



BIG SPRING SCHOOL DISTRICT
Newville, Pennsylvania
BOARD MEETING MINUTES
OCTOBER 18, 2021

1. Opening Meeting

Call to Order (President Swanson)

The Board of School Directors for the Big Spring School District met in the Big Spring High School Auditorium at 8:00 pm with eight (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; Alexis Hurley, Treasurer; Dave Gutshall, Robert Over, Frank Myers, Richard Roush, and John Wardle.

Absent: Mr. Piper

Others in attendance: Kevin C. Roberts, Jr., Superintendent; Bill August, Assistant Superintendent; Michael Statler, Business Manager; Caleb Barwin, Account Controller; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darrin Baughman, Technology Support.

President Swanson announced the Board met in Executive Session prior to the meeting to discuss legal matters.

2. Pledge to the Flag

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

3. Approval of Minutes

Approval of the October 4, 2021, Regular Board Meeting Minutes and the October 4, 2021, Committee of the Whole Meeting Minutes.

Motion by Mr. Deihl was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

4. Student/Staff Recognition and Board Reports - Rylee Hall and Elizabeth Sheriff

High School students Rylee Hall and Elizabeth Sheriff provided a summary of school activities and upcoming events.

5. Financial Reports

5.a. Payments of Bills

General Fund	\$	747,542.72
Capital Project Reserve Fund	\$	-
Cafeteria Fund	\$	51,264.16
Student Activities	\$	<u>7,599.59</u>
Total	\$	806,406.47

Motion to approve the Payments of Bills, as presented.

Motion by Mrs. Hurley was seconded by Mr. Deihl

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

5.b. Treasurer's Fund Report

General Fund	\$	36,690,162.99
Capital Project Reserve Fund	\$	8,345,955.53
Cafeteria Fund	\$	323,880.43
Student Activities	\$	<u>244,842.52</u>
Total	\$	45,604,841.47

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

Motion by Mrs. Hurley was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

5.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.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

6. Reading of Correspondence

7. Recognition of Visitors – 23 total visitors were in attendance.

8. Public Comment Period

Mr. Bill Beck, 108 Lawrence Lane, Carlisle addressed the Board of School Directors and offered a prayer of encouragement for the Board members, administration, staff, students, and community.

Ms. Charlene D'Amore, 314 Sherman Avenue, Carlisle addressed the Board with comments regarding her resignation.

Mr. Josh Helm, 26 Windy Hill Road, Newville addressed the Board with comments regarding the National School Board Association.

Mr. Kevin Bicking, 4 Elton Drive, Carlisle addressed the Board with comments regarding the Acting Secretary of Health's order directing face coverings in school entities and a book in the school library.

Ms. Reinford, Doubling Gap Road, Newville addressed the Board with comments regarding the Acting Secretary of Health's order directing face coverings in school entities.

9. Structured Public Comment Period

10. Old Business

11. New Business

12. Personnel Items - Actions Items

12.a. Resignation of a Newville Elementary School Custodian - Ms. Patricia Nailor

Ms. Patricia Nailor has submitted her resignation from the position of full-time Custodian at Newville Elementary School.

The administration recommends the Board of School Directors approve Ms. Nailor's resignation as presented.

12.b. Recommended Approval for Child Rearing Leave - Jessica Maser

Jessica Maser, First Grade Teacher at Mt. Rock Elementary School, is requesting a child-rearing leave of absence to begin approximately Wednesday, March 30, 2022, through approximately Wednesday, June 8, 2022, with a return date of Thursday, June 9, 2022. 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 Jessica Maser's requested child-rearing leave of absence as presented.

12.c. Recommended Approval of Classified Transfers

As per Board Policy 309, the administration will transfer the classified employees whose names are listed below:

Ms. Trina Kulp from Administrative Assistant for Student Services to Administrative Assistant to the Director of Student Services replacing Mrs. Sharon Myers who has retired. Ms. Kulp will be placed on level C12 within the Classified Agreement for the 2021-2022 school year. This is a 232-day position at 7.75 hours per day.

Ms. Erin Ford transfer from Administrative Assistant to the High School for Attendance to Administrative Assistant for Student Services replacing Ms. Trina Kulp who has transferred. Ms. Ford will be placed on level D7 within the Classified Agreement for the 2021-2022 school year. This is a 232-day position at 7.75 hours per day.

The administration recommends the Board of School Directors approve the transfer of the individuals listed above as presented.

12.d. Recommended Approval of an Administrative Assistant at Mount Rock Elementary - Ms. Allison Baer

Mr. William August, Assistant Superintendent, would like to recommend Ms. Allison Baer as an Administrative Assistant for Attendance at Mount Rock Elementary School replacing Ms. Sandra Cunningham who resigned. Ms. Baer will work 190 days at 7.5 hours per day at the H-4 salary rate on the Classified Compensation Plan for the 2021 - 2022 school year.

The administration recommends the Board of School Directors approve Ms. Baer as an Administrative Assistant as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

12.e. Recommended Approval for Classified Extra-Curricular Personnel List

A list of the 2021-2022 extra-curricular classified positions and recommended personnel has been prepared by Stacy Lehman, Human Resources Coordinator, and a copy of the list is included with the agenda.

