

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, MAY 9, 2011**

*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. Nine (9) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; Terry Lopp, Treasurer; Kingsley Blasco; David Gutshall; Richard Norris; William Piper; and Richard Roush.

Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Richard E. Kerr, Jr., Business Manager; Erica Dolson, The Sentinel; Alyssa Jones, Student Representative to the Board of School Directors; and Brenda Line, Board Minutes.

### **II. MOMENT OF SILENCE AND PLEDGE TO THE FLAG**

A moment of silence was held in memory of Plainfield Elementary School Principal Krista Zeigler, who passed away recently.

President Wolf led all individuals present in the Pledge to the Flag.

### **III. PRAYER**

Director Piper offered a prayer.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

### **IV. APPROVAL OF THE APRIL 18, 2011 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE APRIL 18, 2011 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE APRIL 18, 2011 REGULAR BOARD MEETING MINUTES.**

Motion by Norris, seconded by Lopp for approval of the April 18, 2011 Buildings and Property Committee Meeting Minutes; the April 18, 2011 Committee of the Whole of the Board Meeting Minutes; and the April 18, 2011 Regular Board Meeting Minutes. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

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

#### **Student Representatives to the Board Report - Alyssa Jones**

- A.** The Odyssey of the Mind team has advanced to world competition to be held May 27-May 31, 2011. The Bulldog Foundation and the Husler/Potter Scholarship Team have provided \$3,700 for room, board, and registration expenses for the six team members and their coach, Mr. Mike Ginter. Team members include Sophomore Michael Daniel; Juniors Robin Lartin-Drake, Katherine Choate, Paul Roberts, and Hanna Swarner; and Senior Kelsey Mengle.
- B.** On April 27, 2011, the Kiwanis Club held a banquet to honor the top 5 percent of the senior classes of Big Spring, Boiling Springs, and Carlisle school districts. The students recognized their parents, described post-secondary plans, and talked about the most memorable experiences in high school. The top 12 students from Big Spring are as follows: Angela Cramm, Lauren Hurley, Andrea Kelso, Douglas Kennedy, Dru Kepner, Kathleen Lay, Elaina McGann, Kelsey Mengle, Erik Schall, Sarah Weingarten, Erica Weller, and Carmen Witmer.
- C.** The solo/ensembles recital was held on Friday, April 29, 2011. In addition, 1 middle school performance and 10 high school performances were offered by 4 middle school students and 28 high school students.
- D.** AP examinations were administered last week and are continuing this week.
- E.** Staff appreciation was hosted by National Honor Society students May 2-6, 2011. The principals presented to staff members begonias that were grown by the horticulture students. A cookout for staff was held on Friday, May 6, 2011.
- F.** Tempess Club had a good turnout for their free movie night featuring *Harry Potter and the Deathly Hallows*
- G.** Students will enjoy the following end-of-year activities: Prom, Saturday, May 14, 2011, from 6:30 to 10:30 P.M. at the Letort View Community Center at the War College; baccalaureate, Sunday, May 22, 2011, 7:00 P.M. at the First United Presbyterian Church; senior exams, May 24-26, 2011; class trip to Six Flags, New Jersey, May 27, 2011; powder puff game, May 28, 2011, at 6:30 P.M.; senior awards, June 1, 2011, 7:00 P.M.; underclassmen awards, June 3, 2011, 7:45 A.M.; commencement, June 3, 2011, 7:00 P.M.

President Wolf thanked Miss Jones for the report.

## Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011

### VI. TREASURER'S REPORT

The Treasurer's Report is presented at the second Board meeting each month.

### VII. PAYMENT OF BILLS

General Fund	918,924.39	Checks #62042-62258
Capital Projects	18,948.25	Checks #565-566
Student Activity/Miscellaneous Fund	6,745.43	Checks #12643-12666 and Voided Check #12643
<b>Total</b>	<b>944,618.07</b>	

Motion by Lopp, seconded by Norris for approval of General Fund, Capital Projects, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

### VIII. READING OF CORRESPONDENCE

There was no reading of correspondence.

### IX. RECOGNITION OF VISITORS

Theresa Borgil, Kathy Bravin, Joey Brown, Sheri Burke, Stephanie Cramer, Charlene D'Amore, Kristen Day, Christy Gruver, Bobbie Gutshall, Kelly Gutshall, Beth Herb, Karen Kough, Jason Kutulakis, Catherine Long, Douglas Long, Leslie Lynch, Leonard Massare, April Messenger, Janine Morgan, Beth Snyder, Gwen Whisler, and Ken Whisler.

