

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

April 22, 2024



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1. Opening Meeting: Call to Order/Pledge - President John Wardle

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 7:30 pm with nine (9) Board of School Directors present: John Wardle, President; Michael Hippensteel, Vice-President; Frank Myers, Treasurer; Julie Boothe, Secretary; Seth Cornman, David Fisher, Kenneth Fisher, Robert Over, and Lisa Shade. David Fisher participated virtually.

Absent: No absences

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darin Baughman, Technology Support.

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

President Wardle announced the Board met in Executive Session at 5:00 pm this evening to discuss safety and security concerns.

2. Student/Staff Recognition and Board Reports - Sadaf Sharifi and Caleb Tilden

Sadaf shared student updates with the Board.

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors – 32 visitors signed-in for the meeting

5. Public Comment Period

Chuch Burns asked why the student representative from agenda item 10g of the April 8 agenda is not on the April 22 agenda to be voted by the Board and Mr. Cornman made a motion for the Board to accept the appointment of Caleb Tilden as student representative until a student body election is held which was seconded by Mrs. Shade.

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle
Motion Carried unanimously. 9-0

5. Public Comment Period (continued)

Arlene Reinford offered comments of concern for agenda item 10e Open Sci Ed as a curricular resource that she believes contains elements of critical race theory. She read a statement from About Us on their website and expressed concern for wording under the section titled, "Our Commitment to Antiracist Action". She expressed concern for resources at the high school and read excerpts from unnamed curricular resource documents and expressed concern for Bill and Linda Gates' funding of the Open Sci Ed curriculum. She mentioned K-12 curricular resources referencing covid which teach the effectiveness of mask wearing and vaccines and asked the Board if they really want students to learn about this in science.

Charlotte McDonald offered comments of concern for policy 236.1 stating she found a number of discrepancies of missing policy references and said policy information should be readily available for public transparency and requested a thorough review and stated she would be providing a petition for a policy committee to be established by the Board.

Laura Mackey offered comments of concern for the student rights and survey policy and said policy 235 as well as PPRA standards were violated with a Terrace Metrics survey administered during the 2022-2023 school year and said protecting the rights of our students is vital and said this policy should be reviewed by an established policy committee.

Lawrence Flynn offered comments on the budget and explained how government works in relation to deadlines and asked the Board what if they say no and don't like the proposed budget and go past the deadline. He encouraged the Board to reduce last year's tax increase, have a balanced budget, and spend the money they have.

Lara Kauffman offered comments on the protection of pupil's rights and said they were being misinterpreted by speakers this evening and said Big Spring e-mailing parents giving them an opportunity to opt-out is perfectly acceptable. She said policy 235 as amended by the Board is in need of some fixes. She said trusted teams of educators and administrators have spent the past year learning the new state standards for science and are recommending Open Sci Ed to meet the STEELS standards as experts trained in what is best for our students in the ever more STEM focused workforce. She said she loves Big Spring School District and led in singing the alma mater.

Caroline Byers said she is grateful the Board approved YWCA and DVS programs but is concerned about the change to active consent for student participation. She asked the Board to monitor this year's implementation to evaluate the ratio of no returns versus opt outs and requested the Board revise the consent portion for next year if there are a significant number of no returns. She said she reviewed the curricular resource in agenda item 10e Open Sci Ed and found no mention of critical race theory. She said in her research, she discovered Open Sci Ed is the gold standard in science curriculum. She said she would encourage the Board to take a more nuanced approach to agenda item 11c Students Rights Survey than active consent and said an anonymous survey with only aggregate data back to the District would seem appropriate for passive consent.

6. Approval of Minutes

Motion to approve the [Committee of the Whole](#) and [Board Meeting](#) Minutes for April 8, 2024 as presented?

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

7. Financial Reports

7.a. Payment of Bills and Budgetary Transfers

General Fund

Procurement Card	\$	21,565.85
Checks/ACH/Wires	\$	5,381,631.71
Special Revenue	\$	1,993.37
Capital Projects Reserve Fund	\$	30,000.00
ESCO Fund	\$	53,324.00
Cafeteria Fund	\$	151,761.64
Student Activities	\$	44,501.53
Total	\$	5,684,778.10

Motion to approve the [Payment of Bills](#) and [Budgetary Transfers](#) as presented?

