

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, APRIL 20, 2020**

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### **I. Opening Meeting and Guidelines Below for the April 20, 2020 Virtual Board Meeting Were Reviewed**

Dr. Fry welcomed the community members in attendance to the April 20, 2020 Board of School Directors virtual Board Meeting. Dr. Fry defined the information below.

- Welcome members.
- Note to members: you are participating in a Zoom webinar, as an attendee your audio and video is muted.
- A role call will take place to affirm board members in attendance for the April 20, 2020 virtual meeting.
- The Board Member will state their name prior to the Motion on an agenda item as the second motion will follow the same procedure; name first.
- All public comments will work with the public raising hands.
- The Board of School Directors will proceed with the April 20, 2020 Board Agenda.

### **II. CALL TO ORDER**

Mr. Swanson, President took roll call of the Board of School Directors present for the Big Spring School District April 20, 2020 Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:00 P.M. with nine (9) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; David Gutshall, Treasurer; Robert Over, Alexis Blasco- Hurley, Richard Roush, Frank Myers and John Wardle

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Robyn Euker, Director of Curriculum and Instruction Richard E. Kerr, Jr., Business Manager; Robert Krepps, Director of Technology; Cathy Seras, Board Minutes.

### **III. Recommended Approval for Big Spring School District Resolution in Response to the COVID-19 Pandemic**

Motion to authorize the Board Resolution for COVID-19 pandemic in response to the Governor-ordered closure of public schools beginning March 16, 2020, due to the COVID-19 pandemic. The Resolution is included with the agenda.

The administration recommends the Board of School Directors approve the Board Resolution for COVID-19 Pandemic, following a response to the Governor-ordered closure of public schools beginning March 16, 2020.

Motion by Roush, seconded by Deihl to approve the recommendation as outlined above.  
Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Hurley-Blasco, Wardle and Myers.  
Motion carried unanimously. 9- 0

#### IV. PLEDGE TO THE FLAG

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

#### V. Approval of Minutes

Approval of the March 16, 2020 Regular Board Meeting Minutes and the March 16, 2020 Committee of the Whole Meeting Minutes.

Motion by Deihl seconded by Roush for the approval of the March 16, 2020 Regular Board Meeting Minutes and the March 16, 2020 Committee of the Whole Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Piper, Over, Blasco-Hurley, Wardle, Gutshall, Roush and Myers. Motion Carried unanimously. 9-0

#### VI. Student/Staff Recognition and Board Reports - No Student Reports

#### VII. Financial Reports

##### a. Payment of Bills

|                               |           |                   |
|-------------------------------|-----------|-------------------|
| General Fund                  |           |                   |
| Checks/ACH/Wires              | \$        | 700,708.45        |
| Capital Projects Reserve Fund | \$        | -                 |
| Mount Rock Projects 2018 Fund | \$        | -                 |
| Cafeteria Fund                | \$        | -                 |
| Student Activities            | \$        | <u>3,974.01</u>   |
| <b>Total</b>                  | <b>\$</b> | <b>704,682.46</b> |

Motion to approve the payment of bills as presented.

Motion by Gutshall, seconded by Roush, for acceptance of the Payment of Bills as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Blasco-Hurley, Roush, Gutshall, Wardle and Myers. Motion Carried unanimously. 9- 0

##### b. Treasurer's Fund Report

|                               |           |                      |
|-------------------------------|-----------|----------------------|
| General Fund                  | \$        | 19,637,360.27        |
| Capital Project Reserve Fund  | \$        | 6,613,749.70         |
| Cafeteria Fund                | \$        | 458,263.88           |
| Student Activities            | \$        | 263,406.14           |
| Mount Rock Projects 2018 Fund | \$        | <u>93,396.37</u>     |
| <b>Total</b>                  | <b>\$</b> | <b>27,066,176.36</b> |

Motion to approve the treasurer's fund report and budget transfers, as presented.

Motion by Gutshall, seconded by Roush, for acceptance of the Treasurer's Fund Report as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Blasco-Hurley, Roush, Gutshall, Wardle and Myers. Motion Carried unanimously. 9- 0

**c. YTD General Fund Report and YTD Taxes**

The administration prepared these reports for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year. The YTD Tax report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports, as submitted.

