

# BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

## BOARD MEETING AGENDA

MONDAY, DECEMBER 6, 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 NOVEMBER 15, 2010, REGULAR BOARD MEETING MINUTES AND THE NOVEMBER 15, 2010, COMMITTEE OF THE WHOLE MEETING MINUTES

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V. ELECTION OF THE TEMPORARY PRESIDENT

"...there shall be elected from the hold-over members a temporary president, and the secretary of the board shall act as secretary of such meeting. The certificates of the election or appointment of all new school directors shall be read, and a list of the legally elected or appointed and qualified school directors prepared."

Elected \_\_\_\_\_ (temporary appointment)

VI. OATH OF OFFICE

When there are newly-elected and/or re-elected Board members, the Temporary President will administer the oath of office:

"I do solemnly swear (or affirm) that I will support, obey and defend the Constitution of the United States and the Constitution of this Commonwealth, and that I will discharge the duties of my office with fidelity."

VII. ELECTION OF OFFICERS

Refer to Sections 402 and 404 of the Public School Code of 1949.

A) ELECTION OF THE PRESIDENT (1-year appointment)

Elected \_\_\_\_\_

The Board President will begin her/his duties.

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B) ELECTION OF THE VICE-PRESIDENT (1-year appointment)

Elected \_\_\_\_\_

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**VIII. APPOINTMENTS****A) Capital Area Tax Collection Bureau**

(1-year appointment)

Current Representative - Mr. Wilbur Wolf, Jr.  
Alternate Representative - Mr. William Swanson

Appointed \_\_\_\_\_  
\_\_\_\_\_**B) Pennsylvania School Boards Association Legislative Chairperson**

(1-year appointment)

Current Representative - Mr. Robert Barrick

Appointed \_\_\_\_\_  
\_\_\_\_\_**C) Capital Area Intermediate Unit**

(1 year appointment)

Current Representative - Mr. Wilbur Wolf, Jr.

Appointed \_\_\_\_\_  
\_\_\_\_\_**D) Athletic Council**

(1-year appointment)

Current Representatives - Mr. William Swanson  
Mr. Richard Roush

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_  
\_\_\_\_\_**E) District Improvement Committee**

(1-year appointment)

Current Representatives - Mrs. Terry Lopp, Chairperson  
Mr. Richard Norris

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_  
\_\_\_\_\_**F) Meet and Discuss Committee for Classified Employees** (1-year appointment)

Current Representatives – Mr. Kingsley Blasco, Chairperson  
Mr. William Piper

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_  
\_\_\_\_\_

**VIII. APPOINTMENTS** (...continued)**G) Cumberland Perry Area Vocational Technical School** (1-year appointment)

Current Representatives – Mr. William Piper  
Mr. Wilbur Wolf, Jr.

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

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**H) Pennsylvania School Boards Association Liaison**

(1-year appointment)

Current Representative – Mr. Robert Roush

Appointed \_\_\_\_\_

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**I) Buildings and Property Committee**

Current Representatives - Mr. Robert Barrick, Chairperson  
Mr. William Piper  
Mr. William Swanson  
Mr. Richard Roush

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

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**J) Finance Committee**

Current Representatives - Mr. Kingsley Blasco, Chairperson  
Mrs. Terry Lopp  
Mr. William Swanson

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

Appointed \_\_\_\_\_

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**K) South Central Trust Board**

Current Representative - Mr. Kingsley Blasco

Appointed \_\_\_\_\_

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**VIII. APPOINTMENTS (...continued)****L) Tax Collection Committee**

Current Representative – Mr. Wilbur Wolf, Jr.  
Mr. William Swanson

Appointed \_\_\_\_\_

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

- A) Mrs. Mary Rodman**, Administrative Director, Cumberland Perry Area Vocational Technical School, will introduce and recognize vocational technical student Benjamin Reid, Electrical Construction.
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**B) Recognition of Vocational-Technical School Students of the Quarter**

Mr. Steven Smith, high school principal, will recognize those Vocational-Technical School students who earned "Student of the Quarter" awards for the first quarter of the 2010-2011 school year.