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

7.b. Treasurer's Fund Report

[General Fund Report](#)

[Special Revenue Report](#)

[Capital Project Report](#)

[ESCO Fund Report](#)

[Cafeteria Fund Report](#)

[Student Activities Fund Report](#)

[Investment Report](#)

[Earned Interest and Bank Fees YTD](#)

Treasurer's Fund Reports are noted.

7.c. YTD General Fund Report and YTD Taxes

The administration prepared the [YTD General Fund Report](#) and the [YTD Taxes](#) for the Board. The General Fund report looks at our revenue and expenses for this year against the budget and compares those amounts to last year. The YTD Tax Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

The Year-To-Date General Fund and Tax Reports are noted.

8. Old Business – Nothing Offered

9. New Business Personnel Items - Actions Items

Unless there is an objection, we will combine all New Business Personnel Action Items listed under #9 into one motion.

9.a. Recommended Approval of Resignations

Dr. Guarente, Superintendent, received the following classified staff resignation:

- Veronica Saylor, provided a letter of resignation from the position of Elementary Health Room Assistant effective May 30, 2024 for the purpose of retirement.

Scott Penner, Director of Athletics and Student Activities, received the following extra-duty staff resignation:

- Brent Stroh provided a letter of resignation from the extra duty position of Fitness Center/Strength Coordinator.

Cheri Frank, Director of Custodial Services, received the following staff resignations:

- Ken Sunday provided a resignation from the position of High School Custodian effective April 5, 2024.
- Gary Young provided a resignation from the position of High School Custodian effective April 5, 2024.

Stacy Lehman, Human Resources Coordinator, received the following extra-duty staff resignation:

- Brian Magee provided a resignation from the extra duty position of Marching Band Field Staff.

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

9.b. Recommended Approval of Leave Without Pay

Section 6.09 of the contract between the Big Spring Education Association and the Big Spring School District provides "The Board may grant leave without pay to an employee who requests prior approval for such leave." Superintendent Dr. Nicholas Guarente received requests for leave without pay from the following employees:

- Riley Brown, High School Teacher, requesting leave without pay for April 12, 2024.
- Joseph Kucker, High School Teacher, requesting leave without pay for April 8 and 9, 2024.
- Julie Thumma, Middle School Teacher, requesting leave without pay for April 12 and April 15, 2024.

The administration recommends the Board of School Directors approve the leave without pay requests as presented.

9.c. Recommended Approval of 2023-2024 Summer School and ESY Program Staff

Mrs. Nicole Donato, Director of Curriculum and Instruction recommends the individuals listed for the positions noted to assist with the Summer School Program. Compensation for the positions will be based on the Collective Bargaining Agreement for the 2023-2024 school year:

<u>L Name</u>	<u>F Name</u>	<u>Position</u>
Barwin	Casey	Elementary Summer School Instructor
Devonald	Stephanie	Elementary Summer School Instructor
Hockenberry	Holly	Elementary Summer School Instructor
O'Donnell	Alicia	Elementary Summer School Instructor
Steinly	Caitlin	Elementary Summer School Instructor
<u>L Name</u>	<u>F Name</u>	<u>Position</u>
Grossman	Crystal	Secondary Summer School Coordinator - Summer 2024
Gutshall	Nate	Secondary Summer School Instructor
Kucker	Joseph	Secondary Summer School Instructor
Pagze	Bethany	Secondary Summer School Instructor

Dr. Abby Leonard, Director of Student Services, recommends the individuals listed for the positions noted to assist with the Special Education Extended School Year (ESY) Program. Compensation for the positions will be based on the Collective Bargaining Agreement for the 2023-2024 school year:

ESY Teachers:

Jocelyne Kuhns
Jessica Sprecher
Amanda Webber

ESY Paraprofessionals:

Michelle Fountain
Tammy Garman
Theresa Stum
Danielle Zeigler

ESY Nurse:

Linda Webber

The administration recommends the Board of School Directors approve the Summer School and ESY staffing as presented.

