

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, AUGUST 2, 2010

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 Mount 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 8:00 P.M. with President Wilbur Wolf, Jr., presiding. Five (5) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Richard Norris; William Piper. Terry Lopp, Treasurer; Kingsley Blasco; and Richard Roush were absent.

Terry Lopp, Treasurer; Kingsley Blasco; and Richard Roush were absent.

Others in attendance: Richard Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; 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 JULY 19, 2010 REGULAR BOARD MEETING MINUTES AND THE JULY 19, 2010 SPECIAL BOARD MEETING MINUTES

Motion by Norris, seconded by Swanson for approval of the July 19, 2010 Special Board Meeting Minutes and the July 19, 2010 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

No reports were offered.

VI. TREASURER'S REPORT

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

VII. PAYMENT OF BILLS

General Fund Account Payment of Bills; Central Treasury Student Activity/Miscellaneous Account Payment of Bills; and Newville Project Payment of Bills

Motion by Swanson, seconded by Norris for approval of General Fund Account checks #58623-58749 totaling \$339,963.03; and Central Treasury Student Activity/Miscellaneous Account checks #12172-12176 totaling \$5,877.62; and Newville Project Account checks #122-126 totaling \$210,577.43. Grand total General Fund, Athletic, Cafeteria, Student Activity/Miscellaneous, Capital Reserve Fund, and Newville Project: \$556,418.08. Roll call vote: Voting Yes: Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

VIII. READING OF CORRESPONDENCE

There was no reading of correspondence.

IX. RECOGNITION OF VISITORS

Sam Sheeler.

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-9,
following Item A-9.)

XIII. NEW BUSINESS

A. PERSONNEL CONCERNS

(ACTION ITEM)

1. **Mr. John Beeman**, seventh grade social studies teacher, submitted his letter of resignation as Seventh Grade Team Leader, effective immediately.

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

The administration recommended that the Board of School Directors accept Mr. Beeman's resignation as Seventh Grade Team Leader, effective immediately.

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XIII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

2. **Ms. Kendra Lentz**, submitted her letter of resignation as middle school cheerleading coach, effective immediately.

A copy of Ms. Lentz's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Ms. Lentz's resignation as middle school cheerleading coach, effective immediately.

(ACTION ITEM)

3. **Mr. Scott Penner** submitted his letter of resignation as head varsity baseball coach, effective immediately.

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

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

4. **Department Chairperson Recommendation**

(ACTION ITEM)

Mr. Kevin Roberts, Director of Curriculum, Instruction and Educational Technology, recommended the individual listed to serve as the Assistant Department Chairperson for the High School Special Education Department.

Abigail Leonard

The administration recommended that the Board of School Directors appoint the above-listed individual as Assistant Department Chairperson for the High School Special Education Department during the 2010-2011 and 2011-2012 school year and establish her salary based on the current contract between the Big Spring Education Association and the Big Spring School District.

5. **2010-2011 Additional Bus Driver for Deitch Busing**

(ACTION ITEM)

Ms. Patricia Darr

The administration recommended that the Board of School Directors acknowledge the addition of Ms. Darr as a bus driver for the 2010-2011 school year, pending all required paperwork.

6. **Additional Per Diem Substitute Teacher**

(ACTION ITEM)

**Megan Heidel – Elementary Education
James D'Annibale – Social Studies Degree**

The administration recommended that the Board of School Directors approve the additions of Megan Heidel and James D'Annibale to the 2010-2011 per diem substitute teacher list as presented.

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XIII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

7. Coaching Appointments

(ACTION ITEM)

Mr. Jay Hockenbroch recommended the individuals listed to serve as coaches and volunteer coaches during the 2010-2011 school year.

Jesse Guise	Volunteer Football Coach
William Owens	Assistant Varsity Football Coach
Douglas Baker	Volunteer Softball Coach
Don Belanger	Assistant Boy's Soccer Coach
Steve Dalton	Volunteer Boy's Soccer Coach
Mike Ginter	Junior High Boy's Soccer Coach
Zachary Zukauckas	Junior High Boy's Soccer Coach
Donald Hostetler	Assistant Boy's Basketball Coach
Heidi Fraker	Junior High Field Hockey Coach
Rachel Brandt	Junior High Field Hockey Coach

The administration recommended that the Board of School Directors appoint the above listed individuals to coach during the 2010-2011 school year and establish their salaries based on the current contract between the Big Spring Education Association and the Big Spring School District, pending all required paperwork.

