

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, MAY 6, 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: P.M. with nine (9) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; David Gutshall, Treasurer; Kingsley Blasco, Richard Roush, Bob Kanc, John Wardle and Robert Over.

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr. Assistant Superintendent; Rick Gilliam Director of Buildings, Grounds & Transportation; Robert Krepps, Director of Technology; Robyn Euker, Director of Curriculum and Instruction; Andy Milone, Valley Times Star; Cathy Seras, Board Minutes

### **II. PLEDGE TO THE FLAG**

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

### **III. Approval of the April 15, 2019 Regular Board Meeting Minutes, the April 15 2019 Committee of the Whole Meeting Minutes, and the April 10, 2019 Finance Meeting Minutes.**

Motion by Roush, seconded by Blasco for the approval of the April 1, 2019 Regular Board Meeting Minutes, the April 1, 2019 Committee of the Whole Meeting Minutes and the April 1, 2019 Building and Property Meeting Minutes.

Roll call vote: Voting yes: Swanson, Piper, Blasco, Guthall, Roush, Deihl, Over, Wardle and Kanc. Motion Carried unanimously. 9- 0

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### IV. Student/Staff Recognition and Board Reports – Regan Donato/Gabi Reifsnyder

Regan and Gabi shared the information listed with the Board of School Directors.

- Spring Exhibition Night
  - On May 14th, Big Spring High School will be hosting the second Exhibition Night of the year.
- TEMPUS Car Wash
  - This year TEMPUS changed their spring fundraiser by holding a car wash at R&K Auto Spa in Newville. They exceeded their fundraising goal of \$300.
  - Additionally, the club worked with the local Lions Clubs in the community to purchase and plant two trees in honor and memory of Mr. Wilbur Wolf, Jr. The trees were planted around the flagpole on the office side of the high school building.
- Honor Society Induction
  - This year multiple clubs partnered in having one big honor society induction on April 25th. Clubs that participated included, National Honor Society, Quill and Scroll, Mu Alpha Theta, Science National Honor Society, and National Technical Honor Society. With over 50 new members being inducted, it was a great evening to reflect on the accomplishments of the students.
- Senior Citizen Luncheon
  - Student Council hosted a Senior Citizen Luncheon at the end of April. Seniors in the community were encouraged to attend and sit and talk with some of the best leaders and individuals the school has to offer.
- AP Testing
  - Starting today, Advanced Placement testing began. Students in AP classes will be taking AP tests for the next two weeks in hopes to earn college credit for the courses.
- Powderpuff Preparation
  - May brings one thing to many of the Junior and Senior students mind, Powderpuff. The Powderpuff game will be held on June 1<sup>st</sup> at 6:00 p.m. at the stadium, weather permitting.
- Spanish Festival
  - Students in Spanish classes will be participating in a festival this Friday to celebrate the year and all they have learned. Dancing and eating will be the center focus of this fun filled day!
- Aavidum Messages
  - Aavidum kicked off their new club by writing positive messages as students walked into school; from informing students that they are not alone; to positive self-worth messages.
- Yearbook Distribution
  - Tomorrow, students will be receiving the 2019 yearbook. The theme of the yearbook is: “Humans of Big Spring.” Later in the summer, the supplement of all spring activities will be released.
- High School student achievements were shared by the students as well as FFA news regarding the South Central Region Public Speaking Contest on April 24<sup>th</sup>.

**Big Spring School Board Meeting Minutes – Monday, May 6, 2019**

**V. Election of the Treasurer - One Year Appointment**

Motion by Blasco to nominate Mr. David Gutshall for Treasurer.

Roll call vote on the motion by Blasco to elect David Gutshall as Treasurer.

Roll call vote: Voting Yes: Swanson, Deihl, Roush, Kanc, Over, Blasco, Piper, Gutshall and Wardle

Motion carried unanimously. 9-0

**VI. Financial Reports**

**a. Payment of Bills**

General Fund		
Procurement Card	\$	44,372.72
Checks/ACH/Wires	\$	1,950,269.28
Capital Project Reserve Fund	\$	3,231.00
Mount Rock Projects-2018 Fund	\$	0.00
Newville Projects Fund	\$	131,931.69
Cafeteria Fund	\$	107,554.79
Student Activities	\$	<u>37,928.68</u>
<b>Total</b>	<b>\$</b>	<b>2,275,288.16</b>

Motion to approve the payment of bills as presented.