Motion by Diehl, seconded by Roush, for acceptance of the General Fund Report and YTD Taxes as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Gutshall, Wardle, Roush, Blasco-Hurley, and Myers. Motion Carried unanimously. 9 – 0

**VIII. Reading of Correspondence**

**IX. Recognition of Visitors**

**X. Public Comment Period**

**XI. Structured Public Comment Period**

**XII. Old Business**

**XIII. New Business**

**XIV. Personnel Items - Action Items**

**IV. New Business - Action Items**

**a. Credit Pay**

The professional employees whose names are listed below have successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

|                     |                          |
|---------------------|--------------------------|
| <b>Molly Kordes</b> | <b>\$1,560.00</b>        |
| <b>Adam Nobile</b>  | <b><u>\$1,560.00</u></b> |
|                     | <b>\$3,120.00</b>        |

The administration recommends the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Educational Association and the Big Spring School District.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.  
Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Hurley-Blasco, Wardle and Myers.  
Motion carried unanimously. 9- 0

## **New Business - Action Items**

### **b. Recommended Approval for Summer 2020 Team Camps**

At this time the coach's listed are requesting Board approval for the teams and coach's to attend the team camps for summer 2020 that are listed below.

- Randy Jones, Head Girls Basketball Coach - Messiah College, July 12-15, 2020
- Nathaniel Gutshall, Head Wrestling Coach - Kutztown University, July 19-22, 2020

The administration recommends the Board of School Directors approve the coach's requests for the teams and coach's to attend the summer 2020 team camps, as presented.

Dr. Fry communicated that the camps are funded by student athletes. Dr. Fry shared that if the camps are canceled, money will be refunded to students.

Motion by Deihl, seconded by Wardle to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Hurley-Blasco, Wardle and Myers.

Voting No: Over

Motion carried. 8-1

### **c. Recommended Approval to Move the June 15, 2020 Board Meeting to June 22, 2020**

The administration would like to recommend to move the Monday, June 15, 2020 Big Spring School District Board of School Directors Board Meeting to Monday, June 22, 2020. This recommendation is to support more time to gather fiscal data in support of a final budget.

The administration recommends the Board of School Directors move the Monday, June 15, 2020 Big Spring School District Board of School Directors Board Meeting to Monday, June 22, 2020, as presented.

Mr. Piper asked about the printing of tax bills. Dr. Fry stated that the District prefers to hold the printing of tax bills based on legislative information that may be approaching in the upcoming days.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Hurley-Blasco, Wardle and Myers.

Motion carried unanimously. 9-0

### **d. Recommended Approval for the Adoption of Curriculum and Training Resources**

The administration would like to request approval for the SkyOp curriculum, training resources and the Memorandum of Understanding for the High School FAA (Federal Aviation Administration) course. The resources are in support of a new FAA Drone Operator Certification course for the 2020-2021 school year at Big Spring High School.

The administration recommends the Board of School Directors approve the SkyOp curriculum, training resources and the Memorandum of Understanding for the High School FAA (Federal Aviation Administration) course, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Hurley-Blasco, Wardle and Myers.

Motion carried unanimously. 9-0

## **New Business - Action Items**

### **e. Recommended Approval for an Addendum to Extend ESS Northeast, LLC Agreement**

Dr. Richard W. Fry, Superintendent of School and Dr. Kevin C. Roberts, Jr., Assistant Superintendent received and reviewed the Addendum to Extend ESS Northeast, LLC Agreement through June 30, 2023.

The administration recommends the Board of School Directors approve the Addendum to extend ESS Northeast, LLC Agreement, as presented.

Dr. Fry discussed items e and f, stating that the administration is trying to stay proactive in saving money. Dr. Fry communicated by extending the ESS agreement it will lock the District into a three-year rate that the District is already currently paying. Dr. Fry continued discussions on savings of items e and f.

Motion by Roush, seconded by Deihl to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Hurley-Blasco, Wardle and Myers.

Motion carried unanimously. 9- 0

### **f. Approve Proposal For Audit Services**

The district released a request for [proposals for audit services](#) back in February. Subsequent to that we released answers to questions we received from the proposers in a [Q&A document](#). Last year we paid \$35,750 for audit services. After meeting with the administration and business staff, SEK came out with the best score ([SEK proposal](#)) and an initial cost of \$22,900.

