

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, MAY 22, 2017

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. Nine (9) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, Secretary; David Gutshall, Treasurer; Todd Deihl, William Piper, Bob Kanc, Richard Roush, and Kinglsey Blasco.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Richard Kerr Jr, Business Manager; Robyn Euker, Director of Curriculum and Instruction, William August, High School Principal, Karen Ward, Mt. Rock Principal, Troy Okum, Valley Times Star, and Carol Frace, Board Minutes.

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE May 8, 2017 REGULAR BOARD MEETING MINUTES, THE May 8, 2017 BUILDING AND PROPERTY MEETING MINUTES AND THE MAY 8, 2017 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Blasco, seconded by Barrick for approval of the May 8, 2017 Building and Property Meeting Minutes, the May 8, 2017 Committee of the Whole Meeting Minutes; and the May 8, 2017 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Roush, Piper, Deihl, Gutshall, Blasco, and Kanc. Motion carried unanimously. 9 – 0

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IV. RECOGNITION OF ELEMENTARY QUIZ BOWL WINNERS

Mrs. Karen Ward, Mt. Rock Elementary School Principal will recognize Mt. Rock Elementary 2017 Quiz Bowl winning team of students and coaches.

Coaches - Mr. Pettit and Mrs. Brickner
Team - Knueral Knights
Hunter Barrick
Levi Stewart
Peyton Weekley
Megan Zimmerman
Sydney Adler

President Wolf and Vice President Swanson congratulated the students for their outstanding hard work and accomplishments.

V. RECOGNITION OF STUDENTS OF THE QUARTER

Mr. William August will recognize those students who have earned the academic achievement award for the third quarter for the 2016-2017 school year.

Art Department

Grade 9 Chloe Milligan*
Grade 10 Cambree Darr*
Grade 11 Brooke Berkheimer*
Grade 12 Brandy Farner

Business Department

Grade 9 Ava Mowery
Grade 10 Zachary Garlin*
Grade 11 Kersten Wolf*
Grade 12 Luke Rosenberry*

Music Department

Grade 9 Kaylee Enck*
Grade 10 Jay Ni*
Grade 11 Brandon Mooney*
Grade 12 Jessica Teter*

Tech Ed Department

Grade 9 Dalton Eberts*
Grade 10 Jordan Smith*
Grade 11 Brennan Flory
Grade 12 Ameer Alajlouni

PE/Health Department

Grade 9 Frank Putt*
Grade 10 Logan Logan*
Grade 11 Koltin Gettle
Grade 12 Alexander Hoffman*

Science Department

Grade 9 Bryce Baker
Grade 10 Zachary Hasco*
Grade 11 Theodore Magee*
Grade 12 Courtney Parson*

Social Studies Department

Grade 9 Owen Finkenbinder
Grade 10 Hannah Nori
Grade 11 Kersten Wolf*
Grade 12 Ameer Alajlouni

*Denotes students absent.

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President Wolf and Vice President Swanson congratulated the students for their outstanding hard work and accomplishments. The students received a certificate and a pen.

VI. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Emily Webber presented a student report.

[Student report is attached.](#)

VII. PAYMENT OF BILLS

General Fund	\$ 1,102,016.60
Capital Projects	\$ 5,378.00
Newville Reno Projects	\$ 52,390.00
Stadium & Track Projects	\$ 5,238.00
Cafeteria Fund	\$ 95,415.39
Student Activities	\$ 21,833.83
Total	\$ 1,282,271.82

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

VIII. TREASURER REPORT

General Fund	\$ 15,576,105.01
Capital Projects	\$ 5,747,671.09
Cafeteria Fund	\$ 453,588.40
Student Activities	\$ 205,962.93
Stadium & Track Projects	\$ 810,516.16
Newville Reno Projects	\$ 13,005,762.33
Total	\$ 35,799,605.92

The Treasurer's Report showed balances as outlined above as of May 31, 2017. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

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IX. YTD GENERAL FUND REPORT AND YTD TAXES

The administration prepared these reports for the Board. The General Fund report looks at our revenue and expense for this year against the budget and compares those amounts to last year.

