

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

TUESDAY, FEBRUARY 19, 2019

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

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 8:00 P.M. with Eight (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; David Gutshall, Treasurer; Bob Kanc, Robert Over, Richard Roush and John Wardle

Absent: Kingsley Blasco

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr. Assistant Superintendent, Richard Kerr, Jr., Business Manager, Rick Gilliam Director of Buildings, Grounds, & Transportation; Robert Krepps, Director of Technology; Cathy Seras, Board Minutes; Amanda Mehall, Valley Time Star.

II. PLEDGE TO THE FLAG

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

III. Approval of the February 4, 2019 Regular Board Meeting Minutes, the February 4, 2019 Committee of the Whole Meeting Minutes and the February 4, 2019 Building and Property Meeting Minutes.

Motion by Diehl, seconded by Roush for the approval of the February 4, 2019 Regular Board Meeting Minutes, the February 4, 2019 Committee of the Whole Meeting Minutes and the February 4, 2019 Building and Property Meeting Minutes.

Roll call vote: Voting yes: Swanson, Piper, Over, Kanc, Guthall, Roush, Deihl and Wardle
Motion Carried unanimously. 8- 0

IV. Student/Staff Recognition and Board Reports – Seth Franklin and Colin Boyd

Seth and Colin shared with the Board of School Directors the events listed below.

- **TSA** – Technology Students Association participated in a regional competition where 12 students will move on to the state level.
- **Boys Basketball** – for the first time since 2012 the boys' basketball team made it to a district tournament.

- **Girls Basketball** – the girls’ basketball team continues to make the district tournament qualifying 6th and clinched the first round bye.
- **Swimming** – the swim team traveled to Northern York Area High School to compete in the Polar Plunge. Swimmers medaled in a variety of events and the boy’s team finished third.
- **FFA** - This week is National FFA week. To celebrate, the FFA chapter has many things planned from reading ag-related books at the elementary schools, hosting a teacher luncheon, and having a member movie night on Friday! Also, last weekend a few FFA members traveled to Harrisburg for a two-day conference where they participated in multiple workshops and seminars.
- **Wrestling** - This past weekend two Big Spring Wrestlers made the district tournament. Hunter Heffelfinger and Hunter Gregoris battled their way through the sectional bracket to earn the right to move on to the next level. During sectionals, Hunter Gregoris grabbed his 100th win on route to winning it all. Both student athletes will be competing at the district and state level.
- **Second Quarter Student of the Quarter Breakfast** – The second quarter Student of the Quarter breakfast was held, Friday February 15th honoring students for their achievements.
- **Cheerleading Nationals** - The cheerleaders traveled to Orlando, Florida to participate in cheerleading nationals and received 14th place.
- **PennDOT Innovation Challenge** - Students in the driver education classes collaborated to create a presentation on new ideas PennDOT should incorporate in their designs for the future. Sadie Groff, Kayla Aiken, and Kacey Shughart were named finalists in the district competition.

V. Financial Reports - Payment of Bills

General Fund	\$	568,542.14
Capital Projects Reserve Fund	\$	8,601.46
Mount Rock Projects-2018 Fund	\$	0.00
Newville Projects Fund	\$	52,069.68
Cafeteria Fund	\$	775.88
Student Activities Fund	\$	<u>6,493.58</u>
Total	\$	636,482.74

Motion by Deihl, seconded by Wardle for approval of General Fund, Capital Reserve Fund, Mt. Rock Projects Fund, Newville Projects Fund, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills as outlined above.

