



OCTOBER 17, 2022

BOARD MEETING AGENDA

08:00 pm - Middle School Auditorium

- 1. Opening Meeting: Call to Order/Pledge - President Bill Swanson**
- 2. Student/Staff Recognition and Board Reports - Sammi Feldman and Cailin Spies**
- 3. Reading of Correspondence**
- 4. Recognition of Visitors**
- 5. Public Comment Period**
- 6. Approval of Minutes**

6.a. Regular Board Meeting, Committee of the Whole Meeting, and Buildings and Property Committee Meeting Minutes for October 3, 2022

- [October 3, 2022 Regular Board Meeting Minutes](#)
- [October 3, 2022 Buildings and Property Committee Minutes](#)
- [October 3, 2022 Committee of the Whole Board Meeting Minutes](#)

Motion to approve the October 3, 2022 minutes as presented.

7. Financial Reports

7.a. Payment of Bills

General Fund

Procurement Card	\$	-
Checks/ACH/Wires	\$	665,507.12
Capital Projects Reserve Fund	\$	14,410.17
Cafeteria Fund	\$	-
Student Activities	\$	<u>21,034.33</u>
Total	\$	700,951.62

Motion to approve the Payment of Bills as presented.

7.b. Treasurer's Fund Report

General Fund	\$	30,002,414.64
Capital Project Reserve Fund	\$	9,093,830.70
Cafeteria Fund	\$	879,049.30
Student Activities	\$	<u>294,491.88</u>
Total	\$	40,269,786.52

Motion to approve the Treasurer's Fund Report as presented.

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 expense 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.

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

8. Old Business

9. New Business

10. Personnel Items - Actions Items

10.a. Recommended Approval for Child Rearing Leave

Bonnie Seltzer, District Itinerant Deaf and Hard of Hearing Teacher, is requesting a child-rearing leave of absence to begin approximately Monday, March 27, 2023 through approximately Friday, May 26, 2023 with a return date of Tuesday, May 30, 2023. According to Section 3.07 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, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends the Board of School Directors approve Bonnie Seltzer's requested child-rearing leave of absence as presented.

10.b. Recommended Approval of Staffing Updates

Mr. Scott Penner, Director of Athletics and Student Activities, is recommending 2022-2023 staffing as follows:

- Bernadette Beecher for the position of High School Marching Band Assistant Field Staff
- Wesley Madden for the position of Middle School Assistant Boys Basketball Coach
- Maura Manning for the position of High School Marching Band Assistant
- Trevor Perry to be a Volunteer Coach for Boys Basketball
- Makayla Slatt for the position of High School Marching Band Field Staff

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

10.c. Recommended Approval of Classified Extra-Curricular Personnel

A list of the 2022-2023 extra-curricular classified positions and recommended personnel has been prepared by Stacy Lehman, Human Resources Coordinator.

The administration recommends the Board of School Directors approve the extra-curricular classified personnel as presented.

11. New Business - Actions Items

11.a. Recommend Approval to Adopt the Act 57 Resolution

On July 11th, the Governor signed Act 57 into law, which amended the Local Tax Collection Act ("LTCL"). Act 57 requires tax collectors of local governments' real estate taxes to waive the imposition of penalties, interest and other charges previously imposed for the late payment of real estate taxes in certain limited instances. Prior to Act 57, LTCL allowed local governments' tax collectors to impose penalties, interest and other charges for the late payment of real estate taxes – even if the taxpayer never received the tax bill. Act 57 was intended to remedy the situation when a new property owner does not receive a real estate tax bill (presumably because the bill was sent to the prior owners), and only learns of the real estate taxes owed through a delinquency notice.

Act 57 requires all local governments that impose real estate taxes to adopt resolutions to require their real estate tax collectors to comply with this law.

In order for a taxpayer to take advantage of relief under Act 57, the taxpayer must complete a waiver form with 12 months of acquiring a property and do three things: (1) the taxpayer must prove their acquisition and ownership of the taxed property; (2) the taxpayer must sign an affirmation form stating the real estate tax bill for the property was not received by the taxpayer; and (3) the taxpayer must pay the entire amount of the face value of the real estate taxes owed on the property at the time the waiver form is submitted. DCED is tasked under Act 57 to develop a waiver form that local governments and tax collectors can provide taxpayers for use.

Act 57 becomes effective with the first tax year following the effective date of the legislation – which means the 2022-2023 fiscal year for school districts (i.e. the July 2023 real estate tax bills).

The administration recommends the Board of Directors approve the Act 57 Resolution.