(ACTION ITEM)

8. Donna Lubold

Carlisle, PA 17015

Long-Term Substitute Fifth Grade Teacher
at Plainfield Elementary School
(replacing Mrs. Jolene Regetta 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 Plainfield Elementary School beginning approximately August 30, 2010, through approximately November 30, 2010, replacing Mrs. Regetta, who will be on child-rearing leave. Ms. Lubold's compensation for this position should be established at Bachelor's, Step 1 \$40,8092.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XIII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

9. Karyn Cunningham
Carlisle, PA 17015

Long-Term Substitute Kindergarten Teacher
at Mount Rock Elementary School
(replacing Mrs. Lindsay Graham who
will be on child-rearing leave)

Education:

University of Pittsburgh – Elementary Education (Bachelor’s Degree)

Experience:

Big Spring School District – Long-Term Substitute Teacher

The administration recommended that the Board of School Directors appoint Ms. Cunningham to serve as a long-term substitute kindergarten teacher at Mount Rock Elementary School beginning approximately September 7, 2010, through approximately November 2, 2010, replacing Mrs. Graham, who will be on child-rearing leave. Ms. Cunningham’s compensation for this position should be established at Bachelor’s, Step 1 \$40,092.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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

Motion by Barrick, seconded by Norris to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-9, as outlined and recommended above. Roll call vote: Voting Yes: Norris, Piper, 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 amounts in accordance with the negotiated contract.

Jason Artz	\$ 1,170.00
Suzanne Brazeau	\$ 1,170.00
Tracey Feldbauer	\$ 1,110.00
Julie Friscia	\$ 1,110.00
Heidi Gilbert	\$ 1,110.00
Lori Harris	\$ 845.00
Abigail Leonard	\$ 1,170.00
Ashley Oldham	\$ 1,110.00
Bethany Pagze	\$ 1,110.00
Valerie Sauter	\$ 1,170.00
Heather Schwartzmiller	\$ 2,340.00
Marsha Stellfox	\$ 1,110.00
Brent Stroh	<u>\$ 390.00</u>
Total	\$14,915.00

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XIII. NEW BUSINESS (Continued)

B. Credit Pay

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

(ACTION ITEM)

C. Voting Delegates to the October 2010 PSBA School Leadership Conference

The Pennsylvania School Boards Association requests that the Board of School Directors for each PSBA-member school district notify PSBA of the names of each school district's voting delegates for the October 2010 School Leadership Conference's Legislative Policy Committee meeting.

The administration recommended that the Board of School Directors designate Robert Barrick, Board Secretary, who will serve as Big Spring's voting delegate to the October 2010 School Leadership Conference's Legislative Policy Committee meeting.

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

D. Planned Course Adoption

(ACTION ITEM)

Listed below are completed planned courses for the 2010-2011 school year for board approval.

High School

Speech
Leadership Development
Biology

Middle School

Family and Consumer Sciences – Grades 6, 7, & 8
World Languages – Grades 6, 7, & 8

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

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

E. Updated Transportation Policy

(ACTION ITEM)

Mr. Gilliam submitted an updated Transportation Policy, and a copy of the policy was included with the agenda. The Transportation Policy was an information item on the July 19, 2010 board agenda.

The administration recommended that the Board of School Directors approve the updated Transportation Policy as presented.

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

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XIII. NEW BUSINESS (Continued)

E. Updated Transportation Policy (Continued) **(ACTION ITEM)**

In response to a question from President Wolf, Mr. Fry indicated that information related to driver and student cell phone use on buses was one of the modifications made to the transportation policy. Other updates included existing procedures that needed to be made part of the policy.

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

F. 2010-2011 Bus Drivers **(ACTION ITEM)**

Mr. Richard Deitch, bus contractor, submitted a list of bus drivers for the 2010-2011 school term. A copy of the list of drivers has been included with the agenda.

The administration recommended that the Board of School Directors acknowledge receipt of the 2010-2011 bus driver list prepared by Mr. Deitch as presented.

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

G. 2010-2011 PA-PACT Grant **(ACTION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent of Schools, received notification from the Pennsylvania Department of Education indicating that the 2010-2011 PA-PACT has been approved.

Information was included with the agenda.

The administration recommended that the Board of School Directors authorize the administration to accept the 2010-2011 PA-PACT Grant.

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

H. Planned Course Adoption **(INFORMATION ITEM)**

Listed below are completed planned courses for board approval. All completed planned courses are available in the Curriculum Center for review by the Board of School Directors prior to the August 16, 2010, Board of School Directors meeting.

Middle School – Technology Education

Sixth Grade
Seventh Grade
Eighth Grade

High School – Freshman Seminar

XIV. FUTURE BOARD AGENDA ITEMS

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. A new meeting schedule will be provided to Committee members soon.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

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

No meeting was conducted, and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

John Deere Tractor Purchase

(ACTION ITEM)

Motion by Barrick, seconded by Norris to approve this item as an action item and authorize the purchase of a John Deere 4720 MFWD compact tractor, attachments, and the flex wing mower from the Fiscal Year 2011 operating budget at a cost not to exceed \$27,588.62 as outlined in this evening's Buildings and Property Committee meeting minutes. The administration agreed to enter further negotiations with R&W Equipment Company of Carlisle. Roll call vote: Voting Yes: Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

E. Finance Committee – Mr. Blasco

No meeting was conducted, and no report was offered.

Mr. Kerr will organize a meeting with the Finance Committee soon.