Roll call vote: Voting yes: Swanson, Piper, Over, Kanc, Guthall, Deihl, Roush and Wardle
 Motion carried unanimously. 8 - 0

VI. Treasurer's Fund Report

General Fund	\$	23,313,770.70
Capital Projects Reserve Fund	\$	7,387,599.13
Cafeteria Fund	\$	558,387.73
Student Activities Fund	\$	259,158.53
Newville Projects Fund	\$	2,156,697.10
Mount Rock Projects-2018 Fund	\$	<u>6,546,899.30</u>
Total	\$	40,222,512.49

Motion by Gutshall, seconded Roush by for acceptance of the Treasurer's Report as outlined above. Roll call vote: Voting Yes: Swanson, Piper, Gutshall, Over, Deihl, Kanc, Roush and Wardle Motion carried unanimously. 8– 0

VII. 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 report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion by Roush, seconded Deihl by to accept Year-to-Date General Fund and Tax Reports as outlined above Roll call vote: Voting Yes: Swanson, Piper, Over, Deihl, Wardle, Gutshall, Roush and Kanc. Motion carried unanimously. 8 – 0

VIII. Reading of Correspondence

IX. Recognition of Visitors

Charlene D'Amore, Carol Graham

X. Public Comment Period

Mrs. Carol Graham, 2565 Walnut Bottom Road, Carlisle, offered a prayer of encouragement for the Board of School Directors, administration, staff, students and community.

XI. Structured Public Comment Period

XII. Old Business

XIII. New Business

XIII. New Business

(Action Item)

a. Resignation – Ms. Sarah Rhan

Ms. Sarah Rhan has submitted her resignation as the Elementary Instrumental Music Teacher.

The administration recommends the Board of School Directors approve Ms. Rhan's resignation as the Elementary Instrumental Music Teacher.

b. Resignation – Mrs. Mary Beth Miller

(Action Items b-c)

Mrs. Mary Beth Miller has submitted her resignation as the middle school counseling secretary for the purpose of retirement, effective April 12, 2019. Piper thanked comments she made in her letter Fry 20 years with the district.

The administration recommends the Board of School Directors approve Mrs. Miller's letter of resignation for the purpose of retirement, effective April 12, 2019.

Mr. Piper thanked Mrs. Miller for the comment she made in her letter regarding her years of service with BSSD. Dr. Fry stated Mrs. Miller has been with the district 20 years in different roles.

c. Coaching Recommendations

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the coaches listed below.

Courtney Anderson - High School Track and Field Assistant Coach

Larry Barrick, Jr. – Volunteer Baseball Coach

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

VOTE ON XIII., NEW BUSINESS A-1 – A-3 PERSONNEL CONCERNS

Motion by Roush, seconded by Deihl to approve Item A-1 through A-3 as outlined and recommended above. Voting Yes: Swanson, Piper, Over, Kanc, Gutshall, Roush, Deihl and Wardle. Motion carried unanimously. 8- 0

XIII. New Business (. . .continued)

B. Recommended Approval for the Caring Place Agreement

(Action Item)

Mr. William Gillet, Director of Pupil Services would like to recommend the approval of the two year Caring Foundation Agreement. The Caring Foundation is a nonprofit corporation that makes available, at no cost to the community, certain grief support services for grieving children, teens and their families through the program known as Highmark Caring Place. The Foundation will provide training and support for Big Spring School District's School Counselors to be able to run grief counseling groups for students who have experienced a recent loss.

The administration recommends that the Board of School Directors approve the Caring Foundation Agreement as presented.

Motion by Roush, seconded by Kanc as outlined and recommended above. Voting Yes: Swanson, Piper, Over, Deihl, Kanc, Gutshall, Roush and Wardle Motion carried unanimously. 8- 0

XIII. New Business (. . .continued)

(Action Items c-e)

C. Approve Change to 2018 Middle School Renovation Contract

As a result of the humidity challenges last summer at the Middle School, eci submitted a deduct change order to their contract for \$20,560 to cover the cost of remediation.

The administration recommends the Board of School Directors approve the deduct change order as submitted.

Motion by Roush, seconded by Deihl as outlined and recommended above.

Voting Yes: Swanson, Piper, Over, Deihl, Kanc, Gutshall, Roush and Wardle

Motion carried unanimously. 8- 0

D. Approve Release of 2019 Mowing Bid Specification

The current mowing contract ended summer, 2018. Mr. Sheeler prepared a new bid specification for a two-year contract with and extension of up to two additional years.

The administration recommends the Board of School Directors approve the release of the mowing bid specification as presented.

Motion by Roush, seconded by Deihl as outlined and recommended above.

