



# BOARD MEETING AGENDA

**JANUARY 20, 2026**

7:30 PM - Middle School Auditorium

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1. **Opening Meeting: Call to Order/Pledge** - President John Wardle
2. **Student/Staff Recognition and Board Reports**
3. **Reading of Correspondence**
4. **Recognition of Visitors** - please sign in on the clipboard for tonight's meeting
5. **Public Comment Period**
6. **Approval of Minutes**

Motion to approve the [Re-Organization and Board Meeting Minutes](#) for December 2, 2025 as presented?

## 7. Financial Reports

### 7.a. Payment of Bills - November

<u>Fund Name</u>	<u>Amount</u>	<u>Fund Accounting Payment Register</u>	<u>Fund Accounting Payment Summary</u>
General Fund - Procurement Card	\$12,881.72	<a href="#">Procurement Card Detail</a>	See Procurement Card Detail
General Fund - Checks/ACH/Wires	\$4,458,555.13	<a href="#">General Fund - Detail</a>	<a href="#">General Fund - Summary</a>
Special Revenue	\$3,519.55	<a href="#">Special Revenue - Detail</a>	<a href="#">Special Revenue - Summary</a>
Capital Projects Reserve Fund	\$900.00	<a href="#">Capital Projects Reserve Fund - Detail</a>	<a href="#">Capital Projects Reserve Fund - Summary</a>
Cafeteria Fund	\$164,815.78	<a href="#">Cafeteria Fund - Detail</a>	<a href="#">Cafeteria Fund - Summary</a>
Student Activities	\$58,362.93	<a href="#">Student Activities - Detail</a>	<a href="#">Student Activities - Summary</a>

Total amount of all funds **\$4,699,035.11**

Motion to approve the Payment of Bills as presented

**7.b. Payment of Bills - December**

<b>Fund Name</b>	<b>Amount</b>	<b>Fund Accounting Payment Register</b>	<b>Fund Accounting Payment Summary</b>
General Fund - Procurement Card	\$16,907.06	<a href="#">Procurement Card - Detail</a>	See Procurement Card Detail
General Fund - Checks/ACH/Wires	\$4,686,460.92	<a href="#">General Fund - Detail</a>	<a href="#">General Fund - Summary</a>
Special Revenue	\$1,048.73	<a href="#">Special Revenue - Detail</a>	<a href="#">Special Revenue - Summary</a>
Capital Projects Reserve Fund	\$5,754.00	<a href="#">Capital Projects Reserve Fund - Detail</a>	<a href="#">Capital Projects Reserve Fund - Summary</a>
Cafeteria Fund	\$122,147.90	<a href="#">Cafeteria Fund - Detail</a>	<a href="#">Cafeteria Fund - Summary</a>
Student Activities	\$44,038.18	<a href="#">Student Activities - Detail</a>	<a href="#">Student Activities - Summary</a>

Total amount of all funds **\$4,876,356.79**

Motion to approve the Payment of Bills as presented

**7.c. Treasurer's Fund Report - November**

- [General Fund Report](#)
- [Special Revenue Report](#)
- [Capital Project Reserve 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, and Cafeteria](#)
- [Earned Interest YTD Student Activities](#)

Treasurer's Fund Reports are noted.

**7.d. Treasurer's Fund Report - December**

- [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, and Cafeteria](#)
- [Earned Interest YTD Student Activities](#)

Treasurer's Fund Reports are noted.

**7.e. YTD General Fund Report and YTD Taxes - November**

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.

**7.f. YTD General Fund Report and YTD Taxes - December**

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.

**7.g. Budgetary Transactions**

Motion to approve [Budgetary Transfers](#) for December 2025 as presented.

**8. Old Business** - Do we have any old business?

**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. Nicholas Guarente, Superintendent, received the following staff resignations:

- Tamra Holtry provided a resignation from the position of High School Paraprofessional effective Friday, October 2, 2026 for the purpose of retirement.
- Marshall Policicchio provided a resignation from the position of Middle School Business Teacher.

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

- Courtney Anderson provided a letter of resignation from the position of Co-Assistant High School Track Coach.
- Morgan Feick provided a letter of resignation from the position of Musical Assistant.
- Savannah George provided a letter of resignation from the position of Assistant High School Cheer Coach and remain a volunteer coach to the program.
- Austin Long provided a letter of resignation from the position of Co-Assistant Football Coach.
- Grant Long provided a letter of resignation from the position of Co-Assistant Football and Assistant Track Coach.
- Lukas Wolfe provided a letter of resignation from the position of Middle School Head Boys Soccer Coach and remain a volunteer coach to the program.

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

### **9.b. Recommended Approval of Student Interns**

Robert Krepps, Director of Technology, recommends a student intern to assist in various technology projects across the district:

- Clayton Cramer to serve as a Student Intern to the Technology Department and be compensated \$11.96 an hour based on the 2025-2026 Classified Staff Compensation Agreement.

