

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, FEBRUARY 15, 2010**

*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. Five (5) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Tarin Houpt; and William Piper.

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

Others in attendance: Richard Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Steven Smith, High School Principal; Erica Dolson, The Sentinel; Douglas Kennedy and Lauren Swartz, 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**

Director Piper offered a prayer.

### **IV. APPROVAL OF THE FEBRUARY 2, 2010 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE FEBRUARY 2, 2010 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE FEBRUARY 2, 2010 REGULAR BOARD MEETING MINUTES**

Motion by Barrick, seconded by Swanson for approval of the February 2, 2010 Buildings and Property Committee Meeting minutes; the February 2, 2010 Committee of the Whole of the Board Meeting Minutes; and the February 2, 2010 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Houpt, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

**V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS**

**A. Recognition of Academic Achievement Awards for the Second Quarter**

Mr. Steven Smith congratulated and presented certificates of achievement to those students who have earned the academic achievement award for the second quarter for the 2009-2010 school year.

Grade 9	Colby Ott	99.0
Grade 10	Katherine Choate	98.6
Grade 11	Kelsey Mengle	99.24
Grade 12	Jesse Marpoe	98.385

President Wolf and Vice President Swanson congratulated the students and presented them with Big Spring School District Excellence in Education award pens.

**B. Recognition of Vocational-Technical School Students of the Quarter**

Mr. Steven Smith, high school principal, congratulated and presented certificates of achievement to those Vocational-Technical School students who earned "Student of the Quarter" awards for the second quarter of the 2009-2010 school year.

Grade 10	*Zack Conners	Automotive Technology
Grade 10	Melissa Cronk	American Studies
Grade 10	*Arielle Thiombiano	Health Occupations
Grade 10	Tyler Wardle	American Studies
Grade 11	Erik Schall	World Studies
Grade 11	Brianna White	Health Occupations
Grade 12	*Drew Flinchum	Welding
Grade 12	Megan Mellott	Child Care
Grade 12	Thomas Woodrey	Electrical Construction & Maintenance

*\*Indicates those students present this evening.*

President Wolf and Vice President Swanson congratulated the students and presented them with Big Spring School District Excellence in Education award pens.

**C. Student Representatives to the Board Report – Douglas Kennedy and Lauren Swartz**

The students offered the following report:

1. The wrestling team defeated Shippensburg in the last match of the season Friday, February 12, 2010. Big Spring's Co-Colonial Division champion team finished with a dual meet record of 11-5 and qualified for a dual meet tournament. Wrestling sectionals will be held on Saturday, February 20, 2010.
2. The boys' basketball team finished the season 14-7, ranking second in the Capital Division. The team is competing in the Mid-Penn tournament tonight in Harrisburg.
3. Big Spring's girls' Co-Capital Division champion basketball team finished the season 14-8. After last week's game against Greencastle, the team returned to Big Spring and celebrated. The team is competing in the Mid-Penn tournament tonight at Central Dauphin.
4. In swimming, the boys finished 9<sup>th</sup> and the girls finished 2<sup>nd</sup> in Mid-Penn championships on Saturday, February 13, 2010, at Cumberland Valley.

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### **VI. STUDENT/STAFF RECOGNITION AND BOARD REPORTS (Continued)**

#### **C. Student Representatives to the Board Report (Continued)**

5. Last Monday, Big Spring hosted the Mid-Penn diving meet. Big Spring's divers performed as follows: Ashley Kipps, 7<sup>th</sup>; Alyssa DeGregorio, 8<sup>th</sup>; Justina Sechrist, 11<sup>th</sup>; Donnie Sauter, 3<sup>rd</sup>; Dewey Stout, 5<sup>th</sup>; and Tesse Valencia, 8<sup>th</sup>.
6. Last Friday and Saturday, Mr. Balseiro and the Big Spring band hosted 136 students from 40 high schools across Central Pennsylvania for the District Band Festival. The event culminated with a concert on Saturday evening. District Band performers from Big Spring included Clayton McKee on tuba, Dominic Baldoni on flute, and Elaina McGann on clarinet. Miss McGann qualified to perform in the Regional Band Festival.
7. Five advanced-placement courses have been being offered this school year: calculus, English, government, and biology are being offered this semester. A total of 62 students are enrolled in these classes. AP European history was offered in the fall.
8. The Student Council's annual Winter Ball held in the commons area is slated for February 27, 2010, from 6:30 to 9:30 P.M.
9. During National FFA Week, on Wednesday, February 24, 2010, the FFA will host Chase Rose, National FFA Central Region Vice President from Montana. On Friday, February 26, 2010, Michael Pechart from the Pennsylvania Department of Agriculture will visit Big Spring.

