

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, NOVEMBER 1, 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. Eight (8) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Terry Lopp, Treasurer; Kingsley Blasco; David Gutshall; Richard Norris; and William Piper.

Richard Roush was absent.

Others in attendance: Jeanne Temple, Assistant Superintendent; Richard E. Kerr, Jr., Business Manager; Denny Clopper, The Valley Times-Star; Sarah Weingarten and Alyssa Jones, 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 Blasco offered a prayer.

### **IV. APPROVAL OF THE OCTOBER 18, 2010 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE OCTOBER 18, 2010 REGULAR BOARD MEETING MINUTES**

Motion by Norris, seconded by Blasco for approval of the October 18, 2010 Committee of the Whole of the Board Meeting Minutes; and the October 18, 2010 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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

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

- A.** The fifth annual Club Care dodge ball tournament Four Diamonds fundraiser is slated for Saturday, November 13, 2010, with a tailgating breakfast in the parking lot beforehand.
- B.** Last week SADD held a "Red Ribbon Week" to encourage students to refrain from making destructive decisions.
- C.** FFA students Joshua Anderson, Richard Beatty, Lauren Chronister, Amanda Musselman, and Laura Ryan attended the annual FFA convention in Indianapolis. Big Spring's FFA chapter has been awarded a two-star rating. Richard Beatty earned a gold medal in dairy showmanship. Students performed six hours of community service assisting Indy Parks groundskeepers with the control of unwanted invasive plants.
- D.** The Big Spring High School marching band performed one of its best shows ever and earned a Pennsylvania State Championship trophy for best music at the Hershey Stadium with a score of 85.425. The musicians are preparing for national championships at the Naval Stadium in Annapolis, Maryland.
- E.** Nine students are enrolled currently in online high school courses.
- F.** The students reviewed the fall athletic season achievements as follows: Varsity football, 5-4, with one game remaining against Greencastle; junior varsity football, 2-2; boys' varsity cross country, 7-2, third in the division; girls' varsity cross country, 3-5; varsity soccer, 9-10; junior varsity soccer, 9-2-5; varsity field hockey, 3-14; junior varsity field hockey, 2-10-4; varsity volleyball, 4-12; junior varsity volleyball, 11-5; golf team won two matches. The soccer team qualified for the district tournament and lost to Susquehannock, 3-2. Vinnie Todaro placed 15<sup>th</sup> at Districts for cross country and will advance to State competition.
- G.** To observe Veterans Day, a breakfast will be hosted by Tempus on Monday, November 8, 2010. A school-wide flag-changing ceremony will be held at the flagpole with the assistance of area veterans on November 12, 2010, with high school musicians offering patriotic songs.
- H.** Students and teachers will attend the Pennsylvania School Press Association conference in Harrisburg on Friday, November 5, 2010. Mr. Hankes, high school English teacher, is president of the PSPA.
- I.** A two-hour delay for students will be held on Tuesday, November 9, 2010. English, math, and science departments will continue to work with MAP® (Measures of Academic Progress®) results.
- J.** Board members are invited to the National Honor Society induction on November 9, 2010, at 6:00 P.M. in the high school auditorium.
- K.** This year's high school play is Arsenic and Old Lace, and the musical is The Wizard of Oz. Play performances are slated for November 12, 13, 14, 19, 20, and 21, 2010.
- L.** A post-grad fundraiser at the Cumberland Drive-In was held in October. Students washed windows and organized a costume contest. Two movies were offered for those in attendance.

### **VI. TREASURER'S REPORT**

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

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### VII. PAYMENT OF BILLS

General Fund	\$ 473,514.12	Checks #59808-60063
Student Activity/Miscellaneous Fund	22,415.23	Checks #12280-12298
Newville Project	256,170.40	Checks #148-151
<b>Total</b>	<b>752,099.75</b>	

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

### VIII. READING OF CORRESPONDENCE

There was no reading of correspondence.

### IX. RECOGNITION OF VISITORS

Therese Bukousky, Charlene D'Amore, April Messenger, and Sam Sheeler.

### 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-10,  
following Item A-10.)

### XIII. NEW BUSINESS

#### A. PERSONNEL CONCERNS

(ACTION ITEM)

1. **Ms. Rhonda Rowe** submitted her letter of resignation as a cafeteria worker in the high school, effective immediately.

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

The administration recommended that the Board of School Directors accept Ms. Rowe's resignation as a cafeteria worker, effective immediately.

