

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

June 23, 2025



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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; Lisa Shade, Treasurer; Julie Boothe, Secretary; Melissa Bigler, Seth Cornman, David Fisher, Kenneth Fisher, and Frank Myers.

Absent: No absences

Others in attendance: Nicholas Guarente, Superintendent; Nadine Sanders, Assistant Superintendent; Cristy Lentz, Business Manager; Thomas King, Solicitor; 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.

Mrs. Shade offered an amendment to the agenda and asked for items 10b and 10c to be omitted from the agenda since they were addressed in the Policy Committee Meeting this evening.

President Wardle announced the Board met in Executive Session this evening for a personnel matter concerning the annual evaluation of the superintendent.

2. Student/Staff Recognition and Board Reports – Nothing Offered

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors - 30 visitors signed-in for the meeting

5. Public Comment Period

Michael Deihl offered a prayer of support for the students, staff, administration, Board and community.

Lawrence Flynn offered comments on previous budget surplus and said he doesn't see any reasonable way we could raise taxes, said the administration has not made a serious effort to cut spending, and encouraged the Board to vote for a 0 tax increase.

6. Approval of Minutes

Motion to approve the [DIG Committee](#), [Finance Committee](#), [Committee of the Whole](#) and [Board Meeting Minutes](#) for June 2, 2025 as presented?

Motion by Mr. Myers was seconded by Mrs. Shade

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

Motion Carried unanimously. 9-0

7. Financial Reports

7.a. Payment of Bills

<u>Fund Name</u>	<u>Amount</u>	<u>Fund Accounting Payment Register</u>	<u>Fund Accounting Payment Summary</u>
General Fund - Procurement Card	\$11,636.18	Procurement Card - Detail	See Procurement Card Detail
General Fund - Checks/ACH/Wires	\$2,959,950.67	General Fund - Detail	General Fund - Summary
Special Revenue	\$2,278.75	Special Revenue - Detail	Special Revenue - Summary
Capital Projects Reserve Fund	\$0.00	No Payments	No Payments
Cafeteria Fund	\$155,347.96	Cafeteria Fund - Detail	Cafeteria Fund - Summary
Student Activities	\$43,129.14	Student Activities - Detail	Student Activities - Summary

Total amount of all funds **\$3,172,342.70**

Motion by Mrs. Shade was seconded by Mr. Myers to approve the Payment of Bills as presented
Voting Yes: Bigler, Boothe, Cornman, D. Fisher, K. Fisher, Hippensteel, Myers, Shade, and Wardle
Motion Carried unanimously. 9-0

7.b. Treasurer's Fund Report

- [General Fund Report](#)
- [Special Revenue Report](#)
- [Capital Project Report](#)
- [Cafeteria Fund Report](#)
- [Student Activities Fund Report](#)
- [Student Activities Account Summary](#)
- [Investment Report](#)
- [Earned Interest and Bank Fees YTD for General Fund, Special Revenue, Capital Projects, ESCO and Cafeteria](#)
- [Earned Interest YTD Student Activities](#)

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 a Middle School Social Studies Teacher - Ethan Fatzinger

Education:

Shippensburg University - History/Social Studies Certification (Bachelors Degree)

Experience:

Carlisle Area School District - Student Teacher

The administration recommends the Board of School Directors appoint Ethan Fatzinger to the position of Middle School Social Studies Teacher replacing Andrew Koman who resigned. The compensation for this position should be established at Bachelors Degree Step 1 \$62,175.00 for the 2025-2026 school year, based on the current contract between the Big Spring Education Association. Employment is contingent upon pending receipt of all required employment and certification documentation.

9.b. Recommended Approval of Extra-Duty Staff

Scott Penner, Director of Athletics and Student Activities recommends the following athletic staff:

- Kaden Gelb to serve as a Volunteer for the Girls Soccer Program.
- Rachel Kline to serve as Assistant High School Field Hockey Coach.
- Brooke Kotzmoyer to serve as Assistant High School Field Hockey Coach.
- Judy Schreiber to serve as a Volunteer Coach for the Swimming and Diving Program.

