

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, MARCH 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 8:30 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 Norris, and Kingsley Blasco

Absent – Richard Roush.

*Others in attendance: Richard W. Fry, Superintendent; Richard Kerr Jr, Business Manager; 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 FEBRUARY 17, 2015 REGULAR BOARD MEETING MINUTES, AND THE FEBRUARY 17, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Norris, seconded by Swanson for approval of the February 17, 2015 Committee of the Whole Meeting Minutes; and the February 17, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, McCrea, Gutshall, Norris, Blasco, and Barrick. Motion carried unanimously. 8 – 0

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

IV. RECOGNITION OF VOCATIONAL-TECHNICAL SCHOOL STUDENT OF THE QUARTER

Mr. Steven Smith, High School Principal, will also recognize those students who earned "Student of the Quarter" awards for the second quarter of the 2014-2015 school year.

Grade 9	Kelsey Kerrick	Graphic Communications 1
Grade 10	Taylor Wenger	Cosmetology 1
Grade 11	Marissa Boldosser	Nursing Assistant 2
Grade 11	Laurel Deihl	World Studies
Grade 11	Tabetha Hawkins	Dental Assisting 2
Grade 11	Isaiah Horn	Welding 2
Grade 11	Roselen Jenkins	Child Care 2
Grade 12	Dalton Barr	Automotive Technology 3

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

V. RECOGNITION OF STUDENT OF THE QUARTER

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

Art Department

Grade 9 Madison Gutshall
Grade 10 Evangeline Kennedy
Grade 11 Tiffany Scalavino
Grade 12 Gabrielle Binder

Math Department

Grade 9 Theodore "TC" Magee
Grade 10 Evangeline Kennedy
Grade 11 Joshua Paisley
Grade 12 Travis Feuchtenberger

Social Studies Department

Grade 9 Shane Busser
Grade 10 Bailey Lehman
Grade 11 Jarrett Morrison
Grade 12 Patience Yohe

Tech Ed Department

Grade 9 Shane Busser
Grade 10 Hunter Adams
Grade 11 Samantha Holtry
Grade 12 Kyle Rhoads

World Language Department

Grade 9 Megan Stambaugh
Grade 10 Madison Frick
Grade 11 Tiffany Scalavino
Grade 12 Valerie Kanc

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

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

VI. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Morganne Frampton and Samuel Tigyer presented a student report.

[Student report is attached.](#)

VII. PAYMENT OF BILLS

Procurement Card	\$ 14,873.51
Checks/ACH/Wires	\$ 1,949,299.59
Capital Projects	\$ 95,916.70
Cafeteria Fund	\$ 102,328.46
Student Activities	<u>\$ 20,209.17</u>
Total	\$2,182,627.43

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, Norris, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

Bill August, Curtis Garland, April Messenger, Eric Barr, Shawna Barr, Dalton Barr, Sheri Deihl, Laurel Deihl, Todd Deihl, Brian Magee, Heather Magee, Dick Magee, Doug Lehman, Staci Lehman, Brooke Lehman, Bailey Lehman, Donna Heiser, Marissa Boldosser, Vincent Scalavino, Bill Beck, Vanessa Scalavino, Timothy Kennedy, Grace Kennedy, Valerie Kennedy, Jaimi Gutshall, Madison Gutshall, Bailey Gutshall, Stephen Wenger, Jenni Wenger, Amber Wenger, Tayler Wenger, Tricia Frink, Madison Frick, Brent Griest, Lori Horn, Morganne Frampton, Theresa Stum, Doug Stum, Kyle Rhoads, Bob Kanc, Cindy Kanc, Samuel Tigyer, and Hunter Adams.

X. PUBLIC COMMENT PERIOD

Rev. Bill Beck, 108 Lawrence Lane Carlisle, PA addressed the members of the Board of School Directors and offered a pray of encouragement for the Board members and community.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Mackenzie Morris

Ms. Mackenzie Morris has submitted her resignation as a middle school cheerleading coach, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Morris' resignation as a middle school cheerleading coach, effective immediately.

(ACTION ITEM)

2) Resignation – Becky Fertenbaugh

Ms. Becky Fertenbaugh has submitted her resignation as a part-time high school custodian, effective May 1, 2015.

The administration recommends that the Board of School Directors approve Ms. Fertenbaugh's resignation as a part-time high school custodian, effective May 1, 2015.

(ACTION ITEM)

3) Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches.

**Kyle Ebersole - JV/Varsity Volunteer Football Coach
Jason Creek - Assistant Varsity Football Coach
Robert Baker, Jr. - Assistant Varsity Football Coach**

The administration recommends that the Board of School Directors approve the appointments of the above listed coaches as presented.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . . continued)

(ACTION ITEM)

4) **High School Pool Aide Recommendation**

The administration would like to recommend the individual listed as a high school pool aide, replacing Terry Hurley who has resigned. This position is 7 hours per day and 180 days per year, plus a 1.5 pre-service training day, with a starting rate of \$11.34 per hour.

