

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, JULY 18, 2011**

*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 Auditorium at 8:03 P.M. with President Wilbur Wolf, Jr., presiding. Seven (7) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Terry Lopp, Treasurer; Richard Norris; William Piper; and Richard Roush.

Kingsley Blasco and David Gutshall were absent.

Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Steve Smith, High School Principal; Richard E. Kerr, Jr., Business Manager; Erica Dolson, The Sentinel; and Brenda Line, Board Minutes.

#### **EXECUTIVE SESSION**

*The members of the Board of School Directors met in Executive Session to address personnel and legal issues from 7:44 P.M. to 8:02 P.M.*

### **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 JUNE 20, 2011 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE JUNE 20, 2011 REGULAR BOARD MEETING MINUTES**

Motion by Norris, seconded by Lopp for approval of the June 20, 2011 Committee of the Whole of the Board Meeting Minutes and the June 20, 2011 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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

No reports were offered.

### **VI. TREASURER'S REPORT (Balances as of June 30, 2011)**

General Fund	\$ 7,841,309.72
Cafeteria Fund	\$ 74,325.84
Student Activity Fund	\$ 178,098.77
Capital Projects	\$ 1,979,684.51
Newville Projects	\$ 1,201,610.42

Motion by Lopp, seconded by Swanson for acceptance of the Treasurer's Report.  
Roll call vote: Voting Yes: Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

### **VII. PAYMENT OF BILLS**

General Fund (2010-2011)	\$ 775,519.28	Checks #62766-62939
General Fund (2011-2012)	\$ 428,131.89	Checks #62940-62971
Cafeteria Fund (2010-2011)	\$ 63,222.02	Checks #5468-5470
Capital Projects (2010-2011)	\$ 46,000.00	Check #574
Capital Projects (2011-2012)	\$ 37,855.00	Check #575
Miscellaneous Fund (2010-2011)	\$ 12,548.25	Checks #12764-12776

**Total \$1,363,276.44**

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

### **VIII. READING OF CORRESPONDENCE**

There was no reading of correspondence.

### **IX. RECOGNITION OF VISITORS**

Linda Bowles, Denny Clopper, April Messenger, Deborah Muzzy, and Brandie Shatto.

### **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.

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(NOTE: The Board addressed  
XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-6,  
following Item A-6.)

### XIII. NEW BUSINESS

#### A. PERSONNEL CONCERNS

**(ACTION ITEM)**

1. **Mr. Gregory Schreiber**, high school health and physical education teacher, submitted his letter of resignation as high school health and physical education teacher, effective immediately.

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

The administration recommended that the Board of School Directors accept Mr. Schreiber's resignation as high school health and physical education teacher, effective immediately.

#### 2. **Transfer of Professional Personnel**

**(ACTION ITEM)**

As per Board Policies 3850.0-3850.4, the administration will transfer the professional employees whose names are listed below for the 2011-2012 school year.

<b>Employee</b>	<b>From</b>	<b>To</b>
Matthew Engleman	High School Physical Education	Elementary Physical Education
Brent Stroh	High School Alternative Education	High School Health/Physical Education

The administration recommended that the Board of School Directors approve the professional employees transfer as presented.

#### 3. **Additional Per Diem Substitute Teacher**

**(ACTION ITEM)**

**Matthew Bair                  Physics 7-12**

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

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### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

**(ACTION ITEM)**

4. **Maria Boyd**  
Chambersburg, PA 17201

High School Life Skills Teacher  
(replacing Kathy Gorka)

**Education:**

Clarion University – Special Education (Bachelor's Degree)

**Experience:**

Lincoln Intermediate Unit – Elementary, Middle School and High School Life Skills Teacher

The administration recommended that the Board of School Directors appoint Mrs. Boyd to serve as a life skills teacher at the high school beginning the 2011-2012 school year, replacing Mrs. Gorka, who has resigned. Mrs. Boyd's compensation for this position should be established at Bachelor's, Step 15, Year 24, \$58,976.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

#### 5. **Sixth Grade Team Leader**

**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as middle school sixth grade team leader for the 2011-2012 school year.

