

# Big Spring School District

## Newville, Pennsylvania

### Board Meeting Minutes



**SEPTEMBER 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: Call to Order/Pledge - President Bill Swanson**

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 8:00 pm with eight (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; Frank Myers, Treasurer; Kenneth Fisher, Richard Roush, John Wardle, and Donna Webster

Absent: Robert Over

Others in attendance: Kevin C. Roberts, Jr., Superintendent; Bill August, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Chris Harris, Solicitor; Donna Minnich, Board Minutes; Rob Krepps, Director of 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 - Cailin Spies**

Cailin Spies provided a student activity report and updates to the Board.

Sherisa Nailor, President of BSEA, provided a staff recognition report highlighting Becky Whigham, Family and Consumer Science Teacher at the Middle School who was selected as the 2022-23 World Food Prize Foundation Global Guide through the National Global Teach Ag Network and also provided professional staff updates to the Board.

#### **3. Reading of Correspondence – Nothing offered**

#### **4. Recognition of Visitors - 32 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.

Michael Deihl offered comments about desiring unity and the Board/community working together.

Lawrence Flynn offered comments on Policy 903 and the Sunshine Act.

Charlotte McDonald offered comments on Policy 903.

Kendra Shaffer offered comments on Policy 903.

Sammi Feldman offered comments of concern about a Facebook post and treatment of LGBTQ students.

President Swanson made a statement regarding the August 8, 2022 and August 22, 2022 School Board Meetings in which he previously publicly announced Executive Sessions of the School Board. On August 8, 2022 President Swanson said the Board met in Executive Session prior to the start of the Buildings and Property Committee meeting to discuss a legal matter pertaining to the pending lawsuit of Flynn and Reinford vs. Big Spring School District as filed in the United States District Court for the Middle District of Pennsylvania. He stated on August 22, 2022 the Board met in Executive Session prior to the Committee of the Whole Meeting to discuss legal and personnel matters. The session was to discuss the pending lawsuit of Flynn and Reinford vs. Big Spring School District as filed in Cumberland County and said the session was also held to discuss a personnel matter involving the terms of employment for the assistant superintendent.

## 6. Approval of Minutes

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

Motion by Mr. Deihl was seconded Mr. Roush

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

Motion Carried unanimously. 8-0

## 7. Financial Reports

### 7.a. Payment of Bills

General Fund	\$	1,559,856.42
Capital Project Reserve Fund	\$	94,207.50
Cafeteria Fund	\$	119.00
Student Activities	\$	<u>9,524.58</u>
<b>Total</b>	<b>\$</b>	<b>1,663,707.50</b>

Motion to approve the Payment of Bills as presented by Mr. Myers was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

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

General Fund	\$	20,624,409.60
Capital Project Reserve Fund	\$	9,152,072.77
Cafeteria Fund	\$	794,113.08
Student Activities	\$	<u>279,692.79</u>
<b>Total</b>	<b>\$</b>	<b>30,850,288.24</b>

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

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Roush, 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.

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

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

Motion Carried unanimously. 8-0

### **8. Old Business** – Nothing offered

### **9. New Business**

### **10. Personnel Items - Actions Items**

#### **10.a. Resignations**

Dr. Abigail Leonard, Supervisor of Ancillary Services, received a classified staff resignation:

- April Brosius has provided a letter of resignation from the position of Middle School Paraprofessional effective September 30, 2022.

Ms. Cheri Frank, Director of Custodial Services, received a custodial staff resignation:

- Michael Conrad has provided a letter of resignation from the position of High School Custodian effective immediately.

Ms. Stacy Lehman, Human Resources Coordinator, received extra-duty staff resignations:

- Haley Kruger-Allen has provided a letter of resignation from the extra-duty position of Marching Band Assistant Director effective immediately.
- Catherine Rogers has provided a letter of resignation from the extra-duty position of Marching Band Assistant Director effective immediately.
- Catherine Rogers has provided a letter of resignation from the extra-duty position of Musical Assistant effective immediately.

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

#### **10.b. Recommended Approval for 2022-2023 Lifeguards**

Mr. Matthew Kump, Aquatics Director, recommends the following students for hire as lifeguards to the Aquatic Program:

- Cole Armentrout
- Jocelyn Warner

The administration recommends the Board of School Directors approve the above students to serve as lifeguards as presented.

### **10.c. Recommended Custodial Staffing Updates**

Ms. Cheri Frank, Director of Custodial Services, is recommending staffing updates as follows:

- Jineene Brown to serve as substitute custodian
- Bailey Martin to serve as substitute custodian
- Terry Rowe transfer from part-time Newville Elementary School Custodian to full-time High School Custodian to replace Robert Nailor who resigned with no change in placement on the 2022-2023 classified pay scale.
- Kenneth Sunday to be a part-time High School Custodian for second shift at a rate of \$15.17 per hour based on the 2022-2023 classified staff agreement replacing Julie Myers who resigned. This new hire is subject to the Probationary Period as spelled out in the Classified Staff Handbook.

