

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 20, 2014

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. Five (5) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, Kingsley Blasco, and Richard Norris.

Absent – John McCrea, David Gutshall, William Piper, and Richard Roush.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent; Richard Kerr Jr, Business Manager; Nicole Donato, Supervisor of Curriculum and Instruction, Brandie Shatto, Director of Educational Technology and Public Relations, 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 OCTOBER 6, 2014 REGULAR BOARD MEETING MINUTES, THE OCTOBER 6, 2014 BUILDING AND PROPERTY MEETING MINUTES AND THE OCTOBER 6, 2014 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Norris, seconded by Blasco for approval of the October 6, 2014 Building and Property Meeting Minutes, the October 6, 2014 Committee of the Whole Meeting Minutes; and the October 6, 2014 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Norris, Blasco, and Barrick. Motion carried unanimously. 5 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Daulton Hershey presented a student report. [Student report is attached.](#)

V. TREASURER REPORT

General Fund	\$ 23,783,785.25
Capital Projects	\$ 5,080,403.83
Cafeteria Fund	\$ 315,534.22
Student Activities	<u>\$ 214,621.60</u>
Total	\$ 29,394,344.90

The Treasurer’s Report showed balances as outlined above as of September 30, 2014. Motion by Blasco, seconded by Swanson for acceptance of the Treasurer’s Report. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, and Blasco. Motion carried unanimously. 5 – 0

VI. PAYMENT OF BILLS

General Fund	\$ 92,497.11
Checks/ACH/Wires	\$ 628,992.54
Capital Projects	\$
Cafeteria Fund	\$ 1,264.84
Student Activities	<u>\$ 17,772.52</u>
Total	\$ 740,509.01

Motion by Blasco, seconded by Norris for approval of General Fund, Capital Projects, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills for 2014-2015 as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

VII. READING OF CORRESPONDENCE

VIII. RECOGNITION OF VISITORS

Charlene D’Amore, Curtis Garland, April Messenger, and Kristy Corner.

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IX. PUBLIC COMMENT PERIOD

Kristy Corner informed the Board of School Directors that she is a representative from the Carlisle Barracks. If there are any military families with needs, please contact her and she will assist them.

X. STRUCTURED PUBLIC COMMENT PERIOD

XI. OLD BUSINESS

XII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Per Diem Substitute Teachers

Ashleigh DeLuca – English/Language Arts

The administration recommends that the Board of School Directors approve the addition listed to the 2014-2015 per diem substitute teacher list as presented.

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(ACTION ITEM)

2) Child-Rearing Leave of Absence – Lori Shover

Mrs. Lori Shover, Middle School Music Teacher is requesting child-rearing leave of absence from approximately Friday, December 12, 2014 through approximately March 27, 2015. According to Section 3.07 of the current 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.

The administration recommends that the Board of School Directors approve Mrs. Shover's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately

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XII. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

3) Resignation – Carol Wisner

Mrs. Carol Wisner, classroom aide has submitted her resignation as classroom aide, retroactive to October 10, 2014. Mrs. Wisner is requesting to be placed on the substitute aide list.

The administration recommends that the Board of School Directors accept Mrs. Wisner's resignation as a classroom aide, retroactive to October 10, 2014 and also recommend to place Mrs. Wisner on the substitute aide list.

(ACTION ITEM)

4) Resignation – Becky Whigham

Mrs. Courtney Wisner, Newville Kindergarten Teacher is requesting child-rearing leave of absence from approximately Monday, November 3, 2014 through approximately January 5, 2015. According to Section 3.07 of the current 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.

The administration recommends that the Board of School Directors approve Mrs. Wisner's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately Monday, November 3, 2014 through January 5, 2015.

(ACTION ITEM)

5) Resignation – Katie Magee

Ms. Katie Magee has submitted her resignation as a seventh grade team leader, effective immediately.

The administration recommends that the Board of School Directors accept Ms. Magee's resignation as a seventh grade team leader, effective immediately.

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XII. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

6) Heather Logan – Long-Term Substitute Kindergarten Teacher

Education:

Shippensburg University - Elementary/Spanish Education (Bachelor's Degree)
Liberty University - Master's in Education

Experience:

Royal Academy, Guatemala (Missionary Work) Director of Education
Carlisle Area School District - Elementary Teacher
Noblesville School District - Elementary Teacher

The administration recommends that the Board of School Directors appoint Ms. Heather Logan to serve as a Kindergarten Teacher at Newville Elementary School from approximately November 3, 2014 through approximately January 5, 2015, replacing Mrs. Courtney Wisner who will be on child-rearing leave of absence. Ms. Logan's compensation for this position should be established at Bachelor's Degree, Step 5, \$46,573.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

7) Alicia Frey – High School Mathematics Teacher

Education:

Messiah College - Secondary Mathematics Education 7-12

Experience:

Northern Middle School – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Alicia Frey to serve as High School Mathematics Teacher for the remainder of the 2014-2015 school year, replacing Mr. Christopher Chapman who has resigned. Ms. Frey's compensation for this position should be established at Bachelor's Degree, Step 1, \$43,648.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

VOTE ON XI., NEW BUSINESS, A-1 – A-7, PERSONNEL CONCERNS

Motion by Norris, seconded by Blasco to combine and approve Items A-1 through A-7 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

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XII. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

B) Proposed Updated Policy

The administration has submitted the updated policy listed and a copy is included with the agenda.