**Mrs. Sharon Beatty**

The administration recommended that the Board of School Directors approve the appointment of Mrs. Sharon Beatty as sixth grade team leader for the 2011-2012 school year as presented.

#### 6. **Seventh Grade Team Leader**

**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as middle school seventh grade team leader for the 2011-2012 school year.

**Mrs. Shirley Truesdell**

The administration recommended that the Board of School Directors approve the appointment of Mrs. Shirley Truesdell as middle school seventh grade team leader for the 2011-2012 school year as presented.

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### 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-6, as outlined and recommended above. Roll call vote: Voting Yes: Norris, Piper, Roush, Lopp, 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 are entitled to the specified amount in accordance with the negotiated contract.

<b>Lauren Swigart</b>	<b>\$1,452.00</b>
<b>Amanda Brown</b>	<b>\$1,452.00</b>
<b>Brandie Shatto</b>	<b>\$1,161.00</b>
<b>Leslie Lynch</b>	<b>\$1,161.00</b>
<b>Total</b>	<b>\$5,226.00</b>

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

#### C. Permission to Attend Football Camp

**(ACTION ITEM)**

Mr. Brent Stroh, head boys' football coach, requested Board approval for the boys' football team to attend team camp at Lycoming College from July 31 – August 4, 2011.

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

The administration recommended that the Board of School Directors approve Mr. Stroh's request for the boys' football team and coaches to attend the summer team camp as presented.

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

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **D. Job Descriptions**

**(ACTION ITEM)**

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

**Administrative Assistant for Payroll and Employee Benefits  
Administrative Assistant to the Business Department for Census & Tax Collection**

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

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

#### **E. Superintendent's Contract**

**(ACTION ITEM)**

The Board of School Directors and Superintendent of Schools, Richard W. Fry, have been discussing the current contract for the Superintendent of Schools. In light of the current economic situation and budget cuts, the parties have agreed to modify the percentage increase in salary from what was agreed to at 3.1% for the 2011-2012 school year to 2% for the 2011-2012 school year.

Motion by Norris, seconded by Lopp to accept the amended language for the Superintendent of Schools' employment contract as outlined above. Roll call vote: Voting Yes: Norris, Roush, Lopp, Barrick, Swanson, and Wolf. Voting No: Piper. Total Yes votes: Six (6). Total No votes: One (1). Motion carried by a majority vote.

#### **F. Classified Employees Dismissal**

**(ACTION ITEM)**

The administration recommended the dismissal of the following classified employees effective immediately because they no longer meet the necessary requirements for instructional paraprofessionals under the laws of the Commonwealth of Pennsylvania.

Tina Jones  
Sheryl Ickes  
Kelly Gutshall

Cheryl Lewis  
Carrie Raudabaugh

Motion to dismiss the classified employees listed above, effective immediately, because they no longer meet the necessary requirements for instructional paraprofessionals under the laws of the Commonwealth of Pennsylvania.

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

## Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011

### XIII. NEW BUSINESS (Continued)

#### **G. Elimination of Classified Employees Positions**

**(ACTION ITEM)**

The administration has been reviewing all classified positions throughout the District and their role in supporting the overall educational process of our students. Based on this review, the administration has identified two classified positions that can be eliminated immediately.

The administration recommended that the Board of School Directors approve the elimination of the following classified positions and approve Ms. Shughart to be placed on the substitute cafeteria list, effective immediately.

Denny Moore	Office aide at Plainfield Elementary School
Karen Shughart	Cafeteria Cashier at Plainfield Elementary School

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

#### **H. Elimination of Classified Employee Position**

**(ACTION ITEM)**

The administration has been reviewing all classified positions throughout the District in attempt to adjust our work force as we prepare for future needs. The District will need to provide the same quality education that we have done for years but will need to provide this with fewer classified positions in our work force. Based on this review, the administration has identified a classified position that can be eliminated.

