

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, MARCH 5, 2012**

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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. Eight (8) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; John McCrea; Richard Norris; William Piper; and Richard Roush.

Kingsley Blasco was absent.

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; Sammi Burke and Wade Reichelderfer, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

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

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

### **III. PRAYER**

Director Piper offered a prayer.

### **IV. APPROVAL OF THE FEBRUARY 20, 2012 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE FEBRUARY 20, 2012 REGULAR BOARD MEETING MINUTES.**

Motion by Norris, seconded by Roush for approval of the February 20, 2012 Committee of the Whole of the Board Meeting Minutes and the February 20, 2012 Regular Board Meeting Minutes. Roll call vote: Voting Yes: McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

## Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012

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

#### Student Representatives to the Board Report – Sammi Burke/Wade Reichelderfer

- A. For the second consecutive year, Big Spring will have a representative in the All-State Concert Band. Congratulations to Junior Michael Daniel, who plays the contra bass clarinet, for being selected to the All-State Concert Band.
- B. At the February 25, 2012 Lower Dauphin competition, the Big Spring Color Guard earned first place, its second championship in as many competitions this winter.
- C. Through the mass media class, Big Spring has a fourth student whose article has been selected for submission on either the *National Edition of My High School Journalism* or *High Schoogle*. These articles were originally posted in Big Spring's online school newspaper, *The Paw Print*, before being selected to these national online high school journalism sites.
- D. In February 2012, teachers and students completed surveys as part of the High Schools That Work (HSTW) initiative. All high school teachers completed the teacher survey, used to gauge school climate, expectations, and rigor. Fifty-five randomly selected seniors completed the HSTW student assessments in reading, math, and science, as well as completed a survey. The survey will provide information regarding Big Spring's academic achievement in reading, math, and science, as well as students' views of their high school experience, focusing on expectations.
- E. Mrs. Lois Barnes, Big Spring's HSTW consultant is visiting Big Spring today and tomorrow. Today, Mrs. Barnes observed 16 ninth-grade classrooms and met with these teachers after school to discuss positive classroom trends and helpful suggestions. Tomorrow, Mrs. Barnes will meet with ninth-grade teachers in departmental groups to work on topics such as student redo policies, ways of providing extra help, differentiation strategies, and common assessments.
- F. The administration of math and reading PSSAs begins next week. Juniors will take the first round of math and reading PSSAs on Wednesday, March 14, 2012. Math and reading PSSAs will also be administered on Wednesday and Thursday, March 21 and 22, 2012.
- G. This past Saturday, Club CARE hosted the annual dodge ball tournament. Thirty-three teams participated, with proceeds divided among the four class charities as follows: Seniors, Make A Wish Foundation; Juniors, Ronald McDonald House; Sophomores, Furry Friends Network; and Freshmen, Four Diamonds Fund.
- H. The National Honor Society is conducting a student and staff cornhole tournament on Saturday, March 10, 2012, in the gymnasium.
- I. The annual Music In Our Schools Concert will be held on Friday, March 9, 2012, in the high school gymnasium at 7:00 P.M. The concert will feature both choral and instrumental performances from the elementary, middle, and high school levels.
- J. In wrestling news, eight Bulldogs competed in the District 3 meet, and three wrestlers placed in the top three in their weight classes to move on to this weekend's state wrestling tournament in Hershey. Congratulations to Wyatt Keck, Dustin Rook, and Dan Hockensmith.
- K. Congratulations to Vinny Todaro, who placed ninth in the mile run at the state indoor track meet. Vinny ran a personal best time of 4 minutes, 23 seconds.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

#### **Student Representatives to the Board Report (Continued)**

- L.** The varsity girls' basketball team completed an excellent season, losing in the first round of the District 3 tournament to eventual champions, Lancaster Catholic. The girls finished the year with a 15-8 record. Two players have been named Mid Penn All-Stars: Dalida Camdzic, First Team, and Ashley Bear, Second Team.
- M.** Two boys' basketball team members have been named to the Mid Penn All-Star Team: Jordan Houck, First Team, and Andrew Fry, Honorable Mention.
- N.** Bulldog swimmers had a strong District 3 meet over the weekend. The girls finished sixth, and the boys finished ninth. Dewey Stout finished third in district diving and will participate in the state meet.
- O.** Spring athletic practices began today for track, baseball, softball, and girls' soccer.