The YTD Tax report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion by Blasco, seconded by Roush to accept Year-to-Date General Fund and Tax Reports as outlined above. Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

X. READING OF CORRESPONDENCE

XI. RECOGNITION OF VISITORS

Troy Okum, Brennan Flory, Ralph Flory, Brooke Finkenbinder, Kurt Finkenbinder, Owen Finkenbinder, Lauren Finkenbinder, Carolyn Finkenbinder, John Walter, Heidi Walter, Ameer Alajouni, Andrew Pettit, Lisa Ronan, Lisa Zimmerman, Lee Zimmerman, Megan Zimmerman, Vicki Brickner, Teri Mowery, Ava Mowery, Bill August, Catherine Nori, Hannah Nori, Tobie Wolf, Karen Ward, Bryce Baker, Brandy Farner, Mitchell Allen, Tammi Morris, John Morris, Koltin Gettle, Levi Stewart, Beth Stewart, Marlene Adler, Karen Copenhaver, Peyton Weekly, Charles Weekley Jr., Brian Barrick, Hunter Barrick, Julie Barrick, Emma Barrick, Emily Webber, Heidi Badda, and Gwen Whisler.

XII. PUBLIC COMMENT PERIOD

Gwen Whisler, 40 Brandt Lane Newville, PA. Thank you for the work you do. I have twins in 7th grade at the Middle School. I wasn't sure the protocol for the Language selection for students at the middle school to take a secondary language. I met with Dr. Wilson and she explained the criteria. Both my students are honor roll students. The criterial is the iReady scores from 6th grade and the PSSA results. There are 30 slots for Spanish and 30 slots for French. I find it very disheartening that my students did not have the opportunity and were not selected to be able to take a secondary language. Why don't we have more opportunity for students at the middle school for a secondary language?

XIII. STRUCTURED PUBLIC COMMENT PERIOD

XIV. OLD BUSINESS

XV. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Head Swimming and Diving Coach

Mr. Les Stover has submitted his resignation as the Head Swimming and Diving Coach, effective the end of the 2016-2017 school year.

The administration recommends that the Board of School Directors approve Mr. Stover's resignation as the Head Swimming and Diving Coach, effective the end of the 2016-2017 school year.

(ACTION ITEM)

2) Resignation – Ms. Kassandra Priestner

Ms. Kassandra Priestner, Middle School Librarian has submitted her resignation as Middle School Librarian and Middle School TV Studio Coordinator, effective June 5, 2017.

The administration recommends the Board of School Directors approve Ms. Priestner's resignation as Middle School Librarian and Middle School TV Studio Coordinator, effective June 5, 2017.

(ACTION ITEM)

3) Resignation – Middle School Arts' Team Leader

Ms. Dora Kuntz has submitted her letter of resignation as Middle School Arts' Team Leader, effective the end of the 2016-2017 school year.

The administration recommends the Board of School Directors approve Ms. Kuntz's resignation as Middle School Arts' Team Leader, effective the end of the 2016-2017 school year.

XV. **NEW BUSINESS** (. . .continued)

(ACTION ITEM)

4) **Approval of Additional Bus Drivers**

The administration recommends that the Board of School Directors approve the additional bus drivers listed, pending all required paperwork.

**Arthur L. Brehm, II
George W. Scott**

(ACTION ITEM)

5) **Approval for Additional Custodial Summer Hire**

Mr. Rick Gilliam, Director of Building and Grounds would like to recommend the individuals listed as additional summer custodians.

**Duane Kelso
Holly Kennedy**

The administration recommends that the Board of School Directors approve the individuals listed as additional summer custodians, as presented.

(ACTION ITEM)

6) **Approval for Additional Summer Questeq Hire**

Mr. Kevin Roberts, Assistant Superintendent would like to recommend Nicholas Boyd to assist Questeq with various technology tasks over the summer months.

The administration recommends the Board of School Directors approve Nicholas Boyd to assist Questeq, as presented.

(ACTION ITEM)

7) **Transfer of Professional Personnel**

The administration will transfer the professional employee whose name is listed below for the 2017-2018 school year. This transfer is in accordance with the Board Policy 309 and section 5.05 of the Collective Bargaining Agreement with the Big Spring Education Association.

Dora Kuntz, Middle School Health/Physical Education Teacher to High School Health/Physical Education Teacher

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XV. NEW BUSINESS (. . .continued)

The administration recommends the Board of School Directors approve the professional employee Transfer, as presented.

(ACTION ITEM)

8) Approval of Summer School Staffing Recommendations

Mrs. Robyn Euker, Director of Curriculum and Instruction, has submitted 2017 summer school staffing for elementary.

