

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, MAY 20, 2013

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 President Wilbur Wolf, Jr., presiding. Seven (7) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; John McCrea; Richard Norris; and William Piper.

Kingsley Blasco and Richard Roush were absent.

Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum/Instruction and Educational Technology; Michael Statler, Accounting Controller; Rick Gilliam, Supervisor of Transportation and Buildings and Grounds; Steve Smith, High School Principal; Trish Grace, The Valley Times-Star; Wade Reichelderfer, Nick Hasse, and Shania Radabaugh, Student Representatives to the Board of School Directors; and Brenda Line, Board Minutes.

EXECUTIVE SESSION

The Board met in Executives Session to address legal and personnel matters from 7:26 to 7:41 p.m.

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE MAY 6, 2013 BUILDINGS AND PROPERTY COMMITTEE MEETING MINUTES; THE MAY 6, 2013 COMMITTEE OF THE WHOLE OF THE BOARD MEETING MINUTES; AND THE MAY 6, 2013 REGULAR BOARD MEETING MINUTES.

Motion by Norris, seconded by Swanson for approval of the May 6, 2013 Buildings and Property Committee Meeting Minutes; the May 6, 2013 Committee of the Whole of the Board Meeting Minutes and the May 6, 2013 Regular Board Meeting Minutes. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS – Shania Radabaugh

Mr. Steve Smith, high school principal, introduced Mr. Wade Reichelderfer and Mr. Nick Hasse, student representatives of the Board of School Directors, and commended them for their outstanding academic extracurricular activities and for their dedication to offering Board reports.

Mr. Hasse plans to attend Colgate University to study neuroscience, and Mr. Reichelderfer is slated to attend Clarion College to study business management. Superintendent Fry commended the students for being outstanding role models for the younger students and noted that the students would be presented with Colgate and Clarion sweatshirts respectively.

President Wolf and Vice President Swanson congratulated the students and presented them with tokens of appreciation from the Board.

Shania Radabaugh offered the following report to the members of the Board of School Directors: [05-20-2013 Student Report.pdf](#).

President Wolf thanked Miss Radabaugh for the report.

V. TREASURER'S REPORT

General Fund	\$ 12,557,128.64
Cafeteria Fund	\$ 261,494.75
Student Activity Fund	\$ 228,303.78
Capital Projects	\$ 4,649,683.71

The Treasurer's Report showed balances as outlined above as of April 30, 2013. Motion by Gutshall, seconded by Swanson for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

VI. PAYMENT OF BILLS

General Fund	\$ 633,283.45	Checks #69602-69770 and Check #5031302
Student Activities Fund	\$ 25,711.02	Checks #13869-13898
Capital Projects	\$ 90,828.28	<u>Checks #663-666</u>
TOTAL	\$ 749,822.75	

Motion by Gutshall, seconded by Norris for approval of General Fund, Student Activity/Miscellaneous Fund, Cafeteria Projects Fund payments of bills as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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VII. READING OF CORRESPONDENCE

There was no reading of correspondence.

VIII. RECOGNITION OF VISITORS

Rita Beck, Linda Bowles, Charlene D'Amore, Georgia Hasse, Olaf Hasse, April Messenger, and Brandie Shatto,

IX. PUBLIC COMMENT PERIOD

Mrs. Rita Beck, 108 Lawrence Lane, Carlisle, Pennsylvania, addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

President Wolf thanked Mrs. Beck for attending this evening's meeting and offering a prayer. Mr. Wolf commended Mrs. Beck for the many years she has dedicated to the Big Spring School District, and he wished her well in her retirement.

Mrs. Beck noted that it has been a pleasure working for the Big Spring School District, and she thanked the members of the Board of School Directors for their hard work and dedication to Big Spring.

X. STRUCTURED PUBLIC COMMENT PERIOD

No structured public comment was offered.

XI. OLD BUSINESS

There was no old business.

(NOTE: The Board addressed
XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-16,
following Item A-16.)

