

SPRING SCHOOL DISTRICT
Newville, Pennsylvania
BOARD MEETING MINUTES
MONDAY, AUGUST 2, 2021

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.

I. Call to Order (President Swanson)

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, August 2, 2021 Board Meeting of the Big Spring Board of School Directors Meeting at 8:00 P.M. with nine (8) Board of School Directors present: William Swanson, President; William Piper, Secretary; Alexis Hurley, Treasurer; Dave Gutshall, Robert Over, Frank Myers, Richard Roush, and John Wardle.

Absent: Mr. Deihl

Others in attendance: Kevin C. Roberts, Jr., Superintendent; Bill August, Assistant Superintendent, Michael Statler, Business Manager; Donna Minnich, Board Minutes; Darrin Baughman, Technology Support; and Nicole Donato.

II. Pledge to the Flag

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

III. Approval of Minutes

Approval of the July 19, 2021 Regular Board Meeting Minutes and the July 19, 2021 Committee of the Whole Meeting Minutes.

Motion by Mr. Wardle was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

IV. Student/Staff Recognition and Board Reports - No Student Report

V. Financial Reports

Payments of Bills

General Fund		
Procurement Card	\$	14,837.94
Checks/ACH/Wires	\$	1,223,620.54
Capital Projects Reserve Fund	\$	-
Cafeteria Fund	\$	362.94
Student Activities	\$	<u>5,654.99</u>
Total	\$	1,244,476.41

Motion to approve the payment of bills as presented.

Motion by Ms. Hurley was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

VI. Reading of Correspondence

VII. Recognition of Visitors

Lara Kauffman and Bill Beck

VIII. Public Comment Period

Ms. Lara Kauffman, 45 Fry Road, Newville addressed the Board with comments regarding the Staying Open Plan.

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

IX. Structured Public Comment Period

X. Old Business

XI. New Business

XII. Personnel Items - Actions Items

12.a. Resignation of Key Club Advisor - Ms. Genelle Walden

Ms. Genelle Walden has submitted her resignation as High School Key Club Advisor.

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

12.b. Recommended Approval of Chartwells Employees for the 2021 - 2022 School Year

Mrs. Michelle Morgan, Director of Dining Services, has submitted a list of Chartwells employees for the 2021-2022 school year which is included with the agenda.

The administration recommends the Board of School Directors acknowledge receipt of the 2021-2022 Chartwells employee list prepared by Mrs. Michelle Morgan, Director of Dining Services, as presented.

12.c. Recommended Approval of Director of Curriculum and Instruction - Mrs. Nicole Donato

Education:

Shippensburg University – Reading (Master’s Degree) and Principal Certification K-12

Experience:

Big Spring School District – Instructional Coach at Big Spring High School

The administration recommends the Board of School Directors appoint Mrs. Nicole Donato to serve as Director of Curriculum and Instruction, replacing Dr. Robyn Euker, who has resigned. Mrs. Donato's compensation for this position should be established at \$95,000 for the 2021-2022 school year, per the Act 93 Agreement.

The administration recommends the Board of School Directors approve Mrs. Donato as Director of Curriculum and Instruction as presented.

12.d. Recommended Approval of an Elementary Special Education Teacher - Ms. Jodi Nankee

Education:

Bowling Green State University, Ohio - Special Education K-8 and Reading Specialist K-12 (Bachelor's Degree)

Experience:

New Story - Special Education Teacher

St. Joseph School - Classroom Teacher Grades 2 and 5

The administration recommends the Board of School Directors appoint Ms. Jodi Nankee as an elementary special education teacher, replacing Amelia Blanton who has resigned. The compensation for this position should be established at a Master's Degree plus 30, step 7, \$65,585.00 plus \$400.00 special education

Personnel Items - Actions Items (cont'd)

stipend for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.e. Recommended Approval of District Head Nurse/Department Chairperson - Ms. Dianne Doll

Mr. William Gillet, Director of student services would like to recommend Mrs. Dianne Doll to serve as in the position of District Head Nurse/Department Chairperson for a 3 year term beginning with the 21-22 school term.

12.f. Recommended Approval of an Administrative Assistant to the High School Principal - Ms. Kimberly Sallie

The administration would like to recommend Ms. Kimberly Sallie as a full-time Administrative Assistant to the High School Principal, replacing Mrs. Katelyn Minnich who has transferred. Ms. Sallie will work 200 days at 7.5 hours per day and 32 days at 5.75 hours per day at the F-10 salary rate on the Classified Compensation Plan for the 2021 - 2022 school year with an employment start date of August 23, 2021.

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

Vote on XII., New Business a-f, Personnel Concerns

Motion by Ms. Hurley was seconded by Mr. Roush

To approve items 12a -12 f, as outlined and recommended above.

