

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 3, 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 Large Group Room, Room 140, at 8:02 P.M. with President Wilbur Wolf, Jr., presiding. Seven (7) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Kingsley Blasco; David Gutshall; Richard Norris; and William Piper.

Terry Lopp, Treasurer, and Richard Roush were absent.

Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Alyssa Jones and Nick Hasse, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

II. PLEDGE TO THE FLAG

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

III. PRAYER

Director Piper offered a prayer.

IV. APPROVAL OF THE SEPTEMBER 19, 2011 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE SEPTEMBER 19, 2011 REGULAR BOARD MEETING MINUTES

Motion by Blasco, seconded by Norris for approval of the September 19, 2011 Committee of the Whole of the Board Meeting Minutes and the September 19, 2011 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

A. High School Report - Student Representatives to the Board of School Directors, Alyssa Jones/ Nick Hasse

The students offered the following report:

1. The All-American Dairy Management competition was held recently in Harrisburg where 65 students participated on 17 teams from the East Coast region. Teams completed assignments involving evaluation of classes of cattle, feed and nutrition analysis, financial analysis, general health of cattle, and vaccines. Big Spring's team of Cody Bear, Blaine Ickes, Joe Weber, Laura Ryan, and Amanda Musselman placed first. Cody Bear placed fifth overall.
2. Cumberland, Perry, and Dauphin Counties hosted a tractor-driving competition where Big Spring FFA members earned three of the top five places: Shane Moomaw, fifth; Josh Anderson, second; and Devin Whitmoyer, first, for the second consecutive year. Devin also qualified for the state driving competition.
3. Joe Weber placed sixth, and Cody Bear placed first in the Cumberland, Perry, and Dauphin Counties' agronomy contest.
4. MAPS assessments have been completed in Grades 9 through 11 English and math classes. Science MAPS are being administered this week.
5. Students have completed the CDT (Curriculum Diagnostic Tools) pilot assessments in Grade 10 English and Algebra I, Algebra II, and geometry classes.
6. The golf team finished the season with nine wins. Five golfers (three girls and two boys) qualified for the Mid-Penn tournament.
7. The varsity volleyball team currently has a 2-7 record.
8. Both the boys' and girls' cross country teams have 4-2 records. At the Cumberland County cross country meet over the weekend, the boys finished third and the girls placed second.
9. The boys' varsity soccer team currently has a record of 4-6-1 and hopes to make the playoffs for the fifth consecutive year.
10. The varsity football record is currently 1-4.
11. The varsity field hockey team has a record of 7-3, tied for first place in the division.
12. The marching band placed first at the Cedar Cliff Band Festival on Saturday, September 24, 2011.
13. Big Spring will host the third annual Sounds of the Spring Band Festival on Saturday, October 8, 2011, at 6:00 P.M. Participating schools include Cedar Cliff, Northern York, Red Land, and Susquehannock.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

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

A. High School Report - Student Representatives to the Board of School Directors, Alyssa Jones/ Nick Hasse

14. There were 425 parent/teacher conferences conducted on September 29, 2011, record attendance for this event.
15. The first club day was Wednesday, September 21, 2011. This year 644 students are enrolled in 28 clubs.
16. Mr. Smith is slated to attend a meeting of Cumberland and Franklin County principals on Tuesday, October 4, 2011, at Shippensburg University regarding the possibility of Shippensburg University offering dual-enrollment courses in area high schools. Big Spring currently partners with HACC for high school dual-enrollment courses.
17. Wednesday, October 12, 2011, is the date set for the administration of the PSATs for 158 students, the largest group in recent history to take the PSATs.
18. The tropical rainforest theme for homecoming is "Under the Canopy." The Student Council is sponsoring the festivities on October 14 and 15, 2011, including a pep rally where the homecoming court will be recognized on Friday, followed by the football game at 7:00 P.M. against Gettysburg. The court members and their parents will be recognized at 7:00 P.M., followed by the announcement of the king and queen at halftime.
19. National Honor Society meetings are now being held in the morning before the school day begins. The new advisors are Miss Leonard and Mrs. Nailor.
20. The students offered a sample of the Channel 3 news that is recorded each morning and broadcast daily during Period 4. New technology purchased this year enables seamless and realistic newscasting. Broadcasts are also available on the Big Spring Website.
21. Two Paw Print articles have been selected for the national edition of high school newspapers.

B. Cumberland Perry Area Vocational Technical School Update

Mrs. Mary Rodman, Administrative Director, Cumberland Perry Area Vocational Technical School, introduced and recognized our vocational technical student, Josh Stewart, Electrical Construction and Maintenance program.

