

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, DECEMBER 21, 2009

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 8:15 P.M. with President Wilbur Wolf, Jr., presiding. Six (6) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Tarin Houpt; Richard Norris; and William Piper.

Terry Lopp, Treasurer; Kingsley Blasco; and Richard Roush were absent.

Others in attendance: Richard Fry, Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Douglas Kennedy and Cora Agar, 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

President Wolf offered a prayer.

IV. APPROVAL OF THE DECEMBER 7, 2009 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES AND THE DECEMBER 7, 2009 REGULAR BOARD MEETING MINUTES

Motion by Norris, seconded by Swanson for approval of the December 7, 2009 Committee of the Whole of the Board Meeting Minutes and the December 7, 2009 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Houpt, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report – Douglas Kennedy/Cora Agar

The students offered the following report:

1. The high school chorus performed at the Capitol building recently.
2. The band/chorus winter concert was a success.
3. The Quiz Bowl team won the following two matches on December 4, 2009:
Bermudian Springs, 150-110 and Central Dauphin East, 175-75.
4. A winter sports pep rally kicked off the season on December 11, 2009.
5. The Future Business Leaders of America conducted a successful food drive for the firehouse.
6. A cultural festival, including dance, music, and cuisine, will be held on Tuesday, December 22, 2009, for the Spanish and French classes.
7. A high school newspaper article entitled "Big Spring Student Serves on PA Board of Education" by Travis Gilbert was featured on my.hsj.org, the Web site for My High School Journalism. The article outlined Mr. Gilbert's participation on the Pennsylvania State Board of Education.
8. Caitlin Corbosiero and Dan May earned Apollo Awards for their outstanding performances in the fall play The Foreigner.

President Wolf thanked the students for the report.

VI. TREASURER'S REPORT

The Treasurer's Report showed a General Fund ending cash and investment balance of \$12,656,896.43 as of November 30, 2009; an Athletic Fund balance of \$27,441.82 as of November 30, 2009; a Cafeteria Fund balance of \$ November 30, 2009 as of \$127,609.33; Capital Reserve Fund investment balance of \$149,155.81 as of November 30, 2009; and a Student Activity/Miscellaneous Fund cash balance of \$196,960.85 as of November 30, 2009.

Motion by Barrick, seconded by Norris for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Houpt, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

VII. PAYMENT OF BILLS

General Fund Account Payment of Bills and Central Treasury Athletic, Cafeteria, and Student Activity/Miscellaneous Account Payment of Bills

Motion by Barrick, seconded by Norris for approval of General Fund Account checks #56364-56537 totaling \$884,526.94; Central Treasury Athletic Account checks #13486-13503 totaling \$10,264.75, Central Treasury Cafeteria Account checks #5140-5159 totaling \$108,249.43, and Central Treasury Student Activity/Miscellaneous Account checks #11769-11796 totaling \$29,201.47. Grand total General Fund, Athletic, Cafeteria, Student Activity/Miscellaneous, and Capital Reserve Fund: \$1,032,242.59. Roll call vote: Voting Yes: Houpt, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

VIII. READING OF CORRESPONDENCE

There was no reading of correspondence.

IX. RECOGNITION OF VISITORS

Dawn Agar, Charlene D'Amore, Erica Dolson, and Peggy Wolf.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

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
NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-7,
following Item A-7.)**

XIII. NEW BUSINESS

PERSONNEL CONCERNS

Per Diem Substitute Teachers

(ACTION ITEM)

**Stephanie Kern – Elementary Education
Keith Lehman - Health/Physical Education
Jessica Turnbull - Elementary Education**

The administration recommended that the Board of School Directors approve the additions of the individuals listed to the 2009-2010 per diem substitute teacher list as presented, pending all required paperwork.

2. Substitute Cafeteria Worker

(ACTION ITEM)

The individual whose name is listed below was recommended to serve as a cafeteria substitute during the 2009-2010 school year.

Mrs. Amy Frey

The administration recommended that the Board of School Directors approve Mrs. Amy Frey as a cafeteria substitute as presented.