### X. PUBLIC COMMENT PERIOD

**Mr. Jason Kutulakis**, 411 Barnstable Road, Carlisle, PA, a 1986 graduate of Big Spring High School who attended Plainfield Elementary School, addressed the members of the Board of School Directors regarding the proposed closure of Plainfield Elementary School. Mr. Kutulakis added that his daughter also attended Plainfield Elementary School, and he indicated that there are "outstanding employees [at Plainfield Elementary School] who deserve recognition." Mr. Kutulakis indicated that Plainfield Elementary School is an "outstanding place to go through as far as an elementary school."

Mr. Kutulakis shared that he relies on many of the things he learned during his experience as a student in the Big Spring School District, particularly two values he relied upon as a student: accountability and tolerance. Mr. Kutulakis noted that he is proud to have attended a school district that understands the value of tolerance. Mr. Kutulakis encouraged Board members to consider the value of tolerance when dealing with situations that arise in the District.

Mr. Kutulakis thanked the members of the Board of School Directors for their service to the District.

President Wolf thanked Mr. Kutulakis for sharing his thoughts with the Board this evening.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

### **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-14,**  
following Item A-14.)

### **XIII. NEW BUSINESS**

#### **A. PERSONNEL CONCERNS**

##### **1. Volunteer Coach**

**(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director, recommended the individual listed as volunteer wrestling coach for the 2011-2012 school year.

**Scott Braderman**

The administration recommended that the Board of School Directors approve the recommendation of Mr. Braderman as volunteer wrestling coach for the 2011-2012 school year.

##### **2. Additional Per Diem Substitute Teachers**

**(ACTION ITEM)**

<b>Douglas Lowery</b>	<b>Physical Education/Sports</b>
	<b>Management</b>
<b>Annabelle Myers</b>	<b>French</b>

The administration recommended that the Board of School Directors approve the additions of Douglas Lowery and Annabelle Myers to the 2010-2011 per diem substitute teacher list as presented.

##### **3. Odyssey of the Mind Coach**

**(ACTION ITEM)**

The individual whose name is listed below was recommended to serve as the High School Odyssey of the Mind Coach for the 2010-2011 school year.

**Carol Schutt**

The administration recommended that the Board of School Directors approve the appointment of Ms. Carol Schutt as presented.

## Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

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

4. **Ms. Amy Henry**, middle school guidance counselor, submitted her letter of resignation as middle school Student Council advisor, effective the conclusion of the 2010-2011 school year.

A copy of Ms. Henry's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Ms. Henry's resignation as Middle School Student Council Advisor, effective the conclusion of the 2010-2011 school year.

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

5. **Mrs. Jacquie Gensel**, learning support aide at the middle school, submitted her letter of resignation, retroactive to April 27, 2011.

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

The administration recommended that the Board of School Directors accept Mrs. Gensel's resignation as learning support aide at the middle school, retroactive to April 27, 2011.

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

6. **Mrs. Denise Hoch**, grade one teacher at Newville Elementary School, submitted her letter of resignation for the purpose of retirement, effective the conclusion of the 2010-2011 school year. Mrs. Hoch's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Hoch is entitled to a severance allowance in the amount of \$6,825.00, under option #1.

Option #1:

32.5 years of service X \$210.00 = \$6,825.00  
(14,500.00 maximum)

Option #2:

27 unused sick leave days X \$76.00 = \$2,052.00  
(\$14,500.00 maximum)

The administration recommended that the Board of School Directors accept Mrs. Hoch's letter of resignation for the purpose of retirement and her severance allowance of \$6,825.00 as presented.

## Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

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

7. **Mrs. Stasia Rhine**, grade two teacher at Newville Elementary School, submitted her letter of resignation for the purpose of retirement effective the conclusion of the 2010-2011 school year and the Board of School Directors accepted Mrs. Rhine's resignation at the April 18, 2011 meeting of the Board of School Directors. Mrs. Rhine's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Rhine is entitled to a severance allowance in the amount of \$14,288.00, under option #2.

Option #1:

$$39 \text{ years of service} \times \$210.00 = \$8,190.00 \\ (\$14,500.00 \text{ maximum})$$

Option #2:

$$188 \text{ unused sick leave days} \times \$76.00 = \$14,288.00 \\ (\$14,500.00 \text{ maximum})$$

The administration recommended that the Board of School Directors accept Mrs. Rhine's severance allowance of \$14,288.00 as presented.

