

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, FEBRUARY 2, 2015

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. Eight (8) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, David Gutshall, John McCrea, William Piper, Richard Roush, and Kingsley Blasco

Absent – Richard Norris.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent, Richard Kerr Jr, Business Manager; Nicole Donato, Supervisor of Curriculum & Instruction; Brandie Shatto, Director of Educational Technology and Public Relations; Steve Smith, High School Principal; 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 JANUARY 12, 2015 REGULAR BOARD MEETING MINUTES, AND THE JANUARY 12, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Blasco, seconded by Barrick for approval of the January 12, 2015 Committee of the Whole Meeting Minutes; and the January 12, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, McCrea, Gutshall, Roush, Blasco, and Barrick. Motion carried unanimously.
8 – 0

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IV. RECOGNITION OF STUDENTS OF THE QUARTER

Mr. Steven Smith, High School Principal, will also recognize those students who earned the academic award for the first quarter of the 2014-2015 school year.

Art Department

Grade 9 Taylor Shearer
Grade 10 Kathleen Caruso
Grade 11 Leah Boyd
Grade 12 Paige Heishman

World Language Department

Grade 9 Ashlynn Gipe
Grade 10 Korrin Henneman
Grade 11 Larissa Kelso
Grade 12 Jordyn Donnelly

Agriculture Department

Grade 9 Taylor Donovan
Grade 10 Morganne Kerr
Grade 11 Damien Porter
Grade 12 Lynn Finkenbinder

Tech Ed Department

Grade 9 Jackson Penner
Grade 10 Gregory Kinch
Grade 11 Hunter Grimes
Grade 12 Lowell Singer

Science Department

Grade 9 Emily Webber
Grade 10 Jesse Keim
Grade 12 Andrew Shriner

Social Studies Department

Grade 9 Samantha Meacock
Grade 10 Evangelline Kennedy
Grade 11 Haley Clayton
Grade 12 Elizabeth Witmer

PE/Health Department

Grade 9 Alyssa Roberts
Grade 11 Emily Renaut
Grade 12 Paige Burrell

President Wolf and Treasurer Gutshall congratulated the students for their outstanding hard work and accomplishments. The students received a certificate and a pen.

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Katelyn Jackson and Morganne Frampton presented a student report.

[Student report is attached.](#)

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V. PAYMENT OF BILLS

Procurement Card	\$ 24,245.44
Checks/ACH/Wires	\$ 1,356,778.27
Capital Projects	\$ 473,040.40
Cafeteria Fund	\$ 1,639.60
Student Activities	\$ 11,452.77
Total	<u>\$1,867,156.48</u>

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

VI. READING OF CORRESPONDENCE

VII. RECOGNITION OF VISITORS

Michael Rader, Curtis Garland, Charlene D'Amore, Morganne Kerr, David Kerr, Buffie Markley, Emily Webber, Judy Webber, Richard Webber Jr., Mark Donnelly Jordyn Donnelly, Eric Shriner, Carol Shriner, Katelyn Jackson, Taylor Donovan, Michele Donovan, Robert Lloyd, Paige Heishman, Duane Heishman, Karen Heishman, Scott Penner, Elizabeth Witmer, Lori Witmer, Cindy Finkenbinder, Glenn Finkenbinder, Lynn Finkenbinder, Shawne Penner, Jackson Penner, Mattce Penner, Becky Gipe, Mark Gipe, Lauren Gipe, Ashlynn Gipe, Kathleen Caruso, Morganne Frampton, Jana Simek, William Meacock, Samantha Meacock, John Beeman, Lucas Shenk, and Jason Shenk.

VIII. PUBLIC COMMENT PERIOD

There was no public comments.

IX. STRUCTURED PUBLIC COMMENT PERIOD

X. OLD BUSINESS

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XI. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Anthony Bavaria

Mr. Anthony Bavaria has submitted his resignation as District School Psychologist, effective March 22, 2015.

The administration recommends that the Board of School Directors approve Mr. Bavaria's resignation as District School Psychologist, effective March 22, 2015.

(ACTION ITEM)

2) Resignation – Jodi Ranck

Ms. Jodi Ranck has submitted her resignation as a Learning Support Aide at Newville Elementary School, retroactive to January 29, 2015.

The administration recommends that the Board of School Directors approve Ms. Ranck's resignation as a Learning Support Aide at Newville Elementary School, retroactive to January 29, 2015.