(ACTION ITEM)

3. Jocelyn Kraus

Carlisle, PA 17013

High School Guidance Counselor
(replacing Mrs. Lisa Bisignani who has resigned)

Education:

Shippensburg University – School Counseling (Master's Degree)

Experience:

William Penn Alternative High School – Graduate Intern

Shippensburg University Office of Undeclared Students – Counseling Assistant

The administration recommended that the Board of School Directors appoint Ms. Kraus to serve as a High School Guidance Counselor, replacing Mrs. Lisa Bisignani who has resigned. Ms. Kraus's compensation for this position should be established at Master's, Step 1 \$43,137.00, plus 20 per diem days, prorated with a start date of January 19, 2010, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XIII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

4. **Ms. Heather Hess**, Middle School Learning Support Teacher, submitted her letter of resignation as a Middle School Learning Support Teacher, effective February 5, 2010.

A copy of Ms. Hess' letter of resignation is included with the agenda.

The administration recommended that the Board of School Directors accept Ms. Hess' resignation as a Learning Support Teacher, effective February 5, 2010.

5. **Oak Flat Elementary School Quiz Bowl Coaches**

(ACTION ITEM)

Ms. Michelle Holtry, Ms. Amber Brennan, Ms. Nancy Chamberlin, and Ms. Jennifer Heishman have been recommended to serve as Quiz Bowl Coaches for the 2009-2010 school year for the Oak Flat Elementary School Quiz Bowl Teams.

The administration recommended that the Board of School Directors appoint Ms. Michelle Holtry, Ms. Amber Brennan, Ms. Nancy Chamberlin and Ms. Jennifer Heishman as Quiz Bowl Coaches for the 2009-2010 school year at Oak Flat Elementary School and establish their compensation for this position based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

6. **Volunteer Coach**

Mr. Jay Hockenbroch, Athletic Director recommended the individual listed as a volunteer boy's basketball coach for the 2009-2010 school year.

Austin Tolan

The administration recommended that the Board of School Directors approve the recommendation of Mr. Tolan as a volunteer boy's basketball coach for the 2009-2010 school year.

(ACTION ITEM)

7. **Ms. Nancy Hinchey**, District Itinerant Deaf and Hard of Hearing Teacher, requested two days of leave without pay for February 18 & 19, 2010.

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave."

A copy of Ms. Hinchey's letter appears in the agenda.

The administration recommended that the Board of School Directors approve Ms. Hinchey's request for two days of leave without pay as presented.

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

Motion by Barrick, seconded by Norris to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-7, as outlined and recommended above.

Roll call vote: Voting Yes: Houpt, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XIII. NEW BUSINESS (Continued)

B. Credit Pay

(ACTION ITEM)

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

Jason Artz	\$ 1,110.00
Stephanie Devonald	\$ 1,170.00
Jamie Fortney	\$ 1,170.00
Richard W. Fry	\$ 1,000.00
Amy Henry	\$ 1,110.00
Bethany Pagze	<u>\$ 1,110.00</u>
Total	\$ 6,670.00

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

(NOTE: The Board addressed XIII., NEW BUSINESS, Items C AND D, following Item D.)

C. Facilities Utilization Request

(ACTION ITEM)

Big Spring Aquatic Club requested permission to use the high school pool, balcony, and locker rooms on Sunday, January 24, 2010 from 12:30 p.m. – 4:30 p.m. for a diving meet. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve Big Spring Aquatic Club's request to use the high school pool, balcony, and locker rooms on Sunday, January 24, 2010, as presented.

D. Facilities Utilization Request

(ACTION ITEM)

Carlisle Chapter Red Cross requested permission to use the high school pool, gym, commons and health rooms on Sunday, April 11, 2010 from 12:00 p.m. – 5:00 p.m. for a Youth Conference. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve Carlisle Chapter Red Cross request to use the high school pool, gym, commons and health rooms on Sunday, April 11, 2010, as presented.

VOTE ON XIII., NEW BUSINESS, ITEMS C AND D

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

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XIII. NEW BUSINESS (Continued)

E. Tuition Exemption for Non-Resident Student

(ACTION ITEM)

The Petit family requested permission for their daughter, Jalena Petit, a Big Spring High School senior, to complete her senior year at Big Spring High School as per the conditions outlined in Board Policy 202.3: "Non-resident students in the senior class may be given special consideration to continue their education in the district at the discretion of the Superintendent of Schools provided they have been enrolled in the Big Spring School District a minimum of two (2) full years immediately preceding their senior year." The parents are required to provide the necessary transportation.

