

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, NOVEMBER 18, 2013

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. Seven (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Lee Barrick, Secretary; John McCrea; and William Piper.

Absent: David Gutshall and Kingsley Blasco

*Others in attendance: Richard W. Fry, Superintendent; Kevin Roberts, Director of Curriculum & Instruction; Richard Kerr, Business Manager; Rick Gilliam, Director of Buildings, Grounds, and Transportation; and Carol Kuntz, Board Minutes. Curtis Garland, The Valley Times-Star;

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE NOVEMBER 4, 2013 REGULAR BOARD MEETING MINUTES, AND THE NOVEMBER 4, 2013 COMMITTEE OF THE WHOLE MEETING MINUTES, AND THE NOVEMBER 4, 2013 BUILDING AND PROPERTY MEETING MINUTES.

Motion by Norris, seconded by Barrick for approval of the November 4, 2013 Building and Property Meeting Minutes; November 4, 2013 Committee of the Whole of the Board Meeting Minutes; and the November 4, 2013 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Piper, Swanson, Barrick, Roush, McCrea and Norris. Motion carried unanimously. 7 – 0

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Megan Carr & Shania Radabaugh presented a student report. [Student report is attached.](#)

V. TREASURER REPORT

General Fund	\$ 23,202,324.95
Capital Projects	\$ 5,564,984.09
Cafeteria Fund	\$ 448,433.40
Student Activities	\$ 236,061.82
Total	\$ 29,451,804.26

The Treasurer's Report showed a balance as outlined above as of October 31, 2013. Motion by Swanson, seconded by Barrick for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Barrick, Norris, and Swanson. Motion carried unanimously. 7 – 0

VI. PAYMENT OF BILLS 2013-2014

General Fund	\$ 236,711.16
Student Activities	\$ 15,467.06
Total	\$ 252,178.22

Motion by Swanson, seconded by Barrick for approval of General Fund, and Student Activity/Miscellaneous Fund payments of bills for 2013-2014 as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Norris, Barrick, and Swanson. Motion carried unanimously. 7 – 0

VII. READING OF CORRESPONDENCE

VIII. RECOGNITION OF VISITORS

Scott Penner, April Messenger, Dorothy Pastor, Charlene D'Amore, Chris Ritter, Rev. Bob Baldwin, Leser Frink, and Bob Kanc.

IX. PUBLIC COMMENT PERIOD

Rev. Bob Baldwin, 16 Strawberry Drive, Carlisle, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

X. STRUCTURED PUBLIC COMMENT PERIOD

XI. OLD BUSINESS

XII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Per Diem Substitute Teachers

Amanda Gehres - Elementary Education
Zachary Kell - Health/Physical Education
Melissa Baer (Koontz) - Early Childhood Education
Kyna Moyer - Math/Science Education
Tara Young - Health/Physical Education

The administration recommends that the Board of School Directors approve the additions listed to the 2013-2014 per diem substitute teacher list.

(ACTION ITEM)

2) Long-Term Substitute First Grade Teacher

Chelsea Piper - Long-Term Substitute - First Grade Teacher at Newville Elementary School

Education:

Shippensburg University - Bachelor's Degree Elementary Education

Experience:

Big Spring School District - Substitute Teacher

The administration recommends that the Board of School Directors appoint Mrs. Chelsea Piper to serve as a long-term substitute first grade teacher at Newville Elementary School, replacing Mrs. Chelsea Jackson who will be on child-rearing leave from approximately January 6, 2014 through approximately February 18, 2014. Ms. Piper's compensation for this position should be established at Bachelor's Degree Step 1, 43,648.00, prorated, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

3) Long-Term Substitute Learning Support Teacher

Leisa Weicht - Long-Term Substitute Middle School Learning Support Teacher

Education:

Millersville University Bachelors Degree Elementary Education/Special Education

Experience:

Northern High School - Long-Term Substitute Emotional Support Teacher

West Shore School District - Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Weicht to serve as a long-term substitute middle school learning support teacher, replacing Mrs. Erin Zinn who will be on child-rearing leave of absence from approximately December 9, 2013 through approximately March 3, 2014. Ms. Weicht's compensation for this position should be established at Bachelor's Step 1, \$43,648.00, 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.