XII. NEW BUSINESS

A. PERSONNEL CONCERNS

1. Summer School 2013 Personnel

(ACTION ITEM)

Mr. Kevin Roberts, Director of Curriculum and Instruction and Educational Technology, recommended the summer school 2013 personnel at the elementary, middle and high school levels that are listed below.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

1. Summer School 2013 Personnel (Continued)

(ACTION ITEM)

Elementary

<u>Name</u>	<u>Position</u>
Linda Slusser – Principal	Summer School Program Coordinator
Andrew Pettit	Pre-Kindergarten Teacher
Erin Malick	Pre-Kindergarten Teacher
Kathy Schumacher	Pre-First Grade Teacher
Courtney Wisner	Pre-First Grade Teacher
Kristi Witmer	Pre-Kindergarten Aide
Michelle Dunkelberger	Pre-Kindergarten Aide
Marilyn Zinn	Pre-First Grade Aide

Middle/High School

<u>Name</u>	<u>Position</u>
Karen Ward	Summer School Program Coordinator – Middle School
Charles Smith	Summer School Program Coordinator – High School
Tyler Henry	Online Learning Teacher

The administration recommended that the Board of School Directors approve the proposed summer school personnel as presented.

(ACTION ITEM)

2. **Mrs. Rita Beck**, Elementary Title I Reading Teacher, submitted her letter of resignation for the purpose of retirement effective the end of the 2012-2013 school year, and the Board of School Directors accepted Mrs. Beck's resignation at the April 8, 2013 meeting of the Board of School Directors. Mrs. Beck's severance allowance has been calculated and submitted to the Board for approval at this time.

As per the following calculations, Mrs. Beck is entitled to a severance allowance in the amount of \$4,500.00, under option #2.

Option #1:

$$14 \text{ years of service} \times \$223.00 = \$3,122.00 \\ (\text{Maximum of } \$15,400.00)$$

Option #2:

$$62.5 \text{ unused sick leave days} \times \$72.00 = \$4,500.00 \\ (\$15,400.00 \text{ maximum})$$

The administration recommended that the Board of School Directors accept Mrs. Beck's severance allowance of \$4,500.00 as presented.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

3. **Mr. Sam Barnouski**, head baseball coach, submitted his letter of resignation as head baseball coach, retroactive to May 17, 2013.

A copy of Mr. Barnouski's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Mr. Barnouski's resignation as head baseball coach, retroactive to May 17, 2013.

(ACTION ITEM)

4. **Mrs. Kristi Wickard**, Elementary Instructional Coach, submitted her letter of resignation as Elementary Instructional Coach, effective June 30, 2013.

A copy of Mrs. Wickard's letter was included with the agenda.

The administration recommended that the Board of School Directors accept Mrs. Wickard's resignation as Elementary Instructional Coach, effective June 30, 2013.

5. **2012-2013 Lifeguard**

(ACTION ITEM)

Nicholas Boyd

The administration recommended that the Board of School Directors approve the individual listed to serve as a lifeguard for the remainder of the 2012-2013 school year and the 2013 summer months, pending receipt of all required paperwork.

6. **Coaching Appointment**

(ACTION ITEM)

Mr. Jay Hockenbroch, Athletic Director, recommended the individual listed as a coach for the 2012-2013 school year.

Joe Washington High School Assistant Football Coach

The administration recommended that the Board of School Directors approve the appointment of the above listed coach as presented.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

7. Approval of Child-Rearing Leave for Stephanie Weller (ACTION ITEM)

Mrs. Stephanie Weller, Life Skills Teacher at Oak Flat Elementary School, requested a leave of absence under the Family & Medical Leave Act from approximately September 3, 2013 through approximately November 4, 2013. According to Section 3.08 of the 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.

A copy of Mrs. Weller's letter was included in the agenda.

The administration recommended that the Board of School Directors approve Mrs. Weller's request for leave under the Family & Medical Leave Act and a child-rearing leave of absence from approximately September 3, 2013 through approximately November 4, 2013.

8. Additional Per Diem Substitute Teachers (ACTION ITEM)

Nicole Calaman	Elementary Education
Elaine Leiter	Elementary Education

The administration recommended that the Board of School Directors approve the additions listed to the 2012-2013 per diem substitute teacher list as presented.

