

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, NOVEMBER 19, 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 Mount 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. Eight (8) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; Kingsley Blasco; John McCrea; Richard Norris; and William Piper.

Richard Roush was 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; Wade Reichelderfer 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. APPROVAL OF THE NOVEMBER 5, 2012 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE NOVEMBER 5, 2012 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE NOVEMBER 5, 2012 REGULAR BOARD MEETING MINUTES

Motion by Blasco, seconded by Norris for approval of the November 5, 2012 Buildings and Property Committee Meeting Minutes; the November 5, 2012 Committee of the Whole of the Board Meeting Minutes; and the November 5, 2012 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Nickolas Hasse Wade Reichelderfer

The students offered the following report:

- A. The Quiz Bowl team has been busy participating in both the Capital Area Quiz Bowl League and on WGAL's *Brain Busters*. The team has won several Quiz Bowl League matches and competed on *Brain Busters* on Wednesday, November 7, 2012. Although the team lost to Elizabethtown, the match will be aired on Saturday, December 8, 2012, at 1:00 P.M. on WGAL. Led by Coach Tigyer, team members include Tyler Black, Nick Hasse, Ursus Fedin, David Dunkleberger, and Sam Baum.
- B. The Tempus Club hosted two memorable events to recognize and honor our area veterans. On Thursday, November 8, 2012, approximately 40 veterans and their spouses enjoyed breakfast prepared by Tempus Club members and Mr. Anderson. On Friday, November 9, 2012, at 7:45 a.m., the student body, faculty, and area veterans enjoyed a beautiful, solemn flag-changing and wreath-changing ceremony. Highlights of the ceremony included Cantabile leading those in attendance in "*The Star-Spangled Banner*," the concert band's "*Black Horse Troop March*," area veterans replacing the American flag with a new one, and Tempus members exchanging the wreath at the Sergeant First Class Randall Shughart Memorial flagpole. The ceremony was concluded by inspirational words from Colonel Wilbur Wolf III, a Big Spring graduate. Veterans, students, staff, and guests enjoyed the ceremony. The students offered a video clip highlighting portions of the event.
- C. On Saturday, November 10, 2012, Big Spring High School hosted the NCAA Division III men's and women's cross country Eastern Qualifier. Runners from 55 colleges visited Big Spring to run on our cross country course, with about 350 runners in each race. NCAA officials and coaches were so impressed with the meet and the course that there is consideration for the NCAA Eastern Qualifier to return to Big Spring in 2014.
- D. The Marching Bulldogs had a long and memorable Sunday, November 11, 2012. The 51 band members, Mr. Balseiro, and parents left the high school band room at 5:00 A.M. for the US Bands National Marching Band Competition at MetLife Stadium in East Rutherford, New Jersey. The band was not only awestruck by the home of the Giants and Jets, but they offered an awesome performance as well, placing seventh in the competition and scoring eight points higher than they performed at the State competition a week earlier. After delivering boxes of food and supplies for New Jersey's Hurricane Sandy victims, the band headed home and arrived at the high school parking lot at 10:00 P.M. Sunday.

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

- E.** On November 12, 2012, Mr. McVitty and Mrs. Mislitski inducted 13 Big Spring students into the National Art Honor Society. The second-floor hallway was transformed into an art gallery as each of the 13 inductees had numerous art pieces on display. Big Spring's inductees far exceeded the national criteria for induction as follows: overall GPA of 85 percent or higher, GPA of 93 percent or higher in art courses, and completion of several advanced art courses.
- F.** This year's National Art Honor Society inductees included Hillary Barrick, Amelia Berninger, Shelby Brenize, Jordan Deihl, Stevie Fealtman, Gabryel Gutshall, Madison Jardine, Danielle Kepner, Morgan Kocher, Blair Lehman, Ashley Nowak, Briann Shields, and Spencer Witmer.
- G.** Last week a team of four students participated in the Harrisburg Chamber Business Expo High School Challenge. Seniors Lauren Kell, Isaiah Grier, Dalton Heishman, and Kyle Keen finished in second place of all of the Harrisburg area teams. Under the guidance of Mrs. Munson, the team created the business of Boost Educational Services, an impressive student-friendly tutoring service. Students each earned a \$150 scholarship for placing second.
- H.** Under the direction of Mr. Balseiro, Big Spring's 62 concert band members offered an outstanding fall band concert on Friday evening. The audience was also treated to the Marching Bulldogs' performance of "Gotham" that had earned them second place in the US Bands State Competition and seventh nationally.
- I.** Today, 145 of Cumberland County's top high school vocalists traveled to Big Spring for the first day of the Cumberland County Choral Festival. The festival continues at school tomorrow, culminating with a festival concert Tuesday, November 20, 2012, at 7:00 P.M. Mrs. Shuey has been instrumental in planning the festival and concert. Big Spring County Chorus vocalists include the following students: Gina Baldoni, Maria Baldoni, Michael Daniel, Nicole Johnson, Kylie Johnson, Kasandra Lawyer, Jeremiah Quail, Starr Snyder, Josh Tittle, Ryan Tittle, Jesse Valencia, and Morgan Valle.
- J.** Congratulations to Mrs. Sherisa Nailor and her husband for being selected the Pennsylvania Farm Bureau's recipients of the 2012 Young Farmer and Rancher Excellence in Agriculture Award. In August 2012, Mrs. Nailor was recognized by the National Associations of Agricultural Educators as the region's Outstanding Young Member, one of only six awards nationally.
- K.** Teacher in-service day plans this week include "Best Instructional Practices Re-Energizer"; same-subject teachers will collaborate on developing upcoming "Extending and Refining" lessons; and Focus Team meetings.
- L.** Second-quarter parent conferences are slated for Thursday, December 6, 2012, from 3:30 to 7:00 P.M.
- M.** The guidance counselors are now in the process of meeting with students and parents to schedule courses for next year, as well as exploring college options with students.

