



APRIL 6, 2020 BOARD MEETING

1. Opening Meeting and Guidelines for the April 6, 2020 Virtual Board Meeting

- Welcome members
- Note to members: you are participating in a Zoom webinar, as an attendee your audio and video is muted.
- A role call will take place to affirm board members in attendance for the April 6, 2020 virtual meeting.
- The Board Member will state their name prior to the Motion on an agenda item as the second motion will follow the same procedure; name first.
- All public comments will work with the public raising hands.
- The Board of School Directors will proceed with the April 6, 2020 Board Agenda.

a. Call to Order (President Swanson)

b. Recommended Approval for Big Spring School District Resolution in Response to the COVID-19 Pandemic

Motion to authorize the Board Resolution for COVID-19 pandemic in response to the Governor-ordered closure of public schools beginning March 16, 2020, due to the COVID-19 pandemic. The Resolution is included with the agenda.

The administration recommends the Board of School Directors approve the Board Resolution for COVID-19 Pandemic, following a response to the Governor-ordered closure of public schools beginning March 16, 2020.

c. Pledge to the Flag

2. Approval of Minutes

Approval of the March 16, 2020 Regular Board Meeting Minutes and the March 16, 2020 Committee of the Whole Meeting Minutes.

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

4. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	15,857.60
Checks/ACH/Wires	\$	3,381,360.22
Capital Projects Reserve Fund	\$	43,257.00
Mount Rock Projects Fund	\$	11,602.83
Cafeteria Fund	\$	329.20
Student Activities	\$	21,864.74
Total	\$	3,474,271.59

Motion to approve the payment of bills as presented.

5. Reading of Correspondence

6. Recognition of Visitors

7. Public Comment Period

8. Structured Public Comment Period

9. Old Business

10. New Business

11. Personnel Items - Action Items

a. Resignation - Ms. Teresa Carbaugh

Ms. Teresa Carbaugh, Head Custodian at Oak Flat Elementary School has submitted her resignation for the purpose of retirement, effective July 13, 2020.

The administration recommends the Board of School Directors approve Ms. Carbaugh's resignation for the purpose of retirement, effective July 13, 2020.

Personnel Items - Action Items

b. Recommended Approval for Summer School Coordinator, Grade Level Coordinators, Department Chairs/Assistant Dept. Chairs

The individuals whose names are listed below are recommended to serve as a Summer School Coordinator for summer, 2020 and Grade Level Coordinators, Department Chairs and Assistant Department Chair members for the 2020-2021 school year.

Summer School Coordinator

Mrs. Jennifer Warner

Grade Level Coordinators

Grade 1 - Caitlin Steinly

Grade 5 Co-Grade Level Coordinators - Melissa Sheffer/Amy Lehman

Secondary Department Chairs and Assistant Department Chairs (two-year term)

World Language - Megan Anderson

Business - Cherie Powell

Social Studies - Lauren Hetrick

Social Studies Assistant Department Chair - Andrew Koman

Science Co-Chairs - Rebecca Herendeen/Emily Young

Science Assistant Department Co-Chairs - Therese Bukousky/Heather Magee

Music - Adam Nobile

The administration recommends the Board of School Directors approve the appointments listed to serve as a Summer School Coordinator for summer, 2020 and Grade Level Coordinators, Department Chairs and Assistant Department Chair members for the 2020-2021 school year.

12. New Business - Action Items

a. Credit Pay

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

Jana Barrick	\$1,560.00
Megan Hall	\$1,560.00
Melissa Sheffer	<u>\$1,560.00</u>
Total	\$4,680.00

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.

New Business - Action Items

b. Recommended Approval of Guidelines for Medical Standing Orders/Standing Orders for Opioid and TB Test Administration

The District's guidelines for medical standing orders, medical standing orders for opioid and TB test administration have been reviewed and approved by the Administration, District School Nurses and Dr. Darryl Guistwite, School Physician. A copy of the documents have been included with the agenda.

The administration recommends the Board of School Directors approve the guidelines for the medical standing orders, medical standing orders for opioid and TB test administration for the 2020-2021 school year, as presented.

c. Recommended Approval of the Proposed CAIU 2020-2021 General Operating Budget

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2020-2021 school year is included with the agenda. The proposed budget reflects a 0% increase. A copy of the proposed budget was provided to the members of the Board of School Directors at the March 16, 2020 Board meeting.

The administration recommends the Board of School Directors approve the Capital Area Intermediate Unit's 2020-2021 General Operating Budget, as presented.

d. Recommended Approval for Proposed Updated Policies

The administration has submitted the updated policies listed and copies are included with the agenda.

Policy 222 Tobacco and Vaping Product (Students)

Policy 323 Tobacco and Vaping Product (Employees)

Policy 805.2 School Security Personnel

Policy 904 Public Attendance at School Events

The administration recommends the Board of School Directors approve the above listed policies, as presented.

New Business - Action Items

e. Approval of Delay for Construction Projects

Below are the summer projects previously approved on March 2, 2020. Given the COVID-19 emergency and uncertain funding, the recommendation is to delay these projects one year - pending funds availability for summer, 2021.