Motion by Gutshall, seconded Blasco by for acceptance of the Treasurer’s Report as outlined above. Roll call vote: Voting Yes: Swanson, Piper, Gutshall, Over, Deihl, Roush, Kanc, Over and Wardle. Motion carried unanimously. 9–0

**VII. Reading of Correspondence**

**a. Pennsylvania Department of Education**

Dr. Richard W. Fry, Superintendent of Schools, received correspondence from Pennsylvania Department of Education, Patricia Hozella, Interim Director of Special Education PA Department of Education, regarding the Special Education Plan Revision Notice (SEPRN). The Big Spring School District's SERPRN has been accepted by the Pennsylvania Department of Education for implementation during the July 1, 2016 to June 30, 2019 cycle. Correspondence is included with the agenda.

**VIII. Recognition of Visitors**

Don Snyder, Mike Reifsnyder & Matt Sweger

**IX. Public Comment Period**

Mr. Matt Sweger, 318 Greason Road, Carlisle, PA 17015 addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members, administration, staff, students and the community.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### X. Structured Public Comment Period

### XI. Old Business

### XII. New Business

### XII. New Business

### XIV. Personnel Items – Action Items

#### a. Resignation - Ms. Kathleen Bravin

Ms. Kathleen Bravin has submitted her letter of resignation for the purpose of retirement for the position of Middle School Seventh Grade Math Teacher, effective June 10, 2019.

The administration recommends the Board of School Directors approve Ms. Bravin's resignation for the purpose of retirement, effective June 10, 2019.

#### b. Resignation - Mr. Alvin McQuillen

Mr. Alvin McQuillen has submitted his resignation for the purpose of retirement for the position of a part-time maintenance worker, effective June 28, 2019.

The administration recommends the Board of School Directors approve Mr. McQuillen's resignation for the purpose of retirement, effective June 28, 2019.

#### c. Resignation - Fitness Center Coordinator

Mr. Donald Witter submitted his letter of resignation for the position of Fitness Center Coordinator, effective May 17, 2019.

The administration recommends the Board of School Directors approve Mr. Witter's resignation as Fitness Center Coordinator, effective May 17, 2019.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### Personnel Items – Action Items . . .continued

#### d. Child-Rearing Leave - Mrs. Jennifer Ferrante

Mrs. Jennifer Ferrante, Oak Flat Elementary School Fourth Grade Teacher, is requesting child-rearing leave of absence to begin approximately June 4, 2019 through the end of the 2018-2019 school year. 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 that the Board of School Directors approve Mrs. Ferrante's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately June 4, 2019 through the end of the 2018-2019 school year.

#### e. Recommended Approval for Professional Transfers

The administration will transfer the professional staff whose names are listed below for the 2019-2020 school year. The transfer is in accordance with Board Policy 309, Assignment and Transfer.

- Millie Gilbert – 6<sup>th</sup> Grade Mathematics (BSMS) to 7<sup>th</sup> Grade Mathematics (BSMS)
- Michael Spears – 5<sup>th</sup> Grade Teacher (Newville Elementary) to 6<sup>th</sup> Grade Mathematics (BSMS)

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

#### f. Recommendation for Seventh Grade Math Teacher - Miss Leah Williams

##### Education:

Messiah College - Bachelor's Degree, Elementary Ed. K-6/Middle Level Math/Science 7-9

##### Experience:

Work Study for the Field Experience Coordinator - Messiah College

Summer Camp Counselor

STEM Instructor - Carlisle, West Shore, Camp Hill

The administration recommends the Board of School Directors appoint Miss Leah Williams as a Middle School Seventh Grade Math Teacher replacing Mr. David Roberts who is transferring. Miss Williams' compensation for this position should be established at a Bachelor's Degree, step 1, \$52,313.00 for the 2019-2020 school year, based on the future contract between the Big Spring Education Association and the Big Spring School District.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### Personnel Items - Action Items . . .continued

#### **g. Recommended Approval for Summer School Coordinator, Grade Level Coordinators, Department Chairs/Assistant Dept. Chairs, and Summer School Positions**

The individuals whose names are listed below are recommended to serve as Department Chair members, Grade Level Coordinators, Summer School Teachers and Aides for summer, 2019 as well as the 2019-2020 school year.