Grade 10	Amber Beidel	American Studies
Grade 11	Melissa Cronk	Advertising Art & Design
Grade 11	Tabitha Martin	Cosmetology
Grade 11	Chase L. Weigle	Automotive Technology
Grade 12	Nicole A. Beidel	Cosmetology
Grade 12	Brian Murray	Masonry

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**C) Recognition of Academic Achievement Awards for the First Quarter**

Mr. Steven Smith will also recognize those students who have earned the academic achievement award for the first quarter for the 2010-2011 school year.

Grade 9	Richard Monahan	99.6
Grade 10	Colby Ott	99.4
Grade 11	Katherine Choate	99.1
Grade 12	Elaina McGann	99.0

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

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**X. TREASURER'S REPORT****XI. PAYMENT OF BILLS**

General Fund	\$ 357,237.71
Student Activity/Miscellaneous Fund	38,934.87
Newville Project	86,498.45
Capital Projects	6,500.00
<b>Total</b>	<b>\$ 489,171.03</b>

**XII. READING OF CORRESPONDENCE****XIII. RECOGNITION OF VISITORS****XIV. PUBLIC COMMENT PERIOD**

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**XV. STRUCTURED PUBLIC COMMENT PERIOD****XVI. OLD BUSINESS****XVII. NEW BUSINESS****A) PERSONNEL CONCERNS****1) Additional Per Diem Substitute Teachers****(ACTION ITEM)**

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, pending all required paperwork.

**Marjorie Boggess - Elementary Education**  
**Stephanie Millard - Music Education**  
**Jason Leonard - Health and Physical Education**

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**(ACTION ITEM)**

- 2) Ms. Dianna Stouffer** has submitted her letter of resignation as a cafeteria worker at the High School, retroactive to November 22, 2010.

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

The administration recommends that the Board of School Directors accept Ms. Stouffer's resignation as a cafeteria worker at the High School, retroactive to November 22, 2010.

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**A. PERSONNEL CONCERNS** ( . . . continued)**3) Approval of Child-Rearing Leave for Stacey Kimble****(ACTION ITEM)**

Mrs. Stacey Kimble, Principal at Oak Flat Elementary School has requested leave of absence under the Family & Medical Leave Act from approximately March 3, 2011 through approximately May 2, 2011. According to the current ACT 93 Agreement an administrator 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 agreement.

A copy of Mrs. Kimble's letter appears in the agenda.

The administration recommends that the Board of School Directors approve Mrs. Kimble's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately March 3, 2011 through approximately May 2, 2011, according to the terms of the current ACT 93 Agreement.

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**4) Oak Flat Elementary School Quiz Bowl Coaches****(ACTION ITEM)**

Ms. Michelle Holtry, Ms. Amy Lehman, Ms. Nancy Chamberlin and Ms. Jennifer Heishman have been recommended to serve as Quiz Bowl Coaches for the 2010-2011 school year for Oak Flat Elementary School Quiz Bowl Teams.

The administration recommends that the Board of School Directors appoint Ms. Holtry, Ms. Lehman, Ms. Chamberlin and Ms. Heishman as Quiz Bowl Coaches for the 2010-2011 school year at Oak Flat Elementary School and establish their compensation for this position based on the current contract between the Big Spring Education Association and the Big Spring School District.

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**(ACTION ITEM)****5) Rebecca Coulson**  
Gardners, PA 17324Emotional Support Teacher  
(replacing Ms. Samantha Hinchey who has resigned)**Education:**

Shippensburg University – Elementary Education (Bachelor's Degree)

Shippensburg University – Special Education (Master's Degree in progress)

**Experience:**

Yellow Breeches Educational Center – Special Education Teacher

Big Spring School District – Itinerant Emotional Support Teacher

Big Spring School District – Substitute Teacher

The administration recommends that the Board of School Directors appoint Mrs. Coulson to serve as a Emotional Support Teacher, replacing Ms. Hinchey who has resigned. Mrs. Coulson's compensation for this position should be established at Bachelor's, Step 3 \$42,092.00, plus a \$400.00 special education stipend, 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)**

