

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING AGENDA

MONDAY, OCTOBER 1, 2012

I. CALL TO ORDER (Big Spring High School) 8:00 P.M.

II. PLEDGE TO THE FLAG (President Wolf)

III. APPROVAL OF THE SEPTEMBER 17, 2012 REGULAR BOARD MEETING MINUTES AND THE SEPTEMBER 17, 2012 COMMITTEE OF THE WHOLE MEETING MINUTES

**IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Nickolas Hasse
Shania Radabaugh**

V. TREASURER'S REPORT

VI. PAYMENT OF BILLS

General Fund	\$ 535,868.35
Cafeteria Fund	\$ 1,287.22
Student Activities Fund	\$ 19,431.56
Capital Projects	\$ 6,500.00
Newville Project	\$ 5,000.00

Total \$ 568,087.13

VII. READING OF CORRESPONDENCE

VIII. RECOGNITION OF VISITORS

IX. PUBLIC COMMENT PERIOD

X. STRUCTURED PUBLIC COMMENT PERIOD

XI. OLD BUSINESS

XII. NEW BUSINESS

A. PERSONNEL CONCERNS

A) PERSONNEL CONCERNS (...continued)

1) Additional Per Diem Substitute Teachers

(ACTION ITEM)

Kristin Holmes	Elementary Education
Eden Eliff	Mathematics 7-12
Nicole Schmidt	English 7-12

The administration recommends that the Board of School Directors approve the additions listed to the 2012-2013 per diem substitute teacher list as presented.

A) PERSONNEL CONCERNS (...continued)

(ACTION ITEM)

- 2) **Mrs. Beth Demo** has submitted her letter of resignation as a Speech/Language Clinician, effective October 12, 2012.

A copy of Mrs. Demo's letter is included with the agenda.

The administration recommends that the Board of School Directors accept Mrs. Demo's resignation as a Speech/Language Clinician, effective October 12, 2012.

- 3) **Approval of Child-Rearing Leave for Lori Shover**

(ACTION ITEM)

Mrs. Lori Shover, Middle School General and Vocal Music Teacher has requested a leave of absence under the Family & Medical Leave Act from approximately December 17, 2012 through approximately April 2, 2013. 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. Shover's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Shover's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately December 17, 2012 through approximately April 2, 2013.

- 4) **Learning Support Aide Recommendation**

(ACTION ITEM)

Mr. William Gillet, Supervisor of Special Education would like to recommend the individual listed as a Learning Support Aide at the Middle School for the 2012-2013 school year, replacing Ms. Lori Simon.

Shawn Frengel

The administration recommends that the Board of School Directors approve the appointment of Mrs. Shawn Frengel as presented.

- 5) **Custodial Substitute Recommendation**

(ACTION ITEM)

Mr. Rick Gilliam, Director of Building and Grounds and Transportation would like to recommend the individual listed as a custodial substitute the 2012-2013 school year.

Melissa Richardson

The administration recommends that the Board of School Directors approve the appointment of Mrs. Melissa Richardson as presented.

A) PERSONNEL CONCERNS (...continued)

6) Student Council Advisor

(ACTION ITEM)

Dr. Linda Wilson, Middle School Principal would like to recommend the individual listed as Middle School Student Council Advisor for the 2012-2013 school year.

Courtney Rickabaugh

The administration recommends that the Board of School Directors approve the appointment of Mrs. Courtney Rickabaugh as presented.

(ACTION ITEM)

7) Luke Nerone

Boiling Springs, PA 17007

Long-Term Substitute Sixth Grade English Teacher
at the Middle School

Education:

Dickinson College - American Studies
Wilson College - Elementary Education

Experience:

Long-Term Substitute Teacher – Big Spring Middle School - Sixth Grade
Guest Teacher in Districts within the Capital Area Intermediate Unit

The administration recommends that the Board of School Directors appoint Mr. Nerone to serve as a Long-Term Substitute Sixth Grade English Teacher at the Middle School, replacing Ms. Cramer who is on leave of absence from October 1, 2012 through December 21, 2012. Mr. Nerone’s compensation for this position should be established at Bachelor’s Degree Step 1, \$42,588.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

XII. 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 amount in accordance with the negotiated contract.

Barbara Dellinger	\$1,236.00
Katie Magee	\$1,236.00
TOTAL	\$2,472.00

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.

XII. NEW BUSINESS (. . .continued)

C) Mt. Rock Elementary School PTO Annual Audit

(ACTION ITEM)

The Big Spring School District has received a copy of a letter from Ms. Michelle Baker, CPA advising that Mt. Rock Elementary School PTO's records were accepted with auditing standards for the 2011-2012 school year.

A copy of the letter from Ms. Baker is included with the agenda.

The administration recommends that the Board of School Directors accept the 2011-2012 Mt. Rock Elementary School PTO's annual audit report as presented.