Dr. Nadine Sanders, Assistant Superintendent, recommends the following extra-duty mentor assignments:

- Heather Baluch to serve as Year 2 Mentor to Amanda LaVanna for the 2025-2026 school year.
- Joseph Barnouski to serve as Year 2 Mentor to Aleia Baker for the 2025-2026 school year.
- Kristen Boles to serve as Year 2 Mentor to Kirsty Herb for the 2025-2026 school year.
- Stephanie Devonald to serve as Year 2 Mentor to Christa Rine for the 2025-2026 school year.
- Megan Frantz to serve as Year 1 Mentor to Clayton Maiden for the 2025-2026 school year replacing Alisha Mowery.
- Lauren Hetrick to serve as Year 2 Mentor to Anna Mianulli for the 2025-2026 school year.
- B. Christie Katora to serve as Year 2 Mentor to Jocelyne Kuhns for the 2025-2026 school year.
- Jennifer Kuhn to serve as Year 2 Mentor to Rachel Kline for the 2025-2026 school year.
- Frank Landis to serve as Year 1 Mentor to Ethan Fatzinger for the 2025-2026 school year.
- Andrea Lehman to serve as Year 2 Mentor to Brooke Kotzmoyer for the 2025-2026 school year.
- Kyna Morgan to serve as Year 2 Mentor to Ava Duncan for the 2025-2026 school year.
- Kyna Morgan to serve as Year 2 Mentor to Katelyn Minnich for the 2025-2026 school year.
- Alisha Mowery to serve as Year 2 Mentor to Kennedy Harbaugh for the 2025-2026 school year.
- Kelly Schenk to serve as Year 2 Mentor to Adam McKeegan for the 2025-2026 school year.
- Lauren Swigart to serve as Year 2 Mentor to Isley Ward for the 2025-2026 school year.
- Amanda Webber to serve as Year 2 Mentor to Abigail Sweger for the 2025-2026 school year.

9.b. Recommended Approval of Extra-Duty Staff (continued)

Nicole Donato, Director of Curriculum and Instruction, recommends the following extra-duty positions:

- Micah Artz to serve as Remote Learning Instructor for the 2025-2026 school year.
- Jesse Bortner to serve as Assistant Department Head for English Language Arts for the 2025-2026 school year.
- Nicole Coy to serve as an extra-duty PD/Wellness Committee Member for the 2025-2026 school year.
- Michael Ginter to serve as Remote Learning Instructor for the 2025-2026 school year.
- Tyler Henry to serve as Remote Learning Instructor for the 2025-2026 school year.
- Lauren Hetrick to serve as Remote Learning Instructor for the 2025-2026 school year.
- Matthew Kump to serve as Remote Learning Instructor for the 2025-2026 school year.
- Kacey O'Donnell to serve as an extra-duty PD/Wellness Committee Member for the 2025-2026 school year.
- Daniel Tigyer to serve as Assistant Department Head for Social Studies for the 2025-2026 school year.

Dr. Michael Carnes, High School Principal, recommends the following extra-duty position:

- Jackson Penner to serve as Assistant High School Swim Coach.

The administration recommends the Board of School Directors approve the extra duty staff as presented.

9.c. Recommended Approval of Resignations

Dr. Nicholas Guarente, Superintendent, received the following professional staff resignation:

- Courtney Rickabaugh provided a resignation from the position of High School English Teacher and all extra-duty positions.

Administration received extra-duty resignations:

- Emily Creek provided a resignation from the extra-duty position of Middle School Yearbook Advisor.
- Emily Hangen provided a resignation from the extra-duty position of Middle School Yearbook Advisor.

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

9.d. 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:

- Megan Frantz, Oak Flat Teacher, requesting leave without pay for September 11 and 12, 2025.
- Sara VanderHeijden, Oak Flat Elementary Teacher, requesting leave without pay for May 30, 2025.
- Jessica Winesickle, Home and School Visitor, requesting leave without pay for May 30, 2025.

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

9.e. Recommended Consideration of Personnel Compensation Alignment

The administration recommends the Board of School Directors approve alignment of personnel compensation as presented to the Board.

9.f. Recommend Approval of Summer Business Office Intern

Mrs. Cristy Lentz, Business Manager, is recommending Aidan Sallie as a Summer Business Office Intern beginning June 24, 2025 not to exceed 15 hours per week at a rate of \$16.58 per hour.

The administration recommends the Board of School Directors approve the 2025 Summer Business Office Intern as presented.

9.g. Recommended Approval of the Fall Coaching Roster

A list of the [fall coaching positions](#) and recommended personnel prepared by Scott Penner, Director of Athletics and Student Activities, has been reviewed by Stacy Lehman, Human Resources Coordinator. The 2025-2026 salaries established for these positions are based on the current contract between the Big Spring Education Association and the Big Spring School District.

The administration recommends the Board of School Directors approve the fall coaching roster for 2025-2026 of extra-curricular personnel and establish the salaries for these positions based on the current contract between the Big Spring Education Association and the Big Spring School District.