Mr. Stewart addressed the members of the Board of School Directors and outlined his school career and future plans. In addition to attending the vo-tech school, Mr. Stewart works for SECCO, Inc., a company based in Camp Hill that offers a broad range of electrical services, and he plans to continue with that company after high school and participate in a four-year apprenticeship program.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

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

B. Cumberland Perry Area Vocational Technical School Update (Continued)

Mr. and thanked the Board for supporting the efforts of the vo-tech school, and he offered to give guided vo-tech tours to interested Board members.

Mr. Fry commended Mr. Stewart for being a great role model, and he added that Josh is an active Bulldog, participating in football and wrestling.

Mrs. Rodman noted that the five focus areas of the vo-tech school are as follows: planning, implementing, communicating, supporting, and monitoring throughout the school year. All educational decisions are based on certain criteria: high standards for student achievement, rigorous curriculum, quality instruction, quality instructional staff practices, developing a culture of learning, connections to the external professional community, and performance accountability. Constant efforts are made to improve the vo-tech school using these criteria.

Mrs. Rodman provided the members of the Board of School Directors with copies of a four-page document entitled "Cumberland Perry Area Vocational Technical School, Pathway to College and Career Success" and a two-page document entitled "Cumberland Perry Area Vocational Technical School, 2011-2012 Fact Sheet." Please refer to the attached documents. Mrs. Rodman reviewed the documents and answered questions.

Mrs. Rodman noted that the school should be able to offer dual-enrollment courses again beginning next year.

Mrs. Rodman concluded that there is a dire need for qualified career and technical graduates, particularly in machining and welding. There are approximately 3 million unfilled jobs positions nationwide for skilled trades.

Mr. Fry commended Mrs. Rodman for the achievements of the vo-tech school students, noting that it is a direct reflection of the excellent leadership at the school.

In response to a question from President Wolf, Mrs. Rodman indicated that there are 105 Big Spring students enrolled in its 115 slots for Big Spring. There are 920 students enrolled in the vo-tech school. The school has a maximum enrollment capacity of 1210.

In response to a question from Director Piper, Mrs. Rodman indicated that the vo-tech school teachers spent an in-service day recently shadowing businesses in their courses of study for the first half the day and visiting three business in their field for the remainder of the day. As a result of this activity, 49 additional community members are now participants on the vo-tech school's Occupational Advisory Committee. Many businesses that were visited will now employ students and offer externships, internships, and connections to throughout the community. The day was productive for all concerned.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

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

B. Cumberland Perry Area Vocational Technical School Update (Continued)

President Wolf and Vice President Swanson congratulate Mr. Stewart and presented him with a Big Spring School District Excellence in Education award pen.

President Wolf thanked Mr. Stewart and Mrs. Rodman for sharing information regarding the vo-tech school with the members of the Board of School Directors.

VI. TREASURER'S REPORT

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

VII. PAYMENT OF BILLS

General Fund	\$ 481,884.09	Check #63544-63752 and D0000026-D0000031
Miscellaneous Fund	\$ 6,522.08	Checks #12843-12865
Capital Projects	\$ 1,610.00	Checks #591-593
Newville Project	\$ 262,260.96	Checks #188-189
Total	\$ 752,277.13	

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

VIII. READING OF CORRESPONDENCE

There was no reading of correspondence.

IX. RECOGNITION OF VISITORS

Jamie Clark, Georgia Hasse, Olaf Hasse, Tina Jones, Katie Kaba, April Messenger, , Sherisa Nailor, Michael Piper, Amanda Pupich, Mary Rodman, Sam Sheeler, Stacey Shively, Charles Stewart, and Josh Stewart.

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.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

(NOTE: The Board addressed
XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-3,
following Item A-3.)

XIII. NEW BUSINESS

A. PERSONNEL CONCERNS

1. **Mr. Nicholas Mistishen** middle school computer teacher, requested one day of leave without pay, retroactive to September 15, 2011.

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave."

The administration recommended that the Board of School Directors approve Mr. Mistishen's request for one day of leave without pay as presented.

2. **Mrs. Stacey Gibb**, elementary gifted teacher, requested two days of leave without pay for September 30, 2011 and October 3, 2011.

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave."

The administration recommended that the Board of School Directors approve Mrs. Gibb's request for two days leave without pay as presented.

3. **Courtney Mayberry** Long-Term Substitute Grade One Teacher
Newville, PA 17241 (replacing Julie Friscia who will be on child-rearing leave)

Education:

California University of Pennsylvania – Early Childhood Education (Bachelor's Degree)

Experience:

Big Spring School District – Long-Term Substitute Teacher

The administration recommended that the Board of School Directors appoint Ms. Mayberry to serve as a Long-Term Substitute Grade One Teacher at Oak Flat Elementary School, beginning with the 2011-2012 school year, replacing Mrs. Friscia who will be on child-rearing leave of absence from approximately November 29, 2011 through March 16, 2011. Ms. Mayberry's compensation for this position should be established at Bachelor's, Step 1, \$41,551.00, prorated, 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 Blasco, seconded by Norris to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-3, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

XIII. NEW BUSINESS (Continued)

B. Credit Pay

(ACTION ITEM)

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

Jennifer Keller

\$2,100.00

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

C. Renewal of Contract for the Transportation of School Pupils

(ACTION ITEM)

Mr. Gilliam and Mr. Deitch revised the existing transportation contract to replace the one that expired on June 30, 2011. The revision work included several meetings with the Superintendent and Business Manager and a review by our Solicitor. The new contract reflects the inclusion of BusBoss software, periodic efficiency review, and all legal suggestions from Solicitor. A copy of the proposed contract was included in the agenda.