The administration recommended that the Board of School Directors approve the elimination of the classified position listed, effective September 2, 2011.

Randy Gates      Lead Maintenance Technician

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

#### **I. 2011-2012 Per Diem Substitute Teacher Rate**

**(ACTION ITEM)**

Mr. Richard W. Fry, Superintendent, recommended a decrease in Big Spring School District's compensation for substitute teachers. The recommended rate for the 2011-2012 school year is \$85.00 per day. This is a \$10.00 decrease from the 2010-2011 school year.

The administration recommended the Board of School Directors approve the 2011-2012 per diem substitute teacher rate as of \$85.00 as presented.

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

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **J. Appointment Of Cornerstone Bank Contact**

**(ACTION ITEM)**

In November 2010, the Board of School Directors approved a one-year agreement for banking services between Big Spring School District and Cornerstone Federal Credit Union. Cornerstone FCU has asked the Board of School Directors to approve individuals whom may conduct business on the behalf of Big Spring.

The administration recommended that the Board of School Directors authorize the Business Manager and Financial Controller to transact business on behalf of the Big Spring Student Activities Fund and the Big Spring School District.

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

#### **K. Appointment Of PSDLAF Contact**

**(ACTION ITEM)**

The District currently uses the Pennsylvania School District Liquid Asset Fund (PSDLAF) as the repository for the General Fund (10). With the departure of Mrs. Heckendorn, PSDLAF requests the Board of Directors approve Michael Statler as the District's new primary contact.

The administration recommended that the Board of School Directors approve Michael Statler, Financial Controller, to be the primary contact person for all daily account activity in the PSDLAF bank account.

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

#### **L. License Agreement for Cornerstone Federal Credit Union**

**(ACTION ITEM)**

The Administration would like to re-submit the License Agreement for Cornerstone Federal Credit Union to continue the partnership with the Credit Union. The license agreement has not changed from the 2010-2011 school year.

The administration recommended that the Board of School Directors approve the included one-year agreement for banking services between Big Spring School District and Cornerstone Federal Credit Union.

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



## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **M. High School Student Handbook**

**(ACTION ITEM)**

The high school administration updated the high school student handbook for the 2011-2012 school year.

Mr. Steven Smith has provided a summary of those pages where he has made revisions to the handbook. The completed high school student handbook is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the completed handbook.

The administration recommended that the Board of School Directors approve the 2011-2012 High School Student Handbook as presented.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Norris, Piper, Roush, Lopp, Barrick, and Swanson. Voting No: Wolf. Total Yes votes: Six (6). Total No votes: One (1). Motion carried by a majority vote.

#### **N. Elementary Student Handbook**

**(ACTION ITEM)**

Mr. William August, Newville Elementary School Principal, updated the elementary student handbook for the 2011-2012 school year.

Mr. William August provided a summary of those pages where he has made revisions to the handbook. The completed elementary student handbook is available for review in the Superintendent's office by any member of the Board of School Directors who wishes to review the completed planner.

The administration recommended that the Board of School Directors approve the 2011-2012 Elementary Student Handbook as presented.

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

#### **O. Facilities Utilization Request**

**(ACTION ITEM)**

Mrs. Linda Slusser, Mount Rock Elementary School Principal, requested permission to have an Open House - Walkthrough on Sunday, August 28, 2011, from 1:00 – 2:30 at Mount Rock Elementary School. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve Mrs. Slusser's request to hold an Open House – Walkthrough at Mount Rock Elementary School as presented.

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

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### XIII. NEW BUSINESS (Continued)

#### **P. Planned Course Adoption**

**(ACTION ITEM)**

Listed below are completed planned courses for board approval.