9.h. Recommended Approval of Classified Staff Transfer

As per Board Policy 309 Assignment and Transfer, the administration will transfer the classified employee listed below:

- Michelle Paris from the position of Direct Care Paraprofessional at the High School to the position of Specialist Paraprofessional for Emotional Support at the High School at step E14 of the Classified Pay Scale.

The administration recommends the Board of School Directors approve the classified staff transfer as presented.

Mr. Myers announced an abstention on agenda item 9g because of a conflict of interest involving a relative.

Motion by Mrs. Shade 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.

Mr. Cornman made a statement on 9e and said at least one part was inappropriately negotiated.

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

Voting No: Cornman

Motion Carried. 8-1 on items 9 (a) through 9 (h) excluding 9 (g)

Motion Carried. 7-1 on item 9 (g) with an abstention by Myers

10. New Business - Actions Items

10.a. Recommended Approval of Agreements

The proposed Consortium Agreement for In-School Educational Services with [New Story, LLC](#), has been reviewed by Dr. Trisha Reed, Director of Student Services. The classroom will be located in Oak Flat Elementary School and services provided by New Story, LLC for students enrolled in the class.

Mr. Scott Penner, Director of Athletics and Student Activities, has reviewed the [Ambulance Agreement](#) with Friendship Hose Company No. 1, Inc., for the 2025-2026 school year to provide services during home football games.

Dr. Trisha Reed, Director of Student Services, has reviewed the [2025-2026 Agreement](#) with Central Penn Education Associates, Inc. who evaluate students when school psychologist caseloads exceed the 60 calendar day timelines.

Superintendent Dr. Nicholas Guarente received correspondence regarding the Shippensburg Study Council 2025-2026 Renewal of Membership [Invoice Agreement](#) at a cost of \$350.00.

[River Rock Academy, LLC](#) Contracts for the Newville, Carlisle, and Shiremanstown Campuses and Program Agreement for [AEDY](#) Services for the 2025-2026 school year have been reviewed by Dr. Trisha Reed, Director of Student Services.

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

Motion by Mr. Myers was seconded by Mr. Cornman

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

Motion Carried unanimously. 9-0

~~10.b. Annual Review of the Policy Review and Development Committee Charter~~

~~Motion to conduct an annual review of the Policy Review and Development Committee to ensure alignment with its purpose and responsibilities, making revisions as necessary with approval from the Board.~~

~~10.c. Amendment to the Policy Review and Development Committee Charter~~

~~Motion to amend the Policy Review and Development Committee Charter concerning oversight of allowable and acceptable expenditures related to developing new policies. Proposed amendment- Development of new policies shall require Board approval before incurring any expenditures.~~

Mr. Cornman offered a Point of Order on item 10d and said there is no sense of implied urgency since the other items were addressed and the Policy Committee voted on an expenditure amendment this evening which was discussed.

Discussion based on the Point of Order offered by Mr. Cornman led to a discussion of the wording and suggested changes by Mrs. Boothe.

10.d. Policy Review and Development Committee Expenditures

Motion to block any and all new policy expenditures coming from the Policy Review and Development Committee until the appropriate Board approval is obtained.

Mr. Hippensteel asked if Solicitor King wanted to provide any input on this agenda item and Mr. King said the amendment would be close enough to the original wording and would be okay if the Board chooses to vote on it.

Solicitor King asked if the Board is clear on what policy expenditure means and Mr. Wardle said it is his understanding there should be no expenditure on policy unless the Board has given approval and asked if the Board agreed with that understanding. Dr. Guarente said there should be no proactive solicitor review or legal fees unless there is Board approval.

Motion by Mrs. Boothe was seconded by Mrs. Shade to word agenda item 10 d – Motion to block any and all policy expenditures until Board approval is obtained.

Mr. D. Fisher asked for clarification on the motion which Mr. Wardle explained. Mr. Cornman offered an opinion on process and Solicitor King asked if Mr. Cornman or anyone else wanted further clarification or to pursue an amendment to the original motion and everyone was in agreement to vote on the motion as stated by Mrs. Boothe

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

10.e. Recommended Authorization for Summer 2025

The Board of School Directors authorizes the Superintendent to issue a letter of employment to any candidate being offered a position in the Big Spring School District during the summer months, when school is not in session, to serve as an official employment letter, thus allowing a 60-day hold by other districts to begin immediately, if applicable, with formal approval to take place at the first regular meeting in August.