Matthew Kump, Aquatics Director, recommends a student intern to support the elementary water safety program:

- Olivia Gurganious to serve during semester 2 of the 2025-2026 school year as a Student Intern for the Aquatics Program and be compensated \$11.96 an hour based on the 2025-2026 Classified Staff Compensation Agreement.

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

### **9.c. Recommended Approval of a Middle School Special Education Teacher - Cheyenne Shoener**

#### **Education:**

Shippensburg University - Special Education and Early Childhood Education (Bachelor's Degree)

#### **Experience:**

Big Spring High School - Student Teacher

ESS - Substitute Teacher

The administration recommends the Board of School Directors appoint Cheyenne Shoener to the position of Middle School Special Education Teacher replacing Dodie Bishopp who transferred. The compensation for this position should be established at Bachelor's Degree Step 1 \$62,175.00 which will be prorated 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.d. Recommended Approval of a Middle School Business Education Teacher - Rebecca Howell**

#### **Education:**

Shippensburg University - Business Administration (Bachelor's Degree)

#### **Experience:**

WebFX - Internet Marketing Consultant

The administration recommends the Board of School Directors appoint Rebecca Howell to the position of Middle School Business Education Teacher replacing Marshall Policicchio who resigned. The compensation for this position should be established at Bachelor's Degree Step 1 \$62,175.00 which will be prorated 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 documentation including 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 business certification for this position is received.

### **9.e. Recommended Approval of Extra Duty Positions**

Dr. Nadine Sanders, Assistant Superintendent, recommends the following:

- Cherie Powell to serve as year one mentor to Rebecca Howell for the 2025-2026 school year.
- Erin Zinn to serve as year one mentor to Cheyenne Shoener for the 2025-2026 school year.

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

- Joseph Barnouski to serve as Middle School Assistant Coach for the Girls Wrestling Program.
- Michael Clelan to serve as a Volunteer Coach for the Girls Wrestling Program.
- Eric Hockenberry to serve as a Volunteer for the Softball Program.
- Brayden Singer to serve as a Volunteer for the Baseball Program.
- Edward Wilson to serve as Assistant for the Musical Program.

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

### **9.f. Recommended Approval of Maintenance Staff**

Cristy Lentz, Business Manager, recommends the following maintenance staff hire:

- Steve Sprecher is recommended to serve as full-time Maintenance Technician – Electrical & Security Systems replacing Joe Ryan who was approved for hire but never started employment to replace Toby Monismith who resigned. The starting rate is recommended at \$24.38 (D11) per hour for the 2025-26 school year. This new hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

The administration recommends the Board of School Directors approve the maintenance new hire as presented.

## **10. New Business - Actions Items**

### **10.a. Recommended Approval of Updated Policy**

Based on feedback and input from the Board and Solicitor the following updated policy is proposed for approval by the administration:

- Policy 006 - [Meetings](#)

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

### **10.b. Recommended Acknowledgement of Additional 2025-2026 Krise Employees**

Krise Transportation Inc. has submitted additional drivers for the 2025-2026 school year.

The administration recommends the Board of School Directors acknowledge receipt of the additional employees for Krise Transportation.

### **10.c. Recommend Approval of Capital Reserve Fund Payment**

The following invoice is for payment within the Capital Reserve Fund:

- B&H Photo - [Invoice 239288184](#) - \$1,740.92

The administration recommends the Board of School Directors approve this invoice to be paid from the Capital Reserve Fund. This project was approved at the March 3, 2025 Board Meeting.

### **10.d. Recommended Approval of Agreements**

Dr. Nicholas Guarente, Superintendent, has reviewed the [Ship Start Memorandum of Understanding](#) with updated costs of \$125.00 per credit and \$55.00 fees per credit. The program offers high school students the opportunity to take college-level courses while still in high school at a reduced tuition rate with the goal of giving students the opportunity to experience a college environment while earning credits which will count toward a degree or transfer to another institution.

Dr. Nadine Sanders, Assistant Superintendent, has reviewed the [Addendum to the Agreement](#) between Big Spring School District and ESS Support Services, LLC to establish the pay rate (\$23.00/hour) and discounted bill rate (\$30.11/hour) for traffic control/crossing guards.

Dr. Guarente, Superintendent, has reviewed the [quote](#) and [contract](#) for services from Magic School which is an education-focused AI tool designed to support teachers and students while keeping learning safe and aligned with district goals at a cost of \$5,267.00 for the 2025-26 school year.

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

### **10.e. Recommended Approval of Fundraisers**

Clarissa Nace, Middle School Principal requests approval of the following fundraiser:

- [Cherrydale](#) Fundraiser February 10 - 27, 2026 to benefit the Middle School PTO.

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

- Bulldog Tote Bag fundraiser through [Happy Tees](#) by Jenny January 22 through February 5, 2026 to benefit the Cheer Program.
- [Krispy Kreme Donuts and Coffee](#) fundraiser January 21 through February 20, 2026 to benefit the Class of 2029.
- [Community Business Sponsorship](#) spring fundraiser to benefit the Big Spring High School Future Business Leaders of America chapter.