#### **High School - Science**

Anatomy and Physiology  
Foundations of Science  
Forensic Science  
Research Seminar

The administration recommended the Board of School Directors approve the planned courses as presented.

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

#### **Q. Post-Graduation Party Fundraisers**

**(ACTION ITEM)**

The 2012 Post-Graduation Party Committee requested permission from the Board of School Directors to conduct the fundraisers listed during the 2011-2012 school year.

Bulldog Stadium Blankets & Buyout  
Bulldog Terrible Towels  
Chicken BBQ  
Apple Dumplings & Whoopie Pies  
Bonus Books  
Rada Cutlery  
Pretzel Sandwiches  
Meadowbrook Gourds  
Bulldog SpiritWear Clothes  
Braided Bread  
Tupperware  
Easter Pie Sale  
Basket/Vera Bradley Bingo  
Restaurant Discount Nights (Hoss's, Bonanza & Applebee's)  
Bulldog Beach Towels

The administration recommended that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraisers listed during the 2011-2012 school year.

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

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **R. Middle School Student Council Retreat**

**(ACTION ITEM)**

Mrs. Susan Lyons, middle school gifted support teacher/student council advisor, requested Board approval for the Middle School Student Council officers to attend a team-building and planning retreat in Delaware from July 19 – 21, 2011.

Information was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Lyons' request for the Middle School Student Council officers to attend the team building and planning retreat as presented.

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

In response to a question from Director Norris, Mr. Fry indicated that Mrs. Lyons owns the house at which the seven girls and two boys would be staying. The only District expense for the trip would be transportation to and from Delaware. Mr. Fry added that the District sends High School Student Council members on similar overnight trips.

In response to a question from Director Piper, Mr. Fry indicated that all parents have signed standard District liability forms that have been reviewed and approved by the District solicitor.

Roll call vote on the motion by Barrick and second by Norris to approve the recommendation as outlined above: Voting Yes: Norris, Piper, Roush, Lopp, Barrick, and Swanson. Voting No: Wolf. Total Yes votes: Six (6). Total No votes: One (1). Motion carried by a majority vote.

#### **S. Dell Laptop Grant – Digital Content Pilot**

**(ACTION ITEM)**

Mr. Kevin Roberts, Director of Curriculum/Instruction and Educational Technology, requested permission to pursue a grant opportunity with Dell for 230 laptops which will assist students with online resources through the Digital Content pilot with the Capital Area Intermediate Unit.

The administration recommended that the Board of School Directors approve Mr. Roberts' request to pursue the grant opportunity with Dell as presented.

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

In response to a question from President Wolf, Mr. Roberts indicated that this item has no relation to Agenda Item T., Laptop Lease Proposal.

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **S. Dell Laptop Grant – Digital Content Pilot (Continued)**

**(ACTION ITEM)**

Mr. Roberts indicated that this Dell grant provides a unique opportunity for the District to collect data and observe student use of take-home laptops free of charge. Dell looks favorably on this District because Big Spring has the largest number of students participating in the digital content geometry pilot with the CAIU. This offers an advertising opportunity for Dell as well as benefits the District. This grant would provide a rehearsal for the proposed 1:1 student laptop initiative.

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

#### **T. Laptop Lease Proposal**

**(ACTION ITEM)**

At the June 20<sup>th</sup> meeting, Mr. Roberts made a presentation and recommendation that the Board consider a proposal to reallocate District funds to purchase staff laptop computers in lieu of desktop computers. The proposal included a four year lease with an option to purchase the equipment at the end of the lease period. Additional financial information regarding this proposal was included in the Board packet.

The administration recommended the Board of School Directors approve the lease agreement and laptop case purchase as presented.

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

In response to a question from Director Piper, Mr. Fry indicated that this item was not included in the original 2011-2012 General Fund Budget; however, this is a reallocation of the budgeted item for new teacher desktops, with a cost difference of approximately \$7,000.00. The cost for laptop cases is approximately half of the price that is on the State contract list.