The Board of School Directors authorizes the Business Manager to issue payments in June and July 2025 to close out fiscal year 2024-2025 and ensure services do not lapse. Record of payments will be submitted to the Board of School Directors at the first regular meeting in August for formal approval.

Motion by Mr. Cornman was seconded by Mr. Myers

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

10.f. Case C

The parent/guardians of Case C of the 2024-2025 school year waived their right to a formal student discipline hearing before the Board of School Directors. The student will be excluded for 25 days pending completion of the Student Assistance Program which may reduce the 25 day exclusion by 15 days to a 10 day exclusion which will conclude in the 2025-2026 school year. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

The administration recommends the Board of School Directors exclude the student in Case C of the 2024-2025 school year as presented.

Motion by Mr. Myers was seconded by Mrs. Boothe

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

Motion Carried unanimously. 9-0

10.g. Recommended Approval of Transferring Funds from the General Fund to Capital Reserve Fund for the 2024-2025 Fiscal Year

Depending on the outcome of the 2024-2025 financial audit, the District may have the opportunity to move money from the General Fund to Capital Reserve Fund. The purpose of the agenda item is to allow the transfer to occur during the 2025-2026 fiscal year. The determination will be made during the close out of the audit.

The administration recommends the Board of School Directors approve transferring funds from the General Fund to Capital Reserve Fund pending the results of the 2024-2025 financial audit.

Motion by Mr. Myers was seconded by Mrs. Shade

Discussion initiated by Solicitor King clarified this will have to come back to the Board with exact numbers and Mrs. Boothe shared historical transfer information and said the dollar amount has not always come back to the Board. Mr. Cornman noted there are Act 1 implications for raising taxes. Solicitor King advised clarity on the type of capital reserve fund and noted there are differences.

Voting Yes: Bigler, K. Fisher, Hippensteel, Myers, Shade, and Wardle

Voting No: Boothe, Cornman, and D. Fisher

Motion Carried. 6-3

10.h. Recommend Approval of the Final Adoption for the 2025-2026 General Fund Budget

On May 19, 2025, the Board of School Directors adopted the Administration's recommended proposed final budget for 2025-2026. Additional changes are recommended for the final budget adoption, as presented during the Finance Presentation on June 2, 2025, to remove \$625,000 from revenue and expenses to offset special education consortium revenue and expenses. Administration recommends the Board of School Directors approve a [2025-2026 Final General Fund Budget](#) in the amount of \$66,156,931 which includes a 1.5% real estate tax increase and requires \$1,397,641 from the unassigned fund balance to match revenues and expenditures.

10.h. Recommend Approval of the Final Adoption for the 2025-2026 General Fund Budget (continued)

Administration recommends that the Board of School Directors approve, by roll call vote, the [resolution](#) “Implementing the 2025-2026 Budget” in the amount of \$66,156,931, adopt the taxes and rates shown and elect not to collect the Per Capita Taxes, Section 679 and Act 511, for the 2025-2026 school year.

Motion by Mr. Myers was seconded by Mrs. Shade

Mrs. Shade made a motion to adjust the real estate tax increase to 1% which was seconded by Mr. Hippensteel and the median impact to families and tax increases were discussed.

Roll Call Vote to amend the real estate tax increase from 1.5% to 1%

Bigler – yes

Boothe – no

Cornman – no

D. Fisher – no

K. Fisher – yes

Hippensteel – yes

Myers – no

Shade – yes

Wardle - yes

Motion Carried 5-4

Motion by Mr. David Fisher to amend the real estate tax increase to 0% was seconded by Mr. Cornman

Roll Call Vote to amend the real estate tax increase to 0%

Bigler – Yes

Boothe – Yes

Cornman – Yes

D. Fisher – Yes

K. Fisher – Yes

Hippensteel – No

Myers – No

Shade – No

Wardle – No

Motion Carried 5-4

Motion by Mr. Cornman to acquire a performance auditor by the end of next school year was seconded by Mr. D. Fisher

A point of order was raised from the audience and President Wardle said the speaker was out of order.

Solicitor King said this would have to come back to the Board for a vote to identify who would do the audit and the cost for an audit.

10.h. Recommend Approval of the Final Adoption for the 2025-2026 General Fund Budget (continued)

Roll Call Vote to add a performance audit to the approval of the General Fund Budget

Bigler – No

Boothe – Yes

Cornman – Yes

D. Fisher – Yes

K. Fisher – No

Hippensteel – No

Myers – No

Shade – No

Wardle – No

Motion Failed 3-6

Mr. Hippensteel made a motion to amend the real estate tax increase for the budget to 1% which was seconded by Mrs. Shade

Mr. Cornman stated a point of order that 1% had already been decided but Mr. Wardle clarified amendments can be considered because a vote has not been taken on the main motion.