(ACTION ITEM)

4) Extracurricular Pay Adjustment

Mr. Jay Hockenbroch, Athletic Director is recommending a pay adjustment for Mr. Seth Stover, High School Girls Assistant Soccer Coach. Mr. Stover worked with the girls in the off season and then resigned at the beginning of the season due to his job responsibilities outside the District. Mr. Stover returned as a coach finding that his job allowed him to return as an Assistant Coach for the High School Girls Soccer team.

Information is included with the agenda.

The administration recommends that the Board of School Directors approve the pay adjustment for Mr. Seth Stover as presented.

(ACTION ITEM)

5) 2013-2014 Additional Bus Driver for Deitch Busing

Monica Miller

The administration recommends that the Board of School Directors acknowledge the addition of Monica Miller as a bus driver for the 2013-2014 school year, pending all required paperwork.

The administration recommends that the Board of School Directors approve Mrs. Frantz's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately April 1, 2014 through the end of the 2013-2014 school year.

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

A) PERSONNEL CONCERNS (. . .continued)

(ACTION ITEM)

6) **Coaching Appointment**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed to serve as a coach for the 2013-2014 school year.

John Beeman Junior High Wrestling Coach

The administration recommends that the Board of School Directors appoint the above listed individual to serve as a coach for the 2013-2014 school year, as presented.

(ACTION ITEM)

7) **Additional Custodial Substitute**

Mr. Rick Gilliam, Director of Building and Grounds/Transportation, would like to recommend the individual listed to serve as a custodial substitute, retroactive to November 1, 2013 for the 2013-2014 school year.

Allenna Fahnestock

The administration recommends that the Board of School Directors appoint the above listed individual to serve as a custodial substitute for the 2013-2014 school year, as presented.

VOTE ON XII., NEW BUSINESS, A-1 – A-7, PERSONNEL CONCERNS

Motion by Barrick, seconded by Norris to combine and approve Items A-1 through A-3 and Items A5 through A-7 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Barrick, Swanson and Norris. Motion carried unanimously 7 - 0

Motion by Barrick, seconded by Norris to approve Items A-4 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Piper, Roush, Barrick, Swanson and Norris. Abstained – McCrea. Motion carried unanimously 6 – 0

(ACTION ITEM)

B) **Credit Pay**

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.

Jesse Deutsch	\$1,020.00
William Wonders	<u>\$2,622.00</u>
Total	<u>\$3,642.00</u>

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

XI. NEW BUSINESS (. . .continued)

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.

Motion by Norris, seconded by Roush to approve the recommendation as outlined above.
Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Roush, Swanson, and Norris.
Motion carried unanimously. 7 – 0

(ACTION ITEM)

C) Facilities Utilization Request

Mr. Tobey Lay is requesting permission to use the high school gym, commons, adaptive area and concession area on Sunday, February 2, 2014 from 6:00 a.m. - 4:00 p.m. for the Junior Olympic Wrestling Annual Dawg Duals Event.

The contract is included with the agenda.

The administration recommends that the Board of School Directors approve the request to use the high school gym, commons, adaptive area and concession area as presented.

Motion by Swanson, seconded by Norris to approve the recommended as outlined above.
Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Roush, Swanson, and Norris.
Voting No: Barrick. Motion carried. 6 – 1

(ACTION ITEM)

D) Contractor Payment Applications

The administration has received the following payment applications from vendors working on District projects. The applications are attached and were reviewed by Mr. Wolf and Barton Associates as appropriate.

Project	Contractor	Payment	Balance
Middle School Window Replacement	McCoy	\$6,874.00	\$43,284.00
HW Heater and UV Light	Lugaila Mech.	0	\$13,404.60
Oak Flat/Honeywell PC	Barton Assoc.	\$62,385.53	\$30,500.00

The administration recommends the Board of School Directors approve payment from the Capital Project fund to McCoy Brothers, Inc. in the amount of \$6,874.00 and to Barton Associates in the amount of \$62,385.53.

