

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, SEPTEMBER 20, 2010**

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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. Six (6) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Terry Lopp, Treasurer; David Gutshall; and Richard Norris. Kingsley Blasco, William Piper, 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; Denny Clopper, The Valley Times-Star; Douglas Kennedy and Joseph Brown, 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 Lopp offered a prayer.

### **IV. APPROVAL OF THE SEPTEMBER 7, 2010 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE SEPTEMBER 7, 2010 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE SEPTEMBER 7, 2010 REGULAR BOARD MEETING MINUTES**

Motion by Barrick, seconded by Lopp for approval of the September 7, 2010 Buildings and Property Committee Meeting Minutes; the September 7, 2010 Committee of the Whole of the Board Meeting Minutes; and the September 7, 2010 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Gutshall, Norris, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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

**Student Representatives to the Board Report - Doug Kennedy/Joseph Brown**

- A. MAPs (measures of academic progress) tests are being administered to students in Grades 9-11 for math, science, and English. The tests automatically adjust to a student's skill level.
- B. Silent, sustained reading (SSR) has been implemented for 15 minutes daily during Period 4. Students and staff are required to read during this time (textbooks, novels, magazines, etc.).
- C. Students experienced the first day of clubs on September 16, 2010. Approximately 85 high school students are not enrolled in a club this year compared with 230 students not enrolled in a club last year.
- D. Parent/teacher conferences are scheduled for Thursday, September 23, 2010, with a pep rally after the volleyball game and soccer match.
- E. The football team will play Shippensburg Area Senior High for the Little Brown Jug on Friday, September 24, 2010. A dance will be held in the gymnasium following the game, and Channel 8's Friday Night Football will broadcast live from 11:30 P.M. to 12:00 A.M.
- F. Staff members used the recent two-hour delay to learn how to align the curriculum with the learning-focused schools essential question.
- G. One high school classroom has been equipped with stability balls instead of chairs, thanks to a grant from the Carlisle Health and Wellness Foundation that was written by the National Honor Society and gifted program students.

President Wolf thanked the students for the report.

**VI. TREASURER'S REPORT (Balances as of August 31, 2010)**

The Treasurer's Report showed a General Fund ending cash and investment balance of \$8,851,790.98 as of August 31, 2010; a Cafeteria Fund balance of \$123,064.03 as of August 31, 2010; Capital Reserve Fund investment balance of \$66,707.59 as of August 31, 2010; and a Student Activity/Miscellaneous Fund cash balance of \$149,420.87 as of August 31, 2010.

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

**VII. PAYMENT OF BILLS**

**General Fund Account Payment of Bills and Central Treasury Cafeteria and Student Activity/Miscellaneous Account Payment of Bills**

Motion by Lopp, seconded by Norris for approval of General Fund Account checks #14688-14693 and 59226-59378 totaling \$321,693.32 and Central Treasury Cafeteria Account checks #5296-5311 totaling \$50,922.43 and Central Treasury Student Activity/Miscellaneous Account checks #12193-12216 totaling \$13,040.76. Grand total General Fund, Cafeteria, Student Activity/Miscellaneous, and Capital Reserve Fund: \$385,656.51. Roll call vote: Voting Yes: Gutshall, Norris, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

**VIII. READING OF CORRESPONDENCE**

There was no reading of correspondence.

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### IX. RECOGNITION OF VISITORS

Aubrie Barrick, Tammy Bobb, Tracey Bowermaster, Joey Brown, Katlyn Fittry, Brad Fry, Monica Gutshall, Larry Hershey, Stephanie Hershey, Rebecca L. Hoover, Rebecca M. Hoover, Julie Lay, Vicki Lloyd, April Messenger, Carla M. Shenk, Kris Shulenberger, and Lori Todaro.

### X. PUBLIC COMMENT PERIOD

Ms. Lori Todaro, 605 Roxbury Road, Newville, PA, addressed the members of the Board of School Directors regarding the criminal charges pending against a Big Spring School District employee. Ms. Todaro indicated that often the “rumor mill” surrounding issues like this could consume a District; however, Ms. Todaro encouraged members of the community to continue to remain committed and dedicated to one another and to focus on the many positive events happening in the District.

As an employee and mother of four sons attending Big Spring schools, Ms. Todaro thanked Mr. Fry, members of the school administration, and members of the Board of School Directors for the respectful and professional way in which District staff members and parents have been informed of the recent charges.