9.d. Recommended Approval of a Middle School Science Teacher - Jennifer Long

Education:

Shippensburg University - Elementary Education - Bachelor's Degree
University of Phoenix - Curriculum and Instruction - Master's Degree

Experience:

Carlisle Area School District - 6th Grade Science Teacher

The administration recommends the Board of School Directors appoint **Jennifer Long** to the position of Middle School Science Teacher replacing Alison Brown who is retiring. The compensation for this position should be established at Master's Degree step 15, \$77,789.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District. Employment is pending receipt of all required employment documentation.

9.e. Recommended Approval of an Elementary Physical Education Teacher - Melissa Motter

Education:

Messiah College - Health and Physical Education Studies - Bachelor's Degree

Experience:

Mechanicsburg Area School District - Health and Physical Education Teacher

The administration recommends the Board of School Directors appoint **Melissa Motter** to the position of Elementary Physical Education Teacher replacing Brent Stroh who is retiring. The compensation for this position should be established at Bachelor's Degree step 6, \$62,929.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District. Employment is pending receipt of all required employment documentation.

9.f. Recommended Approval of a Middle School Science Teacher - Corrin Ward

Education:

Shippensburg University - Criminal Justice - Bachelor's Degree

Shippensburg University - Earth-Space, Environmental, General and Middle School Science - Teaching Certification

Shippensburg University - Curriculum and Instruction - Master's Degree

Experience:

Central Dauphin School District - 8th Grade Science Teacher

The administration recommends the Board of School Directors appoint **Corrin Ward** to the position of Middle School Science Teacher replacing Heather Magee who is retiring. The compensation for this position should be established at Master's Degree step 15, \$77,789.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District. Employment is pending receipt of all required employment documentation.

9.g. Recommended Approval of a Middle School Science Teacher - Katelyn Minnich

Education:

Wilson College - Veterinary Medical Technology with a minor in Veterinary Biology - Bachelor's Degree

Wilson College - Middle Level Science Teaching Certification (pending)

Experience:

Wilson College – Teacher Certification Pathways

Big Spring School District – Child Accounting/PIMS

The administration recommends the Board of School Directors appoint **Katelyn Minnich** to the position of Middle School Science Teacher replacing Therese Bukousky who has resigned. The compensation for this position should be established at Bachelor's Degree step 1, \$60,229.00 for the 2024-2025 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District. Employment is contingent upon pending receipt of a type 01 Emergency Permit with ongoing compliance of the requirements as defined by the PA Department of Education to maintain an emergency permit until such time as full middle level science certification is received.

9.h. Recommended Approval of Extra Duty and Athletic Positions

Based on the provisions of the Teacher Induction Program, each teacher new to a school district or building is assigned a mentor teacher. As per the provisions of the Collective Bargaining Agreement between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive an Extra Duty Stipend. Dr. Nadine Sanders recommends the following mentors:

Inductee	Building/Position	2024 - 2025 Mentor
Jennifer Long	Middle School Science Teacher	Heidi Gilbert
Katelyn Minnich	Middle School Science Teacher	Crystal Grossman
Melissa Motter	Elementary Physical Education	Matthew Engleman
Corrin Ward	Middle School Science Teacher	Crystal Grossman

Mr. Scott Penner, Director of Athletics and Student Activities, recommends the following for athletic positions:

- Jesse Bernhisel for the position of Co-Assistant Football Coach
- John Frey for the position of Co-Assistant Football Coach
- Austin Long for the position of Co-Assistant Football Coach
- Grant Long for the position of Co-Assistant Football Coach

The administration recommends the Board of School Directors approve the extra duty and athletic positions as presented.

Motion by Mr. Myers was seconded by Mr. Cornman to combine and approve all items in New Business Personnel Action Items 9 (a) through 9 (h) as outlined and recommended above.

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

10. New Business - Actions Items

10.a. Recommended Approval of Team Travel and Fundraiser:

Mr. Scott Penner, Director of Athletics and Student Activities, recommends approval of the following overnight team travel:

- High School and Middle School Boys Wrestling Teams and Coaches to attend the [Lock Haven Team Camp](#) July 7 - 10, 2024.

Mr. Scott Penner, Director of Athletics and Student Activities, recommends approval of the following fundraiser:

- [FundraiserBlankets.com](#) May 20 through June 20, 2024 to benefit the Cheer Team.