(ACTION ITEM)

9. Laura Fritz Spanish Teacher Mountain Top, PA 18707 (replacing Mrs. Shaker, who will be retiring)

Education:

Kutztown University – Spanish Education K-12 (Bachelor's Degree)

Experience:

Tutor Students in Spanish I through IV, and also in advanced conversation

The administration recommended that the Board of School Directors appoint Ms. Fritz to serve as a Spanish Teacher for the 2013-2014 school year, replacing Mrs. Shaker who will be retiring. Ms. Fritz's compensation for this position should be established at Bachelor's, step 1, \$43,648.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

10. Megan VanDenHengel

Vacant Special Education Position

Mechanicsburg, PA 17050

Education:

Elizabethtown College – Elementary/Special Education (Bachelor's Degree)

Experience:

Shippensburg Area School District – Multiple Disabilities Support Teacher

Elizabethtown Area School District – Student Teaching Grade 3/Learning Support Teacher

The administration recommended that the Board of School Directors appoint Ms. VanDenHengel to serve as a Special Education Teacher for the 2013-2014 school year. Ms. VanDenHengel's compensation for this position should be established at Bachelor's, step 3, \$44,6504.00, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

11. Kristin Holmes

Grade Four Long-Term Substitute Teacher

Shippensburg, PA 17257

at Newville Elementary School
(replacing Mrs. Vicki Brickner, who is on leave)

Education:

Shippensburg University – Elementary Education (Bachelor's Degree)

Experience:

Big Spring School District – Student Teacher and Substitute Teacher

The administration recommended that the Board of School Directors appoint Ms. Holmes to serve as a Long-Term Substitute grade four teacher at Newville Elementary School, retroactive to May 1, 2013 through the end of the 2013-2014 school year, replacing Mrs. Vicki Brickner who is on leave. Ms. Holmes' compensation for this position should be established at Bachelor's step 1, \$42,588.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

12. Approval of Director of Educational Technology and Public Relations

The administration recommended Mrs. Brandie Shatto as Director of Educational Technology and Public Relations for the 2013-2014 school year. Mrs. Shatto's compensation should be established at \$71,500.00, based on the current Act 93 agreement.

The administration recommended that the Board of School Directors appoint Mrs. Brandie Shatto as Director of Educational Technology and Public Relations Director for the 2013-2014 school year.

13. Transfer of Professional Personnel

(ACTION ITEM)

As per Board Policies 3850.0-3850.4, the administration will transfer the professional employee whose name is listed below for the 2013-2014 school year.

<u>FROM</u>	<u>TO</u>
Nicole Donato - Instructional Coach	District Literacy Coordinator

The administration recommended that the Board of School Directors approve the professional employee transfer as presented

14. Transfer of Employee

(ACTION ITEM)

At the April 22, 2013 Board meeting a new job description was approved for the Administrative Assistant for Technology and Accounts Payable. Mrs. Tara Mainhart will be transferred from her current position of Administrative Assistant for Transportation and Accounts Payable to Administrative Assistant for Technology and Accounts Payable, effective July 1, 2013

The administration recommended the Board of School Directors approve the transfer of Mrs. Tara Mainhart from her position of Administrative Assistant for Transportation and Accounts Payable to the position of Administrative Assistant for Technology and Accounts Payable at her current pay and hours, effective July 1, 2013.

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XII. NEW BUSINESS (Continued)

A. PERSONNEL CONCERNS (Continued)

(ACTION ITEM)

15. Approval of Administrative Assistant for Transportation and Food Service

The administration recommended Mrs. Shelly Kent as Administrative Assistant for Transportation and Food Service with a recommended hourly rate of \$13.87, effective July 1, 2013.

The administration recommended that the Board of School Directors appoint Mrs. Shelly Kent as Administrative Assistant for Transportation and Food Service at a hourly rate of \$13.87, effective July 1, 2013.

16. Extended School Year (ESY) Classroom Aide Appointments (ACTION ITEM)

Mr. William Gillet, Supervisor of Special Education, recommended the classroom aide appointments listed to assist with the 2012-2013 ESY Summer Program.

Karen Hamilton	ESY Classroom Aide
Theresa Boegel	ESY Classroom Aide

The administration recommended that the Board of School Directors approve the above listed ESY classroom aide appointments as presented.