Roll Call Vote to amend the real estate tax increase to 1%

Bigler – No

Boothe – No

Cornman – No

D. Fisher – No

K. Fisher – No

Hippensteel – Yes

Myers – Yes

Shade – Yes

Wardle – Yes

Motion Failed 5-4

Mrs. Shade made a motion to amend the tax increase to .5% which was seconded by Mr. Hippensteel and was followed by a lengthy discussion on reserve fund balances, taxes, covering expenses, and the ramifications of budget decisions.

Roll Call Vote to amend the tax increase to .5%

Bigler – Yes

Boothe – Yes

Cornman – No

D. Fisher – No

K. Fisher – Yes

Hippensteel – No

Myers – Yes

Shade – Yes

Wardle – Yes

Motion Carried 6-3

10.h. Recommend Approval of the Final Adoption for the 2025-2026 General Fund Budget (continued)

Motion by Mr. Hippensteel to amend the real estate tax increase to 1% was seconded by Mr. Myers

Mr. Cornman stated a point of order and President Wardle said the amendment could be considered by the Board

Roll Call Vote to amend the original motion for the real estate tax increase to 1%

Bigler – Yes

Boothe – No

Cornman – No

D. Fisher – No

K. Fisher – Yes

Hippensteel – Yes

Myers – Yes

Shade – Yes

Wardle – Yes

Motion Carried 6-3

Roll Call Vote on the Final Adoption of the 2025-2026 General Fund Budget with a 1% real estate tax increase

Bigler – Yes

Boothe – No

Cornman – No

D. Fisher – No

K. Fisher – Yes

Hippensteel – Yes

Myers – Yes

Shade – Yes

Wardle – Yes

Motion Carried 6-3

10.i. Recommended Approval of the Homestead/Farmstead Resolution for the 2025-2026 Fiscal Year

The Secretary of Education notified the District on May 1, 2025 that its share of the state gaming funds for 2025-2026 is to be \$1,344,792.67. Prior year carryover in the amount of \$15,019.46 was added to 2025-2026 State allotment bringing the total distribution to \$1,359,812.13 The County notified us that we have 5,533 approved homesteads and 193 approved farmsteads within the District boundaries to share in that allocation. The average assessed value is \$192,933 with a median value of \$181,450. Using the PASBO worksheet, the administration calculated the exclusion for both homestead and farmsteads in equal amounts equal to \$14,721.89 of assessed value or \$240.97 in tax value. The Homestead/Farmstead calculation link is [here](#).

Administration recommends that the Board of School Directors approve the [resolution](#) implementing the Homestead and Farmstead Exclusion of \$14,721.89 for the 2025-2026 fiscal year in accordance with the Act 1 of Special Session of 2006.

Motion by Mr. Myers was seconded by Mrs. Shade

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

Motion Carried unanimously. 9-0

10.j. Recommended Approval of MOU with the PA State Police

Superintendent Dr. Nicholas Guarente has reviewed the [Memorandum of Understanding](#) (MOU) between Big Spring School District and the Pennsylvania State Police for 2025-2026 and 2026-2027 as required by the Department of Education.

The administration recommends the Board of School Directors approve the MOU with the Pennsylvania State Police as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

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

Motion Carried unanimously. 9-0

10.k. Recommended Approval of YWCA Prevention Program

The YWCA Carlisle and Cumberland County offer resources and support to the Big Spring School District with educational prevention programs and provided a [Parent Consent Letter](#) and a 2025-2027 [Partnership Agreement](#) which have been reviewed by Dr. Trisha Reed, Director of Student Services. Copies of the lessons are provided below with no changes to the previously approved lessons:

- Primary Prevention - Session 1 [Kindergarten](#)
- Primary Prevention - Session 1 [First Grade](#)
- Primary Prevention - Session 1 [Second Grade](#)
- Primary Prevention - Session 2 [Kindergarten](#)
- Primary Prevention - Session 2 [First Grade](#)
- Primary Prevention - Session 2 [Second Grade](#)

The administration recommends the Board of School Directors approve the YWCA Primary Prevention Session 1 and 2 as presented.

