

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, SEPTEMBER 20, 2010

I. CALL TO ORDER (BIG SPRING HIGH SCHOOL) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

III. PRAYER

IV. APPROVAL OF THE SEPTEMBER 7, 2010 REGULAR BOARD MEETING MINUTES, THE SEPTEMBER 7, 2010 BUILDING AND PROPERTY MEETING MINUTES AND THE SEPTEMBER 7, 2010 COMMITTEE OF THE WHOLE MEETING MINUTES

V. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Student Representatives to the Board Report - Doug Kennedy/Joseph Brown

VI. TREASURER'S REPORT (Balances as of August 31, 2010)

General Fund	\$ 8,851,790.98
Cafeteria Fund	123,064.03
Student Activity Fund	149,420.87
Capital Projects	66,707.59

VII. PAYMENT OF BILLS

General Fund	\$ 321,693.32
Cafeteria Fund	50,922.43
Student Activity/Miscellaneous Fund	13,040.76

Total \$ 385,656.51

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

- 1) **Ms. Laurie Turner**, has submitted her letter of resignation as a classroom aide, effective Tuesday, September 21, 2010.

A copy of Ms. Turner's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Ms. Turner's resignation as a classroom aide, effective Tuesday, September 21, 2010.

A. PERSONNEL CONCERNS (. . . continued)**(ACTION ITEM)**

- 2) **Ms. Carol Yanity**, has submitted her letter of resignation as an eighth grade Reading Teacher at the Middle School, effective Tuesday, September 21, 2010. In reference to the Pennsylvania School Code and being that Ms. Yanity is under contract with the Big Spring School District, the District does have the option to hold Ms. Yanity for 60 days from the effective date of the resignation. The administration will work with Ms. Yanity to establish a release date that meets the best interests of students.

A copy of Ms. Yanity's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Ms. Yanity's resignation as an eighth grade Reading Teacher, effective Tuesday, September 21, 2010 or up to 60 days from the effective date of the resignation.

(ACTION ITEM)

- 3) **Mr. Zachary Eisenhauer**, has submitted his letter of resignation as Elementary Music Teacher, effective September 17, 2010.

A copy Mr. Eisenhauer's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mr. Eisenhauer's resignation as Elementary Music Teacher, effective September 17, 2010.

4) Additional Per Diem Substitute Teachers**(ACTION ITEM)**

**Donna Carr
Amy Moreno
David Hock
Samantha Hammaker**

The administration recommends that the Board of School Directors approve the additions of the individuals listed to the 2010-2011 per diem substitute teacher list as presented.

5) Additional Per Diem Substitute Guest Teacher**(ACTION ITEM)**

In an attempt to provide a sufficient number of substitute teachers for the 2010-2011 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.

Craig Caldwell

The administration recommends that the Board of School Directors approve the addition of the above-named guest teacher to the 2010-2011 per diem substitute teacher list, effective immediately.

A. PERSONNEL CONCERNS (. . . continued)**6) Substitute Nurses Assistant****(ACTION ITEM)**

The individual whose name is listed below is recommended to be placed on the substitute nurse's assistant list.

Ms. Tricia Raudabaugh

The administration recommends that the Board of School Directors approve Ms. Tricia Raudabaugh to be placed on the substitute nurse's assistant list as presented.

(ACTION ITEM)**7) Mr. Greg Lane is recommended to serve as part-time custodian at the Fitness Center replacing Mr. John Weller who has resigned.**

The administration recommends that the Board of School Directors appoint Mr. Lane to serve as a part-time custodian at the Fitness Center, retroactive to July 20, 2010.

8) Approval of Child-Rearing Leave for Bethany Pagze**(ACTION ITEM)**

Mrs. Bethany Pagze, High School English Teacher, has requested leave of absence under the Family & Medical Leave Act from approximately January 13, 2011 through approximately March 7, 2011. 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. Pagze's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Pagze's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately January 13, 2011 through approximately March 7, 2011 according to the terms of the current contract between the Big Spring Education Association and the Big Spring School District.

9) Seventh Grade Team Leaders**(ACTION ITEM)**

The individuals whose names are listed below are recommended to serve as Middle School Seventh Grade Team Leaders for the 2010-2011 school year.

**Ms. Kathy Bravin
Mr. Keith Lavala**

The administration recommends that the Board of School Directors approve the appointments of Ms. Kathy Bravin and Mr. Keith Lavala as Seventh Grade Team Leaders for the 2010-2011 school year as presented.

A. PERSONNEL CONCERNS (. . . continued)**10) Coaching Appointments****(ACTION ITEM)**

Mr. Jay Hockenbroch has recommended the individuals listed to serve as coaches and volunteer coaches during the 2010-2011 school year.

Scott Braderman	High School Track Head Coach/Assistant Wrestling Coach
Kirsten Bowers	Volunteer Cheerleading Coach
Felicia Meik	Volunteer Cheerleading Coach

The administration recommends that the Board of School Directors appoint the above listed individuals to coach during the 2010-2011 school year and establish the salaries based on the current contract between the Big Spring Education Association and the Big Spring School District, pending all required paperwork.

11) Instructional Aide**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as instructional aide at Newville Elementary School, replacing Ms. Lori Turner who has resigned.