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### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### **(ACTION ITEM)**

2. **Mr. Jack Putt** submitted his letter of resignation as a Eighth Grade Maroon Team Leader and Assistant Social Studies Department Chairperson.

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

The administration recommended that the Board of School Directors accept Mr. Putt's resignation as a Eighth Grade Maroon Team Leader and Assistant Social Studies Department Chairperson.

##### **(ACTION ITEM)**

3. **Mrs. Patricia Norris**, Instructional Aide, submitted her letter of resignation for the purpose of retirement effective immediately, and the Board of School Directors accepted Mrs. Norris' resignation at the October 18, 2010 meeting of the Board of School Directors. Mrs. Norris' severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Norris is entitled to a severance allowance in the amount of \$1,837.50, under option #1.

Option #1:

10.5 years of service X \$175.00 = \$1,837.50  
(Maximum of \$9,500.00)

Option #2:

3 unused sick leave days X \$50.00 = \$150.00  
(\$9,500.00 maximum)

The administration recommended that the Board of School Directors accept Mrs. Norris' severance allowance of \$1,837.50 as presented.

4. **Additional Per Diem Substitute Teacher**

##### **(ACTION ITEM)**

#### **Ashley Kriel**

The administration recommended that the Board of School Directors approve the addition of Ashley Kriel to the 2010-2011 per diem substitute teacher list as presented.

5. **Cafeteria Worker**

##### **(ACTION ITEM)**

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

#### **Mrs. Christine Cohick**

The administration recommended that the Board of School Directors approve Mrs. Cohick as a cafeteria worker as presented.

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### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### 6. 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.

##### **Adrienna Gaetano**

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.

##### 7. Approval of 2010-2011 Mentor Teachers

**(ACTION ITEM)**

Based upon the provisions of the teacher induction program, Act 48, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend.

A copy of the proposed 2010-2011 mentor teacher list was included with the agenda.

The administration recommended that the Board of School Directors approve the 2010-2011 mentor teachers as presented.

**(ACTION ITEM)**

##### 8. Amanda Brown

Mechanicsburg, PA 17055

Eighth Grade Reading Teacher  
at the Middle School

(replacing Carol Yanity, who has resigned)

##### **Education:**

Messiah College (Bachelor's of Arts/English)

##### **Experience:**

Central York School District – High School English Teacher

Mechanicsburg School District - Substitute Teacher

Camp Hill High School – Student Teacher

The administration recommended that the Board of School Directors appoint Ms. Brown to serve as a Eighth Grade Reading Teacher at the Middle School, replacing Carol Yanity who has resigned. Ms. Brown's compensation for this position should be established at Bachelor's, Step 1, \$40,092.00, prorated, based on 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. **Elise Carl**

Shippensburg, PA 17257

**(ACTION ITEM)**

Long-Term Substitute Grade One Teacher  
at Oak Flat Elementary School  
(replacing Gloria Horst, who is on medical leave)

**Education:**

Shippensburg University (Bachelor's of Science/Elementary Education)

**Experience:**

Big Spring School District – Student Teacher

The administration recommended that the Board of School Directors appoint Ms. Carl to serve as a Long-Term Substitute Grade One Teacher at Oak Flat Elementary School, replacing Mrs. Gloria Horst, who is on medical leave. Ms. Carl's compensation for this position should be established at Bachelor's, Step 1, \$40,092.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

10. **Donna Carr**

Carlisle, PA 17015

**(ACTION ITEM)**

Long-Term Substitute Keyboarding Teacher  
at the Middle School  
(replacing Scott Meldrum, who is on leave of absence)

**Education:**

University of North Alabama (Bachelor's of Science/Journalism)

**Experience:**

Big Spring School District – Substitute Teacher

The administration recommended that the Board of School Directors appoint Ms. Carr to serve as a long-term substitute keyboarding teacher at the middle school, replacing Mr. Scott Meldrum, who is on leave of absence. Ms. Carr's compensation for this position should be established at Bachelor's, Step 1, \$40,092.00, 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 Lopp to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-10, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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### 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.

**Sara Vanderheijden      \$981.00**

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

#### **C. Big Spring Middle School PTO Annual Audit**

**(ACTION ITEM)**

The Big Spring School District has received a copy of a letter from Ms. Heller advising that the Middle School PTO's records are in good order and accurately reflect the financial transactions for the 2009-2010 school year.

A copy of the letter from Ms. Heller was included with the agenda.