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

Motion Carried unanimously. 8-0

Mr. Swanson congratulated Mrs. Donato who shared that she is excited to be back in the role of Director of Curriculum and Instruction, working with the new administration.

XIII. 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.

Tara Barnard	\$1,545.00
Casey Barwin	\$1,548.00

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. Roush was seconded by Mr. Myers

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

Motion Carried unanimously. 8-0

13.b. Tuition Exemption

The current Collective Bargaining Agreement provides non-resident teachers and employees the opportunity to choose to send their children to the Big Spring School District free of tuition. Based on Article 9.08 Non-Resident Student Tuition, the administration recommends granting tuition exemption to the following students for the 2021-2022 school year.

Student Name	Grade
Barrick, Caroline	1
Best, Arabella	1
Best, Christian	6
Best, Colton	4
Best, Jaden	9
Bukousky, Meila	K
Epstein, Cassandra	12
Hall, Carter	11
Hall, Grant	9
Hockenberry, Samuel	3
Oldham, Lucas	1
Rambler, Camden	K
Reall, Caden	7
Reall, Callie	3
Reall, Weston	9
Ryan, Clara	7
Ryan, Gwyneth	10
Sallie, Aidan	9
Sallie, Landon	6
Sallie, Parker	1
Schenk, Stella	2
Sheller, Brandon	8
Stanton, Andrew	2
Stanton, James	5
Stanton, Thomas	2
Weller, Jay	K
Weller, Jordyn	4
Weller, Ryan	2
Wiser, Dawson	1

13.b. Tuition Exemption cont'd

Motion by Mr. Roush was seconded by Mr. Myers

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

Motion Carried unanimously. 8-0

13.c. Recommended Approval for Building Utilization Request - Diamond Premier Baseball Tournament

Mr. Kyle Kotzmoyer is requesting to utilize the high school and JV Baseball Field for the purpose of a Diamond Premier Baseball Tournament on Saturday, August 7 from 8 am - 3 pm and Sunday, August 8 from 1:00 pm to 3:00 pm. Because the request involves a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Mr. Kotzmoyer's request as presented.

Motion by Mr. Roush was seconded by Mr. Myers

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

Motion Carried unanimously. 8-0

13.d. Recommended Approval of 2021 - 2022 Agreements

Dr. Abigail Leonard, Supervisor of Ancillary Services, has reviewed the 2021 - 2022 Operation and Maintenance Agreement to operate and maintain space for use the by the CAIU for instructional purposes in the early intervention preschool program located at Oak Flat Elementary School.

Mr. Tim Drawbaugh, Director of Maintenance Services, has reviewed the Blue Mountain Preventative Maintenance Agreement to inspect the District's compressors.

Motion by Mr. Roush was seconded by Mr. Wardle

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

Motion Carried unanimously. 8-0

13.e. Recommend approval of the District's delegate and alternate for the Cumberland County Tax Collection Committee.

The Cumberland County Tax Collection Committee allows each government entity a delegate and an alternate. Big Spring has typically appointed the business manager and board president.

Administration recommends the appointment of Michael Statler as the District's delegate and William Swanson as the District's alternate for the Cumberland County Tax Collection Committee.

Motion by Mr. Roush was seconded by Mr. Myers

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

Motion Carried unanimously. 8-0

13.f. Capital Project Payment

The administration has received the following payment application from Barton Associates.

Project	Contractor	Payment	Balance
HS Boiler Project	Barton Assoc.	\$1,000.00	\$2,000.00

The administration recommends the Board of School Directors approve payment form the Capital Project fund to Barton Associates in the amount of \$1,000.

Motion by Mr. Roush was seconded by Mr. Myers
Roll call vote: Voting Yes: Swanson, Piper, Hurley, Gutshall, Over, Myers, Roush, and Wardle
Motion Carried unanimously. 8-0

13.g. Student Council Request to Attend Conference

The High School Student Council is requesting permission to attend the PA Association of Student Councils Annual Conference November 4 - 6, 2021 at Mt. Lebanon High School.

The administration recommends the Board of School Directors approve the Student Council request to attend the conference as presented.

Motion by Mr. Roush was seconded by Mr. Wardle
Roll call vote: Voting Yes: Swanson, Piper, Hurley, Gutshall, Over, Myers, Roush, and Wardle
Motion Carried unanimously. 8-0

13.h. Pro-Vision Cameras

Pro-Vision equipment will provide two mini-dome cameras in the mini-buses; two mini-dome and two flush mount cameras in the regular buses; and sixteen drive recorders for the vans. Installation for the mini-buses and buses is included in the price. Deitch will complete the installation for the vans.

The administration recommends that the Board of School Directors approve the purchase of cameras for the mini-buses, buses, and vans. The funds for the cameras will be from Federal Funds, ARP ESSERS III.

