

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, MARCH 15, 2021

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

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, March 1, 2021, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:05 P.M. with nine (9) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; David Gutshall, Treasurer; Robert Over, Alexis Hurley, Richard Roush, Frank Myers and John Wardle.

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Robyn Euker, Director of Curriculum and Instruction; Caleb Barwin, Accounting Controller; Cathy Seras, Board Minutes; Rob Krepps, Director of Technology and Darin Baughman, Multimedia Support Coordinator.

II. PLEDGE TO THE FLAG

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

III. Approval of Minutes

Approval of the March 1, 2021 Regular Board Meeting Minutes and the March 1, 2021 Committee of the Whole Meeting Minutes.

Motion by Deihl, seconded by Myers, for the approval of the March 1, 2021 Regular Board Meeting Minutes and the March 1, 2021 Committee of the Whole Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Over, Hurley, Piper, Roush, Wardle, Gutshall and Myers.
Motion Carried unanimously. 9-0

IV. Student/Staff Recognition and Board Reports – Darren Neidigh shared information below.

- Mrs. Rickabaugh's AP Literature Class read a Dr. Seuss book through a Zoom meeting to elementary students.
- Students completed the Terrace Metric and YouthTruth Survey.
- Musical tryouts began the week of March 8th. The musical will be *Little Women* which will be a virtual performance.
- One Stop Dawg Shop is now open and taking online orders.
- HS Sports information was shared stating that Matthew Raudabaugh broke the school and pool records with his 100 meter breaststroke, taking 1st place in District 3AA Swimming Championships. The Boys Medley Relay team was 1st alternate, heading into the state meet. Eli Gregoris was named The Sentinel's Athlete of the Week for his achievements on the mat and his never ending work ethic.

Student Report . . . continued

The Girls Varsity Basketball team made it to the District 3 4A playoffs winning their first round playoff game with Berks Catholic. The Lady Dogs lost in the semifinals to Delone Catholic. The Boy’s Varsity Basketball team also make it to the District playoffs losing the first round game to Shippensburg.

V. Financial Reports

a. Payments of Bills

General Fund		
Procurement Card	\$	18,894.16
Checks/ACH/Wires	\$	3,799,890.64
Capital Projects Reserve Fund	\$	-
Cafeteria Fund	\$	815.97
Student Activities	\$	<u>5,434.99</u>
Total	\$	3,825,035.76

Motion to approve the payment of bills as presented.

Motion by Gutshall, seconded by Deihl for acceptance of the Payment of Bills as outlined above.
Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Hurley, Myers, Wardle, Gutshall and Roush.
Motion Carried unanimously. 9- 0

b. Treasurer’s Fund Reports

General Fund	\$	24,154,412.39
Capital Project Reserve Fund	\$	7,951,577.11
Cafeteria Fund	\$	318,078.75
Student Activities	\$	<u>250,574.97</u>
Total	\$	32,674,643.22

Motion to approve the Treasurer’s Fund Reports

Motion by Gutshall, seconded by Deihl for acceptance of the Treasurer’s Fund Reports as outlined above.
Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Hurley, Myers, Wardle, Gutshall and Roush.
Motion Carried unanimously. 9- 0

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 Summary shows the monthly collections and cumulative collections and compares that to the two previous years ([link to Tax Summary](#)).

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

Motion by Deihl, seconded by Myers for acceptance of the YTD General Fund Report and YTD Taxes as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Hurley, Myers, Wardle, Gutshall and Roush. Motion Carried unanimously. 9- 0

VI. Reading of Correspondence

VII.. Recognition of Visitors - Bill Beck, 108 Lawrence Lane, Carlisle, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members, administration, staff, students and community.

VIII. Public Comment Period

IX. Structured Public Comment Period

X. Old Business

XI. New Business

XII. Personnel Items

a. RESIGNATION - MS. MARY KANTZ

Ms. Mary Kantz has submitted her resignation for the position of a part-time custodian at Oak Flat Elementary School, effective September 30, 2021.