Ms. Todaro added that her heart breaks with concern for the students affected by the allegations; however, she noted that she is please that this happened “in a district where the Superintendent on every occasion has reminded everyone that it is for the good of the students and that he will continue to do what is best for the students.”

Ms. Todaro indicated that she has children in Grades 2 to 12, and she has never been more proud to be a part of this District. Ms. Todaro added that people will disappoint us everywhere and in every situation; however, it is important to focus on those who continue to love our children and care about our children.

Ms. Todaro expressed regret that members of the administration and Board have been forced to go through this difficult situation, and she concluded that she continues to be proud to be a part of the Big Spring family.

Ms. Todaro thanked the Board for allowing her to speak this evening.

### 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-13,  
following Item A-13.)**

**XIII. NEW BUSINESS**

**A. PERSONNEL CONCERNS**

**(ACTION ITEM)**

1. **Ms. Laurie Turner**, submitted her letter of resignation as a classroom aide, effective Tuesday, September 21, 2010.

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

The administration recommended that the Board of School Directors accept Ms. Turner's resignation as a classroom aide, effective Tuesday, September 21, 2010.

**(ACTION ITEM)**

2. **Ms. Carol Yanity** submitted her letter of resignation as an eighth grade reading teacher at the middle school, effective Tuesday, September 21, 2010. In reference to the Pennsylvania School Code and because Ms. Yanity is under contract with the Big Spring School District, the District does have the option to hold Ms. Yanity for 60 days from the effective date of the resignation. The administration will work with Ms. Yanity to establish a release date that meets the best interests of students.

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

The administration recommended that the Board of School Directors accept Ms. Yanity's resignation as an eighth grade Reading Teacher, effective Tuesday, September 21, 2010 or up to 60 days from the effective date of the resignation.

**(ACTION ITEM)**

3. **Mr. Zachary Eisenhauer** submitted his letter of resignation as elementary music teacher, effective September 17, 2010.

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

The administration recommended that the Board of School Directors accept Mr. Eisenhauer's resignation as elementary music teacher, effective September 17, 2010.

4. **Additional Per Diem Substitute Teachers**

**(ACTION ITEM)**

**Donna Carr  
Amy Moreno  
David Hock  
Sarah Hammaker**

The administration recommended that the Board of School Directors approve the additions of the individuals listed to the 2010-2011 per diem substitute teacher list as presented.

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**XIII. NEW BUSINESS (Continued)**

**A. PERSONNEL CONCERNS (Continued)**

**5. Additional Per Diem Substitute Guest Teacher (ACTION ITEM)**

In an attempt to provide a sufficient number of substitute teachers for the 2010-2011 school year, the Big Spring School District is working in cooperation with the Capital Area Intermediate Unit to sponsor the "Guest Teacher Program." The individual whose name appears below has participated in an orientation program sponsored by the Capital Area Intermediate Unit and has been issued an emergency certification by the Pennsylvania Department of Education.

**Craig Caldwell**

The administration recommended that the Board of School Directors approve the addition of the above-named guest teacher to the 2010-2011 per diem substitute teacher list, effective immediately.

**6. Substitute Nurses Assistant (ACTION ITEM)**

The individual whose name is listed below was recommended to be placed on the substitute nurse's assistant list.

**Ms. Tricia Raudabaugh**

The administration recommended that the Board of School Directors approve Ms. Tricia Raudabaugh to be placed on the substitute nurse's assistant list as presented.

**7. Mr. Greg Lane was recommended to serve as part-time custodian at the Fitness Center replacing Mr. John Weller who has resigned. (ACTION ITEM)**

The administration recommended that the Board of School Directors appoint Mr. Lane to serve as a part-time custodian at the Fitness Center, retroactive to July 20, 2010.

**8. Approval of Child-Rearing Leave for Bethany Pagze (ACTION ITEM)**

Mrs. Bethany Pagze, high school English teacher, requested leave of absence under the Family & Medical Leave Act from approximately January 13, 2011 through approximately March 7, 2011. 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. Pagze's letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Pagze's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately January 13, 2011 through approximately March 7, 2011 according to the terms of the current contract between the Big Spring Education Association and the Big Spring School District.

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**XIII. NEW BUSINESS (Continued)**

**A. PERSONNEL CONCERNS (Continued)**

**9. Seventh Grade Team Leaders**

**(ACTION ITEM)**

The individuals whose names are listed below are recommended to serve as middle school seventh grade team leaders for the 2010-2011 school year.