Voting Yes: Swanson, Piper, Over, Deihl, Kanc, Gutshall, Roush and Wardle

Motion carried unanimously. 8- 0

E. Approve Payment from The Capital Project Reserve Fund

The District received the following applications for payment:

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Bal To Pay</u>
Michael Baker Intl	Prof Svc - Construction	\$1,002.00	\$36,573.00
Rogelee, Inc	Ped Safety Improvements	\$187,154.77	\$489,253.23

*Note that the payments to Rogelee, Inc will be reimbursed from PennDOT under the Pedestrian Safety Improvement grant.

The administration recommends the Board of School Directors approve payments of \$1,002 to Michael Baker International and \$187,154.77 to Rogelee, Inc.

Motion by Roush, seconded by Deihl as outlined and recommended above.

Voting Yes: Swanson, Piper, Over, Deihl, Kanc, Gutshall, Roush and Wardle

Motion carried unanimously. 8- 0

XIII. New Business (. . .continued)

(Action Item)

F. Approve Payments from Newville Projects Fund

The District received the following applications for payment:

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
18-MS	CRA	Prof Svcs - Inv 3106-13	\$1,522.41	\$0.00
18-NV	CRA	Prof Svcs - Inv 2941-28	\$36.63	-
19-Ph2	CRA	Prof Svcs - Inv 3196-6	\$95,286.39	-
18-NV	Lobar, Inc	EC Construction Svc Inv 1801211	\$1,325.00	\$100.00
18-MS	Lobar, Inc	EC Construction Svc Inv 1801607	\$3,899.63	-

The administration recommends the Board of School Directors approve the payments of \$96,845.43 to Crabtree, Rohrbaugh & Associates and \$5,224.63 to Lobar, Inc.

Motion by Roush, seconded Deihl by as outlined and recommended above.
Voting Yes: Swanson, Piper, Over, Deihl, Kanc, Gutshall, Roush and Wardle
Motion carried unanimously. 8- 0

13. New Business - Construction Action Items

(Action Items a-k)

a. Approve General Construction Bid for Oak Flat E.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the General Construction base bid for Renovations to Oak Flat E.S. – Phase 2 in the amount of \$436,700 to eciConstruction, LLC.

b. Approve General Construction Bid for Mt. Rock E.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the General Construction base bid for Renovations to Mt. Rock E.S. – Phase 2 for in the amount of \$1,093,000 and alternate GC-1 for \$4,500 for a total General Construction contract of \$1,097,500 to eciConstruction, LLC.

c. Approve General Construction Bid for Big Spring M.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the General Construction base bid for Renovations to Big Spring M.S. – Phase 2 for in the amount of \$1,437,000 and alternate GC-1 for \$250,000 alternate GC-2 for \$90,000 for a total General Construction contract of \$1,777,000 to East Coast Contracting, Inc.

d. Approve General Construction Bid for Big Spring H.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the General Construction base bid for Renovations to Big Spring H.S. – Phase 2 for in the amount of \$157,000 and alternate GC-1 for \$15,200 alternate GC-2 for \$5,500 for a total General Construction contract of \$177,700 to East Coast Contracting, Inc.

e. Approve Combined HVAC Construction Bid for Phase 2 Projects

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the combined bid for Renovations to Oak Flat E.S., Mt. Rock E.S., Big Spring M.S. and Big Spring H.S. – Phase 2 for HVAC Construction base bid in the amount of \$123,000 to Stouffer Mechanical Contractor, LLC.

f. Approve Combined Plumbing Construction Bid for Phase 2 Projects

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the combined bid for Renovations to Oak Flat E.S., Mt. Rock E.S., Big Spring M.S. and Big Spring H.S. – Phase 2 for Plumbing Construction base bid in the amount of \$211,800 to Stouffer Mechanical Contractor, LLC

g. Approve Electrical Construction Bid for Oak Flat E.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the Electrical Construction base bid for Renovations to Oak Flat E.S. – Phase 2 for in the amount of \$74,900 and alternate EC-1 for \$4,425 for a total Electrical Construction contract of \$79,325 to Oyler Electric, Inc.

