

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, MAY 18, 2020**

*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. Opening Meeting and Guidelines Below for the May 18, 2020 Virtual Board Meeting Were Reviewed**

Dr. Fry defined the information below.

- 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 18, 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 May 18, 2020 Board Agenda.

### **II. CALL TO ORDER**

Mr. Swanson, President took roll call of the Board of School Directors present for the Big Spring School District May 18, 2020 Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 7:45 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 Blasco-Hurley, Richard Roush, Frank Myers and John Wardle

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Dr. Robyn Euker, Director of Curriculum and Instruction; Richard E. Kerr, Jr., Business Manager; Robert Krepps, Director of Technology; Cathy Seras, Board Minutes.

### **III. PLEDGE TO THE FLAG**

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

### **IV. Approval of Minutes**

Approval of the May 4, 2020 Regular Board Meeting Minutes, the May 4, 2020 Committee of the Whole Meeting Minutes and the May 11, 2020 Finance Meeting Minutes.

Motion by Deihl, seconded by Roush for the approval of the May 4, 2020 Regular Board Meeting Minutes, the May 4, 2020 Committee of the Whole Meeting Minutes and the May 11, 2020 Finance Meeting Minutes.

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

## V. Student/Staff Recognition and Board Reports - No Student Reports

## VI. Financial Reports

### a. Payment of Bills

General Fund	\$	1,379,110.63
Capital Project Reserve Fund	\$	
Mount Rock Projects-2018 Fund	\$	287.57
Newville Projects Fund	\$	
Cafeteria Fund	\$	
Student Activities	\$	_____
<b>Total</b>	<b>\$</b>	<b>1,379,398.20</b>

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, Blasco-Hurley, Roush, Gutshall, Wardle and Myers. Motion Carried unanimously. 9- 0

### b. Treasurer's Fund Report

General Fund	\$	14,076,331.16
Capital Project Reserve Fund	\$	6,617,326.16
Cafeteria Fund	\$	458,417.66
Student Activities	\$	253,808.21
Mount Rock Projects-2018 Fund	\$	<u>93,459.00</u>
<b>Total</b>	<b>\$</b>	<b>21,499,342.82</b>

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

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

### 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 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.

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

## **VII. Reading of Correspondence**

## **VIII. Recognition of Visitors**

## **IX. Public Comment Period**

- Mr. Krepps, Director of Technology, communicated that there were twenty in attendance virtually and asked if anyone present would like to speak; there was no public comment offered.

## **X. Structured Public Comment Period**

## **XI. Old Business**

## **XII. New Business**

## **XIII. Personnel Items - Action Items**

### **a. Resignation - Mr. Carl Seils**

Mr. Carl Seils has submitted his resignation as a High School Chemistry Teacher, effective the conclusion of the 2019-2020 school year.

The administration recommends the Board of School Directors approve Mr. Seils resignation as a High School Chemistry teacher, effective the conclusion of the 2019-2020 school year.

### **b. Child-Rearing Leave - Mrs. Shannon Berry**

Mrs. Shannon Berry, High School Mathematics Teacher, is requesting child-rearing leave of absence to begin approximately August 18, 2020 through approximately October 1, 2020. This leave is based on the current approved school calendar. If online learning occurs during this time due to COVID-19 this child-rearing leave will be canceled. 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 Mrs. Berry's requested child-rearing leave of absence to begin approximately August 18, 2020 through approximately October 1, 2020 unless online learning occurs during this time due to COVID-19 this child-rearing leave will be canceled.

## **Personnel Items - Action Items**

### **c. Recommended Approval for 2020 Extended School Year Staff (ESY)**

Dr. Abigail Leonard, Assistant Supervisor of Special Education would like to recommend the individuals listed for the 2020 ESY program.

#### **Professional Staff**

Megan Hall

Jessica Sprecher

#### **Nurse**

Tina Fickes

The administration recommends the Board of School Directors approve the individuals listed for the 2020 ESY program, as presented.

### **d. Recommended Approval for a High School Chemistry/Physics Teacher - Sean Donaldson**

#### **Education:**

Messiah College: Physics

#### **Experience:**

Mechanicsburg Middle School - Student Teaching, General Science (Chemistry and Physics)

Mechanicsburg Area Senior High School - Student Teaching, Physics

The administration recommends the Board of School Directors appoint Mr. Sean Donaldson as a High School Chemistry/Physics Teacher, replacing Mr. Carl Seils who has resigned. Mr. Donaldson's compensation for this position should be established at a Bachelor's Degree, step 1, \$53,594.00 for the 2020-2021 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

### **e. Recommended Approval to Extend the Resignation Date of the Minute Taker for the Board Minutes**

Mrs. Catherine Seras has agreed to extend her resignation date of June 30, 2020 for the position of the Minute Taker for the board minutes, with a future resignation date to be determined.

The administration recommends the Board of School Directors approve Mrs. Seras' request to extend her resignation date of June 30, 2020 as the Minute Taker for the board minutes, with a future date to be determined.

## **VOTE ON XII., NEW BUSINESS A-E, PERSONNEL CONCERNS**

Motion by Deihl, seconded by Roush, to approve Items A – E, as outlined and recommended above.