- 6) **Caitlin Link** Long-Term Substitute Middle School Music Teacher  
Harrisburg, PA 17112 (replacing Mrs. Melissa Kiehl who will be on child-rearing leave)

**Education:**

Susquehanna University – Music Education (Bachelor's Degree)

**Experience:**

Lower Paxton Youth Center – After-School Program Teacher

Newport School District – Middle School/High School Band Director

Mechanicsburg School District – Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Link to serve as a long-term substitute Middle School Music Teacher, replacing Mrs. Kiehl, who will be on child-rearing leave of absence. Ms. Link's compensation for this position should be established at Bachelor's, Step 3 \$42,092.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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- 7) **2010-2011 Lifeguard**

**(ACTION ITEM)**

**Rachel Barrick**

The administration recommends that the Board of School Directors approve the individual listed to serve as a lifeguard during the 2010-2011 school year, pending receipt of all required paperwork.

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

The professional employee whose name is listed below has successfully completed graduate work and are entitled to the specified amounts in accordance with the negotiated contract.

**Amy Henry      \$ 1,161.00**

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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**XVII. NEW BUSINESS (. . .continued)****C) Case D of 2010-2011****(ACTION ITEM)**

The parents of the student in Case D of 2010-2011 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case D of 2010-2011 school year for a period of one (1) year. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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**D) Case E of 2010-2011****(ACTION ITEM)**

The parents of the student in Case E of 2010-2011 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case E of 2010-2011 school year for a period of one (1) year. The student will be placed in an Alternative School from November 22, 2010 to November 22, 2011. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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**(ACTION ITEM)****E) Reimbursement of General Fund and Capital Projects Fund for Construction Expenses**

From January of 2009 until the District sold the bonds in October 2010, the General Fund and the Capital Reserve Fund (now Capital Projects Fund) advanced funds to pay for the Newville and Plainfield projects. On October 5 the bond sale closed and the proceeds were placed in the Newville Construction Fund. The Capital Project Fund is due \$ 8,566.82 and the General Fund is due \$ 829,265.08. The 2009-10 financial statements assume these transfers and the figures were verified by the auditors.

The administration recommends that Board of School Directors approve the transfer of \$8,566.82 from the Newville Construction Fund to the Capital Projects Fund and \$829,265.08 from the Newville Construction Fund to the General Fund.

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**XVII. NEW BUSINESS** (. . . continued)**F) Committed Fund Balance****(ACTION ITEM)**

During the construct of the 2009-10 budget, \$554,000 was expected to be available for transfer into fund balance and be designated specifically for PSERS expense. The draft financial statements show \$2,969,191 in Unassigned Fund Balance. This action would designate \$554,000 of that total as Committed Fund Balance for PSERS expense. Once the Board commits these funds they cannot be used for any other purpose unless changed by a similar board vote.

The administration recommends that Board of School Directors approve the designation of \$554,000 in the Unassigned Fund Balance as Committed Fund Balance to be used exclusively for the payment of PSERS contributions.

**(ACTION ITEM)****G) Contractor Payment #10 for Newville Project – Construction Fund**

McKissick Associates reviewed the payment applications for work performed on the Newville Addition & Renovation project. These payments will come from the Newville Construction Fund. 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>Payment</u>	<u>Balance to Pay</u>
General	eciConstruction, LLC	\$ 52,926.67	\$ 153,520.58
HVAC	MidState Mechanical & Electrical, LLC	--	\$ 53,489.37
Electrical	MidState Mechanical & Electrical, LLC	--	\$ 180,937.02
Plumbing	Mann Plumbing and Heating, LLC	\$ 1,800	\$ 0.00

The administration recommends that the Board of School Directors approve payment from the Newville Construction Fund to eciConstruction, LLC in the amount of \$ 52,926.67 and to Mann Plumbing and Heating, LLC in the amount of \$ 1,800.

**XVIII. FUTURE BOARD AGENDA ITEMS****XIX. 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**

**XX. SUPERINTENDENT’S REPORT**

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**XXI. BUSINESS FROM THE FLOOR**

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

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**XXIII. ADJOURNMENT**

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

**NEXT SCHEDULED BOARD MEETING: Monday, December 20, 2010**