Jalena Petit Grade 12

The administration recommended that the Board of School Directors approve the Petit family request for a tuition exemption for their daughter, Jalena Petit for the 2009-2010 school year, as per the conditions outlined in Board Policy 202.3.

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

F. Student Eligible for Early Graduation

(ACTION ITEM)

Based on successful completion of semester one course work the student listed will be eligible for early graduation.

Courtney McGowan

The administration recommended that the Board of School Directors approve January 2010 graduation for the student listed based on her successful completion of all graduation requirements.

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

G. Consolidated Federal Programs

(ACTION ITEM)

Mrs. Jeanne Temple, Assistant Superintendent, received notification from the Pennsylvania Department of Education that the Big Spring School District's Consolidated Federal Programs Application has been approved in the amounts indicated below:

<u>Program</u>	<u>Amount</u>
Title I (Improving Basic Programs)	\$441,936.00
Title I (ARRA)	\$149,605.00
Title II	\$148,072.00

The administration recommended that the Board of School Directors authorize the administration to establish all of the required accounts for revenues and expenditures and to expend funds on behalf of the 2009-2010 Consolidated Federal Programs as specified.

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

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XIII. NEW BUSINESS (Continued)

(ACTION ITEM)

H. Contractor Payments (#7) for DAO Boiler Replacement - Capital Reserve Fund

McKissick Associates reviewed the payment application from Herre Bros., Inc. for work performed on the DAO boiler project. This payment will come from the Capital Reserve Fund. A copy of the payment application in the amount of \$6,837.30 for the plumbing contract was included in the Board packet. After this payment, the balance remaining to be paid is \$59,071.90 for HVAC contract and \$13,311.70 for plumbing

The administration recommended that the Board of School Directors approve payment from the Capital Reserve Fund to Herre Bros., Inc., in the amount of \$ \$6,837.30 for the plumbing contract.

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

(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 are included with the agenda.

Mr. Kerr reported that the General Fund appears to be "doing well" to this point in the fiscal year.

J. Draft of Preliminary 2010-2011 Budget

(INFORMATION ITEM)

Under the assumption that the Board will approve the application for the PSERS Exception in order to exceed the Act 1 index, the first draft of the budget was enclosed with the agenda for review. This is in the PDE 2028 Budget data format. The Board will need to formally approve this budget on February 1st, 2010.

In response to a question from President Wolf, Mr. Kerr clarified that the 2009-2010 tax rate should be changed from 14.72 mills as listed to 15.455, the current tax rate. A 0.97-mill tax increase is being proposed at this time for 2010-2011. This includes the 3.8 percent index coupled with the PSERS exception

K. Race to the Top

(DISCUSSION/INFORMATION/ACTION ITEM)

The administration outlined the following known factors regarding the Race to the Top competitive grant:

1. Although Race to the Top is a grant opportunity for all States, not all States will be able to apply.
2. Big Spring could receive a maximum of \$500,000.
3. The grant monies would be available for the 2010-2011 fiscal year for special initiatives or could be spent over a period of four years.
4. Pennsylvania will be applying for the first round of grants. \$400 million would be the maximum grant money for Pennsylvania.
5. Big Spring School District and over 300 other school districts statewide have submitted letters of intent to submit applications for the Race to the Top monies.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XIII. NEW BUSINESS (Continued)

K. Race to the Top (Continued) (DISCUSSION/INFORMATION/ACTION ITEM)

6. A letter of intent is not required; however, interested school districts must submit a final memorandum of understanding to the Pennsylvania Department of Education by January 13, 2010. The next regular Board meeting is slated for January 18, 2010.
7. It is highly recommended for the Superintendent of Schools, the Board President, and the president of the local teacher union sign the memorandum of understanding.
8. The four central areas of reform on which the federal officials are focusing are a) adopting standards and assessments that align with the standards, b) implementing data systems, c) creating and supporting effective principals and professional staff, and d) turning around the lowest achieving schools.
9. PSEA has cautioned teacher unions about signing the memorandums of understanding (MOU). If the union does not sign the MOU, the school district would lose 15 points in the application process.
10. The Race to the Top monies could be used to supplant existing initiatives, and the District would not be required to implement new initiatives.
11. PDE must have 150 school districts participating in the Race to the Top grant application process to be considered at the federal level.