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

Motion by Norris, seconded by Swanson to combine and approve XII., NEW BUSINESS, A., PERSONNEL CONCERNS, Items A-1 through A-16, as outlined and recommended above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

XII. NEW BUSINESS (Continued)

B. Credit Pay

(ACTION ITEM)

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.

Krista Boynton	\$ 848.00
Richard W. Fry	\$ 550.00
Brandie Shatto	<u>\$1,272.00</u>
Total	<u>\$2,670.00</u>

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XII. NEW BUSINESS (Continued)

B. Credit Pay (Continued)

(ACTION ITEM)

The administration recommended that the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Education Association and the Big Spring School District.

Motion by Barrick, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

C. Permission to Offer a Junior Volleyball League

(ACTION ITEM)

Ms. Cara Penner, head volleyball coach, requested permission to offer a new Junior Volleyball League for girls entering grades 3-6 for the 2013-2014 school year. Ms. Penner requested a waiver of the building utilization fee. There will be no cost to the school district for the proposed program.

Additional information regarding the proposed Junior Volleyball League was included with the agenda.

The administration recommended that the Board of School Directors approve Ms. Penner's request to offer a Junior Volleyball League which will begin June 10th and end August 9, 2013 as presented, and waive the building utilization fee.

Motion by Swanson, seconded by Norris to approve the recommendation as outlined above.

In response to a question from Director Barrick, Mr. Fry indicated that there are volleyballs available that are smaller than regulation size; however, he does not know what size balls would be used for this league. Mr. Fry indicated that the nets would be set at the female height of 7.5 feet, and he noted that the students would most likely begin with a lot of "wall work."

Roll call vote on the motion by Swanson and second by Norris to approve the recommendation as outlined above: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

D. Conodoguinet Creek Watershed Association Grant

(ACTION ITEM)

Mr. Kevin Roberts, Director of Curriculum/Instruction and Educational Technology would like to request permission to pursue grant funding through the Conodoguinet Creek Watershed Association in the amount of \$1,000.00. The grant announcement stipulated that funds would be awarded to school districts "within the Conodoguinet Creek Watershed for the enhancement or institution of environmental education programs during the 2013-2014 school year".

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XII. NEW BUSINESS (Continued)

D. Conodoguinet Creek Watershed Association Grant (Continued)

(ACTION ITEM)

Information was included with the agenda.

The administration recommended that the Board of School Directors approve the Conodoguinet Creek Watershed Association Grant as presented.

Motion by Barrick, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

E. Appointment of the School District Solicitor

(ACTION ITEM)

	<u>2012-2013</u>	<u>2013-2014</u>
Stock and Leader	\$160.00	\$165.00
Philip Spare, Esquire, Principal Counsel	(hourly rate for partners)	(hourly rate for partners)
	\$145.00	\$150.00
	(hourly rate for associates)	(hourly rate for associates)

The administration recommended that the Board of School Directors appoint Stock and Leader, and Philip Spare, Esquire, principal counsel, as the school district solicitor for the period from May 21, 2013, through May 21, 2014.

Motion by Swanson, seconded by Norris to approve the recommendation as outlined above.

Director McCrea indicated that, in his opinion, the District is giving Stock and Leader a "blank check for a lot of stuff." Mr. McCrea noted that, while he does not object to the fees of \$165 for partners and \$150 for associates, the contingency clause regarding fees related to special projects, such as negotiations or litigation, is troublesome. Mr. McCrea requested to know what the lawyers would charge for these services before they send a bill.

In addition, the agreement states that attorney fees for bond issues, tax-exempt lease financing, and similar financing matters would continue to be billed on a transactional basis. Mr. McCrea surmised that fees for those types of services would more than likely exceed \$165 per hour.

Mr. McCrea noted that, in his opinion, these contingencies are unfair to the District and the firm should be more specific as to what the attorneys are charging.

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XII. NEW BUSINESS (Continued)

E. Appointment of the School District Solicitor (Continued)

(ACTION ITEM)

President Wolf responded that the District negotiates a fee with the firm before entering into an agreement for special services.

Superintendent Fry added that the attorneys charged \$180 per hour for the teacher negotiations three years ago.

