



# DECEMBER 5, 2022 RE-ORGANIZATION AND REGULAR BOARD MEETING AGENDA

8:00 PM - Middle School Auditorium

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- 1. Opening of the Annual Re-Organization Meeting:** Call to Order and Pledge to the Flag -  
Mr. William Swanson, President
- 2. Reading of Correspondence**
- 3. Recognition of Visitors** - We remind all visitors to please sign-in on the clipboard for tonight's meeting.
- 4. Public Comment Period**
- 5. Election of Temporary President:** Welcome and Election of Temporary President - Mr.  
William Piper, Board Secretary  
  
Elected: \_\_\_\_\_ (Temporary Appointment)
- 6. Election of Officers:** Refer to Sections 402 and 404 of the Public School Code of 1949
  - 3.a. Election of the President - One Year Appointment**  
Elected: \_\_\_\_\_
  - 3.b. Election of the Vice-President - One Year Appointment**  
Elected: \_\_\_\_\_
- 7. Appointments of Committee Members:**
  - 4.a. Pennsylvania School Boards Association Legislative Chairperson - One Year Appointment**
    - 1.
  - 4.b. Capital Area Intermediate Unit - One Year Appointment**
    - 1.
  - 4.c. Athletic Council - One Year Appointment**
    - 1.
    - 2.
    - 3.
    - 4.
  - 4.d. District Improvement Committee - One Year Appointment**
    - 1.
    - 2.

**Appointment of Committee Members (continued)**

**4.e. Meet and Discuss Committee for Classified Employees - One Year Appointment**

- 1.
- 2.

**4.f. Cumberland Perry Area Career Technical Center - One Year Appointment**

- 1.
- 2.

**4.g. Pennsylvania School Boards Association Regional Cabinet Member - One Year Appointment**

- 1.

**4.h. Buildings and Property Committee - One Year Appointment**

- 1.
- 2.
- 3.
- 4.

**4.i. Finance Committee - One Year Appointment**

- 1.
- 2.
- 3.
- 4.

**4.j. South Central Trust Board - One Year Appointment**

- 1.

**4.k. Tax Collection Committee - One Year Appointment**

- 1.

**8. Beginning of the Regular School Board Meeting with Student/Staff**

**Recognition and Board Reports** - Sammi Feldman and Cailin Spies

**9. Approval of Minutes**

Recommended Approval of the [Regular Board Meeting](#) and [Committee of the Whole Meeting Minutes](#) for November 14, 2022.

Motion to approve the November 14, 2022 Board Meeting and Committee of the Whole Meeting Minutes as presented?

## 10. Financial Reports

### 10.a. Payment of Bills

#### General Fund

Procurement Card	\$	14,959.98
Checks/ACH/Wires	\$	2,311,349.18
Special Revenue	\$	2,535.50
Capital Projects Reserve Fund	\$	200,400.46
Cafeteria Fund	\$	-
Student Activities	\$	36,522.60
Total	\$	2,565,767.72

Motion to approve the Payment of Bills as presented?

### 10.b. Treasurer's Fund Report

General Fund	\$	34,484,707.40
Capital Project Reserve Fund	\$	8,866,985.31
Cafeteria Fund	\$	1,053,213.97
Student Activities	\$	323,458.24
Total	\$	44,728,364.92

Motion to approve the Treasurer's Fund Report as presented?

### 10.c. YTD General Fund Report and YTD Taxes

The administration prepared the YTD General Fund Report and the YTD Taxes for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Tax Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports as submitted?

## 11. Old Business

## 12. New Business

### **13. New Business Personnel Items - Action Items**

Motion to combine all New Business Personnel Items listed under #13 into one motion?

#### **13.a. Recommended Approval of a Health Room Assistant - Ms. Stacey Sarber**

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend Ms. Stacey Sarber as a full-time Health Room Assistant. Ms. Sarber will work 180 days at 7 hours per day at the D1 salary rate of the Classified Compensation Plan for the 2022 - 2023 school year beginning January 3, 2023. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

The administration recommends the Board of School Directors approve the Health Room Assistant as presented.

#### **13.b. Staff Resignations**

Dr. Roberts received the following resignations:

- Meghan Bullock presented a letter of resignation from the position of Middle School Special Education Teacher.
- David Kinzler presented a letter of resignation from the position of full-time Custodian at Oak Flat Elementary School for the purpose of retirement effective December 1, 2022.