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

### **10.d. Leave Request**

- Meghan Bullock, Middle School Special Education Teacher, is requesting leave from Monday, August 29 through Friday, October 21, 2022 with a return date of Monday, October 24, 2022.

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

### **10.e. Recommended Coaching Staff Updates**

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

- Douglas Lowery to transfer from his current position as Assistant Basketball Coach for middle school boys to Assistant Basketball Coach for High School boys for the 2022-2023 season.
- Lydia Fry to be approved as a volunteer coach for the Field Hockey Program.

The administration recommends the Board of School Directors approve the coaching staff updates as presented.

Motion by Mr. Deihl was seconded by Mr. Wardle to combine New Business Personnel Action Items 10 (a) through 10 (e) into one motion

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

Motion Carried unanimously. 8-0

## 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.

Tara Barnard	\$1,545.00
Matthew Kump	\$1,650.00
Brooke Markle	\$1,548.00
Susan Travis	\$5,250.00
Courtney Vaughn	\$1,890.00
Samantha Webber	\$1,778.00

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, the Act 93 Agreement, and the Big Spring School District.

Motion by Mr. Deihl was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

### 11.b. Agreements 2022 - 2023

The **Effective School Solutions, LLC** Services Agreement has been reviewed by Mr. William Gillet, Director of Student Services, for Professional Development and Coaching for Big Spring School District for 2022-2023. The program provides mental health services and offers a new approach to mental health care.

Dr. Kevin C. Roberts, Jr., Superintendent, has reviewed the **CAIU Title III Memorandum of Understanding** for the 2022-2023 school year and would like to recommend board approval for the MOU. The MOU defines how the CAIU Title III Consortium will meet the Title III requirements and details the roles and responsibilities of the member districts and the fiscal agent of the consortium during the 2022-2023 school year.

The **River Rock Academy, LLC** Contract for 2022-2023 Elementary Student Services at the Shiremanstown Campus has been reviewed by Mr. William Gillet, Director of Student Services.

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

Motion by Mr. Deihl was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

### **11.c. Recommended Approval of the Proposed 2022-2023 FFA Program of Activities**

The officers of the Big Spring FFA are requesting Board approval of the proposed 2022-2023 FFA Program of Activities. Board approval of the Program of Activities is a requirement in preparation for the State and National Chapter Awards. Included in the Program of Activities is a listing of current officers and information regarding the organizations standing committees.

The Middle School FFA requests approval of their individual activities, Fall Plant Sale fundraiser, and Pet Paintings fundraiser for 2022-23.

The administration recommends the Board of School Directors approve the Program of Activities for the FFA including Middle School Activities and Fundraisers as presented.

Motion by Mr. Deihl was seconded by Mr. Wardle

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

Motion Carried unanimously. 8-0

### **11.d. Recommended Approval of Updated Curriculum**

Mrs. Nicole Donato, Director of Curriculum and Instruction, is recommending updated curriculum for 2022-2023:

#### High School

Anatomy and Physiology (Updated)

[Curriculum Link](#)

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

Motion by Mr. Deihl was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

### **11.e. Recommended Approval of Utilization Requests**

Mike Gutshall on behalf of Warrior Softball is requesting utilization of the Stadium and Mount Rock Elementary Gym for softball practices from September through November, 2022.

Because the request involves a Sunday, Board action is necessary.

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

Motion by Mr. Deihl was seconded by Mr. Wardle

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

Motion Carried unanimously. 8-0

## 11.f. Recommended Approval of Policy

Recommended approval of Policy 903 Public Participation in Board Meetings:

- The administration is re-approving ***Policy 903 Public Participation in Board Meetings***

### Policy 903

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

Motion by Mr. Deihl was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

## 11.g. Recommended Approval of Fundraiser

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

- Middle School Cheerleaders to conduct an R & K Sub Sale from September 19 through October 3, 2022.

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

Motion by Mr. Deihl was seconded by Mr. Roush

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

Motion Carried unanimously. 8-0

## 12. New Business - Information Item

### 12.a. Long-Term Substitutes through ESS the District's Substitute Agency

Mr. William August, Assistant Superintendent, recommends the following candidates to serve as long-term substitute teachers:

- Riley Brown to serve as long-term substitute Business Education Teacher at the High School for Lori Munson's vacant teaching position.
- Margaret Rahman to serve as long-term substitute Special Education Teacher at the Middle School for Meghan Bullock's leave.

### 12.b. Proposed Draft of the Big Spring School District Comprehensive Plan

Mr. William August, Assistant Superintendent, would like to submit the Comprehensive Plan for Board review. The Plan is posted to the web page for the mandatory 28 day public review and will be presented at the October 3, 2022 Board meeting as an action item for approval.

## 13. Discussion Item – Nothing offered

## 14. Board Reports

**14.a. District Improvement Committee - Mr. Fisher and Mrs. Webster** - Nothing offered

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

Meeting Dates: October 6, December 7, February 7, March 16, and May 17

Mr. Deihl stated the next meeting will be October 6.