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V. TREASURER'S REPORT (October 31, 2012)

General Fund	\$ 20,503,990.73
Cafeteria Fund	\$ 219,160.71
Student Activity Fund	\$ 241,523.67
Capital Projects	\$ 4,346,606.25
Newville Project	\$ 33,958.96

The Treasurer's Report showed balances as outlined above as of October 31, 2012. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

VI. PAYMENT OF BILLS

General Fund	\$ 705,544.84	Checks #67959-68143; 11051201; 11061201; 62448671; BG101201-BG101207; D0000021; LW101201-LW101202; MF101201; MS101200-MS101299; MS1012AA-MS1012AG; MS1012BB; SE101201-SE101209; SK101201-SK101205
Student Activities Fund	\$ 21,623.84	Checks #13522-13542
Capital Projects	\$ 28,128.00	Checks #636-637
Total		\$ 755,296.68

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

VII. READING OF CORRESPONDENCE

There was no reading of correspondence.

VIII. RECOGNITION OF VISITORS

Arthur Baldoni, Bill Bowles, Linda Bowles, Kevin Dunlap, and Matt Sweger.

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IX. PUBLIC COMMENT PERIOD

- A. **Mr. Matt Sweger**, 318 Greason Road, Carlisle, PA, addressed the members of the Board of School Directors and thanked them for their hard work. Mr. Sweger indicated that in this season of Thanksgiving, there is a lot to be thankful for in this school district, and he noted that it was wonderful to hear from the students this evening the good things that are happening in the District.

Mr. Sweger offered a prayer of encouragement for the Board members and community.

President Wolf thanked Mr. Sweger for attending this evening's meeting and offering words of encouragement and a prayer.

- B. **Pastor Kevin Dunlap**, 315 Nealy Road, Newville, PA, 1981 Big Spring graduate and pastor of the Plainfield First Church of God, addressed the members of the Board of School Directors and echoed the comments made by Mr. Sweger. Mr. Dunlap thanked the members of the Board of School Directors for providing an opportunity for the public to speak at Board meetings, and he thanked the members for their willingness to serve as leaders in the community on the Big Spring School Board.

Pastor Dunlap indicated that he has a grandson who will one day attend Big Spring, and he encouraged Board members to "seek God in everything you do." Mr. Dunlap noted that the Board has an awesome responsibility, and he added that he cares for Board members just as Jesus Christ, our Lord and Savior, cares for everyone. Mr. Dunlap indicated that he would continue to lift the Board members in prayer regularly as they serve the District.

Pastor Dunlap offered a prayer of encouragement for the Board members and community.

President Wolf thanked Pastor Dunlap for attending this evening's meeting and offering words of encouragement and a prayer.

X. STRUCTURED PUBLIC COMMENT PERIOD

No structured public comment was offered.

XI. OLD BUSINESS

There was no old business.

(NOTE: The Board addressed
XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-5,
following Item A-5.)

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XII. NEW BUSINESS

A. PERSONNEL CONCERNS

(ACTION ITEM)

1. **Mr. James Keast** submitted his letter of resignation as a part-time evening custodian at the High School, retroactive to November 9, 2012

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

The administration recommended that the Board of School Directors accept Mr. Keast's resignation as a part-time evening custodian at the High School, retroactive to November 9, 2012.