In response to a question from Director McCrea, Mr. Fry indicated that there was no negotiation for attorneys' fees for the most recent refinancing because the attorneys' fees had been negotiated during a prior refinancing. Upon Mr. McCrea's request, Mr. Fry indicated he would research and report to the Board regarding the hourly rate for bond counsel for the refinancing.

President Wolf questioned whether Mr. McCrea would like to table this item.

Mr. McCrea indicated that he is merely speaking his mind and "whatever you decide to do, you will do, regardless of what I say."

Roll call vote on the motion by Swanson and second by Norris to approve the recommendation as outlined above: Voting Yes: Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Voting No: McCrea. Total Yes votes: Six (6). Total No votes: One (1). Motion carried by a majority vote.

F. Case G of 2012-2013

(ACTION ITEM)

The parents of the student in Case G of the 2012-2013 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommended that the Board of School Directors exclude the student in Case G with a placement in an Alternative Education setting for the remainder of the 2012-2013 school year. The student's status will be reviewed by administration June of 2013 to determine a possible return to Big Spring High School fall, 2013. During the period of exclusion, the student is not permitted on school property at any time for any reason.

Motion by Norris, seconded by Barrick to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

G. Permission to Attend Boys' Wrestling Team Camp

(ACTION ITEM)

Mr. Chad Brough, Assistant Wrestling Coach, requested Board approval for the boys' wrestling team and coaches to attend team camp at Kutztown University from July 22, 2013 through July 25, 2013.

All expenses are paid for by the respective teams and/or individual student athletes.

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XII. NEW BUSINESS (Continued)

G. Permission to Attend Boys' Wrestling Team Camp (Continued) **(ACTION ITEM)**

The administration recommended that the Board of School Directors approve Mr. Brough's request for the boys wrestling team and coaches to attend the summer team camp as presented.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

H. Facilities Utilization Request **(ACTION ITEM)**

Newville Legion Baseball requested permission to use the high school baseball field on June 9, 2013, for a Legion baseball game. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommended that the Board of School Directors approve the request of Newville Legion Baseball to use the high school baseball field as presented.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

I. Proposed 2013-2014 Police Service Agreement **(ACTION ITEM)**

The contract for 2013-2014 police service agreement between the Big Spring School District and the Borough of Newville/Newville Police Department is presented for Board action. The difference in the 2013-2014 contract results in a 1.9% increase of \$845.00.

<u>Year of Contract</u>	<u>Cost</u>
2012-2013	\$42,258.00
2013-2014	\$43,103.00

The administration recommended that the Board of School Directors approve the 2013-2014 contract for police services between the Big Spring School District and the Borough of Newville as presented at a cost not to exceed \$43,103.00.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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XII. NEW BUSINESS (Continued)

J. Special Education Plan Report

(ACTION ITEM)

Mr. William Gillet, Supervisor of Special Education, has prepared the 2013-2016 Special Education Plan Report for approval by the Board of School Directors. Included in the plan are the staff profile, support staff and services, and the required special education assurance form.

The Special Education Plan Report was included with the agenda.

The administration recommended that the Board of School Directors approve the proposed 2013-2016 Special Education Plan Report as presented.

Motion by Norris, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

K. Award of Bid for Hot Water Heater Replacements & UV Light Installation

(ACTION ITEM)

Previously the Board directed the release of a bid request to replace one hot water heater at Oak Flat Elementary School and two hot water heaters at the high school and installed a UV light into the high school pool water system. On May 8, 2013, we received 10 bids at an average proposed cost of \$265,877.00. The winning proposal was from Lugaila Mechanical of 1 Rutgers Road, Pittsburgh, PA 15201 at a cost of \$224,392.00 for the entire project. After the Solicitor review and reference checking, the administration recommended awarding of the bid.

The administration recommended the Board of School Directors award the Domestic Water Heater and UV Light Installation project to Lugaila Mechanical, Inc. at a cost of \$224,392.00 paid from the capital project fund.