The administration recommends the Board of School Directors accept the proposal from SEK for four years of audit services starting with FY20 audit.

Mr. Piper asked about the company's reputation. Mr. Kerr shared background information on SEK and felt confident that SEK will do a good job for the District.

Motion by Roush, seconded by Deihl to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Hurley-Blasco, Wardle and Myers.

Motion carried unanimously. 9- 0

## **V. New Business - Information Item**

### **a. Election of the Treasurer - One Year Appointment**

Section 404 of the Public School Code of 1949 states that annually during the month of May, a treasurer is to be elected to serve for one year, beginning the first day of July following such election. This is an information item regarding the election of a treasurer which will take place at the May 4, 2020 Board meeting.

## **VI. Discussion Item**

## **VII. Future Board Agenda Items**

## **VIII. Board Reports**

### **a. District Improvement Committee - Mr. Over, Mr. Myers**

No report offered.

### **b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers**

No report offered.

### **c. Vocational-Technical School - Mr. Piper, Mr. Wardle**

No report offered.

### **d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over**

No report offered.

### **e. Finance Committee - Mr. Deihl, Mr. Piper, Mr. Swanson, Mr. Gutshall**

No report offered. Mr. Deihl did share there will be a Zoom meeting on April 27<sup>th</sup> at 3:30 p.m.  
Dr. Fry shared information on EIT.

### **f. South Central Trust - Mr. Deihl**

No report offered.

### **g. Capital Area Intermediate Unit - Mr. Swanson**

No report offered.

### **h. Tax Collection Committee - Mr. Swanson**

No report offered.

### **i. Future Board Agenda Items**

No future board agendas.

### **j. Superintendent's Report**

- Dr. Fry shared information on BSSD enrollment and stated that PDE cut off the enrollment as of March 13, 2020.
- Dr. Fry communicated that the majority of the communication regarding the educational enrichment education information for students is now coming from building level principals.
- Dr. Fry stated that BSSD as well as all School Districts in the state of Pennsylvania are looking at budget challenges. Dr. Fry shared he continues to stay in communication with state level officials to stay ahead of what may be ahead for school district budgets.
- Dr. Fry shared that the Governor extended the stay at home order until May 8, 2020. He also communicated that the upcoming Finance Meeting will be a Zoom meeting as well as the first board meeting in May.

## **IX. Meeting Closing**

### **a. Business from the Floor**

- Mr. Wardle updated the administration and Board of School Directors on the Central Pa. Food Bank and how numbers are increasing in the Newville area. Mr. Wardle asked about food for the summer months.
- Dr. Fry stated that Michelle Morgan, Food Service Director has locked into an eight-week contract with some food suppliers to continue through the end of the school year. Dr. Fry shared that there will be more to come in the future regarding the food program.
- Mr. Over stated that Dr. Fry and his team are doing a great job; “keep it up”.
- Mr. Myers asked if kindergarten registration has been completed. Dr. Fry communicated that it’s still in process as meetings continue amongst staff.
- Mr. Myers stated he is very impressed with what teachers are doing on-line with students and shared that BSSD should be very proud of the teachers.
- Dr. Fry stated that BSSD has a fantastic staff and the District is meeting student’s needs.
- Mr. Deihl communicated that the administration is doing a great job staying on top of everything during these challenging times.
- Mr. Piper stated that the administration did a great job with budget numbers.
- Mr. Swanson shared he continues to hear positives from community members.
- Mr. Over asked about higher education opening in the fall. Dr. Fry shared that higher education will continue to monitor the situation in the upcoming months.

### **b. Public Comment Regarding Future Board Agenda Items**

- No comments.

### **c. Adjournment**

Motion by Deihl, seconded by Roush, as outlined and recommended above.

Voting Yes: Swanson, Deihl, Over, Blasco-Hurley, Gutshall, Wardle, Roush, Piper and Myers.

Motion carried unanimously. 9-0

Meeting adjourned at **8:25 p.m. April 20, 2020.**

*William L. Piper, Secretary*

Next scheduled meeting is: **May 4, 2020.**