In response to a question from Mr. Piper, Mr. Fry indicated that members of the administration are gathering information from neighboring school districts to aid in writing a laptop accountability policy that would address lost or damaged units, among other things. Mr. Fry indicated that he would bring the policy to the Board and the Big Spring Education Association for approval as soon as possible.

Roll call vote on the motion by Norris and second by Swanson to approve the recommendation as outlined above: Voting Yes: Norris, Piper, Lopp, Barrick, Swanson, and Wolf. Voting No: Roush. Total Yes votes: Six (6). Total No votes: One (1). Motion carried by a majority vote.

## Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011

### XIII. NEW BUSINESS (Continued)

#### U. Consolidated Federal Programs

**(ACTION ITEM)**

**Mrs. Jeanne Temple**, Director of Curriculum and Instruction, received notification from the Pennsylvania Department of Education that the Big Spring School District's Consolidated Federal Programs Application has been approved in the amounts indicated below:

<u>Program</u>	<u>Amount</u>
Title I	\$418,230.00
Title II	<u>\$130,991.00</u>
Total	\$540,363.00

The administration recommended that the Board of School Directors authorize the administration to establish all of the required accounts for revenues and expenditures and to expend funds on behalf of the 2011-2012 Consolidated Federal Programs as specified.

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

In response to a question from Director Norris, Mrs. Temple indicated that these are funds that the District definitely will be receiving; however, these amounts are \$6,000.00 below last year's funding for Title I and \$21,000.00 below last year's funding for Title II.

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

#### V. Final Contractor Payments for Newville Elementary School Construction Project **(ACTION ITEM)**

McKissick Associates reviewed the payment applications for work performed on the Newville Addition & Renovation project. A summary of all change orders and payments from McKissick was included with the payment applications listed below. These payments will come from the Newville Project Fund. A copy of the completed and notarized payment applications was included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Payment</u>	<u>Balance to Pay</u>
HVAC	MidState Mechanical & Electrical, LLC	\$3,533.05	\$ 25,582.28
"	"	\$ 25,582.28	0.00
Electrical	"	\$ 17,830.00	0.00
Plumbing	Mann Plumbing and Heating, LLC	--	0.00
Well	Whisler Well Drilling, Inc.	--	0.00

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **V. Final Contractor Payments for Newville Project Construction Project (ACTION ITEM)** (Continued)

The administration recommended that the Board of School Directors approve final payments from the Newville Project Fund to MidState Mechanical & Electrical, LLC, in the amount of \$46,945.33.

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

#### **W. Planned Course Adoption** **(INFORMATION ITEM)**

Listed below is a completed planned course for board approval. The completed planned course is available in the Curriculum Center for review by the Board of School Directors prior to the August 1, 2011 Board of School Directors meeting.

##### **Elementary Keyboarding**

#### **X. Proposed Job Descriptions** **(INFORMATION ITEM)**

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

**Administrative Assistant to the Superintendent for Human Resources**  
**Administrative Assistant to the Curriculum Center and Child Accounting**  
**Administrative Assistant to the Athletic Director Student Activities Director**  
**Director of Athletics Student Activities and Building Utilization**  
**Athletic Trainer**  
**Fitness Center Strength Coach Coordinator**

After the job descriptions have been reviewed by the Board of School Directors and the administration, the administration will present the job descriptions for Board approval at the August 1, 2011 Board meeting.

#### **Y. 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 indicated that today the District received \$178,000.00 in delinquent tax payments for the second quarter of the 2010-2011 school year. In addition, the District received approximately \$600,000.00 in earned income tax monies, as expected. With this payment, the 2010-2011 revenue exceeds the 2010-2011 revenue budget. Mr. Kerr added that he hopes to have a proposal for the Board regarding the use of the additional revenue for the Capital Projects Fund.

