



# Big Spring School District

## Newville, Pennsylvania

### Board Meeting Minutes

#### April 19, 2022

*The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and section 504 coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.*

---

## 1. Opening Meeting

### 1.a. Call to Order – (President Bill Swanson)

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 8:01 pm with seven (7) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; Kenneth Fisher, Robert Over, Frank Myers, and John Wardle.

Absent: Richard Roush

Others in attendance: Kevin C. Roberts, Jr., Superintendent; Bill August, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Caleb Barwin, Accounting Controller; (remotely) Donna Minnich, Board Minutes; Mike Front, Technology; and Darrin Baughman, Technology Support.

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

## 2. Student/Staff Recognition and Board Reports – Cody Jones and Elizabeth Sheriff provided student updates to the Board of School Directors.

## 3. Reading of Correspondence

## 4. Recognition of Visitors – 12 visitors signed in for the meeting

## 5. Public Comment Period

Pastor Bill Beck offered a prayer of encouragement for the Board members, administration, staff, students, and community.

## 6. Approval of Minutes

### 6.a. Regular Board Meeting and Committee of the Whole Meeting Minutes for April 4, 2022

Motion by Mr. Deihl was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

## 7. Financial Reports

### 7.a. Payment of Bills

General Fund	\$	1,033,623.09
Capital Project Reserve Fund	\$	18,125.11
Cafeteria Fund	\$	176,735.78
Student Activities	\$	<u>16,288.51</u>
<b>Total</b>	<b>\$</b>	<b>1,244,772.49</b>

Motion to approve the Payment of Bills as presented by Mr. Deihl was seconded by Mr. Myers  
Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle  
Motion Carried unanimously. 7-0

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

General Fund	\$	17,868,102.16
Capital Project Reserve Fund	\$	10,210,340.79
Cafeteria Fund	\$	574,344.57
Student Activities	\$	<u>308,045.28</u>
<b>Total</b>	<b>\$</b>	<b>28,960,832.80</b>

Motion by Mr. Deihl to approve the Treasurer's Fund Report as presented was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

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

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

## 8. Old Business

## 9. New Business

## 10. Personnel Items - Actions Items

### 10.a. Professional Staff Resignations

- Heather Housel has submitted a letter of resignation from the position of Instructional Coach at Newville Elementary School for the purpose of retirement effective June 10, 2022.
- Randy Crawford has submitted a letter of resignation from the position of First Grade Teacher at Oak Flat Elementary School for the purpose of retirement effective September 10, 2022.

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

### 10.b. Summer School Staffing Recommendations for 2022

Mr. Bill August, Assistant Superintendent, recommends the following Summer School Staffing for secondary and elementary levels:

#### **Secondary Summer School**

Teacher - Mr. Nathan Gutshall

Teacher - Mr. Tyler Henry

Teacher - Mr. Joseph Kucker

#### **Elementary Summer School**

Coordinator - Jennifer Warner

Pre K Teacher - Crystal Martin

Pre K Teacher - Kendra Miller

Pre 1<sup>st</sup> Teacher - Denise Ginter

Pre 1st Teacher - LidiaAnn Edwards

Pre 2<sup>nd</sup> Teacher - Alisha Willis

#### **Paraprofessionals:**

Pre 1<sup>st</sup> Aide - Marilyn Zinn

Pre K Aide - Patty Gantz

Pre K Aide - Michelle Dunkleberger

The administration recommends the Board of School Directors approve the proposed Summer School Staffing for 2022 and set the compensation for each position based on the current contract between Big Spring Education Association and the Big Spring School District.

**10.c. Recommended Custodial Transfer**

Ms. Cheri Frank, Coordinator of Custodial Services, is requesting a custodial transfer as follows:

- Brandie Batchelder from full-time Middle School Custodian to full-time Middle School Head Custodian effective July 1, 2022 to replace Wilma Marpoe who is retiring. The salary should be established at R20 of the classified pay scale for the 2022-2023 school year.

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

Motion by Mr. Deihl to approve items 10 a through 10 c was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

**11. New Business - Actions Items**

**11.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.

Erin Bishop	\$1,320.00
-------------	------------

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, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

**11.b. Recommended Approval of Job Description**

The administration has developed the job description listed and a copy of the job description is included with the agenda.

**219 Distance Learning Coordinator**

The administration recommends the Board of School Directors approve the Distance Learning Coordinator job description as presented.

Motion by Mr. Deihl was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

**11.c. Recommended Approval of New Curricular Resources**

Listed below are new curricular resources recommended by Mrs. Nicole Donato, Director of Curriculum and Instruction:

**Resources:**

- K-5 Math: Illustrative Math - Publisher Kendall Hunt
- 6-8 Math: Illustrative Math - Publisher Kendall Hunt
- Algebra I, Algebra II, and Geometry: Illustrative Math - Publisher Kendall Hunt

The administration recommends the Board of School Directors approve the new curricular resources as presented.

Motion by Mr. Deihl was seconded by Mr. Myers

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

**11.d. Capital Project Payments**

- Trane invoice (312470810) for \$23,098.00 for the Middle School HVAC Controls. The invoice will be paid with ESSER Funds.

The administration recommends the Board of School Directors approve the payment from the Capital Project Reserve Fund.