217 Graduation

The administration recommends that the Board of School Directors approve the policy as presented.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

(ACTION ITEM)

C) Proposed Updated Title I Reading Coordinator Job Description Recommendation

The administration has developed and updated the job description listed. A copy of the job description has been included with the agenda.

Title I Reading Coordinator

The administration recommends that the Board of School Directors approve the job description listed.

Motion by Norris, seconded by Swanson to approve the recommended as amended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

(ACTION ITEM)

D) Student Eligible for Early Graduation

Based on successful competition of semester one course work the student listed will be eligible for early graduation for the 2014-2015 school year.

Ashley Snyder

The administration recommends that the Board of School Directors approve January 16, 2015 graduation for the student listed based on their successful completing of all graduation requirements.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

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XII. NEW BUSINESS (. . . continued)

(ACTION ITEM)

E) Approve Proposal for Engineering Services (Paving)

CenterPoint provided the attached proposal for Phase 2 of the paving project and subject to change with the scope of the project. The projected cost for service is \$26,350 with \$2,150 in reimbursable expenses.

The administration recommends the Board of School Directors approve the proposal from CenterPoint Engineering, Inc. for the management of Phase 2 of the Paving Project at a projected cost of \$28,500 to be paid from the Capital Project fund.

Motion by Barrick, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

(ACTION ITEM)

F) Approval of Contractor Payments

The District received the following payment application for ongoing projects. This VQ App #3 was a hold over from the punch list and this completes the project.

<u>Project</u>	<u>Contractor</u>	<u>This Payment</u>	<u>Balance</u>
Oak Flat PC	Honeywell	\$ 0.00	\$ 260,340.00
DAO/MS Pave	Valley Quarries, Inc	\$ 1,100.00	\$ 0.00

The administration recommends the Board of School Directors approve payment from the capital project fund of \$1,100 to Valley Quarries, Inc.

Motion by Barrick, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

(ACTION ITEM)

G) Mt. Rock Elementary School PTO Annual Audit

The Big Spring School District has received a copy of a letter from Ms. Karen Heishman, Accountant advising that Mt. Rock Elementary School PTO's records were accepted with auditing standards for the 2013-2014 school year.

A copy of the letter from Ms. Heishman is included with the agenda.

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XII. NEW BUSINESS (. . . .continued)

The administration recommends that the Board of School Directors accept the 2013-2014 Mt. Rock Elementary School PTO's annual audit report as presented.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

(INFORMATION ITEM)

H) Proposed Planned Course Adoption

Listed below is a completed planned course 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 November 3, 2014 Board of School Directors meeting.

Elementary Library (K-2)

(INFORMATION ITEM)

I) Updated Year-to-Date Summaries/Taxes and General Fund

The Business Office prepared updated year-to-date summaries for taxes and general fund that is 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

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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XIV. COMMITTEE REPORTS

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

No meeting was conducted and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

The recommendation from Buildings and Property is that we concentrate on getting Oak Flat paved and up to speed on safety issues. The issues at the High School, Middle School and Stadium will be handled with quotes.

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.

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

No meeting was conducted and no report was offered.

XV. SUPERINTENDENT'S REPORT

1. **Trip** – Three Board members will accompany a group from the high school to Washington DC tomorrow. They will accompany students as they go to the tomb of the unknown soldier to participate in the changing of the wreath.
2. **Conference**- The State School Board Conference will be taking place in Hershey this week. Mr. Barrick will be representing the Board. We have two students represented in the Annual Student Delegate Program. Starr Snyder and Zoe Marinacci are representing Big Spring.

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3. **SPP** – We talked about SPP last time with Mr. Roberts. The SPP reports still have not been officially released by PDE. It will be at least another two or three weeks before they are released.
4. **Situation on Friday** – We talked a little earlier about a very trying situation concerning a traffic incident on Friday. It was right in front of Oak Flat. The entire staff pulled together to make sure that parent pick up and student dismissal with the buses went very smoothly. It really reflects what our staff is about in making sure that we serve kids and families in a way that keeps them safe. With all the changes, the latest bus left about 15 or 20 minutes late.
5. **Next Board Meeting** – I will be giving you an update at the November 3rd Board meeting about the Veteran's activities going on throughout the buildings on Monday, November 10th, Veteran's Day.

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 Norris, seconded by Blasco to adjourn the meeting to executive session to discuss negotiations. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Blasco, and Norris. Motion carried unanimously. 5 – 0

The meeting was adjourned at 8:14 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, November 3, 2014