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

8. **Mrs. LuAnn Barrick**, learning support aide at the high school, submitted her letter of resignation for the purpose of retirement effective the conclusion of the 2010-2011 school year, and the Board of School Directors accepted Mrs. Barrick's resignation at the April 18, 2011 meeting of the Board of School Directors. Mrs. Barrick's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Barrick is entitled to a severance allowance in the amount of \$2,625.00, under option #1.

Option #1:

$$15 \text{ years of service} \times \$175.00 = \$2,625.00 \\ (\$9,500.00 \text{ maximum})$$

Option #2:

$$0 \text{ unused sick leave days} \times \$50.00 = \$0.00 \\ (\$9,500.00 \text{ maximum})$$

The administration recommended that the Board of School Directors accept Mrs. Barrick's severance allowance of \$2,625.00 as presented.

## Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

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

9. **Mrs. Judith Creps**, high school guidance counselor, requested one day of leave without pay for May 27, 2011.

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. Creps' request for one day leave without pay as presented.

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

10. **Mrs. Courtney Moore**, English teacher at the high school, requested one day of leave without pay, retroactive to April 28, 2011.

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. Moore's request for one day leave without pay as presented.

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

11. **Mrs. Marie Nye**, Elementary Title I reading teacher, requested one-half-day leave without pay, retroactive to April 28, 2011.

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. Nye's request for one half-day leave without pay as presented.

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

12. **Mrs. Karen Showaker**, middle school family consumer science teacher, requested one day of leave without pay, retroactive to April 25, 2011.

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 leave without pay as presented.

## Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011

### XIII. NEW BUSINESS (Continued)

#### A. PERSONNEL CONCERNS (Continued)

##### 13. Summer Maintenance Area Workers

**(ACTION ITEM)**

The individuals listed are recommended to serve as summer maintenance area workers during the summer of 2011.

<b>Danielle Gibb</b>	<b>Maintenance</b>
<b>Hunter Bailey</b>	<b>Maintenance</b>
<b>Saul Cohick</b>	<b>Maintenance</b>
<b>Pat Mowers</b>	<b>Interior Painting Crew Chief</b>
<b>Mary Stonebraker</b>	<b>Interior Painting Crew Chief</b>

The administration recommended that the Board of School Directors approve the individuals listed to serve as summer maintenance area workers during the summer of 2011, pending receipt of all required paperwork.

##### 14. Girls' Head Basketball Coach

**(ACTION ITEM)**

Mr. Jay Hockenbroch, Athletic Director recommended the individual listed as the girls' head basketball coach, replacing Mr. Scott Weyant who has resigned.

**Randy Jones**

The administration recommends that the Board of School Directors approve the recommendation of Miss Randy Jones, effective immediately.

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

Motion by Norris, seconded by Lopp to combine and approve XIII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-14, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

### 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 amount in accordance with the negotiated contract.

<b>Jason Artz</b>	<b>\$ 1,185.00</b>
<b>Matthew Brinkman</b>	<b>\$ 2,709.00</b>
<b>Jesse Deutsch</b>	<b>\$ 981.00</b>
<b>Justine Sieg</b>	<b><u>\$ 1,200.00</u></b>
<b>Total</b>	<b>\$ 6,075.00</b>



## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

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

#### **B. Credit Pay (Continued)**

**(ACTION ITEM)**

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

**(NOTE: The Board addressed XIII., NEW BUSINESS, Items C, D, and E, following Item E.)**

#### **C. Permission to Attend Cheerleading Summer Camp**

**(ACTION ITEM)**

Ms. Tracey Feldbauer, head cheerleading coach, requested Board approval for the high school cheerleaders and coaches to attend the UCA Summer Cheerleading Camp at Frostburg State University in Maryland from July 30 - August 1, 2011.

All expenses are paid for by the respective teams and/or individual student athletes.

The administration recommended that the Board of School Directors approve Ms. Feldbauer's request for high school cheerleaders and coaches to attend the summer team camp as presented.

#### **D. Permission to Host a Field Hockey Camp**

**(ACTION ITEM)**

Mrs. Carol Kuntz requested permission to host a girls' field hockey camp from June 27 - June 30, 2011 at the Big Spring High School Complex.

Information was included in the agenda.

The administration recommended that the Board of School Directors approve the request to host girls' field hockey camp from June 27 – June 30, 2011 at the Big Spring High School Complex.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

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

#### **E. Permission to Host a Dog Day Wrestling Camp**

**(ACTION ITEM)**

Mr. Kemal Pegram, head wrestling coach, requested permission to host a Dog Day Wrestling Camp from July 5 – July 7, 2011 at the Big Spring High School Complex.

Information was included in the agenda.