##### **Summer School Coordinator**

Jennifer Warner

##### **2019 Bulldog Summer Success Program**

###### Teachers

Caitlin Steinly

Alisha Willis

Kathleen Schumacher

###### Aides

Kristi Witmer

Marilyn Zinn

Michelle Dunkelberger

##### **Elementary Grade Level Coordinators (2 year position)**

Kindergarten- Crystal Header and Lindsay Graham (co-chairs)

Second Grade- Leslie Locy

Fourth Grade – Anna Frawley

##### **Department Chairs (2 year position)**

K-12 Health & Physical Education – Micah Artz

K-12 Library – Christa Daugherty

K-12 Art – Mike McVitty

Secondary Math – Wendy Hanks

##### **Assistant Department Chairs (2 year position)**

Elementary Reading – Lauren Swigart

Secondary ELA – Courtney Rickabaugh

Secondary Math - Tyler Henry

The administration recommends the Board of School Directors approve the appointments listed to serve as Department Chair members, Grade Level Coordinators, Summer School Teachers and Aides for summer, 2019 as well as the 2019-2020 school year.

#### **h. Recommended Approval for Administrative Assistant for the Middle School Guidance Office**

The administration would like to recommend Ms. Katelyn Minnich as a 190 day Administrative Assistant for the Middle School Guidance Office, replacing Mrs. Mary Beth Miller who has retired. Ms. Minnich will work 7.5 hours per day at an hourly rate of \$15.02.

The administration recommends the Board of School Directors approve Ms. Katelyn Minnich as an Administrative Assistant for the Middle School Guidance Office, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### Personnel Items - Action Items . . .continued

#### i. Recommended Approval for Dance Team Advisor

Mr. Joseph Sinkovich, Athletic Director/Assistant High School Principal would like to recommend Ms. Jennie Ortiz as the Dance Team Adviser for the 2019-2020 school year, replacing Ms. Olivia Dechene who has resigned.

The administration recommends the Board of School Directors approve Ms. Jennie Ortiz as the Dance Team Adviser for the 2019-2020 school year, as presented.

#### j. Recommended Approval for ESS Aides

The administration requests permission to move forward with the recommendations for the ESS aides listed, which is the District substitute teacher/aide contractor.

**Melissa Hall-Spriggs** - full-time student support aide at Mt. Rock Elementary School.

**Caitlin Thomas** - full-time aide at Oak Flat Elementary School, replacing Alicia Lutz who has moved to the Middle School.

#### k. Recommended Approval for Lifeguards

**Hunter Bilger**

**Matthew Raudabaugh**

**Rylie Ward**

**Olivia Weibley**

**Kayla Witter**

The administrations recommends the board of School Directors approve the individuals listed to serve as lifeguards, as presented.

#### l. Recommended Approval for a Part-Time Custodian

Mr. Rick Gilliam, Director of Building and Grounds/Transportation, would like to recommend Mr. Robert Thomas as a nine month part-time second shift custodian at the high school, replacing Ms. Kathy Young who has resigned. Mr. Thomas' hourly rate will be \$13.07.

The administration recommends the Board of School Directors approve Mr. Thomas as a ninth month part-time second shift high school custodian, as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

#### m. Recommended Approval for 2019 Summer Hire List

The Director of Building and Grounds and Technology Director have selected the 2019 summer hire staff which is included with the agenda.

The administration recommends the Board of School Directors approve the summer hire list and the hourly wage, as presented.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### Personnel Items - Action Items . . .continued

#### n. Leave Without Pay – Ms. Fran Stewart

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. Ms. Fran Stewart is requesting two days leave without pay, retroactive to May 1 & 2, 2019.

The administration recommends that the Board of School Directors approve the following request for leave without pay, as presented.

#### o. Leave Without Pay – Ms. Lorraine Ferrell

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. Ms. Lorraine Ferrell is requesting a half-day leave without pay, retroactive to May 3, 2019 and four days leave without pay for May 6, 7, 8, & 9, 2019.

The administration recommends that the Board of School Directors approve the following request for leave without pay, as presented.

### **VOTE ON XII., NEW BUSINESS A – O PERSONNEL CONCERNS**

Motion by Blasco, seconded by Roush to approve Item A through H as outlined and recommended above.

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

Motion carried unanimously. 9- 0

### XII. New Business - Action Items

#### a. Credit Pay

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

#### **Abigail Leonard \$4,050.00**

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 Act 93 Agreement and the Big Spring School District.

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

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

Motion carried unanimously. 9- 0

#### b. Case D

The parents of Case D of the 2018-2019 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends the Board of School Directors exclude the student in Case D of the 2018-2019 school year for the period of fifteen days with participation in the SAP program. Following the exclusion of fifteen days the student of Case D will be placed in an Alternative Placement. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### Case D . . .