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	<b>\$ 671,477.65</b>	<b>Checks #65332-65492 and Check #2141201</b>
Miscellaneous Fund	<b>\$ 17,945.74</b>	<b>Checks #13120-13141 and Voided Check #13126</b>
<b>Total</b>	<b>\$ 689,423.39</b>	

Motion by Gutshall, seconded by Norris for approval of General Fund and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: 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**

Alissa Acela, Brittan Acela, Amelia Berninger, Misty Berninger, Linda Bowles, Stephanie Cramer, Michael Hippensteel, Bob Kanc, Valerie Kanc, Doug Lautsbaugh, April Messenger, Scott Penner, Aubrey Reichelderfer, Elizabeth Richwine, and Lisa Yinger.

### **X. PUBLIC COMMENT PERIOD**

No public comment was offered.

**Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

**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-12,**  
following Item A-12.)

**XIII. NEW BUSINESS**

**A. PERSONNEL CONCERNS**

**1. Additional Per Diem Substitute Teachers (ACTION ITEM)**

<b>Sean Barnes</b>	<b>Physics/Mathematics/General Science</b>
<b>Dina Chiappelli</b>	<b>Mathematics 7-12</b>
<b>Amanda Shaw</b>	<b>Health/Physical Education</b>

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

**2. Middle School TV Studio Advisor (ACTION ITEM)**

Ms. Denise Mancuso has been recommended to serve as Middle School TV Studio Advisor for the remainder of the 2011-2012 school year.

The administration recommended that the Board of School Directors appoint Ms. Mancuso as the Middle School TV Studio Advisor for the remainder of the 2011-2012 school year, effective immediately.

**3. Substitute Classroom Aide (ACTION ITEM)**

The individual whose name is listed below was recommended to serve as a substitute classroom aide for the 2011-2012 school year.

**Ms. Melanie Kessler**

The administration recommended that the Board of School Directors approve the appointment of Ms. Kessler as a substitute classroom aide for the 2011-2012 school year.

## Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### 4. Approval of Child-Rearing Leave for Jennifer Roberts

**(ACTION ITEM)**

Mrs. Jennifer Roberts, elementary reading teacher, requested leave of absence under the Family & Medical Leave Act from approximately April 16, 2012 through the end of the 2011-2012 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. Roberts' letter was included in the agenda.

The administration recommended that the Board of School Directors approve Mrs. Roberts' request for leave under the Family & Medical Leave Act for a child-rearing leave of absence from approximately April 16, 2012 through the end of the 2011-2012 school year.

**(ACTION ITEM)**

5. Mrs. Julie Friscia requested an extended child-rearing leave of absence for the remainder of the 2011-2012 school year, from the initial return approval date of March 20, 2012. Ms. Courtney Mayberry will remain as the long-term substitute teacher for the remainder of the 2011-2012 school year for this position.

The administration recommended that the Board of School Directors approve Mrs. Friscia's extended child-rearing leave of absence for the remainder of the 2011-2012 school year and grant approval for Ms. Courtney Mayberry to remain as the long-term substitute teacher for the remainder of the 2011-2012 school year for this position.

**(ACTION ITEM)**

6. Mrs. Virginia Cairns submitted her letter of resignation for the purpose of retirement as part-time elementary instrumental music teacher, effective the end of the 2011-2012 school year.

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

The administration recommended that the Board of School Directors accept Mrs. Cairns' resignation for the purpose of retirement as part-time elementary instrumental music teacher, effective the end of the 2011-2012 school year.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

#### **A. PERSONNEL CONCERNS (Continued)**

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

7. **Mr. Don Belanger** submitted his letter of resignation as boys' assistant soccer coach, effective immediately and junior high girls' assistant soccer coach, effective the end of the 2011-2012 spring season. Mr. Belanger has also requested to assist volunteering with both teams for the 2012-2013 school year.

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

The administration recommended that the Board of School Directors accept Mr. Belanger's resignation as boys' assistant soccer coach, effective immediately and junior high girls' assistant soccer coach, effective the end of the 2011-2012 school year. The administration would also like to recommend that Mr. Belanger assist volunteering with both teams for the 2012-2013 school year.

#### **8. Volunteer Coaching Appointments**

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

Mr. Jay Hockenbroch, Athletic Director, recommended the individuals listed as volunteer coaches for the 2011-2012, 2012-2013 school year.

