

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, AUGUST 3, 2015

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 8:00 P.M. with President Wilbur Wolf, Jr, presiding. Seven (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, Secretary; William Piper, Richard Roush, John McCrea, and Richard Norris.

Absent – David Gutshall and Kingsley Blasco.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent; Richard Kerr Jr, Business Manager; and Carol Kuntz, Board Minutes. Curtis Garland, The Valley Times-Star;

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE JULY 20, 2015 REGULAR BOARD MEETING MINUTES, AND THE JULY 20, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Norris, seconded by Roush for approval of the July 20, 2015 Committee of the Whole Meeting Minutes; and the July 20, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Piper, McCrea, and Roush. Motion carried unanimously. 7 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

V. PAYMENT OF BILLS

General Fund	
Procurement Card	\$ 10,740.97
Checks/ACH/Wires	\$ 1,087,589.97
Capital Projects	\$ 113,922.49
Cafeteria Fund	\$
Student Activities	\$
Total	\$ 1,212,253.43

Motion by Swanson, seconded by Norris for approval of General Fund, Capital Projects, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Norris, McCrea, and Roush. Motion carried unanimously. 7 – 0

VI. READING OF CORRESPONDENCE

VII. RECOGNITION OF VISITORS

Tony Brum, Pat Salmon, Curtis Garland, April Messenger, Jacob Nace, Clarissa Nace, Kurt Nace, Alec Moul, Colin Hurley, David Ward, Avis Ward, Ian Ward, and Linda Bowles.

VIII. PUBLIC COMMENT PERIOD

Linda Bowles, 202 Nealy Road, Newville, PA. Mrs. Bowles addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

David Ward, 265 Mt. Rock Road Newville, PA . Mr. Ward addressed the members of the Board of School Directors to inquire about an all-weather track.

Alec Moul & Collin Hurley, Boy Scouts from Troop 174. The Boy Scouts were in attendance to help them earn their merit badges.

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IX. STRUCTURED PUBLIC COMMENT PERIOD

X. OLD BUSINESS

XI. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Nicole Donato

Mrs. Nicole Donato has submitted her resignation as Supervisor of Curriculum and Instruction, effective August 7, 2015.

The administration recommends that the Board of School Directors approve Mrs. Donato's resignation as Supervisor of Curriculum and Instruction, effective August 7, 2015.

(ACTION ITEM)

2) Resignation – Kay Gillet

Mrs. Kay Gillet has submitted her resignation as a High School Learning Support Teacher, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Gillet's resignation as a High School Learning Support Teacher, effective immediately.

(ACTION ITEM)

3) Resignation – Daniel Tigyer

Mr. Daniel Tigyer has submitted his resignation as Assistant Junior High Football Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Tigyer's resignation as Assistant Junior High Football Coach, effective immediately.

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XI. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

4) Resignation – Stefanie Wenger

Ms. Stefanie Wenger has submitted her resignation as an instructional aide at Oak Flat Elementary School, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Wenger's resignation as an instructional aide at Oak Flat Elementary School, effective immediately.

(ACTION ITEM)

5) Request for Medical Leave of Absence

Mrs. Wendy Wolpert, first grade teacher at Newville Elementary School, is requesting a medical leave of absence from September 10, 2015 through October 23, 2015. Medical leaves are governed according to Sections 1166-1171 of the Pennsylvania School Code of 1949, as amended.

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

(ACTION ITEM)

6) Cecilia Sosnoskie – High School Learning Support Teacher

Education:

Susquehanna University - History Education (Bachelor's Degree)
Bloomsburg University - Special Education (Master's Degree)

Experience:

Northwestern Academy - Social Studies Teacher

The administration recommends that the Board of School Directors appoint Ms. Cecilia Sosnoskie to serve as a Learning Support teacher at the High School, replacing Mrs. Kay Gillet who has resigned. Ms. Sosnoskie's compensation for this position should be established at Bachelor's Degree, Step 1, at \$46,852.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

7) Dana Sheaffer – Fourth Grade Teacher

Education:

Shippensburg University - Elementary Education/Reading (Bachelor's Degree)

Experience:

Big Spring School District - Long-Term Substitute Teacher - Grades 2,3,and 4
The administration recommends that the Board of School Directors appoint Ms. Dana Sheaffer to serve as a fourth grade teacher at Newville Elementary School, replacing Mrs. Vicki Brickner who has transferred for the 2015-2016 school year. Ms. Sheaffer's compensation for this position should be established at Bachelor's Degree, Step 1, year 2, at \$46,852.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

8) Katie Mell – Long Term Substitute

Education:

Shippensburg University - Bachelor's Degree, Elementary K-6

Experience:

Big Spring Middle School - Emotional Support Aide
Big Spring Middle School - Reading Therapy Model Aide
Newville C.O.B. - Preschool Teacher

The administration recommends that the Board of School Directors appoint Mrs. Katie Mell to serve as a Long-Term Substitute Elementary Teacher at Newville Elementary School, replacing Wendy Wolpert and Chelsey Piper who will be on leave throughout the 2015-2016 school year. Ms. Mell's compensation for this position should be established at Bachelor's Degree, Step 1, at \$46,852.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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XI. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

9) High School Special Education Department Chair Recommendation

The individual whose name is listed below is recommended to serve as a High School Special Education Department Chair for the 2015-2016 school year.