Jacquie Gensel

The administration recommends that the Board of School Directors approve the appointment and assignment of Jacquie Gensel for the 2010-2011 school year.

12) Instructional Aide**(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as instructional aide at Oak Flat Elementary School, replacing Mrs. Patricia Norris.

Michelle Paris

The administration recommends that the Board of School Directors approve the appointment and assignment of Michelle Paris for the 2010-2011 school year.

13) 2010-2011 Additional Bus Driver's for Deitch Busing**(ACTION ITEM)**

Ms. Deloris Bearden
Mr. Bruce Patschke

The administration recommends that the Board of School Directors acknowledge the additions of Ms. Bearden and Mr. Patschke as bus driver's for the 2010-2011 school year, pending all clearances.

XIV. 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.

Suzanne Brazeau	\$ 1,149.00
Stephanie Devonald	\$ 1,170.00
Christina Gruver	\$ 2,340.00
Angela Heishman	\$ 3,510.00
Marie Nye	<u>\$ 980.01</u>
Total	\$ 9,149.01

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.

C) Additional Post-Graduation Party Fundraisers**(ACTION ITEM)**

The Post-Graduation Party Committee is requesting permission from the Board of School Directors to conduct the additional fundraisers listed during the 2010-2011 school year.

**Drive-In Halloween Event
T-Shirt Sale**

The administration recommends that the Board of School Directors authorize the Post-Graduation Party Committee to conduct the fundraisers listed during the 2010-2011 school year.

D) Request for Fundraiser**(ACTION ITEM)**

Mrs. Mary Jo Neidlinger and Mr. Jesse Deutsch, middle school physical education teachers, are requesting Board approval for the "Hoops for Heart" fundraiser, a fundraiser that will be offered to the sixth and seventh grade students.

Additional information regarding the fundraiser is included with the agenda.

The administration recommends that the Board of School Directors approve Mrs. Neidlinger's and Mr. Deutsch's request to conduct the "Hoops for Heart" fundraiser with the understanding that Mrs. Neidlinger and Mr. Deutsch will submit an audit summary of the fundraiser

XIV. NEW BUSINESS (. . .continued)**E) Permission for a Trip to the United Kingdom****(ACTION ITEM)**

Ms. Mallory Cohick and Ms. Lauren Hetrick are requesting permission to lead a trip to the United Kingdom from June 18-28, 2012. The trip will be open to all students, with the only criteria being that students be in good academic and disciplinary standings.

Information is included with the agenda.

The administration recommends that the Board of School Directors approve the proposed trip to the United Kingdom as described, pending final approval of the detailed itinerary by the high school administration.

F) Proposed Updated Job Descriptions**(ACTION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent has made revisions to the job descriptions listed below. A copy of the job descriptions has been included with the agenda.

**Elementary/Secondary Certified School Nurse
 Network Technology Coordinator
 Elementary Office Aide
 Elementary Library Aide
 Secondary Library Aide
 Instructional Aide
 Health Room Aide
 Secretary to High School Principal
 Secretary to High School Administration - A
 Secretary to High School Administration – B
 Elementary School Secretary to Principal
 Secretary to Athletic Director/Student Activities Director**

The administration recommends that the Board of School Directors approve the updated job descriptions as presented

G) Contractor Payment #3/4 for Newville Project – Construction Fund**(ACTION ITEM)**

McKissick Associates reviewed the payment applications for work performed on the Newville Addition & Renovation project. These payments will come from the Orrstown Bank loan using a new Construction fund established for this project. A copy of the completed and notarized payment applications is included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Amount</u>	<u>Balance to Pay</u>
HVAC	MidState Mechanical & Electrical –		
	HVAC App #3	\$148,916.09	
	App #4	\$13,073.72	\$261,925.92

The administration recommends that the Board of School Directors approve payment from the construction fund to MidState Mechanical & Electrical, LLC in the amount of \$161,989.81 for HVAC work.

XIV. NEW BUSINESS (. . .continued)**H) Facilities Utilization Request****(ACTION ITEM)**

Mr. Chad Feeser is requesting permission to use the high school auditorium and commons area at 2:00 P.M. on Sunday, November 14 & 21, 2010 for the Big Spring High School Fall Play. Because the utilization dates are on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Feeser's request to use the high school auditorium and commons area at 2:00 P.M. on November 14 & 21, 2010 as presented.

I) Updated Year-to-Date Summaries/Taxes and General Fund**(INFORMATION ITEM)**

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

XV. FUTURE BOARD AGENDA ITEMS**XVI. COMMITTEE REPORTS**

- A) District Improvement Committee – Mrs. Lopp**
- B) Athletic Committee – Mr. Swanson**
- C) Vocational-Technical School – Mr. Wolf/Mr. Piper**
- D) Buildings and Property Committee – Mr. Barrick**
- E) Finance Committee – Mr. Blasco**
- F) South Central Trust – Mr. Blasco**
- G) Capital Area Intermediate Unit – Mr. Wolf**
- H) Tax Collection Committee (TCC) – Mr. Wolf**

XVII. SUPERINTENDENT’S REPORT

XVIII. BUSINESS FROM THE FLOOR

XIX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XX. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, October 4, 2010