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

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.

Casey Barwin	\$3,096.00
Morgan Beamer	\$3,120.00
Megan Hall	\$1,560.00
Michael McVitty	\$ 774.00
Alexa Moran	\$1,560.00
Adam Nobile	\$1,560.00
Melissa Sheffer	\$1,548.00
Jessica Sprecher	\$1,500.00
Jen Tomasov	\$1,548.00
Total	\$16,266.00

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

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

Motion carried unanimously. 9- 0

### b. Recommended Proposed Agreements

**Intergovernmental Business Partner Agreement** with PennDOT. In order to have access and submit permits on the PennDot electronic system the School District must authorize the execution of the agreement. This permit is to install fiber optic cable under Centerville Road in order to connect Oak Flat Elementary School to the School District fiber network.

**Government Software Services Agreement.** This agreement is for the preparation, printing and mailing of the real estate tax bills for July 2020.

**New Story ESY Agreements.** The administration reviewed the 2020 extended school year (ESY) agreements for four students that require special education services as defined by their Individualized Educational Program (IEP). The students extended school year will begin June 22, 2020 and end on July 29, 2020. The cost of the special education classroom program provided by New Story is \$380.00 per day, per student, based on enrollment.

<u>Who</u>	<u>Description</u>	<u>Yrs</u>	<u>Amount</u>
GSS	<a href="#">Tax Bill Prep/Printing</a>	1	
New Story	<a href="#">ESY (4 students)</a>	1	
PennDOT	<a href="#">Intergovernmental Business Partner Agreement</a>	n/a	n/a
PennDOT	<a href="#">Authorization to sign IBPA above</a>	n/a	n/a

The administration recommends the Board of School Directors approve the agreements and resolution above for the 2020/21 school year.

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

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

Motion carried unanimously. 9- 0

#### **IV. New Business - Information Item**

##### **a. Tenure Status Recommendations**

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

**Ms. Courtney Benson**

**Mrs. Karyn Cunningham**

Additional information regarding the professional employees have been prepared by Mrs. Karen Ward, Mt. Rock Elementary School Principal.

#### **V. Discussion/Action Item**

##### **c. Approve Proposed Final Budget for SY 2020-2021**

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 22, 2020. 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 \$53,713,822 in expenditures with general fund revenues of \$52,335,477 requiring the use of \$1,378,345 from general fund balance. These numbers can change for the final budget. Proposed real estate taxes would increase by 2.5% or to 15.0123 mills.

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$53,713,822 for the 2020-2021 school year with a tax rate of 15.0123 mills.

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

Voting Yes: Swanson, Deihl, Gutshall, Myers, Blasco-Hurley, Wardle

Voting No: Piper, Over, Roush

Motion carried 6- 3

Dr. Fry stated, the final budget will be voted on June 22nd. Mr. Swanson communicated this is a proposed final budget.

#### **VI. Discussion Item**

#### **VII. Future Board Agenda Items**

#### **VIII. 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.

## **Board Reports (. . .continued)**

### **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.

### **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 future board agenda items.

### **j. Superintendent's Report**

- Dr. Fry communicated that he sent out a community update which he shared end of the year activities with specific dates for seniors and opportunities for building events. Dr. Fry also stated he shared a generic tier approach with more information to follow in a few weeks.
- Dr. Fry communicated specific dates to keep in mind for seniors:
  1. May 27, 28, 29 - Distribution of caps and gowns with protocols in place for pick up.
  2. May 31<sup>st</sup> at 7:00 p.m. - Virtual Baccalaureate
  3. June 3<sup>rd</sup> – Virtual Senior Awards Assembly. A time will be shared at a later date.
  4. June 5<sup>th</sup> – Graduation Parade through the Borough of Newville. Dr. Fry thanked the borough for all their assistance through the planning process.
- Dr. Fry stated that in late June over a three-day period there will be distribution of diplomas to the graduates. Dr. Fry defined the procedure for the diploma distribution.
- Dr. Fry communicated a Graduation Ceremony will be held on August 7<sup>th</sup>. More to come regarding details of the ceremony.
- Dr. Fry communicated that summer cleaning will begin on June 8<sup>th</sup>.
- Dr. Fry stated that the Board meetings will continue to stay virtual due to the current situation of COVID-19 and which has also been a directive from the District Solicitor.
- Mr. Wardle asked if the parade consist of just students in cars. Dr. Fry confirmed it is currently just student in cars or they can be driven by a parent.

## **IX. Meeting Closing**

### **a. Business from the Floor**

### **b. Public Comment**

### **c. Adjournment to move to Executive Session**

Motion by Deihl, seconded by Roush to adjourn into Executive Session.

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

Motion carried unanimously. 9-0

### **d. Adjournment of the May 18, 2020 Board of School Directors Meeting**

Motion by Deihl, seconded by Roush to adjourn the May 18, 2020 Board of School Directors Meeting.

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

Motion carried unanimously. 9-0

Meeting adjourned at 7:54 p.m. May 18, 2020.

A handwritten signature in blue ink, reading "William L. Piper", is written over a horizontal line.

Next scheduled meeting is: **June 1, 2020.**