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

**10.f. Approval to Create a New Club and Student Activity Account for Girls Flag Football**

Scott Penner, Director of Athletics and Student Activities, is requesting permission to create a new high school student club and activity account for [Girls Flag Football](#).

The administration recommends the Board of School Directors approve the new student club and activity account as presented.

**10.g. Recommended Approval of Cumberland Perry Area Career & Technical Center 2026-2027 General Fund Budget Proposal**

Cumberland Perry Area Career & Technical Center has prepared a [General Fund Budget](#) for the 2026-2027 school year for consideration by the Board. Big Spring School District's share for 2026-2027 is \$953,537, a 2.89% or \$26,772 increase from 2025-2026.

The administration recommends the Board of School Directors approve the proposed 2026-2027 CPACTC General Fund Budget as presented with the understanding that the actual cost for Big Spring's participation in the Career & Technical Center will be determined based on final enrollment calculations.

**11. New Business - Information Item**

**11.a. Maintenance Department Employment Status Update**

An individual was recently approved for hire in the Maintenance Department but never started employment at Big Spring and has communicated that employment has been accepted elsewhere:

- Joe Ryan has not been hired for the position of full-time Maintenance Technician for Electrical and Security Systems.

**11.b. Leave Requests**

According to Family and Medical Leave Policy 335, administrative, professional and support employees may request a leave of absence for specific family and medical issues in compliance with the Family Medical Leave Act:

- BrieAnn Edmondson, Oak Flat Elementary School Teacher, is requesting a leave of absence beginning Friday, April 10, 2026 through approximately Friday, June 5, 2026 with a return date of Monday, June 8, 2026.

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:

- Ellie Hinkle, Teacher, is requesting a child-rearing leave of absence beginning Tuesday, May 26, 2026 through approximately Tuesday, May 25, 2027 with a return date of Wednesday, May 26, 2027.

### **11.c. Donation Recognition**

The Big Spring School District received a monetary donation from the McInroy-Sheffer People Trust which was acknowledged by Superintendent Dr. Nicholas Guarente to benefit interscholastic academic competitions.

The Big Spring School District received a monetary donation from The Carlisle Club which was acknowledged by Superintendent Dr. Nicholas Guarente to benefit the High School TSA (Technology Student Association) Club.

### **11.d. Contracted Staff Update**

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

- Lynne Chenot to serve as an ESS Long-Term Substitute Special Education Life Skills Teacher at Oak Flat Elementary School during Casey Barwin's leave of absence.
- Hannah Lorenzo to serve as an ESS Long-Term Substitute Special Education Teacher for Middle School MDS.

Dr. Trisha Reed, Director of Student Services, provides the following contracted staff update:

- Taylor Rice to serve as an ESS Paraprofessional for MDS at Oak Flat Elementary School.

Ms. Cheri Frank, Director of Facilities, Management, and Planning, provides the following contracted staff update:

- David Colistra to serve as an ESS Substitute in the Custodial Department.

## **12. Board Reports**

**12.a. Athletic Council - Ben Brown, Mike Hippensteel, Frank Myers, and John Wardle** - Meetings: February 4, April 1, and June 10.

**12.b. Building and Property Committee - Ben Brown, David Fisher, Mike Hippensteel, and Lisa Shade**

**12.c. Capital Area Intermediate Unit - Alison Mellott** - [CAIU](#) Meetings: Jan. 22, Feb. 26, March 26, April 23, May 28, and June 25

**12.d. Cumberland Perry Area CTC - John Wardle Alternate: Mike Hippensteel** - Meetings: Jan. 26, Feb. 23, March 23, April 27, May 26, June 22, July 27

**12.e. Finance Committee - Julie Boothe, Frank Myers, Lisa Shade, and John Wardle** - Meetings: March 16, April 20, May 18, and June 8

**12.f. Future Ready Comp Plan Board Reps - Julie Boothe and Lisa Shade**

**12.g. South Central Trust - Seth Cornman - Meeting: April 29, 2026**

**12.h. Tax Collection Committee - David Fisher - Meetings: April 14, 2026, July 14, 2026, and October 13, 2026.**

**12.i. Wellness Committee - Seth Cornman and Alison Mellott**

**12.j. Future Board Agenda Items**

**12.k. Superintendent's Report - Dr. Nicholas Guarente**

Monthly Enrollment effective December 22, 2025

Total Students Active Enrollment	Cyber Charter School Enrollment Regular Ed	Cyber Charter School Enrollment Special Ed	Approved Home Education	CPACTC
Total Active Enrollments 2,332				
CAOLA/CVA Students 91	120	91	224	122
Total In-Person Students 2,241				

**13. Second Public Comment**

**14. Meeting Closing**

**14.a. Business from the Floor/Board Member Comment**

**14.b. Adjournment – Motion to adjourn the meeting**

Meeting adjourned at \_\_\_\_\_ pm, **January 20, 2026**

Next scheduled meeting is **Tuesday, February 17, 2026**