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

Mr. Piper stated the next meeting will be September 26.

**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, Mr. Piper, and Mr. Myers** – Nothing offered

**14.f. South Central Trust - Mr. Deihl** - Nothing offered

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

Mr. Swanson said the next meeting will be Thursday at 8 am in Enola.

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

Mr. Statler said the Budget Committee Meetings will begin in October.

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

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

Dr. Roberts said Friday evening before our home football game, we hosted Agriculture Appreciation Night. It was a great evening attended by many, including our Secretary of Agriculture, Russel Redding and also this past weekend hosted the Ben Bloser Bulldog Cross Country Invitational where we saw over 2200 student-athletes from PA, NY, MD, WV, and VA compete at the event. Special thanks to Coach Jumper, Mr. Penner, and all who made that event so successful.

Dr. Roberts shared one of our core focus areas in our Strategic Plan is building off of our community engagement efforts to ensure open lines of communication. One new engagement strategy that we are employing is that we are reaching out to local service organizations, groups, and churches and I am engaging in conversations with them to hopefully answer any questions they may have about the District, the vision, or education in general. Social media can be a great thing, but I have noticed many mistruths on those platforms. I am hopeful this additional line of communication will help to answer any questions that may exist or to clarify any potential misinformation.

Dr. Roberts stated over the last several months there have been questions nationwide regarding books in school libraries. It's important to note that we have two processes in place regarding any library materials that may be in question. First, any family or parent may identify a specific title that they do not want their student to check out. That request is noted in our circulation system and if the student attempts to check that material out, the note appears in the system and the item is restricted. Secondly, Board Policy 109.1 is our Library Collection Development Policy. Within that policy, there is a procedure for requesting that the District reconsider a resource or title. That process involves a committee of individuals and materials are reconsidered at that time. More than anything, I wanted to clarify that we have a two-pronged approach for those materials: parental control for their student and the ability to request reconsideration for total circulation.

Dr. Roberts said last meeting, in my report I referenced a continued interest in working with any individual that has a concern or question for myself or the Board of School Directors. While public comment isn't a time for significant dialogue or discussion, we continue to offer time after the meeting to have a discussion or can certainly set up additional meeting times to discuss concerns or questions further.

#### **14.j. Superintendent's Report (continued)**

Problem solving directly is not only more effective and efficient but is significantly less costly to the taxpayers as well. With two pending lawsuits and additional legal challenges for issues that we could solve directly in discussion, the District is paying approximately \$7K per month in legal costs. This includes costs for those lawsuits, Right to Know Requests, and legal support for issues that could be addressed directly if we are able to meet together.

Dr. Roberts closed by saying, ultimately, working together not only builds open lines of communication and effective working relationships, but it reduces a nearly \$100K projected expense for taxpayers for something that we can handle in an open discussion. Again, we'll remain here for any discussions after the meeting and will gladly set up a meeting for any items that may need additional time.

#### **15. Meeting Closing**

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

Mr. Wardle said it is good to have the students back in school and not wearing masks. He said it's great to have so many clubs and athletic events on the fields and stated it's a great time to be proud of being part of Big Spring.

Mr. Deihl said Friday night's Ag Appreciation activities were wonderful and it was great to see so many kids at the stadium followed by a really good football game.

Mrs. Webster thanked Dr. Roberts for a tour of the Middle School and Mount Rock Elementary buildings last week where she visited a STEM class which she said was amazing. She met Lincoln the school service dog who she believes is really great for our students followed by a kindergarten classroom visit and said it was amazing to see our teachers at work and she looks forward to other visits.

Mr. Piper stated he is currently serving in his 23rd year as a proud member of the Board and wonders why after 22 years there are some comments that we are doing things wrong. He said just because people say there have been violations of the Sunshine Act doesn't make it so. He reminded everyone that building the new high school was a very good decision of the Board and also reminded everyone that we were recently voted Best School District of Cumberland County. He said we have had to respond to over 40 Right to Know requests and face lawsuits that may end up costing the District over \$200,000 because some folks say we violated the Sunshine Act or their civil rights. He said this is tax money that should be used to educate our students. Mr. Piper said he is proud to serve on the Board with Donna Webster who recently lost her husband. Mrs. Webster created The Joe Webster Memorial Scholarship which will be given to a well deserving Big Spring senior and was announced during halftime at the football game. Mr. Piper said God works in mysterious ways and he won the 50/50 drawing at Friday's football game and donated more than half of those winnings to the scholarship fund.

President Swanson said to put the legal costs into perspective, at \$7,000 a month, the average tax payer in the Big Spring School District pays \$2,000 which means 3 tax payers will pay their real estate taxes to cover the legal fees for only one month or 36 taxpayers to cover the costs for a year.

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

##### **15.c. Adjournment**

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

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

Motion Carried unanimously. 8-0

Meeting adjourned at 8:55 pm, **September 19, 2022**

Next scheduled meeting is **October 3, 2022**

*William L. Piper*