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

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

Motion carried unanimously. 9- 0

### New Business - Action Items . . . continued

#### c. Case E

The parents of Case E of the 2018-2019 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends the Board of School Directors exclude the student in Case E of the 2018-2019 school year for the period of fifteen days with participation in the SAP program. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

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

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

Motion carried unanimously. 9- 0

#### d. Recommended Approval of FFA Agricultural Advisory Board Agenda, New Board Members, Committee Minutes and Scope and Sequence of the Program

The Big Spring FFA is requesting Board approval of the new Board members listed, Agricultural Advisory Committee Agenda, Committee Minutes and the 2019-2020 Scope and Sequence of the program. All information is included with the agenda.

##### **Mark and Natalie Wickard, Parent Representatives**

##### **Bob Barrick, Community Member Representative**

The administration recommends the Board of School Directors approve the new Board members listed, FFA Agricultural Advisory Committee Agenda, Committee Minutes and the Scope and Sequence of the program, as presented.

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

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

Motion carried unanimously. 9- 0

#### e. Recommended Approval for the Big Spring Middle School FFA Chapter of the National FFA Organization

The administration received a request to implement the Big Spring Middle School FFA Chapter of the National FFA Organization. FFA makes a positive difference in the lives of students by developing their potential for premier leadership, personal growth and career success through agriculture education. Details are included with the agenda.

The administration recommends the Board of School Directors approve the Big Spring Middle School FFA Chapter of the National FFA Organization, as presented.

Motion by Kanc seconded by Deihl as outlined and recommended above.

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

Motion carried unanimously. 9- 0

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

### New Business - Action Items . . .continued

#### **f. Recommended Approval to Create a Student Account for Segovia Chapter of Sociedad Honoraria Hispanica**

The administration received a request from Ms. Megan Anderson, Ms. Ashley Oldham and Ms. Laura LaRose to establish Segovia Chapter of Sociedad Honoraria Hispanica at Big Spring High School. This academic honor society maintains the goals of both excellence and interest in all areas of Spanish studies at the secondary level. Details of this organization are included with the agenda.

The administration recommends the Board of School Directors approve the new student activity account for Segovia Chapter of Sociedad Honoraria Hispanica under the supervision of Ms. Megan Anderson, Ms. Ashley Oldham and Ms. Laura LaRose, as presented.

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

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

Motion carried unanimously. 9- 0

#### **g. Recommended Approval of the Special education Services Contract with the Capital Area Intermediate Unit**

The Capital Area Intermediate Unit (CAIU) provides special education services to the District. These services help support Big Spring School District's special education population. The proposed 2019-2020 CAIU Special Education Contract has been reviewed by Mr. William Gillet, Director of Pupil Services and Dr. Richard W. Fry, Superintendent of Schools. The contract is included with the agenda.

The administration recommends the Board of School Directors approve the contract for CAIU special education services for the 2019-2020 school year at a cost of \$24,743.00 and authorize to sign the contract and take all necessary steps to implement the contract.

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

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

Motion carried unanimously. 9- 0

#### **h. Recommended Approval for the 2019-2020 PSBA Services Contracts**

The District has received correspondence from Pennsylvania School Boards Association (PSBA) regarding the 2019-2020 membership options and dues. The dues for the All Access Package for the 2019-2020 school year will be \$14,394.64 and the Administrative Regulations dues will be \$764.15. The total of both packages for the 2019-2020 school will be \$15,158.79. Information is included with the agenda.

The administration recommends the Board of School Directors approve the District's PSBA membership renewal for the 2019-2020 fiscal year and authorize the administration to sign the appropriate documents and remit payment to PSBA in the amount of \$15,158.79.

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

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

Voting No: Blasco

Motion carried 8-1

**Big Spring School Board Meeting Minutes – Monday, May 6, 2019**

**New Business - Action Items . . .continued**

**i. Approve Construction Change Orders**

The district received the following change orders from CRA for approval:

	<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
OF	1	eciConstruction	Delete base & wall cabinet	(\$455.00)
MS	1	Stouffer Mech.	Sub AO Smith Water Heater for Aerco	(\$11,650.00)
MS	1	Lobar, Inc.	Add 12 EX1 fixtrues	\$9,414.76
NV	16	Lobar, Inc.	Add emergency door holders	\$1,976.17

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

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

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

Motion carried unanimously. 9- 0

**j. Approve FY 20 Liability Insurances**

Gallagher shopped our Workers Comp with UPMC; however, Brickstreet came through with a pretty significant reduction -- based on our experience -- to retain our business. That is almost a 23% reduction. On the liability side, Utica's increase was only 1.1% which Gallagher recommended we accept based on several claims last year. In the end, our insurances are going down by \$21,191 for FY 20.