President Wolf thanked the students for the report.

### **VII. TREASURER'S REPORT**

The Treasurer's Report showed a General Fund ending cash and investment balance of \$11,210,897.09 as of January 1, 2010; an Athletic Fund balance of \$16,183.48 as of January 1, 2010; a Cafeteria Fund balance of \$194,082.37 as of January 1, 2010; Capital Reserve Fund investment balance of \$132,530.80 as of January 1, 2010; and a Student Activity/Miscellaneous Fund cash balance of \$167,867.53 as of January 1, 2010.

Motion by Barrick, seconded by Swanson for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Houpt, 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 Swanson for approval of General Fund Account checks #56931-57064 totaling \$364,191.64 and Central Treasury Athletic Account checks #13637-13678 and voided check #13673 totaling \$5,815.16, Central Treasury Cafeteria Account checks #5178-5193 totaling \$119,349.58, and Central Treasury Student Activity/Miscellaneous Account checks #11849-11863 totaling \$7,087.64. Grand total General Fund, Athletic, Cafeteria, and Student Activity/Miscellaneous: \$496,444.02. Roll call vote: Voting Yes: Houpt, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

### **VIII. READING OF CORRESPONDENCE**

There was no reading of correspondence.

### **IX. RECOGNITION OF VISITORS**

Katherine Choate, Elma Conners, Jennifer Conners, Zack Conners, Drew Flinchum, Shelly Killian, Ryan LaMontague, Ann Marpoe, Jesse Marpoe, Rodger Marpoe, Renea Mengle, Colby Ott, Glen Ott, Tracey Ott, Robert Suders, Arielle Thiombiano, and Sherry Thiombiano.

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**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  
XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-6,  
following Item A-6.)

**XIII. NEW BUSINESS**

**A. PERSONNEL CONCERNS**

**1. Additional Per Diem Substitute Teacher**

**(ACTION ITEM)**

**Cherie Hall – Elementary Education**

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

**2. Additional Per Diem Substitute Guest Teacher**

**(ACTION ITEM)**

In an attempt to provide a sufficient number of substitute teachers for the 2009-2010 school year, the Big Spring School District is working in cooperation with the Capital Area Intermediate Unit to sponsor the "Guest Teacher Program." The individual whose name appears below has participated in an orientation program sponsored by the Capital Area Intermediate Unit and has been issued an emergency certification by the Pennsylvania Department of Education.

**Linda Kuffa**

The administration recommended that the Board of School Directors approve the addition of the above-named guest teacher to the 2009-2010 per diem substitute teacher list effective immediately.

**(ACTION ITEM)**

**3. Mrs. Karen Showaker, middle school family consumer science teacher, requested one day of leave without pay, retroactive to February 5, 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."

The administration recommended that the Board of School Directors approve Mrs. Showaker's request for one day of leave without pay as presented.

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### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

#### **(ACTION ITEM)**

4. **Mrs. Rebecca Lehman**, middle school eighth grade mathematics teacher, requested one day of leave without pay, for February 15, 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."

The administration recommended that the Board of School Directors approve Mrs. Lehman's request for one day of leave without pay as presented.

#### 5. **Approval of Child-Rearing Leave for Heather Best**

#### **(ACTION ITEM)**

Mrs. Heather Best, High School Emotional Support Teacher, requested leave under the Family & Medical Leave Act and a child-rearing leave of absence beginning tentatively April 12, 2010 through June 3, 2010. According to Section 3.08 of the contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

A copy of Mrs. Best's letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Heather Best's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence tentatively from April 12, 2010 through the June 3, 2010, according to the terms of the current contract between the Big Spring Education Association and the Big Spring School District.