The administration recommended that the Board of School Directors accept the 2009-2010 Middle School PTO's annual audit report as presented.

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

#### **D. ECI Payment #8 for Newville Project – Construction Fund**

**(ACTION ITEM)**

McKissick Associates reviewed the payment applications for work performed on the Newville addition and renovation project. These payments will come from the construction fund established for this project. A copy of the completed and notarized payment application was included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Amount</u>	<u>Balance to Pay</u>
General	eciConstruction	\$ 175,320.88	\$ 460,141.96

The administration recommended that the Board of School Directors approve payment from the construction fund to eciConstruction, LLC in the amount of \$ 175,320.88.

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

## **Big Spring School Board Meeting Minutes ~ Monday, November 1, 2010**

### **XIII. NEW BUSINESS (Continued)**

#### **E. Change Orders for Newville Project**

**(ACTION ITEM)**

At last month's meeting the Board review the change orders required by code or unforeseen conditions. McKissick & Associates provided updated pricing in a meeting with the administration on Oct 29 per the attached list of recommendations.

The administration recommended that the Board of School Directors approve the list of change orders as presented.

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

#### **F. Agriculture Advisory Council Agenda and Minutes**

**(INFORMATION ITEM)**

Ms. SaraBeth Wanbaugh and Mrs. Sherisa Nailor submitted a copy of the Agriculture Department Advisory Council agenda and meeting minutes to the Big Spring Board of School Directors as a requirement by the State to keep the program in approval status.

A copy of the Agriculture Advisory agenda and minutes were included with the agenda.

#### **G. Consolidated Federal Program Application**

**(INFORMATION ITEM)**

Mr. Richard W. Fry, Superintendent of Schools, received correspondence from Renee Palakovic, Division Chief of the Pennsylvania Department of Education, regarding approval of the 2010-2011 Consolidated Federal Programs Application.

Information was included with the agenda.

In response to a question from President Wolf, Mrs. Temple indicated that the District received what was anticipated with regard to this item.

#### **H. Finalized Agreement to Purchase Land**

**(INFORMATION ITEM)**

On September 7, 2010 the Board of School Directors approved the purchase of the Rook-Deiter property and authorized the Board Officers to negotiate and sign an agreement of sale once approved by the District's Solicitor. The District had final closing on the purchase Friday, October 29, 2010. The action item approved on September 7, 2010 regarding the purchase of the Rook- Deiter property has now been fully executed.

President Wolf suggested that the District should consider hunting restrictions for this property, particularly related to rifle hunting, because most of the surrounding area is deemed a safety zone.

Director Barrick noted that the Board has authorized a survey to establish the property's boundary lines.

### **XIV. FUTURE BOARD AGENDA ITEMS**

There were no future Board agenda items.

## **Big Spring School Board Meeting Minutes ~ Monday, November 1, 2010**

### **XV. COMMITTEE REPORTS**

#### **A. District Improvement Committee – Mrs. Lopp**

No meeting was conducted, and no report was offered.

#### **B. Athletic Committee – Mr. Swanson**

No meeting was conducted, and no report was offered.

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

No meeting was conducted, and no report was offered.

#### **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**

Mr. Wolf reported that the CAIU was able to secure enough State funds to repay the tax anticipation note.

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

No meeting was conducted, and no report was offered.

### **XVI. SUPERINTENDENT'S REPORT**

#### **A. Congratulations, Big Spring High School Marching Band!**

Assistant Superintendent Temple congratulated the Big Spring High School marching band for earning a Pennsylvania State Championship trophy for best music at the Hershey Stadium with a score of 85.425. Mrs. Temple wished the musicians the best as they prepare for the national championships at the Naval Stadium in Annapolis, Maryland.

#### **B. Web Portal Conference**

Mrs. Temple indicated that Mr. Fry and Mr. Roberts are attending PDE's SAS Web portal conference on November 1 and 2, 2010. This is a required conference for the superintendent.

## **Big Spring School Board Meeting Minutes ~ Monday, November 1, 2010**

### **XVII. BUSINESS FROM THE FLOOR**

#### **A. Vote!**

Director Barrick encouraged everyone to vote on Tuesday, November 2, 2010.

#### **B. Veterans Activities**

President Wolf encouraged Board members to attend the activities to recognize veterans at the high school on November 8 (breakfast) and November 12, 2010 (flag-changing ceremony).

### **XXIII. 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, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:16 P.M.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, November 15, 2010**