Middle School Principal.

**(INFORMATION ITEM)**

#### **L. Updated Compensated Professional Leave and Classroom Occupational Exchange Leave Policy #438.1**

The administration submitted an updated Compensated Professional Leave and Classroom Occupational Exchange Leave Policy #438.1, and a copy of the policy was included with the agenda.

The updated Compensated Professional Leave and Classroom Occupational Exchange Leave Policy #438.1 will be an Action Item on the February 20, 2012 School Board agenda.

Mr. Fry indicated that the policy updates include changes to the percentage of eligible employees who would be permitted to take leave at one time (10 percent of those eligible at one time), changes in the physical disability language, and changes in the compensation rate (revised to one-half salary). Mr. Fry added that both PSBA and the solicitor would review these policies.

In response to a question from President Wolf, Mr. Fry indicated that he is not aware of any employee taking advantage of either policy in the seven years he has served the Big Spring School District.

**(INFORMATION ITEM)**

#### **M. 2012-2013 Capital Area Intermediate Unit General Operating Budget**

A summary of the Capital Area Intermediate Unit General Operating Budget for 2012-2013 was included in the agenda. The budget reflects no change for the 2012-2013 school year. The Capital Area Intermediate Unit General Operating Budget will be an action item on the next Board Agenda.

## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XIII. NEW BUSINESS (Continued)**

#### **M. 2012-2013 Capital Area Intermediate Unit General Operating Budget (Continued)**

Mr. Fry indicated that the CAIU is working hard to contain costs in the General Fund budget, and he added that members are working diligently to contain costs in the many entrepreneurial budgets outside the General Fund budget. Mr. Fry noted that he and Mr. Wolf are participating actively in this process and asking many questions about budget issues.

President Wolf noted that this work would continue over the next three to four months.

#### **N. District Enrollment Review and Staffing Plan (ACTION ITEM)**

Motion by Barrick, seconded by Norris to approve the item as an action item and authorize the District Superintendent to review pupil enrollment figures in the school district and teacher requirements in order to appropriately plan for future staffing. As part of this review, the Superintendent is authorized to prepare a plan for the reduction of staff where appropriate. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

#### **O. Newville Elementary School Roof (ACTION ITEM)**

Motion by Barrick, seconded by Norris to approve this item as an action item and authorize the hiring of Professional Roof Services for the design, bidding, administration, and inspection services for the replacement of the old Newville Elementary School roof at a cost of \$15,500. Prior to releasing any request for bid, the administration and Professional Roof Services are to return to update the Board and request the Board to authorize the release and advertisement of the bid documents and fund the full project. These services are to be paid from the Newville Project fund. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

### **XIV. FUTURE BOARD AGENDA ITEM**

There were no future Board agenda items.

### **XV. COMMITTEE REPORTS**

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

Director McCrea noted that he enjoyed his first meeting as a member of the District Improvement Committee on January 19, 2012.

Mr. McCrea reported that the following informative presentations were offered: Erica Burg, "Education Matters in the Cumberland Valley"; Middle School Principal Linda Wilson, the middle school and high school pilot program for teacher evaluations; and High School Principal Steve Smith, the technical assistance visit to Big Spring High School from "High Schools That Work" representatives.



## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XV. COMMITTEE REPORTS (Continued)**

#### **A. District Improvement Committee (Continued)**

Mrs. Temple added that Mr. Roberts outlined the Keystones Opportunity Grant and the steps that are taken to complete the pre-application process.

Mr. Fry indicated that we should learn this week whether Big Spring qualified as one of the 125 finalists for the Keystones Opportunity Grant. There were 367 applications statewide. Only 50 to 75 schools would be awarded the grants. Members of the administration are concerned that Big Spring may not be considered “needy enough” to be awarded this grant.

#### **B. Athletic Committee – Mr. Swanson**

No meeting was conducted, and no report was offered.

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

President Wolf indicated that there would be no lunches served at the vo-tech school for the 2012-2013 school year. The cafeteria area would be used for the culinary arts program.