(ACTION ITEM)

3) Resignation – Terrylee Hurley

Ms. Terrylee Hurley has submitted her resignation as an Instructional Pool Aide, effective February 6, 2015.

The administration recommends that the Board of School Directors approve Ms. Hurley's resignation as an Instructional Pool Aide, effective February 6, 2015.

(ACTION ITEM)

4) Resignation – Mark Wagner

Mr. Mark Wagner has submitted his resignation as Assistant Girls Softball Coach, effective immediately. Mr. Wagner would also like to assist as a volunteer coach.

The administration recommends that the Board of School Directors approve Mr. Wagner's resignation as Assistant Girls Softball Coach, effective immediately and also approve Mr. Wagner as a volunteer coach for the girls softball team.

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XI. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

5) Resignation – Todd Martin

Mr. Todd Martin has submitted his resignation as Assistant Baseball Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Martin's resignation as Assistant Baseball Coach, effective immediately.

(ACTION ITEM)

6) Oak Flat Life Skills Aide Recommendation

The administration would like to recommend the individual listed as a part-time life skills aide at Oak Flat Elementary School for the remainder of the 2014-2015 school year. This position is 5.75 hours per day and 180 days per year with a starting rate of \$10.20 per hour.

Courtney Marchut

The administration recommends the Board of School Directors approve the above listed individual as a part-time life skills aide at Oak Flat Elementary School for the remainder of the 2014-2015 school year. This hire is subject to the Probationary Period and other restrictions as spelled out in the Classified Compensation Plan.

(ACTION ITEM)

7) Megan Wardle/Snyder – Long-Term Substitute Elementary Teacher

Education:

Shippensburg University - Elementary Education - Bachelor's Degree

Messiah College - Nursing Program

Experience:

South Middleton School District - Day to Day Substitute

Big Spring School District - Day to Day Substitute

The administration recommends that the Board of School Directors appoint Ms. Megan Wardle as a Long-Term Substitute grade four teacher at Mt. Rock Elementary School, replacing Mrs. Heidi Weston who is going on child-rearing leave of absence. Ms. Wardle will begin in this position approximately March 12, 2015 through the end of the 2014-2015 school year. Ms. Wardle'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.

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

8) Recommendation for Middle School Student Council Advisors

The administration would like to recommend the individuals listed as Middle School Student Council Advisors.

**Johanna Durff
Sarah Enck**

The administration recommends the Board of School Directors approve the above listed individuals as Middle School Student Council Advisors, as presented.

(ACTION ITEM)

9) Mt. Rock Elementary School Quiz Bowl Coach

The administration would like to recommend the individual listed as Mt. Rock Quiz Bowl Coach.

Shanna Downs

The administration recommends the Board of School Directors approve the above listed individual as Mt. Rock Quiz Bowl Coach, as presented.

(ACTION ITEM)

10) Approval of Additional 2014-2015 Mentor Teacher

Based upon the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the agreement between the Big Spring School District and the NHS, individual mentor teachers receive a stipend. The recommended mentor is listed below.

**Inductee
Sarah Franklin**

**Mentor
Kay Gillet**

The administration recommends that the Board of School Directors approve the additional 2014-2015 mentor teacher as presented.

VOTE ON XI., NEW BUSINESS, A-1 – A-10; PERSONNEL CONCERNS

Motion by Blasco, seconded by Barrick to combine and approve Items A-1 through A-10 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

B) Credit Pay

The professional employees whose names are listed below have successfully completed graduate work and are entitled to the specified amount in accordance with the negotiated contract.

Tracey Cook	\$ 390.00
Stacey Kimble	<u>\$1,768.00</u>
Total	\$2,158.00

The administration recommends 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, the Act 93 Agreement and the Big Spring School District.

Motion by Swanson, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

(ACTION ITEM)

C) Facilities Utilization Request

Mrs. Lisa Black is requesting permission to utilize the high school auditorium and large group room for the Big Spring High School Dance Team Spring Showcase on Sunday, April 19, 2015 from 2:00 p.m. - 6:00 p.m. Because the utilization date will be on Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mrs. Lisa Black request to utilize the high school auditorium and large group room on Sunday, April 19, 2015 from 2:00 p.m. - 6:00 p.m., as presented.

(ACTION ITEM)

D) Facilities Utilization Request

Mrs. Heather Magee is requesting permission to utilize the high school pool and locker room for a Big Spring Aquatic Club diving meet on Sunday, February 15, 2015 from 1:00 p.m. – 4:30 p.m. Because the utilization date will be on Sunday, Board action is necessary.