**Dwain  
Messersmith  
Julie Walter**

**Volunteer Golf Coach**

**Volunteer Track  
Coach**

The administration recommended that the Board of School Directors approve the volunteer coaching appointments of the individuals listed for the 2011-2012, 2012-2013 school year.

#### **9. 2011-2012 Additional Bus Driver for Deitch Busing**

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

**Leonard Stouffer**

The administration recommended that the Board of School Directors acknowledge the addition of Mr. Leonard Stouffer as a bus driver for the remainder of the 2011-2012 school year, pending receipt of all required paperwork.

## Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### 10. Cafeteria Worker

**(ACTION ITEM)**

The individual whose name is listed below was recommended to serve as a part-time cafeteria worker at Newville Elementary School for the remainder of the 2011-2012 school year.

**Aubrie Barrick**

The administration recommended that the Board of School Directors approve the appointment of Aubrie Barrick as a part-time cafeteria worker at Newville Elementary School for the remainder of the 2011-2012 school year, effective immediately.

##### 11. Additional 2011-2012 Lifeguard

**(ACTION ITEM)**

**Lindsay Carns**

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

**(ACTION ITEM)**

##### 12. Donna Lubold

Carlisle, PA 17015

Long-Term Substitute Kindergarten Teacher  
at Oak Flat Elementary School  
(replacing Mrs. Jessica Shover who will be on child-rearing leave)

##### **Education:**

Shippensburg University – Elementary Education (Bachelor's Degree)

##### **Experience:**

Big Spring School District – Long-Term Substitute Teacher  
Cumberland Valley School District – Substitute Teacher

The administration recommended that the Board of School Directors appoint Ms. Lubold to serve as a long-term substitute kindergarten teacher at Oak Flat Elementary School beginning approximately March 16, 2012 through the end of the 2011-2012 school year, replacing Mrs. Shover who will be on child-rearing leave. Ms. Lubold's compensation for this position should be established at Bachelor's, Step 2 \$42,562.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

#### **A. PERSONNEL CONCERNS (Continued)**

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

Motion by Norris, seconded by Roush to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-12, as outlined and recommended above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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

#### **B. National Junior Honor Society Fundraiser**

**(ACTION ITEM)**

Mrs. Sue Piper requested Board approval for the National Junior Honor Society to conduct a hoagie fundraiser, retroactive to begin February 24, 2012.

Additional information regarding the fundraiser was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Piper's request to conduct the fundraiser for the National Junior Honor Society, retroactive to February 24, 2012.

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

#### **C. Permission to Attend a Team Field Hockey Summer Camp**

**(ACTION ITEM)**

Mrs. Carol Kuntz, Head Field Hockey Coach, requested Board approval for the Field Hockey Team and coaches to attend the Inspired Field Hockey Camp at Crestwood High School, Mountain Top, PA, from July 30, 2012 – August 3, 2012.

All expenses are paid for by the respective team and/or individual student athletes.

The administration recommended that the Board of School Directors approve Mrs. Kuntz's request for the field hockey team and coaches to attend the summer team camp as presented.

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



## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

#### **D. Proposed Band Trip**

**(ACTION ITEM)**

Mr. Daryl Balseiro, High School Band Director, requested permission for the Big Spring High School Band to travel to Montreal, Canada tentatively scheduled for Wednesday, April 24, 2013, through Sunday, April 28, 2013. Mr. Balseiro will update with more information when details are established.

Information was included with the agenda.

The administration recommended that the Board of School Directors grant Mr. Balseiro's approval for the Big Spring High School Band to travel to Montreal, Canada as presented.

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

#### **E. Proposed Updated Job Description**

**(ACTION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent has made some revisions to the job description listed. A copy of the job description has been included with the agenda.

##### **Media Specialist/Secondary Librarian**

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

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

#### **F. Resolution Supporting Prevailing Wage Reform**

**(ACTION ITEM)**

The Prevailing Wage Act places a costly mandate on our school districts and diverts valuable resources from our classrooms. The Prevailing Wage Act requires school districts to pay state-mandated prevailing wage rates for workers on every construction or renovation project in which estimates to exceed \$25,000, a cost that has not been adjusted for fifty years. The wage rate inflates the cost of construction projects by at least 10% siphoning millions of taxpayer dollars from the classroom each year. In lieu of the Prevailing Wage Reform, school districts have the option of adopting a resolution to take measures to further alleviate the burden of the Prevailing Wage Act has on school districts.