Mr. Fry indicated that he would provide additional details to the members of the Board of School Directors at the beginning of January 2010, and he added that, in his opinion, it would be doing the community an injustice not to consider applying for the grant.

Motion by Barrick, seconded by Norris to approve this item as an action item and grant the Board President, Mr. Wilbur E. Wolf, Jr., the authority to sign a Memorandum of Understanding on behalf of the Board of School Directors to the Pennsylvania Department of Education affirming the participation of the Big Spring School District in the Race to the Top federal grant. Roll call vote: Voting Yes: Houpt, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

XIV. FUTURE BOARD AGENDA ITEMS

There were no future Board agenda items.

XV. COMMITTEE REPORTS

A. District Improvement Committee – Mrs. Lopp

No meeting was conducted, and no report was offered. The District Improvement Committee will meet in January 2010.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

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

Director Piper indicated that the JOC members reorganized recently. Mr. John Jordan, Cumberland Valley, will serve as president of the JOC. Mr. Michael Barndt, Northern York, will serve as vice president of the JOC.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XV. COMMITTEE REPORTS (Continued)

C. Vocational-Technical School (Continued)

President Wolf indicated that the vo-tech school is working hard to ensure that the social studies courses are implemented successfully.

Superintendent Fry indicated that he is pleased with the direction the vo-tech school is headed academically.

D. Buildings and Property Committee – Mr. Barrick

Director Barrick commended Mr. Fry for his efforts associated with the Big Spring School District having “the cleanest parking lots in the area” following a recent snowstorm.

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

The CAIU contract negotiations will commence in January 2010.

XVI. SUPERINTENDENT’S REPORT

A. H1N1 Update

Big Spring has completed the administration of the H1N1 vaccine to students.

Vaccinations will be offered to staff members and their family members. The remaining vaccinations will be returned, upon request, to the State.

B. FFA Report

On December 15, 2009, several FFA students watched the Pennsylvania Department of Agriculture and Rural Affairs Committee discuss the future of Russell Redding, Pennsylvania’s Acting Secretary of Agriculture. Big Spring was the only school district represented in the audience. After the meeting, students met with Mr. Redding and his wife and discussed their mutual passion for FFA. In addition, the students enjoyed a tour of the capitol, lunch with the State FFA officers, and a meeting with the staff at the Department of Agriculture.

President Wolf commended the students for bringing honor to Big Spring School District, as they were featured in the Lancaster Farming Magazine.

Big Spring School Board Meeting Minutes ~ Monday, December 21, 2009

XVI. SUPERINTENDENT'S REPORT (Continued)

C. Public Pension Issues

Superintendent Fry provided the members of the Board of School Directors with copies of the remarks of PSBA's Thomas Gentzel, Executive Director, and Timothy Allwein, Assistant Executive Director, before the Senate Finance Committee regarding public pension issues. Mr. Fry encouraged Board members to review the material, along with the testimony of PSEA's President James Testerman on the same topic.

Mr. Fry commended Representative Grell's for his work on pension reform.

In response to question from Vice President Swanson, Mr. Fry indicated that he would investigate and report to the Board regarding the stance on COLAs in the pending legislation.

D. West Pennboro Township

Mr. Fry indicated that he would meet with West Pennsboro Township Manager Epply to address Building Advisory Team issues.

XVII. BUSINESS FROM THE FLOOR

A. Qualified Interest Rate Management Agreements (Swaps)

In response to a question from Director Barrick, Mr. Fry indicated that Auditor General Wagner voted in favor of swaps in 2003 when he was in State Congress; however, Mr. Fry encouraged Board members to read Mr. Wagner's December 17, 2009 letter in which he indicates that "swaps have no place in public financing and must stop now."

President Wolf indicated that his daughter lives in a school district in which swaps have been a part of the financial picture, and he noted that swaps have created an "ugly situation" for that district.

B. Merry Christmas!

Director Barrick and President Wolf wished everyone a merry Christmas and an enjoyable holiday season.

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XIX. ADJOURNMENT

Motion by Swanson, seconded by Norris to adjourn to Executive Session to address personnel concerns and not to return to Open Session. Roll call vote: Voting Yes: Houpt, Norris, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:47 P.M.



Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, January 18, 2010