

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 4, 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 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 8:11 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; David Gutshall; William Piper; and Richard Roush.

Kingsley Blasco and Richard Norris 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; Alyssa Jones and Sarah Weingarten, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

EXECUTIVE SESSION

The Board met in Executive Session from 7:50 to 8:10 p.m. to address personnel and legal issues.

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 20, 2010 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE SEPTEMBER 20, 2010 REGULAR BOARD MEETING MINUTES

Motion by Lopp, seconded by Roush for approval of the September 20, 2010 Committee of the Whole of the Board Meeting Minutes and the September 20, 2010 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report - Sarah Weingarten/Alyssa Jones

The students offered the following report:

- A. Training was conducted for principals and department chairpersons regarding how to interpret MAP (Measurement of Academic Progress) testing results and how to strategize for students based on those results. Department chairpersons are encouraged to train teachers in the English, math, and science departments to interpret data so that they can better differentiate instruction for individual students and small groups of students. Test results will be used to identify students for PSSA preparation aids, such as Math Clubs and Study Island.
- B. Approximately 400 parent/teacher conferences were conducted on September 23, 2010.
- C. The Little Brown Jug (LBJ) game On September 24, 2010, was successful. Big Spring football players defeated Shippensburg with a score of 20-19, bringing the LBJ back to Big Spring after five years at Shippensburg.
- D. After the LBJ game, students celebrated with a dance in the commons area until 11:00 P.M., when Channel 8's Friday Night Football broadcasted live 11:30 P.M. to 12:00 A.M. from the high school gymnasium.
- E. The high school marching band competed on Saturday, September 25, 2010, at Lancaster Catholic High School. The Bulldogs earned first place with a score of 69.15.
- F. The Big Spring High School Marching Band hosted the second annual Sounds of the Spring Festival on Saturday, October 2, 2010. Six high school bands, the Big Spring Middle School seventh/eighth grade band, the Big Spring High School dance team, Cantible, and Shepherd University band performed at the festival.
- G. Big Spring's FFA members competed recently both locally (Shippensburg and Big Spring) and regionally (Cumberland, Perry, Dauphin). Locally, Big Spring students took the top four qualifying spots for Cumberland County. Regionally, Big Spring took the top four of five spots.
- H. In preparation for Homecoming weekend, Spirit Week is being held at the high school. The Homecoming festivities include the home football game against Waynesboro Friday night where the Homecoming queen will be announced at halftime and the Homecoming dance 7:00-10:00 P.M. Saturday.
- I. The West Shore Chamber of Commerce conducted a junior leadership conference on September 29, 2010. Ten Big Spring High School juniors attended and learned about leadership and team building, along with information on how leadership affects society and the importance of leadership in the community. The next conference is slated for October 30, 2010.
- J. Cornerstone Federal Credit Union will be opening at the high school during lunch to encourage students to have an interest in finances. Students are permitted to open accounts and deposit and withdraw money.

The students offered video clips from Channel 8's Friday Night Football that broadcasted live on September 24, 2010, 11:30 P.M. to 12:00 A.M., from the high school gymnasium.

President Wolf thanked the students for the report.

VI. TREASURER'S REPORT

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

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

VII. PAYMENT OF BILLS

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

Motion by Lopp, seconded by Swanson for approval of General Fund Account checks #59379-59643 totaling \$550,578.29 and Central Treasury Student Activity/Miscellaneous Account checks #12217-12242 totaling \$11,685.56. Grand total General Fund and Student Activity/Miscellaneous: \$562,263.85. Roll call vote: Voting Yes: Blasco, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

VIII. READING OF CORRESPONDENCE

There was no reading of correspondence.

IX. RECOGNITION OF VISITORS

Andrew Baker, Colleen Concar, Charlene D'Amore, Addison Flagle, Amanda Flagle, Seth Flagle, Tina Jones, April Messenger, and Chelsea Stevens.

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-8,
following Item A-8.)**

XIII. NEW BUSINESS

A. PERSONNEL CONCERNS

1. Transfer of Professional Personnel

(ACTION ITEM)

As per Board Policies 3850.0-3850.4, the administration will transfer the professional employee whose name is listed below for the remainder of the 2010-2011 school year.

| Employee | From | To |
|-----------------|---|--|
| Mary Wilhelm | Instructional Support Teacher at Plainfield and Newville | Interim Dean of Students at Plainfield Elementary |

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

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

XIII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

2. Coaching Appointment

(ACTION ITEM)

Mr. Jay Hockenbroch recommended the individual listed to serve as a coach during the 2010-2011 school year.

