

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING AGENDA**

**MONDAY, NOVEMBER 1, 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 OCTOBER 18, 2010 REGULAR BOARD MEETING MINUTES AND THE OCTOBER 18, 2010 COMMITTEE WHOLE MEETING MINUTES**

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

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**Student Representatives to the Board Report - Douglas Kennedy/Alyssa Jones**

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**VI. TREASURER'S REPORT**

**VII. PAYMENT OF BILLS**

General Fund	<b>\$ 473,514.12</b>
Student Activity/Miscellaneous Fund	<b>22,415.23</b>
Newville Project	<b>256,170.40</b>
<b>Total</b>	<b>752,099.75</b>

VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

X. PUBLIC COMMENT PERIOD

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XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

**(ACTION ITEM)**

- 1) **Ms. Rhonda Rowe** has submitted her letter of resignation as a cafeteria worker in the High School, effective immediately.

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

The administration recommends that the Board of School Directors accept Ms. Rowe's resignation as a cafeteria worker, effective immediately.

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

- 2) **Mr. Jack Putt** has submitted his letter of resignation as a Eighth Grade Maroon Team Leader and Assistant Social Studies Department Chairperson.

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

The administration recommends that the Board of School Directors accept Mr. Putt's resignation as a Eighth Grade Maroon Team Leader and Assistant Social Studies Department Chairperson.

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**(ACTION ITEM)**

- 3) **Mrs. Patricia Norris**, Instructional Aide, submitted her letter of resignation for the purpose of retirement effective immediately, and the Board of School Directors accepted Mrs. Norris' resignation at the October 18, 2010 meeting of the Board of School Directors. Mrs. Norris' severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Norris is entitled to a severance allowance in the amount of \$1,837.50, under option #1.

Option #1:

10.5 years of service X \$175.00 = \$1,837.50  
(Maximum of \$9,500.00)

Option #2:

3 unused sick leave days X \$50.00 = \$150.00  
(\$9,500.00 maximum)

The administration recommends that the Board of School Directors accept Mrs. Norris' severance allowance of \$1,837.50 as presented.

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- 4) **Additional Per Diem Substitute Teacher**

**(ACTION ITEM)**

**Ashley Kriel**

The administration recommends that the Board of School Directors approve the addition of Ashley Kriel to the 2010-2011 per diem substitute teacher list as presented.

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**A. PERSONNEL CONCERNS** ( . . . continued)**5) Cafeteria Worker****(ACTION ITEM)**

The individual whose name is listed below is recommended to serve as a cafeteria worker during the 2010-2011 school year.

**Mrs. Christine Cohick**

The administration recommends that the Board of School Directors approve Mrs. Cohick as a cafeteria worker as presented.

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**6) 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.

**Adrienna Gaetano**

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.

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**7) Approval of 2010-2011 Mentor Teachers****(ACTION ITEM)**

Based upon the provisions of the teacher induction program, Act 48, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend.

A copy of the proposed 2010-2011 mentor teacher list is included with the agenda.

The administration recommends that the Board of School Directors approve the 2010-2011 mentor teachers as presented.

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

**8) Amanda Brown**  
Mechanicsburg, PA 17055

Eighth Grade Reading Teacher  
at the Middle School  
(replacing Carol Yanity who has resigned)

**Education:**

Messiah College (Bachelor's of Arts/English)

**Experience:**

Central York School District – High School English Teacher  
Mechanicsburg School District - Substitute Teacher  
Camp Hill High School – Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Brown to serve as a Eighth Grade Reading Teacher at the Middle School, replacing Carol Yanity who has resigned. Ms. Brown's compensation for this position should be established at Bachelor's, Step 1 \$40,092.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**(ACTION ITEM)**

**9) Elise Carl**  
Shippensburg, PA 17257

Long-Term Substitute Grade One Teacher  
at Oak Flat Elementary School  
(replacing Gloria Horst who is on medical leave)