Motion by Barrick, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

L. Approval of Recycling, Trash and Refuse Removal Proposal

(ACTION ITEM)

The Maintenance Department sent out RFP packets to eight different companies seeking proposals for Recycling, Trash and Refuse Removal Services for the 2013-2014 school year with a two year optional extension. Two companies submitted proposals: Advance Disposal \$18,136.95 (current vendor) and IESI at \$20,367.52; the board tabled the proposal on May 6, 2013 because Plainfield was inadvertently included on the proposal as noted by Mr. Piper. The revised Advanced proposal without Plainfield is attached.

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XII. NEW BUSINESS (Continued)

L. Approval of Recycling, Trash and Refuse Removal Proposal (ACTION ITEM) (Continued)

The administration recommended the Board of School Directors accept the proposal from Advanced Disposal for Recycling, Trash and Refuse Removal Services for 2013-2014 school year at an annual cost of \$16,533.15.

Motion by Barrick, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

M. Approval of Change Order for Window Project (ACTION ITEM)

As part of the Window Replacement project, the contractor demolished the old windows. As part of that process they found the expected cast sills ordered did not have adequate depth to seal the top of the block. The District engineer directed a change in the sill depth and McCoy recently provided Change Order detailing the extra cost involved.

The administration recommended the Board of School Directors approve Change Order to increase sill stone depth at a cost of \$8,796.00 to be paid from the Capital Project fund.

Motion by Barrick, seconded by Norris to approve the recommendation as outlined above.

Mr. Fry indicated that he would have more information at the next meeting regarding the proposed door from the middle school science closet into the courtyard.

Vice President Swanson indicated that the members of the Finance Committee reviewed the newly installed windows and were pleased with the results.

Roll call vote on the motion by Barrick and second by Norris to approve the recommendation as outlined above: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

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XII. NEW BUSINESS (Continued)

N. Updated Policies

(ACTION ITEM)

The administration has submitted the updated policies listed and the copies were included with the agenda.

- 601 Fiscal Objectives
- 602 Budget Planning
- 603 Budget Preparation
- 604 Budget Adoption
- 605 Tax Levy
- 606 Tax Collection
- 607 Tuition Income
- 608 Bank Accounts
- 609 Investment of District Funds
- 610 Purchases Subject to Bid Quotation
- 611 Purchases Budgeted
- 612 Purchases Not Budgeted
- 613 Cooperative Purchasing
- 614 Payroll Authorization
- 615 Payroll Deductions
- 616 Payment of Bills
- 617 Petty Cash
- 618 Student Activity Funds
- 619 District Audit
- 621 Local Taxpayers Bill of Rights
- 622 GASB Statement 34
- 624 Taxable Fringe Benefits
- 625 Procurement Cards

The administration recommended that the Board of School Directors approve the policies as presented.

Motion by Norris, seconded by Barrick to approve the recommendation as outlined above.

Mr. Fry indicated that suggestions from the Board have been included in Policies 610, 611, and 618.

Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

O. Updated Year-to-Date Summaries/Taxes and General Fund **(INFORMATION ITEM)**

The Business Office prepared updated year-to-date summaries for taxes and general fund that were included with the agenda.

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XII. NEW BUSINESS (Continued)

(ACTION ITEM)

P. Sale of Plainfield and Frankford Elementary Schools

The District has been in negotiations with the tenant of Plainfield and Frankford Elementary regarding the potential sale of these two facilities. Yellow Breeches Educational Center Inc. has provided an offer to purchase both buildings and our solicitor has formulated an Agreement of Sale based on these discussions.

The Administration requested that the Board of School Directors authorize the Board President and Secretary to execute the Agreement of Sale for Plainfield and Frankford Elementary Schools.

Motion by Barrick, seconded by Norris to approve the recommendation as outlined above.

In response to a suggestion from Director McCrea, Mr. Fry indicated that he would fix the incorrect dates in both agreements.

In addition, Mr. McCrea suggested the removal of the "time is of the essence" clause.

Mr. Fry indicated that he would address this issue with the District Solicitor and report the findings to the Board.

Roll call vote on the motion by Barrick and second by Norris to approve the recommendation as outlined above: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

Q. ELECTION OF BOARD SECRETARY

(4 year appointment)

School Boards must appoint a board secretary in May of this year to serve a four-year term beginning July 1, 2013, pursuant to section 404 of the School Code. In code, the secretary position must be appointed every four (4) years beginning in May, 1953.