**Ms. Kathy Bravin  
Mr. Keith Lavala**

The administration recommended that the Board of School Directors approve the appointments of Ms. Kathy Bravin and Mr. Keith Lavala as middle school seventh grade team leaders for the 2010-2011 school year as presented.

**10. Coaching Appointments**

**(ACTION ITEM)**

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

<b>Scott Braderman</b>	<b>High School Track Head Coach/Assistant Wrestling Coach</b>
<b>Kirsten Bowers</b>	<b>Volunteer Cheerleading Coach</b>
<b>Felicia Meik</b>	<b>Volunteer Cheerleading Coach</b>

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

**11. Instructional Aide**

**(ACTION ITEM)**

The individual whose name is listed below was recommended to serve as instructional aide at Newville Elementary School, replacing Ms. Lori Turner who has resigned.

**Jacquie Gensel**

The administration recommended that the Board of School Directors approve the appointment and assignment of Jacquie Gensel for the 2010-2011 school year.

**12. Instructional Aide**

**(ACTION ITEM)**

The individual whose name is listed below was recommended to serve as instructional aide at Oak Flat Elementary School, replacing Mrs. Patricia Norris.

**Michelle Paris**

The administration recommended that the Board of School Directors approve the appointment and assignment of Michelle Paris for the 2010-2011 school year.

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**XIII. NEW BUSINESS** (Continued)

**A. PERSONNEL CONCERNS** (Continued)

**13. 2010-2011 Additional Bus Driver's for Deitch Busing** **(ACTION ITEM)**

**Ms. Deloris Bearden  
Mr. Bruce Patschke**

The administration recommended that the Board of School Directors acknowledge the additions of Ms. Bearden and Mr. Patschke as bus drivers for the 2010-2011 school year, pending all clearances.

**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-13, as outlined and recommended above. Roll call vote: Voting Yes: Gutshall, Norris, 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 amounts in accordance with the negotiated contract.

<b>Suzanne Brazeau</b>	<b>\$ 1,149.00</b>
<b>Stephanie Devonald</b>	<b>\$ 1,170.00</b>
<b>Christina Gruver</b>	<b>\$ 2,340.00</b>
<b>Angela Heishman</b>	<b>\$ 3,510.00</b>
<b>Marie Nye</b>	<b><u>\$ 980.01</u></b>
<b>Total</b>	<b>\$ 9,149.01</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 Barrick, seconded by Lopp to approve the recommendation as outlined above. Roll call vote: Voting Yes: Gutshall, Norris, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

**C. Additional Post-Graduation Party Fundraisers** **(ACTION ITEM)**

The Post-Graduation Party Committee is requesting permission from the Board of School Directors to conduct the additional fundraisers listed during the 2010-2011 school year.

**Drive-In Halloween Event  
T-Shirt Sale**

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**XIII. NEW BUSINESS (Continued)**

**C. Additional Post-Graduation Party Fundraisers (Continued) **(ACTION ITEM)****

The administration recommended that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraisers listed during the 2010-2011 school year.

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

**D. Request for Fundraiser **(ACTION ITEM)****

Mrs. Mary Jo Neidlinger and Mr. Jesse Deutsch, middle school physical education teachers, requested Board approval for the "Hoops for Heart" fundraiser, a fundraiser that will be offered to the sixth and seventh grade students.

Additional information regarding the fundraiser was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Neidlinger's and Mr. Deutsch's request to conduct the "Hoops for Heart" fundraiser with the understanding that Mrs. Neidlinger and Mr. Deutsch will submit an audit summary of the fundraiser

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

**E. Permission for a Trip to the United Kingdom **(ACTION ITEM)****

Ms. Mallory Cohick and Ms. Lauren Hetrick requested permission to lead a trip to the United Kingdom from June 18-28, 2012. The trip will be open to all students, with the only criteria being that students be in good academic and disciplinary standings.

Information was included with the agenda.

The administration recommended that the Board of School Directors approve the proposed trip to the United Kingdom as described, pending final approval of the detailed itinerary by the high school administration.

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

**F. Proposed Updated Job Descriptions **(ACTION ITEM)****

Mrs. Jeanne Temple, Assistant Superintendent, made revisions to the job descriptions listed below. A copy of the job descriptions was included with the agenda.