Ashley Gleeson

The administration recommends that the Board of School Directors approve the appointment listed to serve as a High School Special Education Department Chair for the 2015-2016 school year.

(ACTION ITEM)

10) Recommendation for Oak Flat Secretary

The administration would like to recommend Ms. Julie Wallace as a 190 day Secretary at Oak Flat Elementary School. Ms. Wallace will work, 5.75 hours per day, five days a week with an hourly wage of \$15.76, replacing Tanya White who has transferred to the Middle School.

The administration recommends the Board of School Directors approve Ms. Julie Wallace as a 190 day Secretary at Oak Flat Elementary School. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

(ACTION ITEM)

11) Coaching Appointment

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a coach for the 2015-2016 school year.

Matt Kump - Assistant Girls Soccer Coach

The administration recommends that the Board of School Directors approve the appointment of the above listed coach as presented.

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XI. NEW BUSINESS (. . . continued)

(ACTION ITEM)

12) Recommendation for Chartwells Employees

Mrs. Michelle Morgan, Director of Dining Services has submitted a list of Chartwells employees for the 2015-2016 school year, which is included with the agenda.

The administration recommends that the Board of School Directors acknowledge receipt of the 2015-2016 Chartwells employees prepared by Mrs. Michelle Morgan, Director of Dining Services.

(ACTION ITEM)

13) Resignation – Suzanne Brazeau

Miss Suzanne Brazeau has submitted her resignation as third grade teacher at Newville Elementary, effective immediately.

The administration recommends that the Board of School Directors approve Miss Brazeau's resignation, effective immediately.

(ACTION ITEM)

12) Catherine Bayley Houser – Third Grade Teacher

Education:

McDaniel College - Elementary Education/Psychology (Bachelor's Degree)

Experience:

Cranberry Station Elementary School, Maryland - Student Teacher
East Shore YMCA- Summer Camp Leader/Counselor

The administration recommends that the Board of School Directors appoint Ms. Catherine Houser to serve as a Third Grade Teacher at Newville Elementary School, replacing Suzanne Brazeau. Ms. Houser's compensation for this position should be established at Bachelor's Degree, Step 1, at \$46,852.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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XI. NEW BUSINESS (. . .continued)

VOTE ON XI., NEW BUSINESS, A-1 – A-14, PERSONNEL CONCERNS

Motion by Norris, seconded by Roush to combine and approve Items A-1 through A-14 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Norris, McCrea, and Roush. Motion carried unanimously. 7 – 0

(ACTION ITEM)

B) Credit Pay

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.

Megan Anderson	\$1,350.00
Christa Daugherty	\$2,124.00
Jennifer Ferrante	\$1,350.00
Amanda Frankford	\$1,350.00
Millie Gilbert	\$1,350.00
Jennifer Keller	\$1,350.00
Luke Nerone	\$1,350.00
Courtney Wisner	<u>\$2,700.00</u>
Total	\$12,924.00

The administration recommends 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 Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Norris, McCrea, and Roush. Motion carried unanimously. 7 – 0

(ACTION ITEM)

C) Recommendation for Planned Course Approval

Listed below is a planned course for board approval.

Secondary Social Studies Curriculum

The administration recommends the Board of School Directors approve the proposed planned course as presented.

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XI. NEW BUSINESS (. . . .continued)

Motion by Norris, seconded by Swanson to approve the recommended as amended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Norris, McCrea, and Roush. Motion carried unanimously. 7 – 0

(ACTION ITEM)

D) Discussion and Update of Penn Dot Intermodal Grant

The administration met with Penn Dot District and staff to discuss the concept and process of implementing the grant. The first part of the grant was to look at pedestrian safety items and look at the cost of a tunnel. As a result of the meeting, Penn Dot reviewed how we were to bid the project. They also added some significant requirements to any tunnel; but, suggested that a speed table at the intersection might be an acceptable alternative. Jeff Bergsten, of engineering firm Michael Baker International, provided a revised scope to develop the options at the HS intersection for the board's consideration.

After discussion of the three items presented by Michael Baker International, I move that the Board authorize Baker to proceed with item 1.2 (Raised Intersection) and 1.3 (Pedestrian Connectivity) and direct them to include appropriate lighting at an estimated cost of \$15,000 to be paid from the capital project fund as part of the District's 30% match for the grant.

Motion by Barrick, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Norris, McCrea, and Roush. Motion carried unanimously. 7 – 0

(ACTION ITEM)

E) Approve Fire Alarm Test and Inspect Agreement

The District is required to test each component of the fire alarm system annually. Attached is a service agreement proposal from Honeywell to cover this inspection as part of a 5-year agreement at an annual cost of \$16,636.00. This is more cost effective than a time and materials annual inspection and protects the District against cost increases.