Motion by McCrea to nominate Robert Barrick as Board Secretary

Motion by McCrea, seconded by Norris to close nominations. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

Roll call vote on the motion by McCrea to elect Robert Barrick as Secretary: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

The Board Secretary will begin his duties July 1, 2013, and run through July 1, 2017.

XIII. FUTURE BOARD AGENDA ITEMS

There were no future Board agenda items.

XIV. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Norris/Mr. McCrea

No meeting was conducted, and no report was offered.

B. Athletic Committee – Mr. Swanson

No meeting was conducted, and no report was offered.

C. Vocational-Technical School – Mr. Wolf/Mr. Piper

The JOC is slated to meet on Tuesday, May 28, 2013. Agenda items include action on a four-year for Mr. Justin Bruhn, administrative director, and contracts for the Act 93 and classified employees.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted, and no report was offered.

E. Finance Committee – Mr. Blasco

Superintendent Fry indicated that the Finance Committee met on Thursday, May 16, 2013, to address the 2013-2014 General Fund budget. A review of the budget was offered at this evening's Committee of the Whole of the Board meeting.

F. South Central Trust – Mr. Blasco

Mr. Fry indicated that healthcare numbers in the proposed budget remain the same as projected earlier this year. Efforts are underway to work with Banyan to curb costs.

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted, and no report was offered.

The CAIU Board is slated to meet on Thursday, May 23, 2013. The closure of the Lemoyne office appears imminent.

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XIV. COMMITTEE REPORTS (Continued)

H. Tax Collection Committee (TCC) – Mr. Wolf

Mr. Fry indicated that the District is working with Ms. Susan Pinti, executive director of Cumberland County Tax Bureau, to resolve issues related to tax collection by the former collection bureau.

XV. SUPERINTENDENT'S REPORT

A. Transition at Pennsylvania Department of Education

Superintendent Fry indicated that both the Secretary of Education and the Assistant Secretary of Education are vacating their posts 18 months prior to the election of Governor of Pennsylvania. Some issues being addressed over the next 18 months are critical and have a profound impact on Big Spring and other school districts, including new principal and teacher evaluations, Common Core State Standards, and Keystones.

Mr. Fry added that late this afternoon, Governor Corbett announced that he is delaying until the fall the adoption of the reformed Common Core. This action was supposed to occur on July 1, 2013. This means the 2010 regulations remain in effect, including the 10 Keystones that were adopted and were to take effect July 1, 2013. The 10 Keystone were supposed to be tied to graduation; however, at this time only 3 Keystones are available.

The press secretary has indicated that this is a sensitive situation and he “can’t tell which way it will go.”

Mr. Fry indicated that he will ensure that Big Spring stays active with local legislators because these decisions have a “huge impact on our district and all districts.”

Mr. Fry noted that when teachers return to work in August, there would be a new teaching evaluation system in place; however, there are no final details on the evaluations system. Teachers will leave for the summer not knowing what kind of evaluations they face for the next school term. The proposals are available, but districts must await final word from PDE.

In response to a question from President Wolf, Mr. Fry indicated that there are cases where PDE announces something and three weeks later announces something very different.

Mr. Fry indicated that he expects more information on the described issues, but as of tonight, there is confusion.

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XV. SUPERINTENDENT'S REPORT (Continued)

B. Commencement

Superintendent Fry encouraged each Board member and guest to be present on stage for the commencement ceremony on June 7, 2013, at 7:00 P.M. In addition Mr. Fry invited Board members to attend the baccalaureate service on June 2, 2013 at 7:00 P.M. at Newville First Church of God.

XVI. BUSINESS FROM THE FLOOR

Vote!

Director Barrick encouraged everyone to vote on Tuesday, May 21, 2013.

XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XVIII. ADJOURNMENT

Motion by Norris, seconded by Swanson to adjourn. Roll call vote: Voting Yes: McCrea, Norris, Piper, Gutshall, Barrick, Swanson, and Wolf. Motion carried unanimously.

The meeting was adjourned at 8:35 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, June 3, 2013