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

b. RESIGNATION - MS. JOAN GUTSHALL

Ms. Joan Gutshall submitted her resignation for the position of a part-time custodian at Mt. Rock Elementary School, effective June 30, 2021.

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

c. RESIGNATION - MRS. LAURA WITTER

Mrs. Laura Witter has submitted her resignation for the position of High School Administrative Assistant for Attendance, effective April 2, 2021.

The administration recommends the Board of School Directors approve Mrs. Witter's resignation, effective April 2, 2021.

d. RECOMMENDED APPROVAL FOR AN ESS AIDE

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

Tosha Babner - full-time aide in the Middle School MDS classroom and a van aide.

The administration recommends the Board of School Directors approve the ESS aide listed for the position, as presented.

e. RECOMMENDED APPROVAL FOR COACHING STAFF

Mr. Joseph Sinkovich, High School Assistant Principal/Athletic Director, would like to recommend the individuals below for the coaching positions as noted.

Ms. Allison Fry - High School Assistant Girls Soccer Coach

Ms. Katie Caruso - Middle School Assistant Girls Soccer Coach

Mr. Shane Cohick - Middle School Track Coach

Mr. Wes Madden - Volunteer Baseball Coach

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

Personnel Items

f. RECOMMENDED APPROVAL FOR LEAVE WITHOUT PAY

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave. Mrs. Chelsey Piper is requesting two days leave without pay for April 29 & 30, 2021.

The administration recommends that the Board of School Directors approve Mrs. Chelsey Piper's request for leave without pay, as presented.

g. RECOMMENDED APPROVAL FOR A REVISED RETIREMENT DATE

Ms. Judy Metcalf, High School Nurse, has requested a revision to her original retirement date of June 30, 2021. Ms. Metcalf is requesting to adjust her retirement date to August 12, 2021.

The administration recommends the Board of School Directors approve Ms. Metcalf's request to adjust her retirement date to August 12, 2021, as presented.

VOTE ON XII., NEW BUSINESS A-G, PERSONNEL CONCERNS

Motion by Diehl, seconded by Myers, to approve Items A – G, as outlined and recommended above.

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

Motion carried unanimously. 9– 0

XI. New Business - Action Items

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.

Shane Miller \$1,620.00

Scott Penner \$1,530.00

Total \$3,150.00

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.

Motion by Deihl, seconded by Myers to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Over, Roush, Wardle, Myers and Hurley.

Motion carried unanimously. 9-0

New Business – Action Items

b. RECOMMENDED APPROVAL FOR A MIDDLE SCHOOL FUNDRAISERS

Mrs. Clarissa Nace, Middle School Principal and Ms. Jodi Cribbs, Middle School PTO President, are requesting approval for the Middle School Fundraisers listed.

Spirit Wear Sale - The sale will begin March 29, 2021 through April 8, 2021. The students will be selling Big Spring Spirit Wear from Personaliteez of Carlisle.

Flower Power Fundraiser - The fundraiser will begin April 12, 2021 through April 30, 2021. The students will be selling flower bulbs, seed mats and garden vegetables.

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

Motion by Deihl, seconded by Myers to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Over, Roush, Wardle, Myers and Hurley.

Motion carried unanimously. 9-0

c. RECOMMENDED APPROVAL OF THE PROPOSED CAIU 2021-2022 GENERAL OPERATING BUDGET

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2021-2022 school year is included with the agenda. The proposed budget reflects a 0% increase for the 2021-2022 school year.

The administration recommends the Board of School Directors approve the Capital Area Intermediate Unit's 2021-2022 General Operating Budget, as presented.

Motion by Deihl, seconded by Myers to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Over, Roush, Wardle, Myers and Hurley.

Motion carried unanimously. 9-0

d. RECOMMENDED APPROVAL OF BOILER PROJECT BID & ADVERTISEMENT

Barton Associates has created a draft bid spec and has sent it to our Solicitor; [linked here is the draft spec and the required bid advertisement](#). The bids will be due on April 15th and opened at 13:00 local time.

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

Dr. Roberts stated that the anticipated completion date is August 31st and noted that it is a back up boiler; there is a main boiler in place.