Mr. Fry indicated that the vo-tech school is seeking an entrepreneurial license so the food services program could operate a business; however, this process would require approximately two years to come to fruition.

President Wolf indicated that the vo-tech’s rebuilt computer technology lab is “impressive,” with nearly double the space in the renovated lab.

#### **D. Buildings and Property Committee – Mr. Barrick**

Please refer to this evening’s Buildings and Property Committee meeting minutes.

#### **E. Finance Committee – Mr. Blasco**

No meeting was conducted, and no report was offered.

Mr. Fry indicated that he is finalizing a schedule for Finance Committee meetings to be conducted prior to the second Board meeting of the month beginning at 6:30 P.M., as well as two 7:00 a.m. meetings.

#### **F. South Central Trust – Mr. Blasco**

No meeting was conducted, and no report was offered.

**XV. COMMITTEE REPORTS (Continued)**

**G. Capital Area Intermediate Unit – Mr. Wolf**

No meeting was conducted, and no report was offered.

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

President Wolf indicated that local earned income taxes due for 2011 would be paid to the Capital Tax Collection Bureau. Any local earned income taxes due for 2012 and beyond would be paid to the Cumberland County Tax Collection Committee. Mr. Wolf noted that the transition is going well and the organization is moving forward with the plan for a new office building on the Harrisburg Pike located between Carlisle and the Cumberland Valley School District complex. The facility should be open by November or early December 2012. Mr. Wolf indicated that discussions are underway to open a satellite office during tax season, perhaps at the Cumberland County facility on Allen Road; however, this facility is not expected to open in 2012.

**XVI. SUPERINTENDENT'S REPORT**

**A. RFP for Cafeteria Services**

Superintendent Fry indicated that five food service companies participated in a walk-through of the District's cafeteria facilities and a question-and-answer session at the District Administration Office. Mr. Fry noted that the companies were impressed with Big Spring's facilities, employees, culture of employees, and the safety training of the employees. Mr. Fry noted that he believes all five companies would offer proposals in response to the food service RFP.

Mr. Fry commended Mr. Gilliam for his efforts associated with the District's cafeteria facilities and staff training.

**B. Carlisle Area Health and Wellness Grant**

Mr. Fry displayed a grant check the District received from the Carlisle Area Health and Wellness Foundation. Mr. Fry noted that Big Spring has enjoyed a seven-year relationship with the foundation, and he added that the foundation continues to help Big Spring improve the elementary physical education curriculum and provide help with activities at recess. Mr. Fry thanked the Carlisle Area Health and Wellness Foundation for their support of Big Spring School District.

## **Big Spring School Board Meeting Minutes ~ Monday, February 6, 2012**

### **XVI. SUPERINTENDENT'S REPORT (Continued)**

#### **C. Athletic Playoffs**

Mr. Fry announced that this is the first time in school history that all three winter athletic team sports, boys' and girls' basketball and wrestling, have qualified for the playoffs. Big Spring joins Central Dauphin in this achievement.

Mr. Fry commended the students and staff for their outstanding efforts.

#### **D. District Enrollment Review and Staffing Plan**

Mr. Fry indicated that he would offer a presentation at the February 20, 2012 Board meeting regarding the proposed District enrollment and staffing plan. The presentation would mirror the information to be presented to the staff prior to that date. Mr. Fry added that he would update the Board on the progress of the plan on March 5, 2012, as well.

### **XVII. BUSINESS FROM THE FLOOR**

#### **A. Happy Valentine's Day!**

Director Barrick wished everyone a happy Valentine's Day.

#### **B. Newville Elementary School Roof**

In response to a question from Director Roush, Mr. Fry indicated that he would provide for Mr. Roush's review the designs for the proposed modifications to the Newville Elementary School roof when those designs are available.

### **XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

There was no public comment regarding future Board agenda items.

### **XIX. 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 8:44 P.M.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, February 20, 2012**