Judy Schreiber

The administration recommends the Board of School Directors approve the above listed individual as a high school pool aide 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)

5) **Per Diem Substitute Teachers**

Brittney Jones - English 7-12

Samantha Reasey - Elementary Education 4-6/Social Studies 7-8

Wendy Valdivieso - Spanish K-12

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

(ACTION ITEM)

6) **Mt. Rock Elementary School Quiz Bowl Coach Recommendation**

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

Danielle Gibb

The administration recommends the Board of School Directors approve the above listed individual as a Quiz Bowl Coach for Mt. Rock Elementary School.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

7) Wellness Committee Member Recommendations

The administration would like to recommend the individuals listed as new members of the Wellness Committee.

**John Beeman
Therese Bukousky
Courtney Rickabaugh**

The administration recommends that the Board of School Directors approve the additions of the above listed individuals to the Wellness Committee.

(ACTION ITEM)

8) Extra-Curricular Duty Recommendations

The administration would like to recommend the individuals to serve in the positions listed due to the recent approval of the Collective Bargaining Agreement and the added Extra-Curricular duties.

National Technology Society Advisor	Dwain Messersmith
National Technology Society Advisor	Joseph Barnouski
National Art Society Advisor	Michael McVitty
Hometown Helper Club Advisor	Deborah Whitmoyer
Honors Chorus	Melissa Kiehl

The administration recommends that the Board of School Directors approve the individuals to serve in the positions listed.

(ACTION ITEM)

9) Middle School Café Personnel Recommendation

Michelle Morgan, Director of Dining Services would like to recommend the individual listed as a Middle School Cafe worker.

Lisa Kelso

The administration recommends the Board of School Directors approve the above listed individual as a Middle School Cafe worker.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . . continued)

(ACTION ITEM)

10) Probationary Classified Employee

Nicole Finkenbinder was hired as a temporary aide on September 29, 2014. The administration elected to not continue her employment beyond the probationary period and set her last day as February 20, 2015.

The administration recommends that Nicole Finkenbinder not be offered employment beyond her probationary period and her employment be ended February 20, 2015.

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

Motion by Blasco, seconded by Norris to combine and approve Items A-1 through A-5; and A7 – A10 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Norris, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

Motion by Swanson, seconded by Blasco to approve Items A-6 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Blasco, Norris, Barrick, Gutshall, and Swanson. Motion carried unanimously. 8 – 0

XIII. 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	\$ 760.02
Kimberly Flood	<u>\$ 2,700.00</u>
Total	\$ 3,460.02

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 and the Big Spring School District.

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

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

C) Proposed 2015-2016 School District Calendar

The administration drafted a proposed school district calendar for the 2015-2016 school year, and copies of the proposed calendar were provided to the Board of School Directors at the February 17, 2015 board meeting. Additional copies have been included with the agenda.

The administration recommends that the Board of School Directors approve the proposed 2015-2016 school district calendar as presented.

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

(ACTION ITEM)

D) Case N of 2014-2015

The parents of the student in Case N of the 2014-2015 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case N of the 2014-2015 school year for a period of forty-five (45) school days, reduced to thirty (30) school days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor enter on school property at any time for any reason without direct approval from the high school principal.

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

(ACTION ITEM)

E) Case O of 2014-2015

The parents of the student in Case O of the 2014-2015 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case O of the 2014-2015 school year for a period of ninety (90) school days. Upon completion of the Student Assistance Team process the student will be permitted to

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . . .continued)

participate in graduation ceremony and the three required graduation practices, if the student fulfills all the academic requirements to qualify for graduation. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor enter on school property at any time for any reason without direct approval from the high school principal.

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

(ACTION ITEM)

F) Approval of the Release of Phase II of the Oak Flat Paving Project

The Bid manual & specifications are included with the Building & Property Agenda.

The administration recommends that the Board of School Directors approve the bid documents, and their release, for Phase II of the project at Oak Flat at an estimated cost of \$346,500, pending final review by the District Solicitor.

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

Mr. Kerr informed the Board of School Directors that the District Solicitor did approve this Saturday morning.

(ACTION ITEM)

G) Approval of the Updated Master Plan

Mr. Wolf's presentation, with some edits, is attached for final review and approval. This is the plan briefed last month at the WCE; this document will serve as a prioritization document for facilities maintenance, repairs and funding.

The administration recommends that the Board of School Directors approve the Updated Master Plan as presented.

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

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

H) Approve Release of Bid Specification for Mowing

Last year the Board approved four mowing contracts for all areas except the high school. With a successful year of contractor performance, the administration has prepared, and is recommending release of bids for mowing the high school area and a rebid of the rough cut area as that vendor asked to be removed from the contract. The bid spec and response form are included with the agenda.

The administration recommends the release of the request for bid to perform mowing at the High School and Rough Cut areas as shown in the agenda.

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

(INFORMATION ITEM)

I) Proposed Updated Job Description

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

Elementary Grade Level Coordinator

After the job description has been reviewed by the Board of School Directors and the administration, the administration will present the updated job description for Board approval at the March 16, 2015 Board meeting.