h. Approve Electrical Construction Bid for Mt Rock E.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the Electrical Construction base bid for Renovations to Mt. Rock E.S. – Phase 2 for in the amount of \$200,000 and alternate EC-1 for \$240,300 alternate EC-1 for \$303,900 alternate EC-1 for \$3,500 for a total Electrical Construction contract of \$747,700 to Lobar, Inc.

i. Approve Electrical Construction Bid for Big Spring M.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the Electrical Construction base bid for Renovations to Big Spring M.S. – Phase 2 for in the amount of \$264,200 and alternate EC-1 for \$509,000 for a total Electrical Construction contract of \$773,200 to Lobar, Inc.

j. Approve Electrical Construction Bid for Big Spring H.S. Phase 2

The administration recommends the Board of School Directors award, subject to review and approval by District Administration and Solicitor, the Electrical Construction base bid for Renovations to Big Spring H.S. – Phase 2 in the amount of \$32,267 to Oyler Electric, Inc.

k. Approve Technology Projects as Past of Phase 2 Projects

The administration recommends the Board of School Directors approve the \$2,020,439 Technology budget for the projects and allow the technology department to begin awarding contracts -- subject to Solicitor review and Board notification.

Motion by Piper, seconded by Deihl to approve construction items a-k as outlined and recommended above.

Voting Yes: Swanson, Piper, Deihl, Kanc, Gutshall, Roush and Wardle

Voting No: Over

Motion carried 7- 1

XV. Future Board Agenda Items

There were no future Board agenda items.

XVI. Committee Reports

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

No report offered. Meeting on March 7th.

b. Athletic Committee - Mr. Swanson, Mr. Gutshall, Mr. Deihl

No report offered. February meeting is canceled rescheduled for April 7th at 7 a.m.

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

No report offered. February 25th meeting.

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

No report offered.

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

No report offered.

f. South Central Trust - Mr. Blasco

No report offered.

g. Capital Area Intermediate Unit – Swanson

No report offered. Meeting on February 28th at 8:00 a.m.

h. Tax Collection Committee - Mr. Swanson

No report offered.

i. Future Board Agenda Items

No future board agenda items.

j. Superintendent's Report

- **Weather Updates:**

- Canceled school Wednesday, Feb 20th

- Two make up days will be April 18th and April 22nd. Any additional days will be made up at the end of the year.

- **Ethics Forms:** Forms are in Board of School Directors packets with a due date of May 1st.

- **Winter Sports Update:** Exciting times at the High School with girls and boys basketball teams in districts. Two wrestlers are eligible for districts and District III diving will be held at BSSD. Winter sports have had an amazing season.

- **March Mini-Thon:** Volunteers are needed to assist with the Mini-Thon.

- **High School Musical:** March 28th, 29th and 30th.
- **Enrollment:** Dr. Fry discussed the positive of enrollment in a small district.

XVII. Meeting Closing

a. Business from the Floor

- Mr. Wardle shared that he is humble and proud to be part of the Big Spring Board of School Directors.
- Mr. Over shared he attended a POPS concert, which was fantastic and looking forward to the next one.
- Mr. Piper welcomed Mr. Wardle to the Board of School Directors and thanked him for stepping up and volunteering.
- Mr. Piper also thanked Diana Kepner and Josie Gutshall for their presentation on the service dogs at the last board meeting. The students did an outstanding job!
- Mr. Kanc agreed with Mr. Over stating the POPS concert was excellent. Mr. Kanc also communicated that the High School Student of the Quarter breakfast was received well. Mr. August and staff did an outstanding job.

c. Adjournment

Motion by Roush, seconded by Kanc to adjourn the meeting.

Roll call vote: Voting Yes: Swanson, Piper, Gutshall, Over, Deihl, Roush, Wardle and Kanc Motion carried unanimously. 8 – 0

Meeting adjourned at **8:48 p.m., February 19, 2019** to executive session.

William L. Piper, Secretary

Next scheduled meeting is: **Monday, March 4, 2019.**