The administration recommended that the Board of School Directors approve the "Contract for the Transportation of School Pupils" with Richard S. Deitch as presented, effective retroactive to July 1, 2011 through June 30, 2014.

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

(ACTION ITEM)

D. Approval of the Proposed 2011-2012 Program of Activities for the Big Spring FFA

The officers of the Big Spring FFA are requesting Board approval of the proposed 2011-2012 FFA Program of Activities. Board approval of the Program of Activities is a requirement in preparation for the State and National Chapter Awards. Included in the Program of Activities is a listing of current officers and information regarding the organization's standing committees.

A copy of the proposed 2011-2012 FFA Program of Activities was included with the agenda.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

XIII. NEW BUSINESS (Continued)

(ACTION ITEM)

D. Approval of the Proposed 2011-2012 Program of Activities for the Big Spring FFA

(Continued)

The administration recommended that the Board of School Directors approve the 2011-2012 Program of Activities for the Big Spring FFA as presented.

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

E. Tenure Status

(INFORMATION ITEM)

The following professional employee has completed the required years of service as temporary professional employee and has earned tenure based on their satisfactory performance.

Heidi Fraker

Fourth Grade Teacher

Additional information regarding the professional employee has been prepared by Mrs. Linda Slusser, Mt. Rock Elementary School Principal.

F. Proposed Job Description

(INFORMATION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent, developed the job description listed below. A copy of the job description was included with the agenda.

Elementary Secretary

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.

The District Improvement Committee will meet on Thursday, October 6, 2011, at 6:00 P.M.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

XV. COMMITTEE REPORTS (Continued)

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

Please refer to Mrs. Rodman's vo-tech report this evening at
V., STUDENT/STAFF RECOGNITION AND BOARD REPORTS, Item B.

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

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.

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

Work on the tax collection budget continues. Budget modifications have been made because the tax collection group will move into the new office sometime in November/December 2012. The 2011-2012 budget may be ready to distribute to participating districts in November 2011.

XVI. SUPERINTENDENT'S REPORT

A. Finance Committee Meeting

A Finance Committee meeting will be scheduled soon to review the audit figures and create a budget calendar for the 2012-2013 budget season.

B. Columbus Day

Big Spring School District will be closed on Columbus Day, Monday, October 10, 2011.

C. Zoning Ordinance Regarding Parking Lot Use

Mr. Fry indicated that he met with the West Pennsboro solicitor last week to review Zoning Ordinance 311.18 that prohibits the sale, display, or storage of vehicles on parking lots in West Pennsboro Township.

In response to a question from Director Barrick, Mr. Fry indicated that the ordinance was discovered by a resident and brought to the attention of the township in an effort to prohibit Big Spring from permitting any events involving motor vehicles.

In response to a question from President Wolf, Mr. Fry indicated that he did not question whether the District could apply for a variance.

In response to a question from Director Barrick, Mr. Fry indicated that he did not request a change in the ordinance during the meeting.

Big Spring School Board Meeting Minutes ~ Monday, October 3, 2011

XVI. SUPERINTENDENT'S REPORT (Continued)

D. Condolences

Mr. Fry indicated that condolence letters from the District have been sent to the families of Benjamin Bloser and Natasha Haulman, 2009 Big Spring graduates who were killed in an automobile accident on September 21, 2011. Memorial contributions may be made to the track team for Ben and the art club for Natasha. Mr. Fry noted that the two would be missed by many in the Big Spring community.

XVII. BUSINESS FROM THE FLOOR

A. Veteran Memorial

Director Piper commended those involved with the construction and dedication of the veteran memorial, "an asset to the community," in West Pennsboro Township Park. Mr. Piper encouraged everyone to visit the memorial that honors those who have served in the armed forces.

B. World Teacher Day, World Smile Day, and National Fire Prevention Week

Director Barrick announced that Wednesday, October 5, 2011, is World Teacher Day. In addition, Mr. Barrick noted that Friday, October 7, 2011, is World Smile Day and that this weekend kicks off National Fire Prevention Week.

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XIX. ADJOURNMENT

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

The meeting was adjourned at 8:36 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, October 17, 2011