



## OCTOBER 19, 2020 BOARD MEETING

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### 1. Opening Meeting and Guidelines for the October 19, 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 October 19, 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 October 19, 2020 Board Agenda.

#### a. Call to Order (President Swanson)

#### b. Pledge to the Flag

### 2. Approval of Minutes

Approval of the October 5, 2020 Regular Board Meeting Minutes, the October 5, 2020 Committee of the Whole Meeting Minutes and the October 5, 2020 Building and Property Meeting Minutes.

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

### 4. Financial Reports

#### a. Payment of Bills

General Fund	\$	1,051,501.39
Capital Project Reserve Fund	\$	-
Cafeteria Fund	\$	11,170.75
Student Activities	\$	<u>13,410.78</u>
<b>Total</b>	<b>\$</b>	<b>1,076,082.92</b>

Motion to approve the payment of bills as presented.

#### b. Treasurer's Fund Report

General Fund	\$	21,733,236.77
Capital Project Reserve Fund	\$	5,973,719.89
Cafeteria Fund	\$	288,889.97
Student Activities	\$	<u>264,231.49</u>
<b>Total</b>	<b>\$</b>	<b>28,260,078.12</b>

Motion to approve the treasurer's fund report and budget transfers, as presented.

**c. YTD General Fund Report and YTD Taxes**

The administration prepared these reports 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 Report](#) 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.

**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 - Part-Time Custodian**

Ms. Mercedes Jones has submitted her resignation for the position of a Middle School part-time custodian, retroactive to October 12, 2020.

The administration recommends the Board of School Directors approve Ms. Jones' resignation as a Middle School part-time custodian, retroactive to October 12, 2020.

**b. Recommended Approval for 2020-2021 Mentor**

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentor is listed below.

**Mentor – Laura Wettstein**

**Inductee – Jessica Kindon**

The administration recommends that the Board of School Directors approve the 2020-2021 mentor teacher, as presented.

**c. Child-Rearing Leave - Ms. Molly Kordes**

Ms. Molly Kordes, Third Grade Teacher at Mt. Rock Elementary School, is requesting child-rearing leave of absence to begin approximately Monday, January 11, 2021 with a return date of approximately Thursday, April 1, 2021. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends the Board of School Directors approve Ms. Kordes' requested child-rearing leave of absence to begin approximately January 11, 2021 with a return date of approximately April 1, 2021, as presented

## Personnel Items - Action Items

### d. Recommended Approval of ESS Aides

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the ESS aides listed below.

**Kaetlyn Wertz - full-time Principal's discretion aide at Oak Flat Elementary School.**

**Jimi Anderson - full-time one-on-one aide at the High School.**

The administration recommends the Board of School Directors approve the ESS aides, as presented.

### e. Recommended Approval for Coaching Positions

Mr. Joseph Sinkovich, Athletic Director/High School Assistant Principal, would like to recommend the coaching positions listed.

**Jesse Bortner - High School Head Baseball Coach**

**Jason Creek - Assistant Junior High Football Coach**

The administration recommends the Board of School Directors approve the coaching positions, as presented.

### f. Recommended Approval for Custodial Transfers

Ms. Cheri Frank, Director of Custodial Services, is requesting the transfers listed below. The assignments for the staff listed are their home buildings; however, personnel are still subject to temporary assignment to other buildings as needed and directed by the Director.

**Timothy Nye**, Full-time custodian split between Newville Ele. (3 hours) and the Middle School (5 hours). Mr. Nye will become the full-time custodian at the Middle School, replacing Lisa Hair who has transferred to the High School.

**Joan Gutshall**, Part-time custodian at Oak Flat Ele. will transfer to Mt. Rock Ele. as a part-time custodian, replacing Amber Lehman, who has transferred to Oak Flat Ele.

**Wanda Graver**, Part-time custodian at Mt. Rock Ele., replacing Timothy Nye (Worked 3 hours at Newville Ele.) who has transferred and Kay Galbraith (Worked 5 Hours at Newville Ele.) who has resigned. Wanda's new position will be a full-time position at Newville Ele.

**John Weller**, Part-time High School custodian assisting at the Fitness Center is replacing Timothy Nye the former five hour Middle School Custodian position.

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

## 12. New Business - Action Items

### a. Recommended Approval for the Refinancing Resolution

Following the presentation at the Committee of the Whole Meeting, the District's bond counsel prepared a resolution ([link to document](#)) authorizing the refinancing of the 2012, 2015 and 2016A bonds as a possible savings of \$230,000 -- given the right market conditions.

The administration recommends the Board of School Directors approve the resolution authorizing the issuance of general obligation bonds for the refinancing of existing debt.

## **New Business - Action Items**

### **b. Recommended Approval for Payment from the Capital Projects Reserve Fund**

Link to [Celerity Invoice](#). The payment of \$76,552.10 is for the fiber project work that has been done to date. This is part of an Erate project; SLC recently issued a [funding commitment letter](#) that approved up to 70% reimbursement of the final cost, up to a max of \$201,869.

The administration recommends the Board of School Directors approve the payment of \$76,552.10 to Celerity from the Capital Projects Reserve Fund.

### **c. Recommended Approval for Cumberland County Tax Claim Bureau Repository Sale**

Link to [letter from County Solicitor](#). This property was offered for sale on September 18, 2020 and no bids were received. The Tax Claim Bureau is requesting that the Board of School Directors of the Big Spring School District provide its consent to the sale of the property at 184A Big Spring Terrace, Newville, for the repository bid price of \$250 so that the property can be brought back into tax generating status.

The administration recommends the Board of School Directors approve the sale of referenced property at the proposed repository bid price of \$250.

### **d. Recommended Approval for Mt. Rock Elementary School Roof Walkway Repair Project Proposal**

One of the items on the Capital Projects list is to repair the walk pads on the Mt Rock roof before leaks occur. The Director of Maintenance Services obtained three quotes and the lowest (\$19,994.94) also happens to be via Keystone Purchasing Network. Link to [WTI Proposal](#).

The administration recommends the Board of School Directors accept the Waterproofing Technologies, Inc. proposal, authorize the administration to sign the appropriate documents and pay for the repair using the Capital Project Reserve Fund.

### **e. Recommended Approval to Convert Two Part-Time Custodian Positions to Full-Time**

We currently have PT positions open at MS, HS, MR, OF and the Fitness Center. Due to increased cleaning requirements and concerns with filling these part-time positions as well as finding substitutes, the administration is making a recommendation to convert two part-time positions into full-time custodians with the flexibility to change the hours, days, and location based on the needs of the District. These positions would be based at Oak Flat and Mt Rock.

The administration recommends the Board of School Directors approve the conversion of these two positions and authorize the administration to hire against the positions.

### **f. Recommended Approval for an Interim COVID Agreement with Deitch Buses, Inc.**

After several meetings with Deitch, the administration recommends an interim agreement with Deitch Buses, Inc., to cover limited operations with reduced mileage and ridership. [Link to document](#).

The administration recommends the Board of School Directors approve the interim agreement with Deitch Buses, Inc., as presented.

**13. New Business - Information Item**

**a. Cafeteria Update**

Attached is an update from Michelle on the changing menus and efforts to maintain service in these challenging times.

**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**

1. Link to [tax status of 10 largest taxpayers](#)
2. Presentation for Bond Refinancing attached below.

**f. South Central Trust - Mr. Deihl**

**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, **October 19, 2020**.  
Next scheduled meeting is: **November 16, 2020**.