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XI. NEW BUSINESS (. . . .continued)

The administration recommends that the Board of School Directors approve Mrs. Magee's request to utilize the high school pool and locker room for a diving meet on Sunday, February 15, 2015 from 1:00 p.m. - 4:30 p.m., as presented.

Motion by Swanson, seconded by Blasco to combine and approve items C & D as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, McCrea, Roush, and Blasco. Voting No: Barrick. Motion carried. 7 – 1

(ACTION ITEM)

E) Approval of Proposed Updated Policies

The administration has submitted the updated polices listed and copies are included with the agenda.

- 004 Membership**
- 113.1 Behavior Support**
- 204 Attendance**
- 216 Students Records**
- 302 Employment of Superintendent/Assistant Superintendent**
- 304 Employment of District Staff**
- 305 Employment of Substitutes**
- 306 Employment of Summer School Staff**
- 307 Student Teachers Interns**
- 309 Assignment and Transfer**
- 317 Conduct Disciplinary Procedures**
- 317.1 Educator Misconduct**
- 806 Child Student Abuse**
- 818 Contracted Services**

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

Motion by Blasco, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

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XI. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

F) Collective Bargaining Agreement

The current Collective Bargaining Agreement between the Big Spring Board of School Directors and the Big Spring Education Association expired on June 30, 2014. The Board has been in discussions with the Association to develop a successor agreement.

The administration recommends that the Board of School Directors approve the proposed Collective Bargaining Agreement with the Big Spring Education Association to be in effect retroactive to July 1, 2014 through June 30, 2017.

Motion by Swanson, seconded by Barrick to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

(ACTION ITEM)

G) Approval of Construction Payment Application

Included with the agenda are four payment applications from CenterPoint Engineering for engineering services for the current 2015 project.

The administration recommends the Board of School Directors approve the payment of \$7,690 to CenterPoint Engineering from the Capital Project fund.

Motion by Barrick, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

(ACTION ITEM)

H) CAIU Letter of Agency for Funding Year 2015-2019

The administration received a request from the CAIU to sign a Letter of Agency for Funding Year 2015-2019. The Letter of Agency confirms our participation in the Capital Area Intermediate Unit 15 (CAIU) E-rate Consortium for the procurement of Telecommunications Services, Internet Services, and Category 2 Services and equipment.

The administration recommends the Board of School Directors approve the Letter of Agency for Funding Year 2015-2019 as presented.

Motion by Blasco, seconded by Barrick to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Roush, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

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XII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIII. COMMITTEE REPORTS

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

The next meeting is scheduled for February 12th.

B. Athletic Committee – Mr. Swanson

The next meeting is scheduled for February 12th at 7:00 am

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

No meeting was conducted and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted and no report was offered.

E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall

The summary of the real estate tax closeout for this year and last year is attached with the agenda. We did not have an increase in delinquents and, in fact, it decreased.

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

The committee met but we did not have a quorum so no business was conducted. Collection costs went down about a percent. The flow of funds has smoothed out.

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XIV. SUPERINTENDENT'S REPORT

1. **Enrollment** – The January 30, 2015 enrollment report has been provided to the Board of School Directors. Total student enrollment is 2629. Mr. Wolf alluded to the projections in his master plan. Enrollment is in line with PDE projections.
2. **Master Plan**- The process for the master plan was much better compared to the last master plan. Utilizing a local engineer who is a taxpayer and parent who understands our district as opposed to an architect really helps move us in the right directions. Thank you to Mr. Wolf for all his hard work.
3. **Make up Days** – Snow make up days are on our website. They are February 16 and March 13. We have one more built into our schedule.
4. **Contract** – The Board just passed a new collective bargaining agreement. There is some new language in their regarding pre-service days. Once the unit acts on the contract, I will be bringing an information item back to the Board with a proposed calendar.
5. **Reminder** – Our next meeting will be on Tuesday, February 17th.

XV. BUSINESS FROM THE FLOOR

No meeting from the floor.

XVI. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

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XVII. ADJOURNMENT

Motion by Blasco, seconded by Roush to adjourn the meeting. Roll call vote:
Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, McCrea, Roush, and Blasco.
Motion carried unanimously. 8 – 0

The meeting was adjourned at 8:30 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Tuesday, February 17, 2015