The administration recommends the Board of School Directors approve the 2021-2022 extra-curricular personnel list as presented.

12.f. Recommended Approval of an Administrative Assistant for Attendance at the High School - Ms. Leah Wilson

Mr. William August, Assistant Superintendent, would like to recommend Ms. Leah Wilson as an Administrative Assistant for Attendance at the High School replacing Erin Ford who has transferred. Ms. Wilson will work 200 days at 7.5 hours per day and 32 days at 5.75 hours per day at the H5 salary rate on the Classified Compensation Plan for the 2021 - 2022 school year.

The administration recommends the Board of School Directors approve Ms. Wilson as an Administrative Assistant as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

12.g. Resignation of ESL Position - Ms. Charlene D'Amore

Ms. Charlene D'Amore has submitted a letter of resignation from her ESL position in the Big Spring School District.

The administration recommends the Board of School Directors accept Ms. D'Amore's resignation as presented.

12.h. Resignation of Groundskeeper – Mr. Dustin Durf

Mr. Dustin Durf has submitted his resignation from the position of Groundskeeper effective October 30, 2021.

The administration recommends the Board of School Directors approve Mr. Durf's resignation as presented.

Vote on New Business 12 a - h, Personnel Items

Motion by Mr. Deihl was seconded by Mr. Roush to approve Items 12a – 12h, as outlined and recommended above.

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

13. New Business - Actions Items

13.a. Credit Pay

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

Jana Barrick	\$1,680.00
Scott Penner	\$1,590.00

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 Mr. Deihl was seconded by Mr. Myers

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

13.b. Recommend approval of Cross-Country Sound System

Rob Krepps, Technology Director, is requesting approval to replace the PA system for the Cross-Country course. The existing PA was put in 7 years ago using castoff equipment from other district sound systems. It is no longer serviceable, and we are making do with portable equipment to get through this season. A replacement system was planned and included on the list of capital projects. The district has a proposal from AV Solutions in the amount of \$17,436 to replace the system.

Over the next several years Big Spring will host significant events requiring a working PA System:

HS - Ben Bloser, Mid Penn Championships, District 3 Championships

College – Dickinson Long Short, NCAA Division III Regionals

NCAA Division III Cross Country Championships – Sat Nov 18, 2023

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

Motion by Mr. Myers was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Hurley, Gutshall, Over, Myers, Wardle, and Roush

Motion Carried unanimously. 8-0

14. New Business - Information Item

14.a. Long-Term Substitute Teacher through ESS the District's Substitute Agency

Ms. Kasey Kobzowicz to serve as Long-Term Substitute Teacher for Science at the High School for Amanda Frankford who will be on leave. Kasey will begin in this position October 28, 2021, with a tentative end date of January 26, 2022.

14.b. Aide Positions through ESS the District's Contracted Service Provider

Dr. Abigail Leonard, Supervisor of Ancillary Services, recommends the ESS aides listed below:

Ms. Mary Oliver - Principal's Discretion Aide at Newville Elementary beginning November 3, 2021

Ms. Stacey Sarber - Full-Time day-to-day floating Health Room Aide beginning October 18, 2021.
(This is a one-year position).

15. Discussion Item

16. Future Board Agenda Items

17. Board Reports

17.a. District Improvement Committee - Mr. Over, Mr. Myers

The next meeting is November 16.

17.b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers

The next meeting is November 11.

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

No report offered.

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

No report offered.

17.e. Finance Committee - Mr. Deihl, Mr. Piper, Ms. Hurley, Mr. Gutshall

The next meeting is in December.

17.f. South Central Trust - Mr. Deihl

No report offered.

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

The next meeting is Thursday, October 28.

17.h. Tax Collection Committee - Mr. Swanson

The next meeting is tomorrow at 8 am.

17.i. Future Board Agenda Items

Nothing offered

17.j. Superintendent's Report

Dr. Roberts shared that Jadyn Klinger, an 11th grade high school student, was featured in Lancaster Farming under the Blue and Gold News section for her work raising alpacas. Kudos to Jadyn for this recognition of her hard work and involvement in FFA.

Dr. Roberts stated the enrollment of students is currently 2,465 which continues to trend above the Department of Educations projections for our District.

Dr. Roberts highlighted Veteran's Day Activities that will be taking place at each building and stated that details have been shared with each Board member.

18. Meeting Closing

18.a. Business from the Floor

Mr. Wardle stated he is thankful for our staff and happy to see the number of curricular and extracurricular activities happening at Big Spring.

Mr. Myers echoed Mr. Wardle's statement and agreed it is good to see so many activities taking place.

Mr. Swanson shared how pleased he was to hear about our football player helping an injured player from the opposing team this week and said it shows the kind of community and students we have at Big Spring for which we should all be thankful.

18.b. Public Comment Regarding Future Board Agenda Items

Nothing offered

18.c. Adjournment

Mr. Deihl made a motion to adjourn the meeting and Mr. Roush seconded the motion.

Meeting adjourned at 8:31 pm on **Monday, October 18, 2021.**

Next scheduled meeting is **Monday, November 15, 2021.**