#### **(ACTION ITEM)**

6. **Mrs. Karlyn Miller**, middle school secretary, requested a child-rearing leave of absence from April 9, 2010, through September 29, 2010.

A copy of Mrs. Miller's letter was included with the agenda.

The administration recommended that the Board of School Directors approve Mrs. Karlyn Miller's request for a child-rearing leave from April 9, 2010 through September 29, 2010.

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

Motion by Barrick, seconded by Swanson to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-6, as outlined and recommended above. Roll call vote: Voting Yes: Houpt, Piper, Barrick, Swanson, and Wolf. Motion carried unanimously.

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### 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.

Jamie Fortney	\$ 1,170.00
Sherisa Nailor	\$ 1,080.00
Bethany Stanton	<u>\$ 1,071.00</u>
Total	\$ 3,321.00

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

#### C. Tax Collector Settlement and Release

**(ACTION ITEM)**

Business Office personnel have met with the District's tax collectors and have prepared tax settlement data for each District municipality. Copies of the Annual School Tax Report summaries were included with the agenda (except Upper Frankford).

The administration recommended that the Board of School Directors authorize the Board President and Secretary to sign the Tax Collector Release forms for all nine tax collectors for the 2009-2010 fiscal year and authorize the administration to forward all delinquent accounts to the appropriate delinquent tax collectors.

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

#### D. ARRA Grant through Cumberland County

**(ACTION ITEM)**

The School District received \$50,000.00 ARRA grant through Cumberland County for the purpose of installing photovoltaic panel equipment on the Plainfield project. Before the County will process the grant the Board must approve and sign the contract that establishes the District as a Subrecipient receiving pass through ARRA funding. The District is an "independent contractor" with the County, the grant must be used for the sole purpose of the grant and we must complete all ARRA reporting to the County and agree to and follow the federal ARRA restrictions described in the Exhibit A.

The administration recommended that the Board of School Directors approve the Subrecipient Contract for ARRA Grant Funding through the County of Cumberland, Pennsylvania.

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### **XIII. NEW BUSINESS (Continued)**

#### **D. ARRA Grant through Cumberland County (Continued)**

**(ACTION ITEM)**

Motion by Barrick, seconded by Swanson to approve the recommendation as outlined above.

In response to a question from Board members, Mr. Fry indicated the following:

- The ARRA Grant is a County grant and does not require a LEED gold or silver rating.
- There is no penalty if the District does not use the funds. The money would be returned to the County.
- The District has three years in which to use the grant for a solar project anywhere in the District.
- If the money is not used for a solar project at Plainfield Elementary School, it could be used to fund another suitable solar project elsewhere in the District or the District could forfeit the money.

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

#### **E. Orrstown Proposal**

**(ACTION ITEM)**

The School District has paid for the design development of both the Newville and Plainfield projects from the General Fund. Beginning in late March we expect to begin paying contractor submittals for the Newville project. The original plan was to do one bond for both projects; now that the start dates are separated by several months the General Fund cannot adequately pay all invoices, especially during the year end closeout and summer period when cash flow is the lowest. RBCCM issued an RFP for a short-term bridge loan to cover expenses until a decision is made on Plainfield and the Board issues a bond. The best proposal was from Orrstown Bank a \$3,500, 000.00 draw-down non-revolving line of credit to fund various capital projects at a 2.1% fixed rate. The Solicitor has prepared a Resolution for the Board to accept this proposal.

The administration recommended the board accept the Orrstown Proposal via the accompanying resolution.

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

**(INFORMATION ITEM)**

#### **F. 2010-2011 Capital Area Intermediate Unit General Operating Budget**

A summary of the Capital Area Intermediate Unit General Operating Budget for 2010-2011 is included in the agenda. The budget reflects a 2.89% increase for the 2010-2011 school year. The Capital Area Intermediate Unit General Operating Budget will be an action item on the next Board Agenda.

In response to a question from President Wolf, Mr. Fry indicated that this item would be included on the March 1, 2010 Board meeting agenda as an action item.

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### XIII. NEW BUSINESS (Continued)

#### **G. Planned Course Adoption**

**(INFORMATION ITEM)**

Listed below is a completed planned course for board approval. The completed planned course is available in the Curriculum Center for review by the Board of School Directors prior to the March 1, 2010 Board of School Directors meeting.