Daniel Tigyer

Eighth Grade Basketball Coach

The administration recommended that the Board of School Directors appoint the above listed individual to coach during the 2010-2011 school year and establish his salary based on the current contract between the Big Spring Education Association and the Big Spring School District.

3. Approval of Child-Rearing Leave for Kristi Wickard

(ACTION ITEM)

Mrs. Kristi Wickard, Dean of Students at the Big Spring Middle School and Oak Flat Elementary School, has requested leave of absence under the Family & Medical Leave Act from approximately December 21, 2010, through approximately April 1, 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. Wickard's letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Wickard's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately December 21, 2010 through approximately April 1, 2011, according to the terms of the current contract between the Big Spring Education Association and the Big Spring School District.

4. 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.

Jeremy Boone

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.

5. Student Cafeteria Worker

The individual whose name is listed below was recommended to serve as a student cafeteria worker for the 2010-2011 school year.

Michael Sherk

The administration recommended that the Board of School Directors approve Michael Sherk as a student cafeteria worker as presented, pending all required paperwork.

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

XIII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

6. Substitute Cafeteria Worker

(ACTION ITEM)

The individual whose name is listed below was recommended to serve as a cafeteria substitute during the 2010-2011 school year.

Ms. Kathleen Shaw

The administration recommended that the Board of School Directors approve Ms. Shaw as a cafeteria substitute as presented.

7. Instructional Aide

(ACTION ITEM)

The individual whose name is listed below was recommended to serve as a five hour instructional aide at the Middle School.

Judith Webber

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

8. 2010-2011 Lifeguard

(ACTION ITEM)

Alyssa Jones

The administration recommended that the Board of School Directors approve the individual listed to serve as a lifeguard during the 2010-2011 school year, pending receipt of all required paperwork.

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

Motion by Barrick, seconded by Lopp to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-8, as outlined and recommended above.

Roll call vote: Voting Yes: Blasco, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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.

Krista Lupfer \$ 2,400.00

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

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

XIII. NEW BUSINESS (Continued)

C. Case B of 2010-2011

(ACTION ITEM)

The parents of the student in Case B of 2010-2011 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommended that the Board of School Directors exclude the student in Case B of 2010-2011 school year for a period of forty-five (45) school days, reduced to thirty (30) school days. The student's return to school will be predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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

D. Change Order #M – 001 HVAC Fire Dampers

(ACTION ITEM)

During the design phase of the Newville Elementary project three HVAC fire dampers were inadvertently omitted for the three ducts that pass between vestibule B 124.1 and corridor B 124 or Faculty B 122. This was identified in mid-July and McKissick authorized the installation of the dampers prior to the duct work installation to avoid any project delays.

The administration recommended the Board of School Directors approve Change Order #M - 001 in the amount of \$787 to MidState Mechanical and Electrical, LLC.

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

E. Contractor Payment #8 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> |
|--------------|---------------------------------------|---------------|-----------------------|
| Plumbing | Mann Plumbing & Heating, LLC | \$3,798.00 | \$11,610.00 |
| HVAC | MidState Mechanical & Electrical, LLC | \$114,589.33 | \$147,589.33 |
| Electrical | MidState Mechanical & Electrical, LLC | \$19,939.18 | \$64,750.54 |

The administration recommended that the Board of School Directors approve payment from the construction fund to Mann Plumbing and Heating, LLC in the amount of \$3,798.00, for plumbing and to MidState Mechanical & Electrical, LLC in the amount of \$134,528.51 for HVAC and electrical.

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

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

XIII. NEW BUSINESS (Continued)

F. Strategic Plan Mid-Point Review

(ACTION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent, completed the revisions of the Strategic Plan Mid-Point Review required by Section 4.13(a) of Chapter 4 Academic Assessment and Standards Regulations. The District has followed the established procedures to ensure the plan has been reviewed, evaluated and revised.

The administration recommended that the Board of School Directors authorize Board signatures for approval of the Strategic Plan Mid-Point Review.

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

G. Permission for a Trip to Spain

(INFORMATION ITEM)

Mrs. Megan Anderson, Mrs. Kathy Shaker, Ms. Ashley Oldham, and Mrs. Carol Madden requested permission to lead a trip to southern Spain for June, 2012. The trip is open to students who will have completed Spanish III by the Summer, 2012.

Additional information regarding the proposed trip was included with the agenda.

XIV. FUTURE BOARD AGENDA ITEMS

There were no future Board agenda items.