**Elementary/Secondary Certified School Nurse**  
**Network Technology Coordinator**  
**Elementary Office Aide**  
**Elementary Library Aide**  
**Secondary Library Aide**  
**Instructional Aide**  
**Health Room Aide**  
**Secretary to High School Principal**  
**Secretary to High School Administration - A**  
**Secretary to High School Administration - B**  
**Elementary School Secretary to Principal**  
**Secretary to Athletic Director/Student Activities Director**

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**XIII. NEW BUSINESS** (Continued)

**F. Proposed Updated Job Descriptions** (Continued) **(ACTION ITEM)**

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

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

**G. Contractor Payment #3/4 for Newville Project – Construction Fund** **(ACTION ITEM)**

McKissick Associates reviewed the payment applications for work performed on the Newville Addition & Renovation project. These payments will come from the Orrstown Bank loan using a new Construction fund established for this project. 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>Amount</u>	<u>Balance to Pay</u>
HVAC	MidState Mechanical & Electrical – HVAC App #3	\$148,916.09	
	App #4	\$13,073.72	\$261,925.92

The administration recommended that the Board of School Directors approve payment from the construction fund to MidState Mechanical & Electrical, LLC in the amount of \$161,989.81 for HVAC work.

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

**H. Facilities Utilization Request** **(ACTION ITEM)**

Mr. Chad Feeser requested permission to use the high school auditorium and commons area at 2:00 P.M. on Sunday, November 14 & 21, 2010, for the Big Spring High School Fall Play. Because the utilization dates are on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve Mr. Feeser's request to use the high school auditorium and commons area at 2:00 P.M. on November 14 & 21, 2010, as presented.

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

**I. Plainfield Elementary School Dean of Students** **(ACTION ITEM)**

Motion by Swanson, seconded by Norris to approve this item as an action item and authorize the administration to create the position of dean of students at Plainfield Elementary School and authorize the administration to fill this position from within. Roll call vote: Voting Yes: Gutshall, Norris, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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### XIII. NEW BUSINESS (Continued)

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

The Business Office prepared updated year-to-date summaries for taxes and the general fund. These items were included with the agenda.

### XV. FUTURE BOARD AGENDA ITEMS

There were no future Board agenda items.

### XVI. COMMITTEE REPORTS

Please refer to this evening's Committee of the Whole of the Board meeting minutes for committee reports.

### XVII. SUPERINTENDENT'S REPORT

#### A. High School Marching Band

Superintendent Fry announced that the high school marching band finished first in its class at Red Land recently, one of the best first performances for the band.

#### B. Cross Country Event

Mr. Fry indicated that nearly 1,000 runners competed at the District's recent cross country event. Two Big Spring runners placed in the top 20.

#### C. FFA Ag Marketing Team Win

Amanda Musselman, Adrienne Line, and Brielle Kutz competed and placed first in the agriculture marketing event at the Big E, Eastern States Exposition, in Massachusetts. Mr. Fry commended the students for doing a "super job."

#### D. Remembering Mr. Al Heusner

Mr. Fry indicated that the District is mourning the loss of Mr. Al Heusner, who passed away recently after a lengthy medical battle.

#### E. Cumberland County District Attorney Investigation

Mr. Fry indicated that this past weekend he was again contacted by the Cumberland County District Attorney regarding their ongoing investigation of pornography. The District Attorney indicated that there was another district employee who was a person of interest within their investigation. The District Administration has removed that employee from their assignment while the District Attorney continues his investigation. Since this is an ongoing investigation, these are the only details permitted for release at this time. Mr. Fry indicated that the safety of our children is our concern throughout this and every process we undertake, and he added that a Global Connect message was sent out to District families regarding the issue this evening.

Mr. Fry noted that a Global Connect message was sent to families this evening.

**XVIII. BUSINESS FROM THE FLOOR**

**A. National Day of Peace and First Day of Fall!**

Director Barrick announced that Tuesday, September 21, 2010, is the National Day of Peace and that Thursday, September 23, 2010, is the first day of fall. Mr. Barrick encouraged everyone to enjoy both days.

**B. Jupiter**

President Wolf announced that this evening Jupiter is the closest it will be to earth in ten years, and he added that the planet would be the brightest object in the sky next to the moon.

**XIX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

There was no public comment regarding future Board agenda items.

**XX. ADJOURNMENT**

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

The meeting was adjourned at 8:18 P.M.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, October 4, 2010**