



MAY 17, 2021 BOARD MEETING

1. Opening Meeting and Guidelines for the May 17, 2021 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 May 17, 2021 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 May 17, 2021 Board Agenda.

2. Call to Order (President Swanson)

3. Pledge to the Flag

4. Approval of Minutes

Approval of the May 3, 2021, Regular Board Meeting Minutes, the May 3, 2021 and the Committee of the Whole Meeting Minutes.

5. Student/Staff Recognition and Board Reports - Everett Baker

6. Financial Reports

6.a. Payments of Bills

General Fund	\$	1,143,010.92
Capital Projects Reserve Fund	\$	-
Cafeteria Fund	\$	147,690.86
Student Activities	\$	<u>10,182.04</u>
Total	\$	1,300,883.82

Motion to approve the Payments of Bills, as presented.

6.b. Treasurer's Fund Report

General Fund	\$	17,591,696.90
Capital Projects Reserve Fund	\$	7,951,710.14
Cafeteria Fund	\$	300,883.22
Student Activities	\$	<u>242,401.90</u>
Total	\$	26,086,692.20

Motion to approve the Treasurer's Fund Report, as presented.

6.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 to accept Year-To-Date General Fund and Tax Reports, as submitted.

7. Reading of Correspondence

7.a. Pennsylvania Department of Education - 2021-2022 Reduction of Local Property Taxes

Dr. Richard W. Fry, Superintendent of Schools received correspondence from the Pennsylvania Department of Education regarding the 2021-2022 reduction of local property taxes as a result of the distribution of state gaming funds through the Taxpayer Relief Act, also known as Special Session Act 1 of 2006.

Correspondence is included in the agenda.

8. Recognition of Visitors

9. Public Comment Period

10. Old Business

11. New Business

12. Personnel Items - Actions Items

12.a. Recommended Approval for Summer 2021 Student Interns

The administration worked with the Ms. Lisa Black to match students to specialized summer work positions for the District. Mr. Greve, a graduate headed to the Colorado School of Mines, will work in the technology department focused on the implementation of Transfinder and PrimeroEdge. Mr. Grove, a junior, will also work in the technology department on device deployment and security. Mr. Miller will continue in his position as an accountant focused on student activity funds.

The administration recommends the Board of School Directors approve the student summer paid internships for the summer of 2021.

12.b. Resignation - Nursing Department Chairperson

Mrs. Judy Breneman has submitted her resignation for the position of Nursing Department Chairperson, effective the end of the 2020-2021 school year.

The administration recommends the Board of School Directors approve Mrs. Breneman's resignation, as presented.

12.c. Resignation - Middle School Yearbook Advisor

Miss Jessica Sprecher has submitted her resignation for the position of Middle School Yearbook Advisor, effective the end of the 2020-2021 school year.

The administration recommends the Board of School Directors approve Miss Sprecher's resignation, as presented.

12.d. Resignation - Newville Elementary School Learning Support Aide

Ms. Celeste Sheaffer has submitted her resignation for the position of a Learning Support Aide at Newville Elementary School, effective June 10, 2021.

The administration recommends the Board of School Directors approve Ms. Sheaffer's resignation, as presented.

Personnel Items - Actions Items

12.e. Recommended Approval for a Volunteer Softball Coach - Carly White

Mr. Joseph Sinkovich, High School Assistant Principal/Athletic Director, would like to recommend Carly White as a Volunteer Softball Coach, effective immediately.

The administration recommends the Board of School Directors approve Ms. White as a Volunteer Softball Coach, as presented.

12.f. Recommended Approval for an Autism Support Aide - Sarah Litz

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the individual listed as an aide for the position listed.

Sarah Litz - Autism Support aide at Oak Flat Elementary School, replacing Melissa Brennan who has resigned.

The administration recommends the Board of School Directors approve Ms. Litz as an ESS aide, as presented.

12.g. Recommended Approval for Transfers of Professional Personnel

The administration will transfer the professional staff whose names are listed below for the 2021-2022 school year. These transfers are in accordance with Board Policy 309, Assignment and Transfer.

- **Ms. Tara Barnard from Big Spring Middle School Learning Support Teacher to a Kindergarten Teacher at Mt. Rock Elementary School.**
- **Ms. Erin Zinn from Big Spring Middle School Seventh Grade English Teacher to a Learning Support Teacher at Big Spring Middle School.**
- **Ms. Shania Washabaugh from a Second Grade Teacher at Oak Flat Elementary School to a Kindergarten Teacher at Oak Flat Elementary School.**

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

12.h. Recommended Approval for Nurses' Salary Adjustments

Four out of the five District's Licensed Practical Nurses (LPN's) and Registered Nurses (RN's) have been compensated on the former salary matrix given their tenure within the District. In an effort to convert all classified employees to the same salary matrix and to recognize any advanced degrees, the administration recommends the following adjustments to the nurses' compensation which will take effect for the 2021-2022 school year:

- Kimberly Egger – Transition from Step 7 of former salary matrix to Letter B Step 11 of the new salary matrix;
- Tina Fickes – Transition from Step 7 of the former salary matrix to Letter B Step 11 of the new salary matrix;
- Gretchen Horst – Transition from Step 7 of the former salary matrix to Letter B Step 12 of the new salary matrix (additional year added for an Associate's Degree);
- Veronica Saylor - Transition from Step 7 of the former salary matrix to Letter B Step 12 of the new salary matrix (additional year added for an Associate's Degree)

The administration recommends the Board of School Directors approve the nurses' adjustments, as presented.

Personnel Items - Actions Items

12.i. Recommended Approval for a Second Grade Teacher - Madison Frick

Education:

Shippensburg University - Elementary Education, PK-4 (Bachelor's Degree)

Experience:

Dickinson College Children's Center, Substitute Teacher

The administration recommends the Board of School Directors appoint Madison Frick, as a second-grade teacher, replacing Annette Nygaard who is retiring. The Compensation for this position should be established at a Bachelor's Degree, step 1, \$54,955.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.j. Recommended Approval for a First Grade Teacher - Samantha Webber

Education:

Shippensburg University, Elementary Education (Bachelor's Degree)

Experience:

Big Spring School District - Long-term substitute first grade teacher at Mt. Rock Elementary School

Big Spring School District - Student teacher, kindergarten at Newville Elementary School

The administration recommends the Board of School Directors appoint Samantha Webber as a first-grade teacher, replacing Andrew Pettit who is retiring. The compensation for this position should be established at a Bachelor's Degree, step 2, \$55,355.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.k. Recommended Approval for a High School Art Teacher - Jordan Robinson

Education:

Shippensburg University - Art Education (Bachelor's Degree)

Experience:

Greencastle-Antrim Middle School, Student Teacher

The administration recommends the Board of School Directors appoint Jordan Robinson as a High School Art Teacher, replacing Judy Mislitski who is retiring. The compensation for this position should be established at a Bachelor's Degree, step 1, \$54,955.00, for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

12.l. Recommended Approval for a Seventh Grade English Teacher - Jesse Bortner

Education:

Mount Aloysius College - English (Bachelor's Degree)

Wilkes University - English, 7-12, Educational Leadership K-12 (Principal's Certificate - Master's Degree)

Experience:

Cumberland Valley School District - English Teacher

The administration recommends the Board of School Directors appoint Jesse Bortner as a seventh-grade English teacher, replacing Jenny Kump who is retiring. The compensation for this position should be established at a Master's Degree, step 6, \$62,625.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items - Actions Items

12.m. Recommended Approval for a High School Guidance Counselor - Adam Oldham

Education:

Shippensburg University - School Counseling (Master's Degree)

Experience:

East Pennsboro Area School District - High School Counselor

Mechanicsburg Middle School - Long-term Substitute Middle School Counselor

The administration recommends the Board of School Directors appoint Adam Oldham as a High School Counselor, replacing Sherri Webber-Mains who is retiring. The compensation for this position should be established at a Master's Degree, step 7, plus thirty, \$65,585.00 for the 2021-2022 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

13. 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.

Dianne Doll	\$3,240.00
Frank Landis	\$7,755.00
Alexa Maier	\$2,988.00
Michael McVitty	\$1,548.00
Shane Miller	\$1,620.00
Scott Penner	\$1,590.00
Cherie Powell	<u>\$2,988.00</u>
Total	\$21,729.00

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.

13.b. Recommended Approval for Facilities Utilization Request - Aquatics Swim Test/Merit Badge

Ms. Christina Katora is requesting to utilize the High School pool, retroactive to May 16, 2021 from 1:00 p.m. - 3:00 p.m. for Big Spring Aquatics swim test and merit badge. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Ms. Katora's request to utilize the High School pool for Big Spring Aquatics swim test and merit badge, as presented

13.c. Recommended Approval of a Non-Resident Student Attending Big Spring High School

The parents of Zoe Koser, High School Senior are requesting permission for Zoe to attend Big Spring High School for the remainder of the 2020-2021 school year and graduate with the class of 2021, per the conditions outlined in Board Policy 202.1: "The Board may permit the admission of nonresident students in accordance with Board policy. The parent/guardian are required to provide the necessary transportation.

The administration recommends the Board of School Directors approve Mr. and Mrs. Koser's request for Zoe Koser, Senior, to attend Big Spring High School for the remainder of the 2020-2021 school year and graduate with the class of 2021, as per the conditions outlined in Board Policy 202.1.

New Business - Actions Items

13.d. Recommended Approval of the Year-End Financial Statement for the Newville Wrestling Association

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and a copy of the statement is included with the agenda.