The administration recommends the Board of School Directors accept the liability insurance quote from Utica and Workers Comp quote from Brickstreet as shown in the agenda.

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

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

Motion carried unanimously. 9- 0

**k. Approve Construction FFE Purchase for Summer 2019 Projects**

As part of the 2019 construction projects, CRA compiled the various furniture requirements and issued the specification to three vendors for quotes under the COSTARS program. One vendor declined to participate. Tanner was the clear winner at \$710,000 with EFS coming in at over \$757,000. CRA recommends we include a \$10,000 contingency in the approved total.

The administration recommends the Board of School Directors approve the FFE proposal from Tanner Furniture in the total amount of \$720,125.55 to be paid from the construction funds.

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

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

Voting No: Over

Motion carried. 8-1

**Big Spring School Board Meeting Minutes – Monday, May 6, 2019**

**New Business - Action Items . . .continued**

**I. Approve Year End Purchases for 2019**

As the administration prepares the FY 20 budget with the Board's guidance to reduce the tax increase, one of the solutions is to move planned purchases for next year into this year. With a scheduled premium holiday this year and estimated year end balances, we have the funds to do that per the attached list.

The administration recommends the Board authorize the year end 2019 purchases in the amount of \$392,954.74 as shown in the agenda and authorizes the subsequent sale of the three vehicles scheduled for replacement.

Motion by Roush, seconded by Kanc as outlined and recommended above.  
Voting Yes: Swanson, Piper, Over, Gutshall, Roush, Deihl, Kanc, Wardle and Blasco.  
Motion carried unanimously. 9- 0

**m. Approve Capital Reserve Payments**

The district received the following applications for payment:

<b>From</b>	<b>Description</b>	<b>Amount</b>	<b>Bal To Pay</b>
Michael Baker Intl	Prof Svc - Ped Safety Imprv	<b>\$3,507.00</b>	\$27,054.00
W. Pennsboro Twnshp	HOP Application for Ped Safety Imprv	<b>\$75.00</b>	-

The administration recommends the Board of School Directors approve the payment of \$3,507 to Michael Baker International and \$75.00 to West Pennsboro Township.

Motion by Roush, seconded by Deihl as outlined and recommended above.  
Voting Yes: Swanson, Piper, Over, Gutshall, Roush, Deihl, Kanc, Wardle and Blasco.  
Motion carried unanimously. 9- 0

**n. Approve Newville Projects Fund Payments**

The district received the following applications for payment:

<b>Proj</b>	<b>From</b>	<b>Description</b>	<b>Amount</b>	<b>Remaining</b>
Ph2-HS	Whitlock	Inv 1032238 - Mobile Stand	\$1,245.00	
Ph2-OF	Whitlock	Inv 1032240 - Mobile Stand	\$1,245.00	
Ph2-MR	Whitlock	Inv 1032242 - 2 Mobile Stands	\$2,490.00	

The administration recommends the Board of School Directors approve the payment of \$4,980 to Whitlock.

Motion by Roush, seconded by Deihl as outlined and recommended above.  
Voting Yes: Swanson, Piper, Over, Gutshall, Roush, Deihl, Kanc, Wardle and Blasco.  
Motion carried unanimously. 9- 0

**Big Spring School Board Meeting Minutes – Monday, May 6, 2019**

**New Business - Action Items . . .continued**

**Blasco asked about the maintenance, Kerr explained the related services. Fry 75 to 150 cameras**

**o. Approve Maintenance Contracts for SY 20**

The Maintenance department received the following proposal for HVAC & related services:

<u>Vendor</u>	<u>Contract Description</u>	<u>Length</u>	<u>Amount/Yr</u>
Trane	Four preventive maintenance inspection per year	1 Yr	\$40,782.00
Honeywell	Flex Automation Servcies w/ EBI Upgrade	4 Yr	\$49,455.15

The administration recommends the Board of School Directors approve the maintenance contracts as presented and authorize the administration to sign the required documents.

