

Big Spring School District

Newville, Pennsylvania

Board Meeting Minutes

March 20, 2023



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1. Opening Meeting:

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 8:03 pm with eight (8) Board of School Directors present: John Wardle, President; Todd Deihl, Vice President; William Piper, Secretary; Frank Myers, Treasurer; Robert Over, Richard Roush, William Swanson, and Donna Webster

Absent: Kenneth Fisher

Others in attendance: Jeanne Temple, Interim Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Chris Harris, Solicitor; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darin Baughman, Technology Support.

The Middle School Chorus performed the National Anthem and President Wardle led all individuals present in the Pledge to the Flag.

2. Student/Staff Recognition and Board Reports

The staff at Newville Elementary School presented updates to the Board on student and staff activities.

Jennifer and Toby Kuhn provided memorial foundation information to the Board including the donation of three new AED machines provided by the JT Kuhn Memorial Foundation.

3. Reading of Correspondence – Nothing Offered

4. Recognition of Visitors - 35 visitors signed-in for the meeting

5. Public Comment Period

Lisa Shade offered comments on the budget and a request for presentations to be posted to the Web Page.

Charlotte McDonald offered comments on elevator passes and shared concerns about school lunches. Mrs. Temple stated she was aware of a day the high school was out of chicken but said there were several other food options available which were offered to students.

Trish Bankes offered comments of concern about transportation and library materials.

Arlene Reinford offered comments on transparency and read a letter addressed to the District solicitor.

Lawrence Flynn offered comments of concern on Terrace Metrics.

6. Approval of Minutes

Motion to approve the [Buildings and Property Committee](#), [Committee of the Whole](#), and [Board Meeting Minutes](#) for March 6, 2023 as presented?

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

7. Financial Reports

7.a. Payment of Bills

General Fund	\$	6,176,958.57
Special Revenue Fund	\$	1,542.62
Capital Project Reserve Fund	\$	17,290.00
Cafeteria Fund	\$	147,192.24
Student Activities	\$	<u>7,493.44</u>
Total	\$	6,350,476.87

Motion by Mr. Myers was seconded by Mr. Deihl

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

7.b. Treasurer's Fund Report

General Fund	\$	23,163,151.42
Special Revenue Fund	\$	73,102.67
Capital Project Reserve Fund	\$	8,528,025.31
Cafeteria Fund	\$	965,651.69
Student Activities	\$	<u>298,889.02</u>
Total	\$	33,028,820.11

Motion by Mr. Myers was seconded by Mr. Deihl

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

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 by Mr. Deihl was seconded by Mr. Roush to accept Year-To-Date General Fund and Tax Reports as submitted

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

8. Old Business – Nothing Offered

9. New Business Personnel Items - Actions Items

Unless there is an objection, we will combine all New Business Personnel Items listed under #9 into one motion.

9.a. Recommended Approval of Leave Requests

- Allison Baer, Mount Rock Administrative Assistant, is requesting a day of leave without pay on March 6, 2023.
- Molly Kordes, Mount Rock Teacher, is requesting a full day of leave without pay on March 13, 2023 and a half day on March 22, 2023.
- Genelle Walden, High School Teacher, is requesting a half day of leave without pay on March 31, 2023.
- Jessica Winesickle, Home and School Visitor, is requesting a half day of leave without pay on March 13, 2023.

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

9.b. Recommended Approval of Adjusted Contract Term

It is recommended the Board amend the Superintendent Employment Contract of Dr. Nicholas Guarente to reflect a five year term with an adjusted start date of March 27, 2023. All other terms of the Contract previously approved on February 21, 2023 will remain the same.

The administration recommends the Board of School Directors approve the adjusted start date and five year term as presented.

9.c. Recommended Approval of Resignations

Mrs. Jeanne Temple, Interim Superintendent, received the following extra-duty resignation:

- Dianne Doll has presented a letter of resignation from the position of Nursing Department Head effective June 30, 2023.

Ms. Cheri Frank, Director of Custodial Services, received the following resignation:

- Ray Lebo has presented a letter of resignation from the position of Logistics Specialist effective June 1, 2023.

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

9.d. Recommended Approval of Athletic Staff

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

- Matthew Bixler to serve as a volunteer Coach for the Softball Program.
- Seth Ryan to serve as a volunteer for the Girls Soccer Program.