The resolution was included with the agenda.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

#### **F. Resolution Supporting Prevailing Wage Reform (Continued) (ACTION ITEM)**

The administration recommended that the Board of School Directors approve the Resolution Supporting Prevailing Wage Reform to take measures to alleviate the burden that school districts will endure with the Prevailing Wage Act.

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

#### **G. Newville Elementary School Proposed Roof Replacement Project (ACTION ITEM)**

Motion by Barrick, seconded by Norris to approve this item as an action item and authorize the administration to release and advertise the bid specifications as presented by Professional Roof Services for the roof replacement project at Newville Elementary School. The Board reserves the right to approve the winning bidder once final costs are known and the Board of School Directors determines funding is available. Roll call vote: Voting Yes: 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**

No meeting was conducted, and no report was offered.

The District Improvement Committee has scheduled a meeting for March 22, 2012.

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

No meeting was conducted, and no report was offered.

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

President Wolf reported that Mary Rodman, Administrative Director at Cumberland Perry AVTS, submitted her resignation for retirement purposes, effective the end of August or later, depending on whether a replacement is found by then. Mr. Wolf indicated that the advertising process has begun to find Mrs. Rodman's replacement. The candidate pool for a position like this is limited.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

#### **C. Vocational-Technical School (Continued)**

Mr. Wolf reported that the vo-tech building repairs are underway, and the campus looks good.

Once again, the vo-tech students have constructed a house for display at the Pennsylvania Home Builders Show at the Farm Show Complex. The house will be sold via sealed bids in late April 2012 to provide interested bidders the opportunity to arrange financing. In addition to the house, a garage and outittings will also be for sale.

Mr. Wolf noted that when an individual buys the house, brand-new logs are provided for the exterior of the home. The internal parts of the house are sold as they were displayed at the Builders Show.

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

No meeting was conducted, and no report was offered.

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

Mr. Kerr indicated that he met with the Finance Committee recently to discuss Governor Corbett's 2012-2013 budget and Big Spring's anticipated revenues and expenditures for 2012-2013. Mr. Kerr noted that, based on the proposed furloughs addressed at this evening's Committee of the Whole of the Board meeting, the District's financial condition is improving.

Mr. Kerr indicated that selected classified employees would see a reduction in hours based on the summer work schedule. There is a recommendation to cut from the classified contract summer work days for selected employees by eight days, the elimination of the eight Fridays when the District is closed. In addition, Mr. Kerr indicated that some employees' work hours would be reduced from 7.5 hours to 5.75 hours per day. The 2012-2013 budget requires a new Act 93 agreement and a new classified staff agreement, and these workday adjustments would be built into those contracts.

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

No meeting was conducted, and no report was offered.

Mr. Kerr indicated that he would present the new South Central Trust contribution rate to the Finance Committee in April 2012 when they should be available.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

### **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 the transition to the new earned income tax collection agency has gone reasonably well. Earned income tax payments are now being made to the District on a monthly basis.

Mr. Kerr indicated that the first payment from the Cumberland County Tax Bureau (CCTB) was more than \$400,000.00; however, this collection is 5 percent lower than last year for the same period.

Mr. Wolf indicated that some of the larger employers in the area submitted incorrect information to the CCTB, and that information must be corrected and resubmitted. This has caused a delay in tax collection for some employees. Employers must report physical addresses for employees, not rural delivery numbers nor post office boxes. This has created confusion in the reporting process. Once these issues are resolved, the EIT payments to school districts should be more accurate.

### **XVI. SUPERINTENDENT'S REPORT**

#### **A. PSBA Legislative Meeting**

Superintendent Fry invited Board members to attend a PSBA meeting with local legislators on Wednesday, April 18, 2012.

#### **B. Proposed Food Service Management Contract**

The Food Service Management Committee members are reviewing the food service management contracts and are preparing a proposed recommendation for the full Board to address on March 20, 2012.

#### **C. Proposed Furlough**

Mr. Fry indicated that he plans to have a proposed staff furlough plan prepared for the Board to address at the March 20, 2012 Board meeting.

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

There was no business from the floor.

## **Big Spring School Board Meeting Minutes ~ Monday, March 5, 2012**

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

There was no public comment regarding future Board agenda items.

### **XIX. ADJOURNMENT**

Motion by Swanson, seconded by Norris to adjourn to Executive Session to address legal and personnel issues and not to return to Open Session. Roll call vote: Voting Yes: McCrea, Norris, Piper, Roush, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:17 P.M.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Tuesday, March 20, 2012**