The administration recommended that the Board of School Directors approve the request to host Dog Day Wrestling Camp from July 5 – July 7, 2011 at the Big Spring High School Complex.

Motion by Norris, seconded by Roush to combine and approve XIII., NEW BUSINESS, Items C, D, and E, as outlined and recommended above. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

#### **F. Facilities Utilization Request**

**(ACTION ITEM)**

Mr. Larry Jones, Newville Wrestling Association, requested permission to use the high school gym, commons, and concession stand for a wrestling tournament on May 15, 2011, from 6:30 a.m. through 5:00 p.m. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve Mr. Jones' request to use the high school gym, commons, and concession stand as presented.

Motion by Lopp, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Roush, Lopp, Swanson, and Wolf. Voting No: Barrick. Total Yes votes: Eight (8). Total No votes: One (1). Motion carried by a majority vote.

#### **G. Case I of 2010-2011**

**(ACTION ITEM)**

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

The administration recommended that the Board of School Directors exclude the student in Case I of 2010-2011 school year for a period of forty-five (45) days. The student will be placed in an Alternative Placement during these forty-five (45) days. During the period of exclusion, the student is not permitted on school property at any time for any reason.

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

## Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011

### XIII. NEW BUSINESS (Continued)

#### **H. Summer School Subjects and Personnel**

**(ACTION ITEM)**

Mr. Kevin Roberts, Director of Curriculum and Instruction and Educational Technology, has organized staffing and summer school sessions for elementary and high school levels.

Information was included with the agenda.

The administration recommended that the Board of School Directors approve the proposed summer school sessions, subjects and staffing as presented.

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

#### **I. Contractor Payments 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 Newville Construction Fund. This will be a closeout payment for Mann. A copy of the completed and notarized payment applications was included with the agenda in the following amounts:

<u>Prime</u>	<u>Vendor / App #</u>	<u>Pay Amount</u>	<u>Balance to Pay</u>
General	eciConstruction, LLC		\$15,449.99
Electrical	MidState Mechanical & Electrical, LLC		\$15,320.00
HVAC	MidState Mechanical & Electrical		\$23,758.34
Plumbing	Mann Plumbing and Heating, LLC	\$3,636.80	0

The administration recommended that the Board of School Directors approve payment from the Newville Project Fund to Mann Plumbing and Heating, LLC., in the amount of \$3,636.80.

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

#### **J. Bond Parameters Resolution**

**(ACTION ITEM)**

At the April 18<sup>th</sup> meeting, RBCCM and PFM made a presentation and recommendation that the Board consider refinancing its 2006 Bond issue. Under IRS tax law the refunding must be within 90-days of the Bond call date of August 15, 2011. At current rates the District stands to save as much as \$110,000 in a one-time up front savings. The Board directed RBCCM/PFM to return in May with a Parameters Contract for Board approval and signatures. Included in the packet is the Parameters resolution prepared by Stock and Leader (as Bond Counsel) and the purchase agreement provided by RBCCM.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

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

#### **J. Bond Parameters Resolution** (Continued)

**(ACTION ITEM)**

The administration recommended the Board of School Directors approve by resolution the bond issue as specified in the included parameters resolution

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

#### **K. Resolution of Plainfield Closing**

**(ACTION ITEM)**

The administration requested Board approval on Resolution #14: The Closing of Plainfield Elementary School, effective at the end of the 2010-2011 school year. The resolution was included with the agenda.

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

Director Piper indicated that he taught at Plainfield Elementary School for half a year during the 1976-1977 school year, that his daughter attended the school, and that he was the PTO president at the school for a period of time. Mr. Piper noted that there are excellent teachers at Plainfield Elementary School and throughout the Big Spring School District.

Mr. Piper invited the Plainfield Elementary School teachers to stand and be recognized.

Applause was offered for the Plainfield Elementary School teachers present this evening.

Mr. Piper thanked the Plainfield Elementary School teachers, both current and retired, for all they have done for the students in the Plainfield area. Mr. Piper noted that times change, events change, and the world changes constantly, and he added that the Board has been through a lengthy process to get to the point of the recommendation this evening, including listening to public input on this issue. Mr. Piper thanked the teachers for their service to the District.

Superintendent Fry indicated that there is a recommendation for the closure of Plainfield Elementary School this evening; however, there is no agenda item for reconfiguring the elementary schools.