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

#### **13.c. Recommended Approval of Leave Requests**

- Anthony Casella, High School Technology Education Teacher, is requesting a leave of absence to begin Tuesday, January 31, 2023 through approximately Tuesday, February 28, 2023 with a return date of Wednesday, March 1, 2023.
- Rebecca Herendeen, High School Biology Teacher, is requesting a leave of absence to begin Monday, November 14, 2022 through approximately Friday, January 13, 2023 with a return date of Monday, January 16, 2023.
- Bethany Pagze, High School English Teacher, is requesting a leave of absence to begin approximately Monday, December 19, 2022 through approximately Friday, February 3, 2023 with a return date of Monday, February 6, 2023.

The administration recommends the Board of School Directors approve the leave of absence requests as presented.

### **13.d. Recommended Approval for a Middle School Special Education Teacher**

Natalee Piper - Special Education Teacher at Big Spring Middle School effective December 12, 2022 replacing Meghan Bullock who has resigned. The compensation for this position should be established at Bachelor's Degree step 1 \$56,627.00 for the 2022-2023 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

**Education:** Shippensburg University - Special Education and Early Childhood Education (Bachelor's Degree)

**Experience:** Shippensburg Area School District - Student Teacher at the Middle School and Nancy Grayson Elementary School

The administration recommends the Board of School Directors appoint Natalee Piper to the position of Special Education Teacher at the Middle School.

### **13.e. Recommended Approval of a Mentor Teacher**

Based on the provisions of the Teacher Induction Program, each teacher new to a school district or building is assigned a mentor teacher. As per the provisions of the Collective Bargaining Agreement between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend:

<b>Inductee</b>	<b>Building/Subject</b>	<b>Mentor</b>
Natalee Piper	Middle School	Erin Zinn

The administration recommends the Board of School Directors approve the 2022-2023 mentor teacher as presented.

### **13.f. Recommended Approval of Custodial Staff Updates**

Ms. Cheri Frank, Director of Custodial Services, recommends the following Custodial Staff Updates:

- Cody McClure for the position of part-time, second shift Custodian at Mount Rock Elementary School replacing Deb Tubbs who has transferred at an hourly rate of \$15.17 for the 2022-2023 school year beginning employment on December 6, 2022. This new hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.
- Kathy Young to transfer from full-time Custodian at the High School to full-time, day shift Custodian at Oak Flat Elementary School replacing David Kinzler who retired with no change in placement or hourly wage based on the Classified Staff Handbook.

The administration recommends the Board of School Directors approve the custodial staff updates as presented.

**13.g. Recommended Approval of an Extra Duty Position**

Mr. Scott Penner, Director of Athletics and Student Activities, is recommending the following individual for an Extra Duty position:

- Elizabeth Angelozzi to be a High School Musical Assistant for the 2022-2023 school year.

The administration recommends the Board of School Directors approve the extra duty position as presented.

**14. New Business - Action Items**

**14.a. Credit Pay**

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 between the Big Spring Education Association, the Act 93 Agreement, and the Big Spring School District.

Denise Hocker	\$2,725.00
Matthew Kump	\$1,650.00

The administration recommends the Board of School Directors authorize reimbursement for graduate credits as presented.

**14.b. Recommended Approval of Updated Curriculum**

Mrs. Nicole Donato, Director of Curriculum and Instruction, is recommending updated curriculum for 2022-2023:

**Elementary:**

[Grade 4 Writing](#) (updated)

The administration recommends the Board of School Directors approve the updated curriculum as presented.

**14.c. Recommended Approval of Resolution and Amended Articles of Agreement with CPACTC**

The Cumberland Perry Career and Technical Center is proposing Amended Articles of Agreement and Resolution authorizing contributions for the payment of design costs to support a construction/renovation project.

The administration recommends approving the amended Articles of Agreement and Resolution 221205-01 authorizing contributions for the payment of design costs to support a construction/renovation project.

#### **14.d. Case B**

The parents of Case B of the 2022-2023 school year waived their right to a formal student discipline hearing before the Board of School Directors. The student will be excluded for 25 days pending completion of the Student Assistance Program which may reduce the 25 day exclusion by 15 days to a 10 day exclusion. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

The administration recommends the Board of School Directors exclude the student in Case B of the 2022-2023 school year as presented.