The administration recommends the Board of School Directors approve participation and team travel and fundraiser as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

10.b. Recommended Approval of CAIU Addendum

Dr. Nadine Sanders, Assistant Superintendent, has reviewed the CAIU [Addendum #1](#) modifying the Agreement for Title I Nonpublic Programs and Services.

The administration recommends the Board of School Directors approve Addendum #1 as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

10.c. Recommended Approval of Master Agreement

Dr. Nicholas Guarente, Superintendent and Scott Penner, Athletic Director, have reviewed the [Master Agreement](#) and [Equipment Addendum](#) between Power Ad Company and Big Spring High School to provide advertising.

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

Motion by Mr. Myers was seconded by Mr. Cornman

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

10.d. Recommended Approval of Microsoft EES Agreement

The District participates in the [Lancaster/Lebanon IU Collaborative Purchasing](#) service for the [Microsoft EES Agreement](#). The new agreement is for 5 years, starting May 17, 2024 through May 16, 2029. The district relies on Microsoft products to operate all essential technology infrastructure and to provide a suite of client software tools for administration, staff and high school students. The office suite includes Outlook, Word, Excel, PowerPoint, Teams, OneDrive, OneNote, and SharePoint. The agreement also provides unlimited windows server licensing as well as the M365 Security Suite.

The annual cost is \$39,638, a reduction of \$4,159 from the prior agreement.

The administration recommends the Board of School Directors approve the Microsoft EES agreement as presented.

Motion by Mr. Myers was seconded by Mr. Cornman

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

10.e. Recommended Approval of New Curricular Resources

Listed below are curricular resources recommended by Mrs. Nicole Donato, Director of Curriculum and Instruction:

- K-12 Science Curricular Resource - [OpenSciEd](#)

10.e. Recommended Approval of New Curricular Resources (continued)

The administration recommends the Board of School Directors approve the curricular resource as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Mrs. Shade expressed concern for approval of an entire K-12 curriculum approved as a curricular resource and the open-ended request of approving this website and said she would prefer to see a specific list of each individual unit the administration would like to have approved as a resource.

Mr. Cornman said he read through the curriculum and did some fact checking online and said he found instances where subjective opinions are presented as objective facts with bias apparent in the educational materials, factual inaccuracies and the inclusion of advertisements in the content.

Voting Yes: Myers, Over, and Wardle

Voting No: Boothe, Cornman, Fisher, Fisher, Shade, and Hippensteel

Motion fails. 3-6

10.f. Recommended Approval of Committee Name Change

The committee currently named the Lost Sheep Committee is recommended by Julie Boothe and the committee to be renamed the Disenrollment Investigation and Grievance Committee.

Motion by Mr. Cornman was seconded by Mrs. Boothe

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

10.g. Recommended Addition to District Web Page

Committee Chair Julie Boothe recommends the creation of a spot on the District Web Page for Lost Sheep Committee communication of contact information and updates.

Motion by Mrs. Boothe was seconded by Mrs. Shade

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

Mr. Cornman made a motion for an action item on the May 6 agenda to create a Policy Committee to remedy the policy concerns and legally review existing policies which was seconded by Mrs. Shade.

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Shade, and Wardle

Voting No: Myers and Over

Motion Carried. 7-2

11. New Business - Information Item

11.a. Leave Requests

Danielle Teter, Newville Elementary School Teacher, is requesting a leave of absence beginning Monday, May 6, 2024 through approximately Tuesday, May 28, 2024 with a return date of Wednesday, May 29, 2024. According to Family and Medical Leave Policy 335, administrative, professional and support staff employees may request leave of absence for specific family and medical issues in compliance with the Family Medical Leave Act.

Amber Rhinehart, Newville Elementary School Teacher, is requesting a child-rearing leave of absence for the beginning of the 2024-2025 school year through approximately Monday, December 2, 2024 with a return date of Tuesday, December 3, 2024. According to Section 6.07 of the current 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, the request meets all provisions for child-rearing leave according to the current contract.

11.b. Proposed Updated Policies

The administration has proposed the updated policies listed below:

- [Policy 236.1](#) Threat Assessment
- [Policy 800](#) Records Retention
- [Policy 827](#) Conflict of Interest

After the policies have been reviewed by the Board of School Directors, the administration will present the updated policies for Board approval at the May 6, 2024 Board meeting.