Motion by Deihl, seconded by Myers to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Over, Roush, Wardle, Myers and Hurley.

Motion carried unanimously. 9-0

New Business - Action Items

e. RECOMMENDED APPROVAL OF AGREEMENTS

Below are links for two agreements to provide services for the District. Centrica is the new demand response vendor and this enables our participation and sets the expected cut back if needed. The other agreement is the first annual CSIU contract (replacing Prosoft financial information system).

Vendor	Service	Length	Cost
Centrica	Demand Response Agreement	3 yr	varies
CSIU	Annual Software Contract	1 yr	\$28,068.28

The administration recommends the Board of School Directors approve the agreements as included with the agenda.

Motion by Deihl, seconded by Myers to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Over, Roush, Wardle, Myers and Hurley.

Motion carried unanimously. 9-0

XIII. New Business – Information Item

XIV. Discussion Item

XV. Future Board Agenda Items

XVI. Board Reports

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

- No report offered.

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

- No report offered.

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

- No report offered.

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

- No report offered.

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

- No report offered.

f. South Central Trust - Mr. Deihl

- No report offered.

Board Reports . . .continued

g. Capital Area Intermediate Unit - Mr. Swanson

- No report offered.

h. Tax Collection Committee - Mr. Swanson

- No report offered.

i. Future Board Agenda Items

- No report offered.

j. Superintendent's Report

- Dr. Fry reminded the Board of School Directors that Ethic Statements are due in May.
- Dr. Fry shared information on a School Board Conference on May 7th & 8th, hosted by the Schlechty Center. Dr. Fry stated that it will be great information for Board members relating to *How to Differentiate Learning Loss from Compliance Loss*. Mr. Swanson asked about being in one place for the conference so all board members can attend and hold discussions. Dr. Fry communicated that we can accommodate the Board in holding the virtual conference within the District.
- Dr. Fry highlighted the dates and processes for secondary level returning face to face.
- Dr. Fry reminded the Board of School Directors that the next meeting is after the Easter Holiday on TUESDAY, April 6th.

XVII. Meeting Closing

a. Business from the Floor

- Mr. Wardle congratulated all staff and students on their first day back face to face and shared his support for all elementary buildings. Mr. Wardle also thanked Ms. Michelle Morgan, Food Service Director, for the great nutrition food samples she shared with the Board of School Directors. Mr. Wardle communicated that he is looking forward to secondary coming back to the Tier 3 Educational Model. Mr. Wardle commented to the Administration, "keep up the great work."
- Ms. Hurley shared that her children were very excited to be back in the classroom with their friends. Ms. Hurley was very impressed with all that was put in place to make it a safe, comfortable environment. It was noted her children did well on the first day back face to face and she is looking forward to secondary returning.
- Mr. Piper shared information from the March 10th Valley Times Star; Congratulating Mrs. Sherisa Nailor, HS Agriculture Teacher, for being named one of four finalists for the Agriculture Educator of the Year through the Nationwide's Golden Owl Award. The award honors outstanding teachers for their dedication to agricultural education in their communities. Mr. Piper noted if Mrs. Nailor wins she will move to the National Competition. Mr. Piper also communicated that March 23rd is National Agriculture Day and shared his thoughts on the agriculture production and process of food and fiber for the nation to sustain society. He stated, "hats off to those in Agriculture" and noted there are a couple individuals on the BSSD Board.
- Mr. Myers thanked everyone for their hard work.
- Mr. Swanson also thanked all staff for all they have done.

b. Public Comment Regarding Future Board Agenda Items

- No future board agenda items.

c. Adjournment

Motion by Deihl, seconded by Myers, to adjourn the February 16, 2021 Board meeting.
Voting Yes: Swanson, Deihl, Gutshall, Wardle Over, Roush, Piper, Hurley and Myers.
Motion carried unanimously. 9-0

Meeting adjourned at **8:27 P.M., March 15, 2021.**

Next scheduled meeting is: **TUESDAY, April 6, 2021.**