Motion by Mr. Roush was seconded by Mr. Myers
Roll call vote: Voting Yes: Swanson, Piper, Hurley, Gutshall, Over, Myers, Roush, and Wardle
Motion Carried unanimously. 8-0

13.i. Recommended Approval of State Police Memorandum of Understanding

The PA State Police have submitted a 2021-2022 Memorandum of Understanding (MOU) between the Pennsylvania State Police, Troop H Carlisle Station and the Big Spring School District. The MOU has been reviewed by Mr. William August, Assistant Superintendent of Schools and is included with the agenda.

The administration recommends the Board of School Directors approve the Memorandum of Understanding between the Pennsylvania State Police and the Big Spring School District, as presented.

Motion by Mr. Roush was seconded by Mr. Myers
Roll call vote: Voting Yes: Swanson, Piper, Hurley, Gutshall, Over, Myers, Roush, and Wardle
Motion Carried unanimously. 8-0

13.j. Hurley Auction Sale

The District has completed the summer auction of items auctioned by Hurley Auction.

The administration recommend the Board of School Directors approve the sale of these items and authorize the administration to sign the appropriate sale documentation.

[Hurley Auction Results](#)

Motion by Mr. Roush was seconded by Mr. Hurley

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

Motion Carried unanimously. 8-0

13.k. Approval of the 2021 - 2022 Middle School Student Handbook

The Middle School Administration has updated the Middle School Student Handbook for the 2021-2022 school year. The changes that have been made in the Middle School Handbook are included with the agenda.

The administration recommends the Board of School Directors approve the updated 2021-2022 Middle School Student Handbook as presented.

Motion by Mr. Roush was seconded by Mr. Hurley

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

Motion Carried unanimously. 8-0

13.l. Recommendation for Oak Flat Fundraisers

The Oak Flat Elementary School PTO is requesting permission to conduct fall and spring fundraisers for the 2021-2022 school year.

Joe Corbi (fall)

Workathon for Education (spring)

The administration recommends the Board of School Directors approve the 21-22 Oak Flat PTO fundraisers listed above.

Motion by Mr. Roush was seconded by Mr. Myers

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

Motion Carried unanimously. 8-0

XIV. New Business - Information Item

XV. Discussion Item

XVI. Future Board Agenda Items

XVII. Board Reports

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

No report offered.

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

Mr. Myers shared that Mr. Sinkovich sent out the dates for the coming year of meetings.

17.c. Vocational-Technical School - Mr. Piper, Mr. Wardle

The July meeting was canceled, and the next meeting will be in August.

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

No report offered.

17.f. South Central Trust - Mr. Deihl

No report offered.

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

The next meeting will be August 19, 2021.

17.h. Tax Collection Committee – Mr. Swanson

No report offered.

17.i. Future Board Agenda Items

17.j. Superintendent's Report

Our District Enrollment total is 2,465 which continues to be higher than PDE's enrollment projections for our district.

On Wednesday, August 4, families will be asked to complete the Back to School Gateway process to update their contact information and confirm the mode of learning for their students.

Our new scoreboard is scheduled to be delivered and installed tomorrow.

The high school back-up boiler is scheduled to be replaced with ESSER funds and expected to be delivered on September 17.

On Wednesday, administrators will be in Mechanicsburg for True Accountability professional learning which focuses on more than test scores and looks at performance measures of other areas of student achievement to provide a comprehensive overview of the Big Spring School District.

Our Safety Plan is as set as it can be as of today but remains flexible and fluid leading up to our first student day on August 31. We will continue to make necessary adjustments to ensure that our students are safe in the upcoming school year.

XVIII. Meeting Closing

Business from the Floor

Mr. Wardle stated he was excited to see 4 different student activities happening outside on his way into the Board Meeting and said he is satisfied we will continue to monitor the conditions to prepare for a safe return to school.

Mr. Piper expressed his congratulations to Sherisa Nailor for being a finalist for the Golden Owl Award and recognized the hard work of the FFA and 4H students who participated in a successful week and livestock sale at the Shippensburg Fair.

Mr. Myers thanked the administration for all they do and welcomed Niki Donato to her new position. He also thanked Mr. Beck and Dr. Kauffman for coming to the meeting and sharing with the Board.

Ms. Hurley welcomed back Niki Donato and shared her appreciation of everyone for their hard work on the uncertain road we are travelling and stated we are all trying to do the best for our students.

Mr. Swanson thanked everybody for coming to the meeting.

18.b. Public Comment Regarding Future Board Agenda Items

18.c. Adjournment

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

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

Motion Carried unanimously. 8-0

Meeting adjourned at 8:30 PM, **Monday, August 2, 2021.**

Next scheduled meeting is: **Monday, August 16, 2021.**