#### **14.e. Recommended Approval of South Central Trust Trustees**

The District's health insurance is run through the South Central Trust (SCT). The SCT is made up of nine local school districts. SCT is structured with an Executive Committee and a full board. Each district is required to have four trustees at the full board level, allowing each district to have four votes. Big Spring's trustees are Mrs. Stacey Lehman (HR Representative), Ms. Lauren Hetrick (BSEA Rep), Mike Statler (Business Office Rep), and Assistant Superintendent. In the absence of an Assistant Superintendent, Mr. Todd Deihl, as the Board's SCT rep, will be the fourth representative for Big Spring.

The administration recommends the Board of School Directors appoint Mr. Todd Deihl, Mrs. Stacey Lehman, Ms. Lauren Hetrick, and Mr. Mike Statler as the District's South Central Trust Trustees for the period of January 1, 2023 through December 31, 2023.

#### **14.f. Recommended Approval of a New Deitch Bus Driver**

Deitch Buses, Inc. has submitted an additional driver for the 2022-2023 school term:

- Traci Crouse

The administration recommends the Board of School Directors acknowledge receipt of the additional driver for the 2022-2023 school year.

#### **14.g. Recommended Approval of Fundraisers**

Mrs. Clarissa Nace, Middle School Principal, recommends approval of the following fundraiser:

- [Casa de Jorge Salsa Fundraiser](#) to benefit the middle school choirs beginning December 19 through January 13, 2023.

Mr. Jason Shover, High School Principal, recommends approval of the following fundraiser:

- ILS Salt Dough Ornaments and Magnets Fundraiser to benefit the High School Marketplace distribution of food.

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

#### **14.h. Recommended Approval of Capital Project Payments**

The following invoices are for payment within the Capital Project Fund:

- DAO Planetarium - Turbo Tek LLC. #BIGSPRNGMS for \$8,575.00
- E-Rate Wi-Fi and Network Switch Project - IntegraOne #205399 for \$2,615.80

The administration recommends the Board of School Directors approve the invoices to be paid from the Capital Reserve Project Fund.

#### **14.i. Recommended Approval of the Wolf Consulting Engineers, LLC Contract**

In the past, the District has used Wolf Consulting Engineers, LLC as both a consultant and project manager for the District's capital projects. This contract would provide engineering services for the next three years.

The administration recommends the Board of School Directors approve the service contract with Wolf Consulting Engineers, LLC as presented.

#### **14.j. Recommended Approval of Utilization Request**

- Katelyn Kline is requesting utilization of the high school pool on January 15, 2023. Because the request involves a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve the utilization request as presented.

### **15. New Business - Information Item**

#### **15.a. Big Spring School District Board of School Directors**

##### **School Board Roster**

<b>Municipality</b>	<b>Position</b>	<b>F Name</b>	<b>L Name</b>	<b>Term Expires</b>
Lower Frankford Township	Vice-President	Todd	Deihl	2023
Lower Mifflin Township	Member	Kenneth	Fisher	2025
N & S Newton Township	Treasurer	Frank	Myers	2023
Newville Borough	Member	Robert	Over	2025
Lower West Pennsboro Township	Secretary	William	Piper	2023
Upper Frankford Township	Member	Richard	Roush	2023
Upper West Pennsboro Township	President	William	Swanson	2023
Penn/Cooke Townships	Member	John	Wardle	2025



**15.b. ESS Staff Resignation**

Dr. Abigail Leonard, Supervisor of Ancillary Services, received an ESS Staff Resignation:

- Christine Inman has provided a letter of resignation from the position of High School Aide.

**16. Discussion Item**

**17. Board Reports**

**17.a. District Improvement Committee** - Meetings: Jan. 19, 2023 and April 20, 2023

**17.b. Athletic Committee** - Meetings: Dec. 7, 2022 Feb. 7, 2023 March 16, 2023 May 17, 2023

**17.c. Cumberland Perry Area Career and Technical Center** -

**17.d. Buildings and Property Committee** - Meetings: Jan. 16, 2023 March 6, 2023 May 1, 2023

**17.e. Finance Committee** - Meetings: March 20, 2023 April 17, 2023 May 15, 2023 June 5, 2023

**17.f. South Central Trust** -

**17.g. Capital Area Intermediate Unit** - [November Board Highlights](#) and [All In](#)

**17.h. Tax Collection Committee** -

**17.i. Future Board Agenda Items**

**17.j. Superintendent's Report** -

**18. Meeting Closing**

**18.a. Business from the Floor/Board Member Comment**

**18.b. Comment Future Board Agenda Items**

**18.c. Adjournment**

Motion to adjourn the meeting?

Meeting adjourned at \_\_\_\_\_ PM, **December 5, 2022.**

Next scheduled meeting: **January 16, 2023**