

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 15, 2012

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 8:04 P.M. with President Wilbur Wolf, Jr., presiding. Six (6) directors present: Wilbur Wolf, Jr., President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; Kingsley Blasco; William Piper; and Richard Roush.

William Swanson, Vice President; John McCrea; and Richard Norris 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; Rick Gilliam, Director of Food Services and Student Transportation; Nick Hasse and Megan Carr, 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. APPROVAL OF THE OCTOBER 1, 2012 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE OCTOBER 1, 2012 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE OCTOBER 1, 2012 REGULAR BOARD MEETING MINUTES

Motion by Blasco, seconded by Barrick for approval of the October 1, 2012 Buildings and Property Committee Meeting Minutes; the October 1, 2012 Committee of the Whole of the Board Meeting Minutes; and the October 1, 2012 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, Piper, Roush, Gutshall, Barrick, and Wolf. Motion carried unanimously.

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

The students offered the following report:

1. Homecoming activities were enjoyed by many students, including Spirit Week, door decorating contest, Big Spring's defeat of James Buchanan at the football game, and a Polynesian Paradise-themed dance attended by approximately 500 students. Thirty-six 3rd-period classes participated in the door-decorating contest sponsored by the Hometown Helpers Club. The winning door was created by Mrs. Frankford's astronomy and meteorology class and included a night sky with twinkling stars and live tropical fish. BillyJean Wright and Dalton Heishman were voted as homecoming queen and king.
2. The girls' varsity field hockey team's record is 15-1, and Big Spring's team holds the title of co-champions of the Colonial Division. The team is ranked third in the district and is set to compete in District 3 playoffs next week.
3. Big Spring hosted approximately 1,000 runners on Saturday for the Mid Penn cross country meet. The boys' team finished first for all AA schools, and Vinny Todaro won the boys' race. The girls finished second for all AA teams. Emily Joyce finished seventh overall.
4. The Marching Bulldogs competed in the Keystone Invitational Marching Band Competition on Saturday evening at Carlisle High School. The band performed its Gotham competition show. Mr. Balseiro works with 51 instrumentalists and color guard members in the marching band this year, an increase from 36 students in last year's band.
5. On October 4, 2012, approximately 100 FFA members from Cumberland Valley, Shippensburg, and Big Spring participated in the Ag Olympics held at Big Spring. Activities included apple bobbing, milk chugging, relay races, hay bale tossing and stacking, among other events. Twenty-five FFA members attended the Keystone International Livestock Exposition at the Farm Show on October 5, 2012. Students were challenged to demonstrate knowledge of the livestock industry through such activities as animal judging, meat and hay judging, and tool and feed identification. Ten FFA members attended the fall leadership conference. From October 23 to 27, 2012, six FFA members, Mrs. Fulton, and Mrs. Nailor plan to attend the National FFA Convention in Indianapolis, Indiana.
6. Junior Kelsey McKillip and Senior Brittany Olson are two of the four members of the Pennsylvania State Champion 4-H horse judging team. Kelsey and Brittany finished fourth and fifth respectively in the individual state horse judging competition. They are in Columbus, Ohio, most of this week competing in the All-American Horse Judging Competition.

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

7. On October 3 and 4, 2012, Mr. Smith and Mr. Messersmith attended the Pennsylvania High Schools That Work data workshop. They learned of specific strategies to use with the data produced as a result of the senior assessment and the ninth-grade survey, both taken during the second semester of last school year. Information gleaned at the workshop will be shared with the departments and focus teams to help them work toward their short-term and long-term priorities.
8. 160 juniors and sophomores will take the PSAT on Wednesday, October 17, 2012, the highest number of Big Spring students ever to take the PSAT.
9. On "Senior Night," Big Spring's football players go up against Shippensburg for the Little Brown Jug on Friday, October 26, 2012. The Dawg Pound is organizing the LBJ bonfire and parade for Thursday evening, October 25, 2012.
10. The second annual Club Care fall craft festival featuring more than 40 vendors is slated for Saturday, October 27, 2012, from 9:00 A.M to 3:00 P.M. in the commons and gymnasium.
11. Saturday, October 27, 2012, is the date set for the second annual Ben Bloser Dirt Hurts 5K run. Last year's seven-inch snowstorm hampered this event.

President Wolf thanked the students for the report.