<u>Bldg</u>	<u>Project</u>	<u>Vendor</u>	<u>Cost</u>	<u>Notes</u>
MS/HS	Interactive Panel Purchase	Visual Sound	\$830,000.00	COSTARS
MS/HS	Interactive Panel Install	KPN/Lobar	\$205,000.00	KPN
MS/HS	Classroom furniture Retrofit	CRA/tbd	\$450,000.00	COSTARS
DAO	Condition Basement	KPN/Lobar	\$121,990.00	KPN
DAO	Air Balance Bldg	KPN/Lobar	\$5,610.00	KPN
DAO	Planetarium Seal & Insulate	KPN/Lobar	\$12,056.86	KPN
HS	Retrofit LED to Commons	Schaedler	<u>\$48,261.00</u>	COSTARS
Total =			\$1,672,917.86	

The administration recommends the Board of School Directors withdraw approval of these projects in summer, 2020 and directs the administration to schedule them for summer 2021, pending available funds.

f. Approve Interim Agreement with Deitch for COVID-19 Event

[Link to SB 751](#), see page 32 for bus contractor reference. Working with Deitch, the administration proposes the attached interim agreement to cover operations & payments.

The administration recommends the Board of School Directors approve the attached interim agreement with Deitch regarding operations during the COVID-19 emergency.

g. Approve Payments to Other Educational Contractors During the COVID-19 Event.

[Link to SB 751](#), as approved; pay & contract language starts on page 28. Under this recently enacted Act 13, the District is required to continue to pay its educational service contracts, provided the contractor continues to provide a continuity of education.

The administration authorizes continued payments to educational services contractors provided they submit a notarized statement with the invoice that they 1) are providing continuity of education to Big Spring students and 2) they have continued to pay an employee complement that is the same or higher than March 13, 2020.

New Business - Action Items

h. Approval of Debt Service Payments from the Capital Projects Reserve Fund

With the anticipated drop in local revenue during the COVID-19 crisis, the administration requests authorization to pay the following debt service payments in SY 2019-20 from the Capital Projects Reserve Fund.

<u>Bond</u>	<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Payment</u>
2018	3/1/2020	5,000.00	189,860.63	194,860.63
2012	4/1/2020	885,000.00	72,250.00	<u>957,250.00</u>
			Total =	1,152,110.63

The administration recommends the Board of School Directors approve the payments of the debt service payments listed above from the Capital Projects Reserve Fund and reimburse the General Fund for these payments.

i. Approval of Lunch Pricing for SY 2020-21

Despite current events, the District is still required to approve a new contract with Chartwells for next year. Part of that process is to approve lunch prices. Given COVID-19, the only prices to increase will be the adult meals.

<u>Meal Prices</u>	2019-20	<u>2020-21</u>
Elem Lunch	\$2.70	\$2.70
Secondary Lunch	\$2.85	\$2.85
Adult Breakfast	\$2.50	\$2.50
Adult Lunch	\$3.90	\$4.00
Breakfast (all students)	\$1.50	\$1.50
Milk	\$0.60	\$0.60
YB/Headstart Lunch	\$3.10	\$3.10
YB/Headstart Breakfast	\$1.85	\$1.85

The administration recommends the Board of School Directors approve the meal pricing above, the Chartwells budget attached and the renewal of the Chartwells contract for SY 2020-21.

13. New Business - Information Item

a. Proposed Adoption of Curriculum and Training Resources

The SkyOp curriculum, training resources and the Memorandum of Understanding for the High School FFA course are attached to the agenda for Board review. The resources are in support of a new FFA Drone Operator Certification course for the 2020-2021 school year at Big Spring High School.

b. Continuity of Big Spring School District's Education Plan

The Superintendent has posted Big Spring School District's Continuity of Education Plan to the district website and has sent the plan to the Pennsylvania Department of Education as mandated in Senate Bill 751.

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

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

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

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

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

e. Finance Committee - Mr. Deihl, Mr. Piper, Mr. Swanson, Mr. Gutshall

EIT update. Good Morning – I hope this email finds all of you doing well – staying safe and healthy. I have some important updates for you related to Tax Bureau operations. The first is that the TCC Meeting for April 21st is cancelled. Our next regularly scheduled meeting is set for July 21st at 8am. I am always available by email or phone and I am in regular communication with Chairman Bienstock and Solicitor Cassidy. The second is that the office opened today with limited staff operating under CDC guidelines. The counter is closed to the public indefinitely at this point. The April distribution is being run today as normally scheduled. Because of the office closure for eight days, the total EIT is a bit less than normal and the LST is very small. I am in the process of directing staff to download all that has been pending online from employers and individuals and once we have this ready to go we will distribute again this month, hopefully no later than April 13th. Please let me know if you have any questions. Remember that I can be reached by email or phone.

Thank you and stay well.

Susan R. S. Pinti, Executive Director

f. South Central Trust - Mr. Deihl

1. [Potential Impacts from COVID-19](#) (from Innovu)

g. Capital Area Intermediate Unit - Mr. Swanson

h. Tax Collection Committee - Mr. Swanson

i. Future Board Agenda Items

j. Superintendent's Report

17. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Meeting adjourned at _____ PM, **April 6, 2020.**

Next scheduled meeting is: **April 20, 2020.**