11.c. Proposed Updated Policy

Mrs. Lisa Shade has proposed the updated policy listed below:

- [Policy 235](#) Student Rights-Surveys

After the policy has been reviewed by the Board of School Directors, the updated policy will be presented for Board approval at the May 6, 2024 Board meeting.

11.d. New Story Student Enrollment

New Story, LLC is a private licensed school within the Commonwealth of Pennsylvania that provides educational services to children with special education requirements. Dr. Abigail Leonard, Director of Student Services, has reviewed the student enrollment form for a Big Spring student enrolling with New Story during the 2023-2024 school year.

Lara Kaufman stated an objection to the motion of an action item on the May 6 agenda to create a Policy Committee being based on the community and said it was from a Board member and encouraged Mr. Cornman to correct his motion to be compliant with the Sunshine Act. President Wardle said the objection is noted.

11.e. Proposed Updated Job Description

The administration has updated the job description listed below:

[308 - Strength and Conditioning Coach](#)

After the job description has been reviewed by the Board of School Directors, the administration will present the updated job description for Board approval at the May 6, 2024 Board meeting.

12. Board Reports

12.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle – Mr. Fisher stated the next meeting is June 5, 2024

12.b. Building and Property Committee - David Fisher, Mike Hippensteel, Robert Over, and John Wardle – Mr. Fisher stated the next meeting is May 6, 2024

12.c. Capital Area Intermediate Unit – Seth Cornman – Mr. Cornman said the next meeting is April 25, 2024

12.d. Cumberland Perry Area CTC - John Wardle – Mr. Wardle said the CTC is finishing selection of next year's students and working on bids for the expansion project.

12.e. Finance Committee - Julie Boothe, Frank Myers, Robert Over, and Lisa Shade – Mrs. Boothe said the next meeting is May 20, 2024

12.f. Future Ready Comp Plan Board Reps - Ken Fisher and Lisa Shade – Mrs. Shade said the plan will be posted on May 1 for the 30-day public review.

12.g. Operation Lost Sheep Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade – Mrs. Boothe said the next meeting is May 2 at 7 pm in middle school room 514.

12.h. South Central Trust - Seth Cornman – Nothing Offered

12.i. Tax Collection Committee - David Fisher – Mr. Fisher said the last meeting was cancelled and the next meeting is July 16, 2024.

12.j. Wellness Committee - Seth Cornman – Nothing Offered

12.k. Future Board Agenda Items – Nothing Offered

12.l. Superintendent's Report - Dr. Nicholas Guarente

Dr. Guarente said 11 high school students are being recognized as Students of the 3rd Quarter at Cumberland Perry CTC and said those students will be celebrated on social media.

Dr. Guarente stated last Friday the High School Mini-Thon was a successful endeavor which raised \$66,715.23. He congratulated the students and said kudos to everyone who planned and helped with the event.

Dr. Guarente shared 3 Big Spring students are finalists for Lenfest Scholarships and congratulated Courtney Cherricks, Zaida Moore and Caleb Tilden and wished them good luck on the next phase of the process.

13. Meeting Closing

13.a. Business from the Floor/Board Member Comment

Mr. Over welcomed Caleb as a student representative to the Board.

Mr. Myers thanked the people who came out and care deeply about education and said he liked singing the alma mater.

Mrs. Boothe said she attended the mini-thon and said it was a beautiful event shared with the community and she enjoyed the inspirational speakers. She also said the middle school science fair was awesome and she was very impressed with our students.

Mr. Wardle said it's great to see everyone at the meeting and thanked everyone for their comments. He said we're all concerned about our students as we face the budget and they're working diligently on that to have a very fiscally responsible budget for our community. He said we're looking forward to the end of the school year and graduation.

13.b. Adjournment

Motion to adjourn the meeting by Mrs. Shade was seconded by Mr. Myers

Voting Yes: Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Over, Shade, and Wardle

Motion Carried unanimously. 9-0

Meeting adjourned at **8:29 pm, April 22, 2024**

Next scheduled meeting is **May 6, 2024 at 7:30 pm**