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **Y. Updated Year-to-Date Summaries/Taxes and General Fund (INFORMATION ITEM)** (Continued)

In response to a question from President Wolf, Mr. Kerr indicated that there are still invoices to be paid from the 2010-2011 budget, including consortium payments, transportation payments, among others. These payments would be made in the coming month or so.

In response to a question from President Wolf, Mr. Kerr indicated that he does not anticipate that expense will equal revenue when all is said and done because of the monies budgeted for capital projects, the increased PSERS contributions, and miscellaneous invoices that continue to come in.

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

There were no future Board agenda items.

### **XV. COMMITTEE REPORTS**

#### **A. District Improvement Committee – Mrs. Lopp**

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.

President Wolf indicated that vo-tech buildings and grounds supervisor interviews would be conducted in mid August.

#### **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.

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

Mr. Kerr indicated that there has been no change to the 10.5 percent South Central Trust contribution rate for 2011-2012.

The District audit will begin August 17, 2011.

## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

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

Interviews are being conducted for a new CAIU Executive Director. Negotiations continue with the CAIU professional staff.

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

The TCC has now merged with the West Shore Tax Bureau. Next year Big Spring will pay more for tax collection; however, it is believed that after the transition period, the cost of tax collection may return to the 1 percent it has been in the past.

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

#### **A. Proposed All-Weather Track**

The members of the Board of School Directors were provided with copies of a letter from Robert L. Jumper, head cross country coach, to Mr. Fry, Mr. Hockenbroch, and the School Board regarding Mr. Jumper's intention to form a committee called the Dirt Hurts Foundation to raise money to construct an all-weather track. Please refer to the attached letter.

Mr. Fry indicated that he would meet with the committee to provide oversight and encourage the members to conduct their fundraising efforts through the Bulldog Foundation, an organization that would provide an umbrella of support and a network to facility moving forward with this initiative.

In response to a question from President Wolf, Mr. Fry indicated that the cost of the group's wish list is more than \$3 million and would include an all-weather track, bleachers, field house, and sound system, with the track alone estimated to cost approximately \$700,000.00.

#### **B. Open Positions**

Mr. Fry reported that one HVAC position remains open.

In response to a question from President Wolf, Mr. Fry indicated that the District's physical education staff has been decreased by two positions, and he added that the District is operating with the minimum physical education staffing possible.



## **Big Spring School Board Meeting Minutes ~ Monday, July 18, 2011**

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

#### **C. Title I and Title II Funding**

Mr. Fry indicated that he met with the two Pennsylvania Senators and some Representatives for three days last week in Washington, DC. Mr. Fry indicated that he could confidently report to the Board that there would not be an increase in federal education subsidy anytime soon.

Mr. Fry added that he intends to do a better job ensuring that our legislative representatives understand the philosophy of public education because those with whom he met appear to be clueless about the purpose of public education.

In response to a question from Director Barrick, Mr. Fry indicated that he met with Representative Bloom last Monday. Mr. Fry noted that Mr. Bloom responds to public education concerns and appears willing to dialogue about education issues.

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

#### **A. Shippensburg Fair**

In response to a question from Director Barrick, it was noted that the FFA sale at the Shippensburg Fair is slated for Tuesday, July 26, 2011, at 6:00 P.M.

#### **B. August 1, 2011 School Board Meeting**

The following Board members noted they are unavailable for the August 1, 2011 Board meeting: Director Lopp, Director Barrick, and Director Roush.

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

**Ms. Linda Bowles**, 202 Nealy Road, Newville, PA, addressed the members of the Board of School Directors and questioned the name of the group seeking to construct an all-weather track for the District.

Mr. Fry responded that the group name is Dirt Hurts Foundation. The group is not yet an official foundation.

### **XIX. ADJOURNMENT**

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

The meeting was adjourned at 8:33 P.M.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, August 1, 2011**