Mr. Fry noted that Newville Borough has placed signage indicating that vehicles more than 25 feet long are not permitted to turn at the stop light in Newville; however buses are exempt from this rule. Based on information from Newville Borough officials, members of the administration are not comfortable directing 40 additional buses daily through the square in Newville.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

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

#### **K. Resolution of Plainfield Closing**

**(ACTION ITEM)**

Mr. Fry noted that the administration would work with the transportation provider to determine if there is an alternate way to transport students in a K-3/4-5 configuration. At this point it is the administration's recommendation to proceed with three k-5 buildings.

Vice President Swanson indicated that the proposed closure of Plainfield Elementary School is an emotional event for him because his son and daughter both had great experiences at Plainfield Elementary School.

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

President Wolf thanked the Plainfield Elementary School teachers for their service to the District and for attending this evening's meeting.

#### **L. Board Emergency Preparedness Policy 805**

**(INFORMATION ITEM)**

The administration has prepared Board Policy #805, the Emergency Preparedness Policy, and a copy of the draft policy was included with the agenda.

This was a board information item.

After the draft policy has been reviewed by the Board of School Directors and the administration, the administration will present the policy for Board approval at the May 16, 2011 Board meeting.

In response to a question from Director Barrick, Mr. Fry indicated that the items added in pencil in the policy would be addressed before Board action.

In response to a question from Mr. Barrick, Mrs. Temple indicated that memorandums of understanding for emergency preparedness would be addressed in the policy. At this time there is only a memorandum of understanding with the police department.

In response to a question from Director Barrick, Mrs. Temple indicated that the District conducts monthly lockdown drills.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

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

#### **M. Proposed Updated Job Description**

**(INFORMATION ITEM)**

Mrs. Jeanne Temple, Assistant Superintendent, made some revisions to the job descriptions listed. Copies of the job descriptions were included with the agenda.

High School Principal  
Middle School Principal  
Middle School Assistant Principal  
Elementary Principal  
Special Education Department  
Chairperson

After the job descriptions have been reviewed by the Board of School Directors and the administration, the administration will present the updated job descriptions for Board approval at the May 16, 2011 Board meeting.

President Wolf encouraged Board members to submit comments or questions to Mr. Fry on this item.

### **XIV. FUTURE BOARD AGENDA ITEM**

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.

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

No meeting was conducted, and no report was offered.

#### **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.

#### **E. Finance Committee – Mr. Blasco**

No meeting was conducted, and no report was offered.

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

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

#### **F. South Central Trust – Mr. Blasco**

No meeting was conducted, and no report was offered.

#### **G. Capital Area Intermediate Unit – Mr. Wolf**

The CAIU Board met last week. The CAIU treasurer has now returned to full-time duties with the CAIU and is no longer working at the Harrisburg School District. The search for a new executive director continues.

#### **H. Tax Collection Committee (TCC) – Mr. Wolf**

No meeting was conducted, and no report was offered.

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

#### **A. Tax Collector Compensation**

Superintendent Fry indicated that he provided to the members of the Board of School Directors a letter from Solicitor Spare addressing tax collector compensation. Mr. Fry indicated that the tax collector compensation guidelines would need to be reviewed and discussed prior to February 2013. No action on this issue could be taken prior to February 2013.

#### **B. Letter to Mr. Richard Beatty**

Mr. Fry indicated that he drafted and included in the Board packets a letter addressing the concerns about the agriculture department and the FFA expressed by Mr. Richard Beatty at the April 18, 2011 Board meeting.

#### **C. PSBA Meeting**

Superintendent Fry indicated that a PSBA meeting would be held on Wednesday, May 11, 2011, at 7:00 P.M.

#### **D. CAIU Ballots**

Mr. Fry reminded Board members to complete and return the revised CAIU ballots.

#### **E. Spring Functions**

Mr. Fry announced the following upcoming events:

- Prom – May 14, 2011, 6:30-10:30 P.M.
- FFA Banquet – May 19, 2011, 6:30 P.M.
- Athletic Banquet – May 25, 2011

## **Big Spring School Board Meeting Minutes ~ Monday, May 9, 2011**

### **XVII. BUSINESS FROM THE FLOOR**

#### **A. Upcoming Events**

Director Barrick Announced the following upcoming events:

- Big Spring High School Prom and National Dance Like A Chicken Day, Saturday, May 14, 2011
- Tuesday, May 10, 2011, National Clean Up Your Room Day

#### **B. Finance Committee Meeting**

In response to a question from Director Lopp, Mr. Fry indicated that tomorrow's Finance Committee meeting has been canceled.

### **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 Gutshall to adjourn to Executive Session to address personnel concerns and not to return to Open Session. Roll call vote: Voting Yes: Blasco, Gutshall, Norris, Piper, Roush, Lopp, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:23 P.M.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, May 16, 2011**