**Education:**

Shippensburg University (Bachelor's of Science/Elementary Education)

**Experience:**

Big Spring School District – Student Teacher

The administration recommends that the Board of School Directors appoint Ms. Carl to serve as a Long-Term Substitute Grade One Teacher at Oak Flat Elementary School, replacing Mrs. Gloria Horst who is on medical leave. Ms. Carl's compensation for this position should be established at Bachelor's, Step 1 \$40,092.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**A. PERSONNEL CONCERNS** ( . . . continued)**(ACTION ITEM)****10) Donna Carr**

Carlisle, PA 17015

Long-Term Substitute Keyboarding Teacher  
at the Middle School  
(replacing Scott Meldrum who is on leave of absence)

**Education:**

University of North Alabama (Bachelor's of Science/Journalism)

**Experience:**

Big Spring School District – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Carr to serve as a Long-Term Substitute Keyboarding Teacher at the Middle School, replacing Mr. Scott Meldrum who is on medical leave. Ms. Carr's compensation for this position should be established at Bachelor's, Step 1 \$40,092.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**XIV. NEW BUSINESS** ( . . . continued)**B) Credit Pay****(ACTION ITEM)**

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.

**Sara Vanderheijden      \$981.00**

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.

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**C) Big Spring Middle School PTO Annual Audit****(ACTION ITEM)**

The Big Spring School District has received a copy of a letter from Ms. Heller advising that the Middle School PTO's records are in good order and accurately reflect the financial transactions for the 2009-2010 school year.

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

The administration recommends that the Board of School Directors accept the 2009-2010 Middle School PTO's annual audit report as presented.

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**XIV. NEW BUSINESS (. . .continued)****D) ECI Payment #8 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 construction fund established for this project. A copy of the completed and notarized payment application is included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Amount</u>	<u>Balance to Pay</u>
General	eciConstruction	\$ 175,320.88	\$ 460,141.96

The administration recommends that the Board of School Directors approve payment from the construction fund to eciConstruction, LLC in the amount of \$ 175,320.88.

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**E) Change Orders for Newville Project****(ACTION ITEM)**

At last month's meeting the Board review the change orders required by code or unforeseen conditions. McKissick & Associates provided updated pricing in a meeting with the administration on Oct 29 per the attached list of recommendations.

The administration recommends that the Board of School Directors approve the list of change orders as presented.

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**F) Agriculture Advisory Council Agenda and Minute****(INFORMATION ITEM)**

Ms. SaraBeth Wanbaugh and Mrs. Sherisa Nailor have submitted a copy of the Agriculture Department Advisory Council, agenda and meeting minutes to the Big Spring Board of School Directors as a requirement by the state to keep the program in approval status.

A copy of the Agriculture Advisory agenda and minutes are included with the agenda

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**G) Consolidated Federal Program Application****(INFORMATION ITEM)**

Mr. Richard W. Fry, Superintendent of Schools received correspondence from Renee Palakovic, Division Chief of the Pennsylvania Department of Education regarding approval of the 2010-2011 Consolidated Federal Programs Application.

Information is included with the agenda.

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**XIV. NEW BUSINESS (. . .continued)**

**H) Finalized Agreement to Purchase Land**

**(INFORMATION ITEM)**

On September 7, 2010 the Board of School Directors approved the purchase of the Rook-Deiter property and authorized the Board Officers to negotiate and sign an agreement of sale once approved by the District's Solicitor. The District had final closing on the purchase Friday, October 29, 2010. The action item approved on September 7, 2010 regarding the purchase of the Rook-Deiter property has now been fully executed.

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**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**

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**XVIII. BUSINESS FROM THE FLOOR**

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**XIX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

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**XX. ADJOURNMENT**

Meeting adjourned \_\_\_\_\_ P.M.

**NEXT SCHEDULED BOARD MEETING: Monday, November 15, 2010**