(ACTION ITEM)

2. **Rachal Monismith** Long-Term Substitute Kindergarten Teacher
Newville, PA 17241 at Mount Rock Elementary School

Education:

Shippensburg University (Bachelor's Elementary Education)

Experience:

Big Spring School District - Day to Day Substitute

Messiah Pre-School – Pre-School Teacher

The administration recommended that the Board of School Directors appoint Ms. Monismith to serve as a Long-Term Substitute Kindergarten Teacher at Mount Rock Elementary School from approximately January 29, 2013 through the remainder of the 2012-2013 school year, replacing Lindsay Graham who will be on child-rearing leave of absence. Ms. Monismith's compensation for this position should be established at Bachelor's Degree Step 1, \$42,588.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

3. **Elizabeth Shoenfelt** Long-Term Substitute General Vocal Music Teacher
Carlisle, PA 17015 at the Middle School

Education:

Messiah College (Bachelor's Music Education)

Pennsylvania State University (Master's Vocal Performance)

Shenandoah University (D.M.A in progress)

Experience:

Susquehanna Chorale – Conductor, Young Women's Chorale

Shippensburg University – Adjunct Instructor of Music

Wilson College – Adjunct Instructor for Music, Choral Director

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XII. NEW BUSINESS

A. PERSONNEL CONCERNS

3. Elizabeth Shoenfelt (Continued)

The administration recommended that the Board of School Directors appoint Ms. Shoenfelt to serve as a Long-Term Substitute General Vocal Music Teacher at the Middle School from approximately December 17, 2012, through approximately April 2, 2013, replacing Lori Shover, who will be on child-rearing leave of absence. Ms. Shoenfelt's compensation for this position should be established at Master's Degree Step 2, plus fifteen, \$49,770.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

4. High School Musical Choreographer Appointment (ACTION ITEM)

Mr. Steven Smith, High School Principal, recommended the individual listed as High School Musical Choreographer for the 2012-2013 school year.

Mrs. Laura Feeser

The administration recommended that the Board of School Directors approve Mrs. Laura Feeser as High School Musical Choreographer for the 2011-2012 school year.

5. Settlement Agreement (ACTION ITEM)

The administration recommended that the Board of School Directors move to approve the Settlement Agreement and Release between the District and Corine Rickabaugh (Righi) and to authorize the District Administration to take all steps necessary to implement the terms of the Agreement.

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

Motion by Norris, seconded by Blasco to combine and approve XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-5, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

B. Updated Policies (ACTION ITEM)

The administration has submitted the updated policies listed and the copies are included with the agenda. The updated policies were an information item on the November 5, 2012 School Board agenda.

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XII. NEW BUSINESS (Continued)

B. Updated Policies (Continued)

- 219 Student Complaint Process**
- 221 Dress and Grooming**
- 223 Use of Motor Vehicles**
- 225 Relations with Law Enforcement Agencies**
- 228 Student Government**
- 229 Student Fundraising**
- 229.1 Alumni Fundraising**
- 230 Public Performances by Students**
- 231 Social Events and Class Trips**
- 232 Student Involvement in Decision Making**
- 234 Pregnant/Married Students**
- 235 Students Rights/Surveys**
- 239 Foreign Exchange Students**
- 240 Contests**
- 227 Controlled Substances/Paraphernalia**
- 220 Student Expression/Distribution and Posting of Materials**
- 224 Care of School Property**
- 250 Student Recruitment Information**

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

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

C. Board Policy on Use of Bond Funds (627)

(ACTION ITEM)

The District's Bond Counsel/Solicitor has recommended the Board adopt the included policy to maintain our solid credit rating. As a governmental agency, we need to use the tax exempt funds we borrow for a public purpose, not for a private activity (typically a for-profit use or user). For example, the City of York just bought the old Sovereign Bank building. Most of it was converted into city offices but leased a portion to the bank to continue as a local branch. Therefore, the portion of the building that they bought with tax exempt funds would not be used by a for-profit entity. The Bank portion of the sale price could not be financed with tax exempt funds because it was for a for-private activity. A school district could get in trouble if it renovated or built a building that it was going to lease to a third party that was going to run a for profit activity. The policy were an information item on the November 5, 2012 School Board Agenda.