The administration recommends the Board of School Directors approve the five year service agreement with Honeywell Building Solutions to cover the cost of Fire Alarm Test and Inspection Services at an annual cost of \$16,636 and authorize the administration to sign the appropriate documents.

Motion by Norris, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Roush, McCrea, and Piper. Motion carried unanimously. 7 – 0

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

F) Facilities Utilization Request

The Big Spring Hurricane Softball Organization is requesting permission to utilize softball fields at Oak Flat and Mt. Rock Elementary Schools on Sunday's from August 30 through November 1, 2015. Because the games will be held on Sunday's throughout the months listed, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Hurricane Organization's request to utilize the softball fields as presented.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Piper, McCrea, and Roush. Motion carried unanimously. 7 - 0

(ACTION ITEM)

G) Facilities Utilization Request

The Big Spring High School Student Council is requesting permission to utilize the High School Commons and Large Group Room for a Student Council Kick Off Meeting on Sunday, August 9th from 3:30 - 6:30 p.m. Because the meeting is held on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring High School Student Council request as presented.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Piper, McCrea, and Roush. Motion carried unanimously. 7 - 0

(ACTION ITEM)

H) Approve Construction Payment Application

Project Remaining	Contractor	This Payment	Balance
Oak Flat PC (CO3)	Honeywell	None	\$ 85,208.00
Oak Flat Paving	New Enterprise		

CenterPoint Engineering reviewed and forwarded the initial payment application from New Enterprise Stone & Line, Inc. (formerly Valley Quarries). This amount (\$289,905.66) does not include a 10% retainage pending approval of recent sealing and other change orders.

The administration recommends the Board of School Directors approve the payment of \$289,905.66 to New Enterprise Stone & Lime Co., Inc. from the capital project fund.

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XI. NEW BUSINESS (. . .continued)

Motion by Barrick, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Piper, McCrea, and Roush. Motion carried unanimously. 7 – 0

Mr. Barrick stated they did a very nice job.

Mr. Piper inquired if they fixed the issue that you were concerned about.

Mr. Wolf questioned they didn't have to take as much off the playground as they originally thought. Correct?

(INFORMATION ITEM)

I) Proposed Adoption of Planned Courses

Listed below are completed planned courses for board approval. All completed planned courses and materials are available in the Curriculum Center for review by the Board of School Directors prior to the August 17, 2015, Board of School Directors meeting.

**Business Incubator
Geometry II**

XII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIII. COMMITTEE REPORTS

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

No meeting was conducted and no report was offered.

B. Athletic Committee – Mr. Swanson

No meeting was conducted and no report was offered.

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XIII. COMMITTEE REPORTS (... continued)

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

No meeting was conducted and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted and no report was offered.

Mr. Barrick informed the public that we are looking at changes to the stadium. We are looking at a complete renovation of the restroom facilities and we are also looking at an all-weather track. We are not sure where we want to go with things but it is being discussed.

Mr. McCrea advised the public it is feasible to put a six lane all-weather track in place of the one that has been there for 55 years. It could be done at that same location and be a workable track. We will need a lot of excavation. It is surprising how much it slopes.

E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall

No meeting was conducted and no report was offered.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted and no report was offered. I missed the last meeting because I was on vacation. They had to establish a line of credit in order to cover the money that is not coming in from the state. They got a good rate from a local bank.

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

There is a meeting on Wednesday afternoon. They will be discussing next year's budget. I will have a report at the next meeting.

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IX. SUPERINTENDENT'S REPORT

1. **Preparing for 2015-2016** – During the next three weeks, our administrators will be preparing for our students. New teacher orientation is August 20th. The entire staff will be back on August 21st. Students come back on August 25th. Our student schedules are in great shape at all levels. We have our new principals in their buildings and they are introducing them to their staff.
2. **Penn Dot Grant** – We need to put in front of the Board the final scope of the Penn Dot Grant. The signage and traffic pattern around all five schools needs to be complete. We need to address the crossing area from the High School to Mt. Rock.
3. **Stadium Project** – We need to finalize the land development plan and financial options for the proposed plan. The administration would hope that somewhere in late September or early October having an item in front of the Board.

X. BUSINESS FROM THE FLOOR

Mr. Piper informed the Board of School Directors there is a huge amount of heritage between this community and the Farm Show in Harrisburg. There is a 176 page printed hard cover book of the 100 years of the Farm Show. Mary Clouse wrote the book. It will be for sale beginning August 18th for \$28.00 . It is very well done.

XI. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XII. ADJOURNMENT

Motion by Norris, seconded by Swanson to adjourn the meeting to executive session to discuss negotiations. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Piper, McCrea, and Roush. Motion carried unanimously. 7 – 0

The meeting was adjourned at 8:14 PM.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, August 17, 2015