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

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

Motion carried unanimously. 9- 0

**p. Approve Construction Material Testing Contractor**

As part of the construction process, the District has to employ an independent contractor to conduct material testing during the construction. After discussion with CRA, the Director of Building & Grounds arranged the attached.

The administration recommend the Board of School Directors approve the use of Advantage Engineers to conduct construction testing using the included fee schedule.

-There was discussion amongst members.

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

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

Motion carried unanimously. 9- 0

**q. Approve Network Wiring Proposals**

The Technology Department put out a request for COSTARS quotes to perform network cabling as part of this summer's construction. Three companies submitted quotes as reviewed in the Building & Property Committee meeting.

The administration recommends the Board of School Directors award the Middle School copper wiring to GDC at a cost of \$188,143, the Mt. Rock copper wiring to Snyders Electric at a cost of \$119,800 and the Oak Flat copper and all fiber to Lobar, Inc at a cost of \$140,737.

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

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

Motion carried unanimously. 9- 0

**XV. New Business - Information Item**

**a. Proposed Job Description - 720 Logistics Specialist**

The administration has updated the job description listed and a copy of the job description has been included with the agenda. After the job description has been reviewed by the Board of School Directors and the administration, the administration will present the updated job description for board approval at the May 20, 2019 Board meeting.

**720 Logistics Specialist**

**Budget Information Discussion**

- Mr. Kerr discussed the budget 2020 budget expenditures and revenue.
- Mr. Kerr shared there is a risk in going with less than the adjusted index.
- Mr. Kerr communicated that BSSD is in a good place with the budget.
- It was requested to run budget numbers at an increase from 1.9% – 2.9%.
- It was communicated there is a Finance Meeting on May 20th.

**XVI. Future Board Agenda Items - No Items.**

**XVII. Board Reports**

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

- Mr. Kanc talked about the restructuring of the District Improvement Committee.

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

No report offered.

**c. Vocational-Technical School - Mr. Piper and Mr. Kanc**

- Mr. Piper shared the information listed.
  - Students participated in State Skills USA Competition; seven out of ten Big Spring students placed first, second and third.
  - A safety dog at Vo-Tech was discussed.
  - A reminder was communicated to Board members regarding the Vo-Tech breakfast on May 14<sup>th</sup>.
  - The 2019 awards ceremony will be May 21<sup>st</sup> at 6:30 p.m. at Christian Life Assembly.
  - The Vo-Tech name change was discussed.

**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**

The next meeting will be May 20<sup>th</sup> at 6:00 p.m. in the High School Large Group Room.

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

No report offered.

## Big Spring School Board Meeting Minutes – Monday, May 6, 2019

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

- Mr. Swanson shared that a Big Spring former student, Andy McCrea, gave a presentation on handicap students whom served as interns at Hershey Medical Center.

### h. Tax Collection Committee - Mr. Swanson

No report offered.

### i. Future Board Agenda Items

No items offered.

### j. Superintendent's Report

- April, 2019 enrollment was shared with members. Dr. Fry stated that the cyber charter count went up three students.
- Dr. Fry shared he met with Representative Kim regarding mandate relief and outdated school code items as well as Representative Ortitay spoke on Threat Assessment and Representative Sonney is moving forward on Cyber Charter Bills.
- Dr. Fry talked about the staff wellness activities that took place last week.
- Dr. Fry shared that the administration continues to work with the Wellness Committee to improve the Wellness Scorecard for employees.
- There was a reminder regarding the end of the year calendar and the activities that are taking place around the district.
- Dr. Fry recognized and congratulated Dr. Robyn Euker for her completion of her doctorate.
- Congratulations Dr. Euker!

## XVII. Meeting Closing

### a. Business from the Floor

- Mr. Wardle congratulated Dr. Fry on his speech at a Chamber Breakfast, State of Education Speech and his appearance at the War College for the Excellence in Education Dinner recognizing educators in the area.
- Mr. Over shared his thoughts on the extraordinary Jazz Cabaret, it was an outstanding performance!
- Mr. Swanson also communicated that the Jazz Cabaret was very enjoyable.

### b. Public Comment Regarding Future Board Agenda Items

No Comment

### c. Adjournment

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

Roll call vote: Voting Yes: Swanson, Piper, Gutshall, Blasco, Deihl, Roush, Kanc, Over and Wardle

Motion carried unanimously. 9-0

Meeting adjourned at **9:03 p.m., May 6, 2019.**

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William L. Piper, Secretary

Next scheduled meeting is: **May 20, 2019**