Motion by Mr. Deihl was seconded by Mr. Wardle

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

**11.e. Recommended Approval for Building Utilization Request - Warrior Softball Practices**

Mr. Mike Gutshall, Warrior Softball, is requesting to utilize the high school softball field for practices from April 2022 - July 2022. Because the utilization request includes Sundays, Board action is necessary.

The administration recommends the Board of School Directors approve Mr. Gutshall's request to utilize the high school softball field as presented.

Motion by Mr. Deihl was seconded by Mr. Myers

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

## 12. New Business - Information Item

### 12.a. Contracted Staffing Updates

Dr. Abigail Leonard, Supervisor of Ancillary Services, is providing contracted staffing updates as follows:

- Devyn Heinbaugh has submitted a letter of resignation from her ESS position effective April 14, 2022.
- Sky Coy has resigned from her ESS position effective March 30, 2022.
- Megan Adams will be an Aide for the Extended School Year Summer Program at Oak Flat replacing Devyn Heinbaugh who has resigned.

### 12.b. Tenure Status

The following professional employee has completed the required years of service as a temporary professional employee and has earned tenure based on satisfactory performance: B. Christie Katora - High School

Additional information regarding this professional employee has been provided by the building principal.

### 12.c. Additional Volunteer for the Spring Coaching Roster

David Young II is a volunteer coach for the Middle School Track and Field Team and should be added to the spring 2022 approved coaching roster.

## 13. Discussion Item Nothing offered

## 14. Board Reports

### 14.a. District Improvement Committee - Mr. Fisher and Mr. Myers

The next Virtual Meeting will be held on April 21 at 6:00 pm. Meeting connection details will be available on the District Web Page.

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

The next meeting will be May 10 at 7:00 am.

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

The next meeting will be April 25.

### 14.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle - Nothing offered

### 14.e. Finance Committee - Mr. Deihl, Mr. Over, and Mr. Piper - Nothing offered

### 14.f. South Central Trust - Mr. Deihl – Nothing offered

### 14.g. Capital Area Intermediate Unit - Mr. Swanson – The next meeting is April 28.

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

Mrs. Sue Pinti, long time Executive Director of the CCTB, will be retiring in December 2022. The TCC has decided to appoint Penny Cramer as the Executive Director on January 1, 2023. Mrs. Cramer has been a long time deputy with the CCTB. Due to the long tenure of Mrs. Cramer and the year-long training opportunity, CCTB and TCC anticipate a seamless transition in leadership.

Attached is the 2022 calendar YTD EIT and LST collection. Both are ahead of the prior year YTD collections.

**14.i. Future Board Agenda Items – Nothing offered**

**14.j. Superintendent's Report**

Dr. Roberts reminded the Board about returning the ballots to elect members for the CAIU Board.

Dr. Roberts stated we received great news last week that four of our students have made it to the final round of interviews for the Lenfest Scholarship which pays out \$12,000 per year for four years of tuition. Dr. Roberts said the interviews for Nalaha Dietz, Rylee Garman, Nancy Soccio, and Faith Warner will take place in May and we will be working with these students to help them prepare for their interviews. Dr. Roberts extended kudos to the students and their families.

Dr. Roberts stated that the Big Spring School District was recognized as being a Best Community for Music Education for a ninth straight year this year. This distinction is based upon student engagement in music education and programming as well as the District's support for music education through facilities, resources, and staffing. Dr. Roberts shared congratulations to the entire Big Spring Community for this award and to our Music Department for making it happen!

Dr. Roberts said last Thursday, we learned that Matthew Raudabaugh was recognized by the Patriot News as PennLive's Boys Swimmer of the Year and said he had the opportunity to talk to Matthew to tell him how proud we are of his athletic and academic accomplishments. Dr. Roberts extended kudos to the entire Raudabaugh Family!

**15. Meeting Closing**

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

Mr. Wardle said he is proud of our students and the activities they are involved in and gave a special thanks to Justin Kurtz on his presentation and for speaking to the Board.

Mr. Piper stated that he failed earlier to acknowledge Mrs. Nailor and Mrs. Fulton, our outstanding FFA instructors, were in attendance at tonight's meeting.

Mr. Myers said he had an opportunity to speak with the father of Noah Blessing who recently passed away and stated that Jack Blessing was very thankful for Noah's experience at Big Spring and Shippensburg and greatly appreciated everyone's concern for their family.

Mr. Swanson reminded everyone that we are taking applications for the open Board seat and that applicants have until 4:00 pm this coming Friday to respond with interest. He told the Board that if we get a number of applicants, he will ask each member to rank the applicants 1,2,3 to select three candidates for interviews.

Mr. Deihl made a motion to adjourn to Executive Session to discuss a legal matter which was seconded by Mr. Wardle. Mr. Swanson stated the Board will not return this evening to public session.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

**15.b.** Comment on Future Board Agenda Items – Nothing offered

**15.c. Adjournment**

Motion to adjourn by Mr. Deihl was seconded by Mr. Myers

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, and Wardle

Motion Carried unanimously. 7-0

Meeting adjourned at 8:27 pm, **April 19, 2022**

Next scheduled meeting is **May 2, 2022** in the Middle School Auditorium

*William L. Piper*

---