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

Motion by Mr. Deihl was seconded by Mr. Roush to combine all New Business Personnel Items 9 (a) – 9 (d) into one motion

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10. New Business - Actions Items

10.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 current contract between the Big Spring Educational Association, the Act 93 Agreement, and the Big Spring School District.

Matthew Kump	\$1,650.00
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The administration recommends the Board of School Directors authorize reimbursement for graduate credits as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.b. Recommended Approval of the Proposed 2023-2024 School Calendar

The administration drafted a proposed [School District Calendar](#) for the 2023-2024 school year and copies of the proposed calendar were provided to the Board of School Directors at the March 6, 2023 Board meeting as an information item.

The administration recommends the Board of School Directors approve the proposed 2023-2024 school calendar as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.c. Case C

The parent of Case C of the 2022-2023 school year waived the 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. 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 2022-2023 school year as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.d. Recommended Approval of Utilization Requests

- Carly Zinn, on behalf of Big Spring High School We Lift, is requesting use of the High School Turf Field on April 2, 2023. Because the date is a Sunday, Board action is necessary.
- Sue Martin, on behalf of Wyldlife Youth Group, is requesting use of the Middle School Gym on April 2, 2023. Because the date is a Sunday, Board action is necessary.

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.e. Recommended Approval of Capital Project Fund Payments

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

- El Associates - \$1,000 - Invoice P10000015297 - Feasibility Study
- Stouffer Mechanical Contractor - \$6,875 - Invoice 6417 - High School Hot Water Project

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.f. Recommended Approval for an Addendum to the ESS Northeast, LLC Agreement

Mrs. Jeanne Temple, Interim Superintendent, has reviewed the [Addendum](#) to the ESS Northeast, LLC Agreement for Substitute Teacher Incentive Pay for the 2022-2023 school year.

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

10.g. Recommended Approval of the Baseball Backstop Project Contract Proposal

The Big Spring School District authorizes [Contract # KPN202001-02](#) in the amount of \$ 50,835.00 for the proposed Baseball Backstop Project presented during the Buildings and Property Committee Meeting on March 6, 2023 which will be funded by the Baseball Team Student Activity Account.

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

Motion by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

11. New Business - Information Item

11.a. ESS Staffing Update

Dr. Abigail Leonard, Director of Special Education, has provided the following ESS Staffing Update:

- Amanda LaVana to serve as Direct Care Paraprofessional at Oak Flat Elementary School beginning March 13, 2023 to replace Courtney Graf.

12. Board Reports

12.a. District Improvement Committee - Mr. Fisher and Mrs. Webster - Next Meeting: April 20, 2023

12.b. Athletic Committee - Mr. Deihl, Mr. Fisher, Mr. Myers, and Mr. Wardle - Next Mtg: May 17, 2023

12.c. Cumberland Perry Area CTC - Mr. Piper and Mr. Wardle – Nothing Offered

12.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle -
Next Meeting: May 1, 2023

12.e. Finance Committee - Mr. Deihl, Mr. Over, Mr. Piper, and Mr. Myers - Next Mtg: April 17, 2023

12.f. South Central Trust - Mr. Deihl - April 5, 2023 @ 9AM - Executive Committee Meeting

12.g. Capital Area Intermediate Unit - Mr. Swanson – Next meeting is Thursday, March 23 at 8:00 am

12.h. Tax Collection Committee - Mr. Swanson - Nothing Offered

12.i. Future Board Agenda Items - Nothing Offered

12.j. Superintendent's Report - Mrs. Temple, Interim Superintendent - Nothing Offered

13. Meeting Closing

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

Mr. Over stated he enjoyed the presentations which were wonderful and made him happy.

Mr. Swanson agreed with Mr. Over's comments and Mr. Deihl said ditto.

President Wardle thanked everyone for coming and sharing their comments and showing interest in the meeting.

13.b. Adjournment

Motion to adjourn the meeting by Mr. Deihl was seconded by Mr. Roush

Voting Yes: Deihl, Myers, Over, Piper, Roush, Swanson, Wardle, and Webster

Motion Carried unanimously. 8-0

Meeting adjourned at **8:52 pm**, **March 20, 2023**

Next scheduled meeting is **April 3, 2023**

Please Note:

The **June 5** and **June 19, 2023** Board Meetings will be held in the High School Auditorium as well as the **July and August** Board Meetings because of summer work at the Middle School.