Motion by Barrick, seconded by Norris to approve the recommended as outlined above.
Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Roush, Swanson, and Norris.
Motion carried unanimously. 7 – 0

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

E) Approval of Bid for Truck

Last spring the District purchased a new dump truck and authorized the sealed bid sale of the old one. Subsequently, we advertised it in three local papers as: 1993 F350 XL Dump Truck, 7.3L Diesel, automatic, 4x4, dual rear wheels, 9' Fisher plow, 8' dump bed, tailgate spreader, 77K miles, trailer hitch, hydraulic system, VIN 1FDKF38M2PNB09441. This past week bids were due and the winner was Zullinger-Brenise Outdoor Design & Maintenance for 9,501.00.

The administration recommends that the Board of School Directors accept the bid of \$9,501.00 from Zullinger-Brenise for the 1993 F350 XL dump truck, plow and spreader sold as is.

Motion by Barrick, seconded by Norris to approve the recommended as outlined above.
Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Roush, Swanson, and Norris.
Motion carried unanimously. 7 – 0

(INFORMATIONAL ITEM)

F) Agriculture Advisory Council Agenda and Minutes

Mrs. SaraBeth Fulton and Mrs. Sherisa Nailor have submitted a copy of the Agriculture 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.

(INFORMATIONAL ITEM)

G) Proposed Update Job Description

The administration has developed and updated the job description listed. A copy of the job description has been included with the agenda.

Superintendent

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 December 3, 2013 Board meeting.

H) Updated Year-to-Date Summary of the General Fund

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

Mr. Kerr informed the Board that EIT is lower over the quarter than we would expect. There is some question on what the EIT revenue will be.

XII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIII. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Norris/Mr. McCrea

A meeting was held on November 14th. We worked on the new strategic plan.

B. Athletic Committee – Mr. Swanson

No meeting was conducted and no report was offered.

C. Vocational-Technical School – Mr. Wolf/Mr. Piper

The precision machine instructor position was filled. They continue to review the new ninth grade program started with students at Cumberland Valley.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted and no report was offered.

E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall

No meeting was conducted and no report was offered.

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

The first round of interviews will be next Saturday for the Assistant Executive Director. Seven people will be interviewed.

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

No meeting was conducted and no report was offered.

XVI. SUPERINTENDENT'S REPORT

1. **Student of the Quarter** – Next Board meeting we will honor students of the quarter for the first marking period. Reminder at the high school we will be doing departments.
2. **Mid Penn Athletic Conference** – The West Shore School District and the Palmyra School District have gone on record as contemplating leaving the Mid Penn Conference. There will be a discussion with the Districts staying in the conference on the future of the conference.
3. **Fall Musical** – The musical was Friday & Saturday. It was an outstanding production. We had 24 high school students who participated in the musical.
4. **Band Concert** – The concert will be Friday, November 22, 2013 at 7:00 pm.
5. **Thanksgiving Schedule** – We will have conferences at the elementary and middle school on Monday, November 25 and Tuesday, November 26. Students will only attend school one day next week (Monday).
6. **Chapter 4 Rewrites** – Those rewrites are at the IRRC level right now and being reviewed. The guidelines will be changing. In the 2010 Chapter 4, the Keystones will have 10 exams. In the rewrites, there are only 3 exams. If you don't pass the Keystone, you go into remediation.

Big Spring School Board Meeting Minutes ~ Monday, November 18, 2013

XVII. BUSINESS FROM THE FLOOR

Mr. McCrea questioned the petitions for Frankford and Plainfield.

Mr. Fry informed the Board that either today or tomorrow the petitions will be filed at the Cumberland Court House.

Mr. McCrea questioned how many seniors did not attend school on Friday.

Mr. Fry stated somewhere between 70 to 80 students did not attend.

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XIX. ADJOURNMENT

Motion by Norris, seconded by Roush to adjourn the meeting and to executive session to discuss a personnel issue. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Roush, Swanson, and Norris. Motion carried unanimously. 7 - 0.

The meeting was adjourned at 8:17 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Tuesday, December 3, 2013