XV. COMMITTEE REPORTS

A. District Improvement Committee – Mrs. Lopp

At a recent District Improvement Committee meeting, the Committee reviewed parent/community surveys and prepared to review the surveys with the District's strategic plan. A few strategic plan items have been tweaked to address concerns.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

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

The vo-tech student population has decreased this year by a couple hundred students. This coming spring several courses will be reviewed in terms of participation levels and decisions will be made regarding the continuation or termination of those programs. Big Spring's vo-tech enrollment has decreased this year as well. Mr. Wolf noted that the vo-tech school is a good opportunity for students, and he added that it is his wish that more students would take advantage of all the school has to offer.

D. Buildings and Property Committee – Mr. Barrick

Please refer to this evening's Buildings and Property Committee meeting minutes.

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

XV. COMMITTEE REPORTS (Continued)

E. Finance Committee – Mr. Blasco

The Finance Committee will meet on Wednesday, October 6, 2010, at 7:00 A.M.

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 last week to address routine business. The business manager arrangement with Harrisburg School District appears to be going well. In the future, the CAIU Board will address how to best structure the CAIU management.

H. Tax Collection Committee (TCC) – Mr Wolf

The TCC solicitor is preparing a “relatively complicated” resolution that would address earned income taxes imposed on “nonresidents,” individuals working in one township and living in another township.

I. Capital Tax Collection Bureau – Mr. Wolf

The Capital Tax Collection Bureau will continue to collect earned income tax for Big Spring School District through December 31, 2010. Beginning January 1, 2012, the West Shore Tax Bureau is slated to collect Big Spring’s earned income tax. The tax would be collected at the rate assessed at the place of employment. This modified collection policy is the result a State mandate.

A CapTax meeting is slated for Wednesday, October 6, 2010.

CapTax was not the successful bidder for Dauphin County EIT collections. CapTax will collect taxes for areas of Juniata and Snyder Counties. Future solvency of CapTax is uncertain.

XVI. SUPERINTENDENT’S REPORT

A. MAP (Measurement of Academic Progress)

Superintendent Fry commended staff members for a tremendous job on implementing MAP testing for the first time.

B. High School Marching Competition- Sounds of the Spring

Mr. Fry commended those involved for an outstanding Sounds of the Spring event on Saturday, October 2, 2010. Mr. Fry indicated that bands were spread throughout Big Spring’s campuses preparing for the event, and he noted that all of the athletic fields held up well during the event preparations and performances.

Big Spring School Board Meeting Minutes ~ Monday, October 4, 2010

XVI. SUPERINTENDENT'S REPORT (Continued)

C. Transportation Issues and Proposed Reconfiguration

Superintendent Fry indicated that Mr. Gilliam and staff members continue to "work vigorously" on proposing modified transportation routes that could be implemented if the Board adopts the proposed elementary school reconfiguration. The administration hopes to have reconfiguration transportation information for the Board by late December 2010.

Mr. Fry indicated that the reconfiguration decision could be made prior to the finalization of plans for the Laughlin Mill bridge work; however, if approved, implementation of the reconfiguration plan would hinge on the bridge renovation completion date. Mr. Fry indicated the administration would propose moving forward with reconfiguration at a time when the transportation issues have been resolved.

Mr. Fry indicated that he would meet with local entities regarding the Laughlin Mill bridge work on October 19, 2010, at 6:00 P.M.

D. Student Enrollment

Mr. Fry provided the members of the Board of School Directors with copies of updated student enrollment information. As requested by Board members, the revised enrollment information includes Big Spring School District cyber school students and outside cyber school students as well.

XVII. BUSINESS FROM THE FLOOR

A. Friday Night Football

Director Barrick indicated that students were well behaved during Channel 8's Friday Night Football broadcast on Friday, September 24, 2010. Mr. Barrick noted that it was a positive night for the Big Spring community, and he added that whoever planned the dance and games for the students that evening did a "fantastic job."

B. Columbus Day and Canadian Thanksgiving Day

Mr. Barrick wished everyone a good Columbus Day and a happy Canadian Thanksgiving Day.

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

Mr. Denny Clopper, Valley Times-Star reporter, indicated that a special presentation and moment of silence would be held at the upcoming football game in honor of Athletic Announcer Larry Singer, who recently passed away. Mr. Clopper encouraged interested Board members to offer quotes to be included in a Valley Times-Star newspaper article honoring Mr. Singer.

Mr. Clopper announced that the Big Spring's Thursday, October 7, 2010 girls volleyball game at home against Shippensburg is free to those who wear pink.

XIX. ADJOURNMENT

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

The meeting was adjourned at 8:40 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, October 18, 2010