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

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

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XII. NEW BUSINESS (Continued)

D. Fitness Frenzy Mini-Grant Request

(ACTION ITEM)

Mr. Kevin Roberts, Director of Curriculum/Instruction and Educational Technology, requested permission to pursue a Carlisle Area Health and Wellness Foundation mini-grant. The grant will be in the amount of \$2,000.00 to fund a program titled "February Fitness Frenzy" at Mount Rock Elementary School.

Information was included with the agenda.

The administration recommended that the Board of School Directors authorize the administration to pursue the mini-grant as listed above.

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

E. 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 2011-2012 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 2011-2012 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, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

F. Use of Capital Projects Fund

(ACTION ITEM)

On October 1, 2012, the Board approved Wolf Consulting Engineers, LLC, for the design, document preparation, bidding process and construction administration of the Middle School and District Office window replacement project at a cost not to exceed \$46,000. WCE was directed to work with the administration and Board to prepare bid specifications for the Board of School Directors to formally approve and release at the December 17, 2012 meeting. The intent was to fund this from Capital Projects fund; however, that was not included in the motion.

The administration recommended the Board of School Directors approve the use of Capital Projects fund to pay for Wolf Consulting to prepare the bid specifications for the window replacement project development as approved on October 1, 2012.

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

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XII. NEW BUSINESS (Continued)

G. Garland Application Final Payment

(ACTION ITEM)

Included with the agenda is an application from Garland for the third and final payment of \$53,722.00 for the Newville roof replacement project. The contractor has completed a final inspection by the Director of Building & Grounds and the project is complete.

The administration recommended the Board of School Directors authorize payment of \$33,958.96.00 from the Newville Project fund and \$19,763.04 from the Capital Project fund to Garland / DBS, Inc. for the work accomplished to date.

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

H. Graduation Requirements

(INFORMATION ITEM)

The administration submitted alternative methods of meeting the District's graduation requirements that can be more tailored to the District's areas of interest. In conducting a review of Chapter IV and an analysis of curricula, the courses listed meet the necessary objectives. Information was included with the agenda regarding the courses below.

**Science Credit Requirement
Career Project Seminar
Personal Finance**

The courses will be an action item on the December 3, 2012 School Board Agenda.

I. 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 are included with the agenda.

Mr. Kerr reported that the earned income tax collections are "holding steady compared with last year." This is the first complete year after Act 32 has been implemented, and the collections seem to be going well.

XIII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

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XIV. COMMITTEE REPORTS

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

No meeting was conducted, and no report was offered. The District Improvement Committee is slated to meet in December.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

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

President Wolf indicated that he is pleased that Mr. Cody Barrick, Big Spring High School graduate, has been recommended as the vo-tech's new diesel tech instructor.

D. Buildings and Property Committee – Mr. Barrick

Mr. Barrick indicated that Mr. Toby Wolf would bring a middle school/DAO window project proposal for the Board's consideration at the December 3, 2012 Buildings and Property Committee meeting at 6:00 P.M. To keep the project on schedule, the administration plans to ask for the Board's approval on the project at the December 17, 2012 Board meeting.

E. Finance Committee – Mr. Blasco

Mr. Blasco noted that the Finance Committee continues to work on the 2013-2014 budget.

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

A. December 3, 2012 Buildings and Property Committee Meeting

Superintendent Fry indicated that the December 3, 2012 Building and Property Committee meeting would begin at 6:00 P.M. to afford plenty of time for Wolf Consultants to offer a DAO/middle school window project presentation.

That evening's Committee of the Whole of the Board meeting will feature Christopher Gulotta of the Gulotta Group, LLC, and Newville Borough Manager Fred Potzer offering a presentation on an innovative tax-exemption program.

In addition, reorganization is on the agenda for that evening's regular meeting.

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XV. SUPERINTENDENT'S REPORT (Continued)

B. Happy Thanksgiving!

Superintendent Fry wished everyone a happy Thanksgiving on behalf of the administration. Mr. Fry noted that students would be back in session Tuesday, November 27, 2012. District buildings are open through this Wednesday for staff and student activities.

XVI. BUSINESS FROM THE FLOOR

A. Happy Thanksgiving!

Director Barrick wished everyone a happy Thanksgiving.

B. Abraham Lincoln's Gettysburg Address Anniversary

Director McCrea noted that he hopes everyone celebrated the 149th anniversary of Abraham Lincoln's Gettysburg address in an appropriate way.

C. Resolution of a Board-Related Matter

In regard to another Board-related matter, Mr. McCrea stated, "The fat lady has not sung yet."

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 Norris to adjourn to Executive Session to address legal issues and not to return to Open Session. Roll call vote: Voting Yes: Blasco, McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:29 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, December 3, 2012