High School  
Technology and Its Impact on Humans

**(INFORMATION ITEM)**

#### **H. Updated Year-to-Date Summaries/Taxes and General Fund**

The Business Office prepared updated year-to-date summaries for taxes and general fund that were included with the agenda.

### 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 on March 25, 2010, from 6:00 to 8:00 P.M.

#### **B. Athletic Committee – Mr. Swanson**

Mr. Swanson commended the student athletes and staff for earning two winter sports championships.

#### **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.

The first construction meeting for the Newville Elementary School was postponed because of inclement weather.

A BAT meeting will be held in March.

President Wolf thanked the District staff for their snow removal efforts. Mr. Wolf noted that the Board appreciates their efforts, especially in light of the fact that the area has had record snowfalls this year.



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### **XV. COMMITTEE REPORTS (Continued)**

#### **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**

No meeting was conducted, and no report was offered.

### **XVI. SUPERINTENDENT'S REPORT**

#### **A. District Band Festival**

Superintendent Fry commended the students and staff for an “amazing concert” on Saturday, February 13, 2010. Mr. Fry added that additional risers had to be brought in from Cumberland Valley for the 136 musicians on stage. Mr. Fry noted that it was a wonderful evening and that he is “amazed that high school students can produce that quality of music.”

#### **B. School Calendar – Makeup Days**

Mr. Fry indicated that three snow days have been used to date. Two snow days remain built into the schedule. April 1 and April 5, 2010, the Thursday before and the Monday after Easter, will now be instructional days. In addition, classes were in session today, February 15, 2010, as a snow makeup day.

Mr. Fry indicated that he would work with the teachers' association to determine makeup days if the number of snow day exceeds the makeup days built into the calendar.

#### **C. Congratulations, Winter Athletes!**

Mr. Fry commended the winter athletes for a successful season.

#### **D. Electronic Board Packets**

Superintendent Fry indicated that electronic Board packets would be provided to interested Board members for the March 1, 2010 board meeting. Mr. Fry encouraged Board members to contact him or Mr. Kerr to request any printed backup information item(s), if necessary.

#### **E. Proposed PSERS Resolution**

Mr. Fry indicated that he has obtained copies of several PSERS resolutions from across the state. Mr. Fry indicated that the Board could consider approving a PSERS resolution at the March 1, 2010 Board meeting. Mr. Fry added that he could publish PSERS information on the District's Web site. The resolution would be distributed to local legislators and the key communicators group. Mr. Fry encouraged Board members to contact him with suggestions for the resolution.

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**XVI. SUPERINTENDENT'S REPORT (Continued)**

**E. Proposed PSERS Resolution (Continued)**

President Wolf requested that Mr. Fry include in the document information regarding the projected average cost for PSERS per real estate parcel, percentage-wise, for at least the next three years so that residents could understand how much PSERS is costing each individual taxpayer.

Director Piper requested PSERS information projected for the next 10 years converted from the line graph that was provided to a numeric figure to eliminate guesswork related to its effect on taxpayers.

**F. State Budget**

Superintendent Fry indicated that Governor Rendell's budget proposal for education has been published. Mr. Fry noted that last year the Governor provided "half of what he hoped to provide" for education.

Mr. Fry indicated that Big Spring has prepared a preliminary budget with level funding related to the State education subsidy.

**XVII. BUSINESS FROM THE FLOOR**

**A. Happy Doughnut Day!**

Director Barrick wished everyone a happy Doughnut Day.

**B. District Band Festival**

President Wolf commended Mr. Balseiro for rescheduling and rearranging to "make things happen" for the District Band Festival that was conducted in the wake of a blizzard when school was canceled. Mr. Wolf noted that Mr. Balseiro's organizational skills were greatly appreciated.

Mr. Fry added that Big Spring is blessed to have Mr. Balseiro as the band director.

**C. Thank You, Mr. Kerr!**

Director Piper thanked Mr. Kerr for preparing information regarding the PSERS information packet being developed by the administration.


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

The meeting was adjourned at 8:31 P.M.



Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, March 1, 2010**