V. TREASURER'S REPORT (Balances as of September 30, 2012)

General Fund	\$ 19,837,632.65
Cafeteria Fund	\$ 343,176.17
Student Activity Fund	\$ 198,773.23
Capital Projects	\$ 4,367,997.96
Newville Project	\$ 33,958.96

The Treasurer's Report showed balances as outlined above as of September 30, 2012. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Blasco, Piper, Roush, Gutshall, Barrick, and Wolf. Motion carried unanimously.

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VI. PAYMENT OF BILLS

General Fund	\$ 437,813.75	Checks #67500-67630, 9301202, BG091201-BG091203, JH091201-JH091203, KR091201, LW091201-LW091205, MF091201, MS091201-MS912134, RF091201-RF091202, and SE091201-SE091210
Cafeteria Fund	\$ 6,444.30	Checks #5659-5663
Student Activities Fund	\$ 5,082.67	Checks #13467-13480
Total	\$ 449,340.72	

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

VII. READING OF CORRESPONDENCE

There was no reading of correspondence.

VIII. RECOGNITION OF VISITORS

Bowles Linda Bowles, William Bowles, Charlene D'Amore, April Messenger, Cherie Powell.

IX. PUBLIC COMMENT PERIOD

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

President Wolf thanked Ms. Bowles for attending this evening's meeting and offering a prayer.

X. STRUCTURED PUBLIC COMMENT PERIOD

No structured public comment was offered.

XI. OLD BUSINESS

There was no old business.

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(NOTE: The Board addressed
XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-4,
following Item A-4.)

XII. NEW BUSINESS

A. PERSONNEL CONCERNS

(ACTION ITEM)

1. **Mr. Brian Rohm** submitted his letter of resignation as Assistant Varsity Baseball Coach, effective immediately.

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

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

(ACTION ITEM)

2. **Mr. Kurt Moore** submitted his letter of resignation as an office aide, retroactive to September 11, 2012.

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

The administration recommended that the Board of School Directors accept Mr. Moore's resignation as an office aide, retroactive to September 11, 2012.

3. **Custodial Substitute Recommendation**

(ACTION ITEM)

Mr. Rick Gilliam, Director of Building and Grounds and Transportation recommended the individual listed as a custodial substitute the 2012-2013 school year.

Amanda Gilbert

The administration recommended that the Board of School Directors approve the appointment of Mrs. Amanda Gilbert as presented.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

4. Appointment of Interim 6th Grade Maroon Team Leader (ACTION ITEM)

The individual whose name is listed below is recommended to serve as an Interim Sixth Grade Maroon Team Leader, replacing Stephanie Cramer, who is on a leave of absence from October 1, 2012 through December 21, 2012.

Christine Tolbert

The administration recommended that the Board of School Directors approve the appointment of Mrs. Tolbert as an Interim Sixth Grade Maroon Team Leader beginning October 16, 2012 through December 21, 2012.

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

Motion by Blasco, seconded by Barrick to combine and approve XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-4, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, Piper, Roush, Gutshall, Barrick, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

B. National Junior Honor Society Fundraiser (ACTION ITEM)

Mrs. Sue Piper requested Board approval for the National Junior Honor Society to conduct a hoagie fundraiser to begin November 8, 2012.

Additional information regarding the fundraiser was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Piper's request to conduct the fundraiser for the National Junior Honor Society to begin November 8, 2012.

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

C. Athletic Policy Addition (ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director, and the Athletic Council submitted an addition to the Athletic Policy under Section XXXIII – Practice. The Athletic Council reviewed the addition as proposed.

Information was included with the agenda.

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XII. NEW BUSINESS (Continued)

C. Athletic Policy Addition (Continued)

(ACTION ITEM)

The administration recommended that the Board of School Directors approve the addition to the Athletic Policy under Section XXXIII - Practice.

Motion by Blasco, seconded by Roush to approve the recommendation as outlined above.

In response to a question from Director Blasco, Mr. Fry indicated that while there is a dress code for athletic competitions outlined in the Athletic Policy, some students were practicing outdoors wearing what could be perceived as inappropriate attire; therefore, this addition to the policy was deemed necessary.