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.

E) Facilities Utilization Request

(ACTION ITEM)

The Big Spring High School Post Grad Committee is requesting permission to use the High School Commons for a fundraiser pick up on Sunday, September 30, 2012 from 3:00 p.m. – 5:30 p.m. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring High School Post Grad Committee's request to use the High School Commons as presented.

XII. NEW BUSINESS (. . .continued)**F) Updated Policy****(ACTION ITEM)**

The administration has submitted the updated policy listed and the copy is included with the agenda. The updated policy was an information item on the September 17, 2012 School Board Agenda.

226 Searches

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

G) 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 for the 2012-2013 school year.

Alexander Hess

The administration recommends that the Board of School Directors approve January 18, 2013 graduation for the student listed based on his successful completion of all graduation requirements.

H) Approval Of Unsolicited Bid**(ACTION ITEM)**

The last Board agenda included an unsolicited bid for unused property. The Solicitor opined that we do not have to follow any set procedure other than existing board policy. He also said common sense dictates we ensure we are getting more than scrap value. The Maintenance department estimated the income from scrap sale would be \$66.50. The cost to load & transport the property is estimated at \$127.75.

The administration recommends the Board of School Directors accept the unsolicited bid from Christian Bible Fellowship Church in the amount of \$350 for the four lights poles and assorted playground equipment described in the bid.

I) Approval For Deitch Flood Parking at Stadium**(ACTION ITEM)**

Richard Deitch's insurance provider has required that he submit a flood plan. The major component of that plan is a safe area to move his fleet of busses in the event the creek floods. He has requested use of a school parking lot as his emergency parking area in the event of a flood. In discussions with the administration, the stadium parking lot seems to be the best location and is acceptable to Mr. Deitch and Mr. Fry.

The administration recommends the Board of School Directors authorize Deitch Bussing to use the stadium parking lot in the event of a flood and directs the administration to work with our Solicitor to formally include the authorization into the existing contract with Deitch.

XII. NEW BUSINESS (. . .continued)**J) Year End Reconciliation with Deitch Bussing****(ACTION ITEM)**

After joint review of transportation expenses for the 2011/12 school year, the District underpaid Mr. Deitch by \$74,212.09 based on the current payment method of a standard daily rate. After reconciling the mileage changes made to the standard daily rate, Mr. Deitch would owe the district \$2,751.30 in overpayment or a net owed by the District to Deitch of \$71,460.79.

The administration recommends the Board of School Directors approve a net payment of \$71,460.79 from 2011/12 funds to finalize the 2011/12 contract with Mr. Deitch.

(INFORMATION ITEM)

K) Ms. Phyllis Martin was approved to fill the position as Assistant for Payroll and Benefits at the September 17, 2012 Board meeting. Ms. Martin's start date was approved for Tuesday, October 9, 2012. The Administration adjusted Ms. Martin's start date to Wednesday, October 3, 2012 to coincide with the Docstar implementation meeting on that date. During October, Ms. Martin will be concentrating on the Personnel module in CSIU and Docstar must be integral part of the future Personnel and Payroll systems.

L) Proposed Updated Job Description**(INFORMATION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent has made some revisions to the job description listed. Copies of the job description have been included with the agenda.

Wellness 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 October 15, 2012 Board meeting.

M) Tenure Status**(INFORMATION ITEM)**

The following professional employee has completed the required years of service as a temporary professional employee and has earned tenure based on his satisfactory performance.

Anthony Bavaria District School Psychologist

Additional information regarding the professional employee has been prepared by Mr. Bill Gillet, Supervisor of Special Education.

XII. NEW BUSINESS (. . .continued)**N) Updated Policies****(INFORMATION ITEM)**

The administration has submitted the updated policies listed below for Board review.

203 Communicable Diseases and Immunizations**203.1 HIV Infection****207 Student Health****209 Health Examinations/Screenings****210 Use of Medications****210.1 Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors****211 Student Accident Insurance****205 Postgraduate Students****212 Reporting Student Progress****213 Assessment of Student Progress****214 Class Rank****215 Promotion and Retention****216 Student Records****216.1 Supplemental Discipline Records****236 Confidential Communication of Student**

The updated Policies are included with the agenda. The updated policies will be an action item on the October 15, 2012 School Board Agenda.

XIII. FUTURE BOARD AGENDA ITEM**XIV. COMMITTEE REPORTS**

- A) District Improvement Committee – Mr. Norris/Mr. McCrea**
- 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**

XV. SUPERINTENDENT'S REPORT

XVI. BUSINESS FROM THE FLOOR

XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

XVIII. ADJOURNMENT

Meeting adjourned _____ P.M.

NEXT SCHEDULED BOARD MEETING: Monday, October 15, 2012