Motion by Mr. Myers was seconded by Mrs. Shade

Mrs. Shade asked for verification of active consent for participation which was confirmed by Dr. Guarente

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

Motion Carried unanimously. 9-0

10.l. Recommend Approval of Domestic Violence Services of Cumberland and Perry Counties

Domestic Violence Services of Cumberland and Perry Counties offer [resources](#) and support to the Big Spring School District with educational prevention programs. Dr. Trisha Reed, Director of Student Services has reviewed the [Partnership Agreement](#) for the 2025-2026 school year. The lesson outlines are provided in the resources link above with no change in the previously approved lessons.

- [Parent Letter](#)

The administration recommends the Board of School Directors approve Domestic Violence Services of Cumberland and Perry Counties as presented.

10.l. Recommend Approval of Domestic Violence Services of Cumberland and Perry Counties (continued)

Motion by Mr. Myers was seconded by Mrs. Shade

Mrs. Shade asked for verification of active consent for participation which was confirmed by Dr. Guarente

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

Motion Carried unanimously. 9-0

10.m. Recommended Approval of Contract Extension with Assist Services

Administration recommends the Board of School Directors approve an [extension](#) to the Assist Services contract for supplemental student transportation, should a need or emergency arise, effective through June 30, 2026.

Motion by Mr. Myers was seconded by Mrs. Shade

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

Motion Carried unanimously. 9-0

10.n. Recommended Approval of Amendment to Agreement with EverDriven Technologies

Administration recommends the Board of School Directors approve an [amendment](#) to the agreement with EverDriven Technologies for supplemental student transportation, should a need or emergency arise, effective through August 1, 2026.

Motion by Mr. Myers was seconded by Mrs. Shade

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

Motion Carried unanimously. 9-0

10.o. Recommended Approval of Trash Disposal Contract

The District's contract for trash disposal services is set to expire on August 31, 2025. The District sought three quotes from Advanced Disposal (current vendor), Park's Garbage Service, and Waste Connections. Park's Garbage Service provided the District with the lowest cost [quote](#) in the amount of \$243,862.60 for a five-year period.

Administration recommends the Board of School Directors approve securing services with Park's Garbage Service beginning in August 2025 through August 2030.

Motion by Mr. Myers was seconded by Mrs. Shade

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

Motion Carried unanimously. 9-0

10.p. Dismissal of the DIG Committee

The Disenrollment and Grievance Committee recommends to dissolve and dismiss the Disenrollment and Grievance Committee.

Motion by Mr. Myers was seconded by Mr. Cornman

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

Motion Carried unanimously. 9-0

10.q. Recommended Approval to Dispose of Middle School Classroom Furniture

With the purchase of the new middle school classroom furniture, the District will need to dispose of the old combination desks/chairs. Per the District's Board Policy 706.1, Disposal of Equipment/Supplies/Textbooks, Administration recommends the Board of School Directors approve Administration to first attempt private sale of the furniture, followed by donation to a non-profit and/or state agency, and lastly disposal, or a combination of these three options.

Motion by Mr. Myers was seconded by Mrs. Shade

Mrs. Boothe asked if there was a plan to recycle the metal and Dr. Guarente said the furniture would be offered locally or taken for scrap metal if possible. President Wardle said maybe local schools could benefit from the resources and it would be nice to help other causes.

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

10.r. Recommend Approval to Dispose of FSC Stoves

The Office of Curriculum and Instruction is requesting permission to dispose of the Middle School Family and Consumer Science stoves as they are original to when the classroom was built and are not working efficiently as needed. The stoves have been updated with newer model stoves.

The administration recommends the Board of School Directors approve the request to dispose of the outdated stoves as presented, per Board Policy 706.1.

Motion by Mr. Myers was seconded by Mr. Cornman

Mrs. Boothe asked the same question about recycling and Dr. Guarente said yes, they would be scrapped if possible.

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

10.s. Authorization to Purchase School Police Vehicles

With the creation of a School Police Department, the purchase of two police vehicles is desired to support the department:

- 2020 Ford Explorer Interceptor with 75,924 miles at a cost of \$19,378.90
- 2020 Ford Explorer Interceptor with 83,746 miles at a cost of \$17,483.90

The administration recommends the Board of School Directors approve the purchase of the Ford Explorers from the 2024-2025 Safety and Security Fund Budget as presented.

Motion by Mr. Myers was seconded by Mr. K. Fisher

Mrs. Boothe shared a concern that 2020 Ford Explorers may not be reliable and said she hopes they will not be a drain. She also said the police force should discuss options for building staff trained to carry firearms to see if there is a possibility we could employ such a thing.