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

D. Updated Policies

(ACTION ITEM)

The administration submitted the updated policies listed and the copies are included with the agenda. The updated policies were an information item on the October 1, 2012 School Board Agenda

203 Communicable Diseases and Immunizations

203.1 HIV Infection

207 Student Health

209 Health Examinations/Screenings

210 Use of Medications

210.1 Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors

211 Student Accident Insurance

205 Postgraduate Students

212 Reporting Student Progress

213 Assessment of Student Progress

214 Class Rank

215 Promotion and Retention

216 Student Records

216.1 Supplemental Discipline Records

The administration recommended that the Board of School Directors approve the policies as presented.

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

D. Updated Policies

(ACTION ITEM)

In response to a question from a prior Board meeting, Mrs. Temple reported that students' visits to the health room are documented and the records are retained for two years before being destroyed. Students' educational records are maintained for 99 years.

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XII. NEW BUSINESS (Continued)

D. Updated Policies (Continued)

(ACTION ITEM)

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

E. Proposed Updated Job Description

(ACTION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent, made some revisions to the job description listed. A copy of the job description has been included with the agenda. The updated job description was an information item on the October 1, 2012 School Board Agenda.

Wellness Coordinator

The administration recommended that the Board of School Directors approve the job description listed above as presented.

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

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

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

XIII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIV. COMMITTEE REPORTS

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

Mrs. Temple reported that the October District Improvement Committee meeting would be rescheduled for November or December.

B. Athletic Committee – Mr. Swanson

Mr. Fry noted that the Athletic Committee recently prepared the recommendation for Athletic Policy under Section XXXIII – Practice that was approved by the Board this evening.

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

President Wolf indicated that the vo-tech school continues to search for a teacher to fill a position in the diesel mechanic program. The person selected for the role has declined to accept the position, and interviews have been reopened. Mr. Wolf noted that it is difficult to fill this position because most qualified diesel mechanics would be required to take a cut in pay to accept the position.

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XIV. COMMITTEE REPORTS (Continued)

C. Vocational-Technical School – Mr. Wolf/Mr. Piper (Continued)

Mr. Fry indicated that, based on the five-year rolling attendance average at the vo-tech school, Big Spring's payment would decrease by approximately \$26,000 for 2013-2014 because of declining enrollment of Big Spring students.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted, and no report was offered.

E. Finance Committee – Mr. Blasco

Director Blasco indicated that the Finance Committee is working on a tentative 2013-2014 budget. More information from the South Central Trust is required before presenting the preliminary information to the Board.

F. South Central Trust – Mr. Blasco

No meeting was conducted, and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

Mr. Wolf reported that the transition of job responsibilities has gone smoothly following the departure of Mr. Shawn Farr from the CAIU. The first meeting of the CAIU Finance Committee went well because of Mr. Farr's work prior to his departure.

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

No meeting was conducted, and no report was offered. The Tax Collection Committee meeting is slated for Tuesday, October 15, 2012.

XV. SUPERINTENDENT'S REPORT

A. Middle School Fundraiser

In response to concerns stated during the public comment period at the October 1, 2012 Board meeting regarding a Middle School Student Council fundraiser incentive program, Mr. Fry reported that all students would be invited to attend the program presented by a magician/illusionist from Las Vegas. Students who sold the fundraiser quota would be awarded with preferential seating and an arrival time that is 15 minutes earlier than students who did not sell the quota.

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XV. SUPERINTENDENT'S REPORT (Continued)

B. Health Screening and Examinations

Superintendent Fry indicated that information prepared by Mrs. Madden and Mrs. Temple regarding the Pennsylvania Department of Education's guidelines for public school required health screenings and examinations has been provided to the members of the Board of School Directors. Mr. Fry noted that all of these mandates make a school nurse's day chaotic at times. The items outlined are completed by the school nurses, physicians, and dentists. Big Spring offers the service for those students who are unable to obtain the health screenings and examinations privately.

Mrs. Temple noted that it was an eye-opening experience for her to learn all of the duties of a school nurse, and she added that the District is required to complete the screenings and examinations for Yellow Breeches and River Rock students attending school in the District's buildings.

C. PSBA Conference

Mr. Fry reported that Mr. Barrick would represent Big Spring at the PSBA conference on Thursday, October 18, 2012.

D. Congratulations, Field Hockey Team!

The girls' field hockey team lost their first game last Friday but defeated Boiling Springs 1-0 in a playoff game today. The girls continue to vie for the District 3 championship.

XVI. BUSINESS FROM THE FLOOR

There was no business from the floor.

XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XVIII. ADJOURNMENT

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

The meeting was adjourned at 8:21 P.M.

Robert Lee Barrick, Secretary