Newville Wrestling Association 2020 Financial Statement

The administration recommends that the Board of School Directors accept the financial statement, as presented.

13.e. Recommended Approval for Service Agreements

The administration received and reviewed the following service agreements. The CAIU proposed a 5 yr agreement for connection to the WAN and 1.1 Mb internet connection. Gallagher proposed a renewal of existing workers comp and package insurance as shown. PSBA proposed a renewal of their policy and training. Questeq submitted a quote for a 2 year renewal of Sophos anti-virus & security. Last is a renewal of the student accident insurance for athletics (and parent purchase).

<u>Vendor</u>	<u>Services</u>	<u>Length</u>	<u>Cost/Yr</u>
CAIU	WAN & Internet Svcs	5 yr	37,809.26
Brickstreet	Workers Comp Insurance	1 yr	75,384.00
Utica	Package, Auto & Umbrella Insurances	1 yr	90,213.00
PSBA	Board Support Svcs	1 yr	15,158.79
Sophos	Computer device security services	2 yr	14,490.15
Axis	Student Accident Insurance	1 yr	14,013.00

The administration recommends the Board of School Directors approve the agreements as presented and authorize the administration to sign the appropriate documents and submit payment.

13.f. Recommended Approval for School Solicitor Services

Dr. Richard W. Fry, Superintendent of Schools received an agreement from Gareth D. Pahowka, Esquire, of Stock and Leader for School Solicitor services for the 2021-2022 school year. The agreement is included with the agenda.

The administration recommends the Board of School Directors approve the three-year agreement with Stock and Leader for School Solicitor services, as presented.

13.g. Recommended Approval for the 2021-2022 River Rock Academy Contracted Services

The administration has received and reviewed the 2021-2022 River Rock Academy Contracted Services and are included with the agenda.

<u>2019-2020 Elementary Service Rates</u>	<u>2020-2021 Elementary Service Rates</u>
The per diem rate was \$30.90 (8 Student Slots)	The per diem rate will be \$31.83 (8 Student Slots)
<u>2019-2020 Secondary Service Rates</u>	<u>2020-2021 Secondary Service Rates</u>
The per diem rate was \$121.56 x (17 Student Slots)	The per diem rate will be \$125.21 (17 Student Slots)

The administration recommends the Board of School Directors approve the River Rock Academy Contracted Services, as presented.

New Business - Actions Items

13.h. Settlement Agreement

The Administration recommends that the Board of School Directors approve a Settlement Agreement between the District and parents of a student and authorize the administration, Board Officers and special counsel to take all steps necessary to implement the settlement.

13.i. Recommended Approval of Payment from Capital Reserve Fund

As part of the fiber build out, the District received this invoice from Celerity. The work completed included the placement of strand, aerial and underground fiber at the entrances into the district office and Newville Elementary. Total due is \$32,822.80. Questeq will apply for reimbursement through the eRate Bear process after payment (approx 60% back from erate).

[Celerity Invoice](#)

The administration recommends the Board of School Directors approve the payment of \$32,822.80 To Celerity from the Capital Project Reserve Fund.

13.j. Recommended Approval of the Proposed Final 2021-2022 Budget

The Board is required to take action to designate a proposed final budget at least 30 days before final budget adoption which is scheduled for June 21, 2021. This proposed budget must be available for public inspection 20 days prior to the final adoption and the final adoption advertised 10-days prior. The administration, working with the Board’s Finance Committee, is recommending a budget of \$55,825,768 in expenditures. General Fund revenues with a 3.7% tax increase would be \$55,815,142 requiring \$10,626 from fund balance. Proposed real estate taxes at 3.7% would be 15.5677 mills. These numbers can/will change for the final budget.

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$55,825,768 for the 2021-2022 school year with a tax rate of 15.5677.

14. New Business - Information Item

14.a. Tenure Status Recommendation

The following professional employee has completed the required years of service as a temporary professional employee and has earned tenure based on their satisfactory performance.

Kristen Boles - Elementary School Counselor

Additional information regarding the professional employee has been prepared by Dr. Abigail Leonard, Supervisor of Ancillary Services.

15. Discussion Item

16. Future Board Agenda Items

17. Board Reports

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

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

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

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

Board Reports (continued)

17.e. Finance Committee - Mr. Deihl, Mr. Piper, Ms. Hurley, Mr. Gutshall

17.f. South Central Trust - Mr. Deihl

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

17.h. Tax Collection Committee - Mr. Swanson

17.i. Future Board Agenda Items

17.j. Superintendent's Report

18. Meeting Closing

18.a. Business from the Floor

18.b. Public Comment Regarding Future Board Agenda Items

18.c. Adjournment

Meeting adjourned at _____ PM, **Monday, May 17, 2021.**

Next scheduled meeting is: **Monday June 7, 2021.**