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

10.t. Recommended Approval of Fundraisers

Scott Penner, Director of Athletics and Student Activities, recommends the following fundraisers:

- Cash Raffle sold by Fall Sports Teams to be drawn at the last home football game.
- Cash Bingo to be sold by Winter Sports to be held at the Penn Township Fire Hall.
- Golf Tournament September 6, 2025 at Eagles Crossing to benefit the Class of 2026 Post Grad Committee.
- Bingo September 28, 2025 at the Penn Township Fire Hall to benefit the Class of 2026 Post Grad Committee.

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

Motion by Mr. Myers was seconded by Mrs. Shade

Solicitor King reminded everyone of the importance of the necessary permits and President Wardle said Penn Township has a license and often allows that to be used. Solicitor King said it is just a reminder and Dr. Guarente said he will touch base with Mr. Penner about the licenses.

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

10.u. Recommended Approval of Laptop Lease

The district's current three-year lease for teacher and administrative laptops concludes on June 30, 2025. To maximize their value, these laptops will be re-imaged and repurposed for an additional three to four years of service. They will then be distributed to paraprofessionals and office staff, replacing their current six to seven-year-old devices.

In March, the district issued an RFQ for new laptops from Lenovo, Dell, and HP. Dell submitted the lowest per-unit price that met the specified requirements. Subsequently, the district secured three quotes for the Dell Pro 14 laptops, with GDCIT providing the lowest bid. Dell has also offered a three-year lease option with a 0% finance charge, after which the district will own the laptops.

Administration recommends approving the proposal from [GDCIT](#) for \$359,475, payable in annual installments of \$119,825 over three years.

Motion by Mr. Myers was seconded by Mrs. Shade

Mr. Hippensteel thanked Dr. Guarente and Mr. Krepps for providing additional details on the laptops which were previously tabled and said he is satisfied this laptop is the best choice and Mr. Cornman said he also agrees and thanked them for the information.

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

11. New Business - Information Item

11.a. Contracted Staff Update

Dr. Nadine Sanders, Assistant Superintendent, provides the following contracted staff update:

- Carol Frace to serve as an ESS Administrative Assistant for PIMS & Child Accounting beginning September 4, 2025 through November 13, 2025 during Madison Sloop's leave of absence.

11.b. Proposed Approval of Updated Curriculum and Resources

Updated curriculum recommended by Mrs. Nicole Donato, Director of Curriculum and Instruction, appear below for review and will be presented for Board approval at the August 4, 2025 Board Meeting:

Art

- Elementary Art K – 2 (revised)
- Elementary Art 3 – 5 (revised)
- Middle School: Sixth Grade Intro to Visual Art (revised)
- Middle School: 2D Visual Art and Design (revised)
- Middle School: 3D Visual Art and Design (revised)
- High School: 2D Studio Art I (revised)
- High School: 2D Studio Art II (revised)
- High School: 3D Studio Art I and II (revised)
- High School: Ceramics I and II (revised)
- High School: Digital Photography I and II (revised)
- High School: Honors 2D Studio Art III (revised)

Elementary Science

- Kindergarten Science (new)
- Grade 1 Science (new)
- Grade 2 Science (new)
- Grade 3 Science (new)

English Language Development (all new)

- Kindergarten ELD
- First Grade ELD
- Second and Third Grade ELD
- Fourth and Fifth Grade ELD
- Sixth – Eighth Grade ELD
- Ninth – Twelfth Grade ELD

Health and Physical Education

- Elementary Health and PE K – 2 (revised)
- Elementary Health and PE 3 – 5 (revised)
- Middle School: Physical Education Grades 7 and 8 Course A (revised)
- Middle School: Physical Education Grades 7 and 8 Course B (revised)

11.b. Proposed Approval of Updated Curriculum and Resources (continued)

High School

- Earth and Space (revised)
- Event Planning (revised)
- Pre-Calculus and Trigonometry (revised)

Technology and Engineering and Agriculture

- High School: Architectural Design I (revised)
- High School: Architectural Design II (new)
- High School: Engineering (revised)
- High School: Fish and Wildlife (revised)
- High School: Food Science and Safety (revised)

Technology Engineering and Agriculture

- Middle School: Woodshop (revised)

Family Consumer Science

- Family Consumer Science Grade 6 (revised)
- Family Consumer Science Grades 7 and 8 Course A (revised)
- Family Consumer Science Grades 7 and 8 Course B (revised)