Please refer to this evening's Committee of the Whole of the Board meeting minutes, Item II A., Debt Service Presentation, where a refinancing of \$2.8 million 2005 bond issue and the financing for the Newville project in the amount of \$4.7 million was discussed. A total bond issue of \$7.5 million is proposed on before December 1, 2010. The \$4.7 million would include monies to repay the Orrstown Bank borrowing for the Newville project. The District has used \$1 million of the \$3.3 million Orrstown Bank borrowing.

In response to a question from Director Norris, Mr. Fry indicated that the State recommends a fund balance of no more than 5 percent of the District's operating budget. At this time the District's fund balance is \$2.1 million. After the 2009-2010 fund transfers are complete, the District would have approximately \$3 million in the fund balance on a \$40 million budget. Any monies set aside for PSERS funding would not be included in the fund balance calculation.

In response to a question from President Wolf, Mr. Kerr indicated that the District must account for monies utilized for retiree healthcare. Those monies are not kept in a separate fund, but they are recorded as a liability on the financial statements. There is no direct impact on the operating budget.

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XV. COMMITTEE REPORTS (Continued)

F. South Central Trust – Mr. Blasco

No meeting was conducted, and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

The CAIU board met on Thursday, July 29, 2010. When the \$25,000 retirement incentive went into effect, the entire kitchen staff (three employees) at Hill Top Academy retired. The facility will now be staffed with individuals who are not familiar with the kitchen equipment.

The PSEA UniServ representative took issue with the fact that the CAIU board did not contact him before talking with the professional staff regarding the \$25,000 retirement incentive. The original cutoff for the retirement incentive sign-up was July 31, 2010. That date has now been delayed until the end of August, 2010.

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

No meeting was conducted, and no report was offered.

XVI. SUPERINTENDENT'S REPORT

A. Elementary School Proposed Reconfiguration

Superintendent Fry indicated that the frequently asked questions (FAQs) and answers to those FAQs have been posted on the District's website regarding the proposed elementary school reconfiguration.

B. Elementary School Proposed Reconfiguration Presentation

At the August 16, 2010 Committee of the Whole of the Board meeting, the administration plans to offer a presentation regarding the effects of three K-5 buildings in the District.

President Wolf requested that a document be prepared outlining the pros and cons of the K-3 versus the K-3/4-5 configuration to compare and contrast the parameters of the two configurations.

After the school year begins, the bus routes for the proposed reconfiguration would be designed and made public before the Board would vote on the reconfiguration issue.

In response to a question from Vice President Swanson, Mr. Fry indicated that most of the District's bus stops were determined years ago by Mr. Deitch. Mr. Fry indicated that many bus routes could be improved from an efficiency standpoint. Buses do not need to stop at each house along a particular roadway; however, there are bus routes, that is the case.

Mr. Fry indicated that the administration would work toward proposing bus routes that would be more efficient and would be accepted in the community as well.

C. Elementary School Class Lists

Superintendent Fry indicated that elementary school class lists would no longer be published in local newspapers because of privacy concerns and custodial issues. Prior to the start of the school year, each family will receive a letter outlining the student classroom assignments along with medical forms and emergency cards. The class lists would continue to be posted on the school's front doors.

In response to a question from President Wolf, Mr. Fry indicated that an individual could probably challenge the District for class lists based on the Freedom of Information Act.

In response to a question from Director Barrick, Mr. Fry indicated that information would be posted on the District's website regarding this new procedure along with a note indicating that the information would be mailed to families by August 11, 2010.

Big Spring School Board Meeting Minutes ~ Monday, August 2, 2010

XVI. SUPERINTENDENT'S REPORT (Continued)

D. 2010-2011 General Fund Budget

Mr. Fry indicated that the District budgeted for a 0 percent increase in basic education subsidy from the State for 2010-2011. The 2010-2011 State subsidy information could be available in September 2010.

E. Personnel

Interviews continue for new hires required for the 2010-2011 school term.

A high school guidance counselor resigned, and that position will not be filled. Three instead of four guidance counselors will serve the high school.

F. Cumberland Valley Corvette Club

Mr. Fry read a letter from Mr. Gary Wolf, Cumberland Valley Corvette Club, in which Mr. Wolf thanked the District for allowing the group to host a charity event at the high school on July 18, 2010. A large portion of the \$820 raised that day will be donated to charity.

Mr. Fry indicated that neighbors called law enforcement regarding the noise associated with the event. Mr. Fry added that neighbors also called law enforcement for the two outdoor high school dances last school year.

Mr. Wolf indicated that when he learned about the noise complaint, he visited the area and parked near the storm water retention pond and could "almost hear the noise" inside his vehicle with the windows down.

XVII. BUSINESS FROM THE FLOOR

National Night Out

Director Barrick encouraged everyone to attend Newville's National Night Out on Tuesday, August 3, 2010. One attraction for the event is a display of antique police cars near the fountain.

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 negotiations, personnel, and legal issues. Roll call vote: Voting Yes: Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:23 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, August 16, 2010