Mr. McCrea reviewed the Elementary Grade Level Coordinator job description in detail. He stated that he feels that we don't need someone to fill this position. Teachers are already doing this position.

Mr. Fry informed the Board of School Directors that this position is like our department heads. This is something that will be utilized at the elementary level. This would be someone that when we have half day training sessions they would work with various components in each grade level. Just like a department chairperson would do at the secondary level. This person would work collaborately with teachers and the administration. This person will make sure communication at all three elementary buildings are on the same level.

Mr. Norris stated this is a stipend position for full-time teachers already in our employment.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

XIII. NEW BUSINESS (. . . continued)

(INFORMATION ITEM)

J) Proposed Request for Substitute Teacher Services

The administration has asked for a written offer to contract out substitute teaching services. We worked collaboratively with other Cumberland County school districts along with several from Franklin County. Based on this collaboration, we were able to review four different entities. The company that we are requesting final documentation from is Source4Teachers. Source4Teachers package of services focuses on recruiting, training and placing skilled substitute teachers into classrooms. The administration is confident that Source4Teachers will provide us tremendous service while helping us work through specific components of the Affordable Care Act and the continued mandated increases for pensions via PSERS. This recommendation will be an action item at the March 16th Board meeting following solicitor review of the proposed contract.

Mr. Barrick asked how many districts are in the consortium on this.

Mr. Fry stated right now Carlisle, Shippensburg, and South Middleton would be with us. Franklin County is already ahead of us on this.

Mr. Barrick questioned if AESOP would stay for the teachers.

Mr. Fry stated all substitute teachers would be employees of Source4Teachers. They would pay for AESOP, pensions, and Affordable Care Act.

Mr. Piper asked what is going to be the established rate.

Mr. Fry informed the Board our base rate plus 29.9 percent.

(INFORMATION ITEM)

K) CAIU Proposed 2015-2016 General Operating Budget

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2015-2016 school year is included in the agenda. The budget reflects no change for the 2015-2016 school year. The Capital Area Intermediate Unit General Operating Budget will be an action item on the March 16, 2015 Board Agenda.

XIV. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XV. 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.

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

No meeting was conducted and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

Move to approve Change Order 3 to the Performance Contract with Honeywell for the installation of a Pool Unit, Camera Upgrade and Wireless to Wired Security System at cost of \$568,052. The administration is authorized to sign those documents necessary to effect the change order and is authorized to make the payments shown at Attachment E of the agreement.

Motion by Barrick, seconded by Norris to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Piper, Blasco, Norris, Barrick, Gutshall, and Swanson. Voting No: McCrea Motion carried unanimously. 7 - 1

Mr. McCrea stated that he feels that the Pool Pak should be a separate item.

Mr. Blaso talked with an engineer about the pool. Mr. Blasco feels that we should take the Pool Pak out and handle it separately.

Mr. Wolf stated that we have three bids for the Pool Pak.

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

There will be a meeting at 6:00 pm on March 16th.

F. South Central Trust – Mr. Blasco

Overall increase in percentage of health care is 7.45 percent for next year.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

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.

XVI. SUPERINTENDENT'S REPORT

1. **Mid-Penn Realignment** – Mid Penn is doing a realignment. The only sports that will be affected at Big Spring are football and field hockey. Both should be positive adjustments for Big Spring.
2. **TAV Process at the High School** – We will look at a similar process at the Middle School which will start with a survey. This will move into Focus Groups to try and get some distributive leadership. We hope to get our teachers active in the process for helping to set goals of where that building moves. We will work on our culture, schedule, and student choice along with rigor.
3. **Revising and Reviewing Curriculum** – We heard tonight how technology effects this process. We will over the course of the summer review the process and set protocol for curriculum updates and curriculum rewrites. We will bring it this back to the Board this summer.
4. **Policy** – We have been working to update the policy manual. We have one series to complete which is the 600 series on finance. We have to look at the Act 93 process. I will be getting in touch with those folks with Act 93 along with Mr. Wolf and Mr. Swanson. Meet and Discuss will need to meet with Mr. Blasco and Mr. Piper. With the changes in health care, this needs to be reflected at a minimum in those documents. Meet and Discuss will have to figure out how this will affect the classified staff.
5. **Federal Level** – HR5 in the house did not get moved. This is the reauthorization of the Elementary/Secondary Education Act which became No Child Left Behind. This expired eight years ago. It has not been reauthorized. Because of that, each state has to put in a waver process. The default has gone to the administration driven Chicago like agenda. It would be a voucher like system for Title I students.

Big Spring School Board Meeting Minutes ~ Monday, March 2, 2015

6. **Musical** – This Thursday, Friday and Saturday is the Musical. There will be two shows on Saturday. Come out and watch.

XVII. BUSINESS FROM THE FLOOR

No meeting from the floor.

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XIX. ADJOURNMENT

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

The meeting was adjourned at 9:23 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, March 16, 2015