11.b. Recommended Approval of Fundraisers

Mr. William Wonders, Newville Elementary School Principal, is requesting permission to conduct fundraisers:

- Shamrock Shuffle
- [World's Finest Chocolate Candy Sale](#)

Mr. Scott Penner, Director of Athletics and Student Activities, is requesting permission to conduct fundraisers:

- The Junior Class to conduct a [Country Meat Sticks](#) fundraiser from October 19 through November 2, 2022.
- The Big Spring Cheerleading Program to conduct a [Freckled Moose](#) and [Dutch Country Soft Pretzel](#) fundraiser from October 24 through November 16, 2022.

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

11.c. Request to Apply for a Grant

Mrs. Nicole Donato, Director of Curriculum and Instruction, has received a request from the following teachers to apply for a grant:

- Jenna McIntire, Middle School Agriculture/Technology Education Teacher and Rebecca Whigham, Middle School Family and Consumer Science Teacher are requesting to apply for the [PA Farm to School Grant](#)

The administration recommends the Board of School Directors approve the requests to apply for and participate in the grant as presented.

11.d. Recommend Approval of Capital Project Payments

The following invoices are for payment within the Capital Project Fund:

- Interactive TV Panel Project - Lobar Associates, Inc. Pay App #4 Invoice #211960-4 for \$18,849.02
- Wifi and Switch Project - CNI #1034782-IN for \$6,837.60
- Wifi and Switch Project - IntegraOne for \$7,572.57

The administration recommends the Board of School Directors approve the invoices to be paid from the Capital Reserve Project Fund.

11.e. Recommended Approval of a Cybersecurity Agreement

The Cybersecurity letter of commitment between the Capital Area Intermediate Unit and Big Spring School District has been reviewed by Mr. Robert Krepps, Director of Technology. The consortium is a partnership between the IU and local school districts that will drive the development of a regional cyber security solution over a 3-year timeline. The services will include annual vulnerability assessments, regional Albert Sensor, cybersecurity training, and a regional disaster recovery and backup solution. The agreement is for 5 years with solution pricing of \$15,500 year 1 and \$23,000 annually thereafter.

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

11.f. Recommend Approval of US Employee Benefits Services Group to complete ACA Reporting

Big Spring has completed the ACA Reporting (1094/1095) in house since the beginning of the requirement in 2015. The reporting was completed with the assistance of the District's financial software programs (ProSoft and CSIU). We were notified in September that CSIU will no longer provide ACA reporting capability due to the increase compliance restrictions. The District priced out a number of ACA reporting vendors. US Employee Benefits Services Group provided the product for the least amount of expense with minimal work from the business office. The cost is a flat \$2,000. We elected the PDF option, which is no additional cost to the District. The District will receive the 1095-C's via PDF and will be distributed by the Payroll Department.

The administration recommends the Board of School Directors approve the ACA reporting agreement with US Employee Benefits Services Group.

11.g. Recommended Approval of Policy

Recommended approval of Policy 903 Public Participation in Board Meetings:

- The administration was directed by President Swanson to draft a revision to [Policy 903 Public Participation in Board Meetings](#)

The administration recommends the Board of School Directors approve the revision to Policy 903 as presented.

11.h. Recommended Approval for Building Utilization Request

- The Big Spring Aquatic Club is requesting to use the High School gym, pool, commons, and adaptive health room on February 26, 2023 for the Central PA Aquatic League's Swimming All-Star Meet. Because the utilization request is on a Sunday, Board action is necessary.

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

12. New Business - Information Item

12.a. Aide Position through ESS the District's Contracted Service Provider

Dr. Abigail Leonard, Supervisor of Ancillary Services, recommends the following individual for an ESS aide position:

- Martha Mutterspaugh - Principal's Discretion Aide at Newville Elementary School starting October 10, 2022

13. Discussion Item

14. Board Reports

14.a. District Improvement Committee - Mr. Fisher and Mrs. Webster

14.b. Athletic Committee - Mr. Deihl, Mr. Fisher, Mr. Myers, and Mr. Wardle

Meeting Dates: December 7, February 7, March 16, and May 17

14.c. Cumberland Perry Area Career and Technical Center - Mr. Piper and Mr. Wardle

14.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle

14.e. Finance Committee - Mr. Deihl, Mr. Over, Mr. Piper, and Mr. Myers

14.f. South Central Trust - Mr. Deihl

14.g. Capital Area Intermediate Unit - Mr. Swanson

14.h. Tax Collection Committee - Mr. Swanson

14.i. Future Board Agenda Items

14.j. Superintendent's Report

15. Meeting Closing

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

15.b. Comment Future Board Agenda Items

15.c. Adjournment

Meeting adjourned at _____ pm, **October 17, 2022**

Next scheduled meeting is **November 14, 2022**