Music

- Elementary Band (revised)
- Middle School: Intro to Modern Band (new)
- High School: Guitar Lab (revised)
- High School: Lighting and Sound Design (revised)
- High School: Modern Band II (new)

Curriculum Resources reviewed by Dr. Reed, Supervisor of Student Services and Mrs. Donato, Director of Curriculum and Instruction, appear below for review and will be presented for Board approval at the August 4, 2025 Board Meeting:

SummitK12

Lexia

Reading A to Z

11.c. Proposed Updated Policies

The Policy Committee is proposing updates to the following policies:

- [Policy 235](#) Student Rights/Surveys (first reading)
- [Policy 903](#) Public Participation in Board Meetings (first reading)

After the policies have been reviewed by the Board of School Directors, the updated policies will be presented for Board approval at the August 18, 2025 Board meeting.

12. Board Reports

12.a. Athletic Council - Ken Fisher, Mike Hippensteel, Frank Myers, and John Wardle – Nothing Offered

12.b. Building and Property Committee - Melissa Bigler, David Fisher, Mike Hippensteel, and John Wardle – Nothing Offered

12.c. Capital Area Intermediate Unit - Seth Cornman - [CAIU](#) Meeting Date: June 26 – Nothing Offered

12.d. Cumberland Perry Area CTC - John Wardle and Mike Hippensteel - Meeting Dates: June 23 and July 28, 2025. President Wardle said he and Mr. Hippensteel missed the CTC Meeting which conflicted with tonight's meeting but said they are slowly moving forward with the building project.

12.e. DIG Committee - Julie Boothe, Chair Seth Cornman and Lisa Shade – Mrs. Boothe thanked the Board for their support, said this was very important work, and encouraged the Board to take advantage of the previously advertised meeting time.

12.f. Finance Committee - Melissa Bigler, Julie Boothe, Frank Myers, and Lisa Shade – Mrs. Shade said they passed the budget tonight with a 1% tax increase.

12.g. Future Ready Comp Plan Board Reps - Ken Fisher and Lisa Shade – Nothing Offered

12.h. Policy Review and Development Committee - Seth Cornman, Julie Boothe, David Fisher, and John Wardle - Meeting: June 23, 2025 - 6:30 pm – Chairman Cornman said the annual review and realignment was held tonight and went well.

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

12.j. Tax Collection Committee - David Fisher – Mr. Fisher said typically there is a July meeting but he hasn't heard anything on that yet.

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

12.l. Future Board Agenda Items – Nothing Offered

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

Monthly Enrollment effective 5/30/2025

Total Students Active Enrollment	Cyber Charter School Enrollment Regular Ed	Cyber Charter School Enrollment Special Ed	Approved Home Education	CPACTC
2,354 (including CAOLA and CVA)	138	95	221	118

Dr. Guarente said we are preparing for the new school year, said curriculum writing is in high gear, and thanked the staff members for their participation in the curriculum development process which he said has been very collaborative and staff driven.

Dr. Guarente said the summer focus will be to fill personnel vacancies between now and August, said the Administrative Retreat focused on studying and investigating AI and what role if any it plays in education, and said Capital Projects are underway with a focus on parking lot management.

Dr. Guarente thanked the Board for the thoughtful budget discussion.

13. Meeting Closing

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

Mr. Myers thanked Dr. Guarente, administration, and staff and said to take Dr. Guarente's advice to unplug from the school setting. He said teaching and working with people is fun but unplugging is important.

Mrs. Shade highlighted the opportunity for students to share Summer Memories by emailing yearbook@bigspringsd.org to be considered for yearbook publication.

Mrs. Boothe thanked the staff for their presentation, wished everyone a good summer and break from the usual routine, and thanked Mrs. Lentz for her work.

Mr. Hippensteel thanked the other Board members for the budget discussion and said we have disagreements but our objectives are to have a very good school district so we can pay our teachers and administration well, and said this will give us a cushion of money which we can readjust next year.

President Wardle said summer is here and it is hot out. He thanked the entire team, said we are here to educate the entire student, and are always looking for opportunities for them. He thanked fellow Board members for sharing their views and said it is important to work together to do our best to move in a positive direction. He closed by thanking the community and said we all care about kids and the future.

13.b. Adjournment

Motion by Mr. Myers to adjourn the meeting was seconded by Mr. Cornman

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

Motion Carried unanimously. 9-0

Meeting adjourned at **9:29 pm, June 23, 2025**

Next scheduled meeting is **August 4, 2025 at 7:30 pm**

Approved by the
Board of School Directors
8-18-2025