Teachers

**Alisha Willis
Katherine Schumacher**

Aides

**Kristi Witmer
Marilyn Zinn
Michelle Dunkelberger**

The administration recommends the Board of School Directors approve the proposed 2017 summer school staffing and set the compensation for each position based on the current contract between and Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

9) Approval for Extended School Year (ESY) Staff Appointments

Mr. William Gillet, Director of Pupil Services, would like to recommend the staff listed to assist with the 2016-2017 ESY Summer Program

Professional Staff

**Maria Boyd - Teacher
Amanda Webber - Speech/Language**

Paraprofessional Staff

**Lisa Bowermaster - Aide
Jen Kinch - Aide
Karen Hamilton - Aide
Joan Ellis - Aide
Desiree Pelletier - Aide
Megan Adams - Substitute Aide**

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XV. NEW BUSINESS (. . . .continued)

The administration recommends that the Board of School Directors approve the appointments of the above listed ESY staff as presented.

(ACTION ITEM)

10) Approval for Middle School Team Leaders

Mrs. Robyn Euker, Director of Curriculum and Instruction, would like to recommend the individuals listed as the Middle School Gold Team Leaders.

- Sharon Beatty - Grade 6**
- Greg Perry - Grade 7**
- John Beeman - Grade 8**

The administration recommends the Board of School Directors approve the above listed individuals as the Middle School Gold Team Leaders.

(ACTION ITEM)

11) High School Health and Physical Education Recommendation – Mr. Matthew Kump

Education:

West Chester University - Bachelor's Degree, Health and Physical Education

Experience:

Transition Coordinator - Yellow Breeches Education Center

The administration recommends that the Board of School Directors appoint Mr. Matthew Kump to serve as a High School Health and Physical Education teacher, replacing Mr. Les Stover who will be retiring. Mr. Kump's compensation for this position should be established at Bachelor's Degree, Step 1, at \$49,600.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

12) Middle School Health and Physical Education Recommendation – Mr. Shane Miller

Education:

Lock Haven University - Bachelor's Degree, Health and Physical Education

Experience:

Student Teacher - Dickey Ele. School - Lock Haven, PA
Pre-Student Teacher - Dickey Ele. School - Lock Haven, PA

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XV. NEW BUSINESS (. . . .continued)

The administration recommends that the Board of School Directors appoint Mr. Shane Miller as a Middle School Health and Physical Education teacher, replacing Ms. Dora Kuntz who has transferred. Mr. Miller's compensation for this position should be established at Bachelor's Degree, Step 1, at \$49,600.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

13) Elementary Intervention Specialist Recommendation – Ms. Karyn Cunningham

Education:

Shippensburg University - Master's Degree, Reading Specialist Certified
University of Pittsburgh, Johnstown - Bachelor's Degree, Elementary Education
Penn State University - Associates Degree, Business Administration

Experience:

Big Spring School District - Long-Term Substitute Teacher
United School District, Johnstown - Substitute Teacher

The administration recommends that the Board of School Directors appoint Ms. Karyn Cunningham as an Elementary Intervention Specialist, replacing Ms. Bonnie Hockley who will be retiring. Ms. Cunningham's compensation for this position should be established at Master's Degree, Step 3, at \$55,370.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

(ACTION ITEM)

14) Middle School Nurse – Ms. Diane Doll

Education:

Cedar Crest College - Certified School Nurse
Ohio University - Bachelor's Degree, Nursing
Harrisburg Area Community College - Associates Degree, Nursing

Experience:

Cumberland Valley School District - Substitute Nurse
Northern York County School District - Substitute Nurse
West Shore School District - Building Nurse

The administration recommends that the Board of School Directors appoint Ms. Diane Doll as the Middle School Nurse, replacing Mrs. Mary Ann Weingarten who will be retiring. Ms. Doll's compensation for this position should be established at Bachelor's

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XV. NEW BUSINESS (. . .continued)

Degree, Step 9, at \$56,450.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

VOTE ON XV., NEW BUSINESS, A-1 – A-14, PERSONNEL CONCERNS

Motion by Swanson, seconded by Blasco to combine and approve Items A-1 through A-14 as outlined and recommended above. Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

XV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

B) 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.

Robyn Euker	\$ 1,800.00
Laura Fritz	\$ 1,440.00
Randy Jones	\$ 5,760.00
Abigail Leonard	\$ 3,600.00
Luke Nerone	\$ 1,440.00
Josh Putt	\$ 852.00
Lisa Velazquez	<u>\$ 1,410.00</u>
Total	\$ 16,302.00

The administration recommends 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, the Act 93 Agreement and the Big Spring School District.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

XV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

C) Proposed Trip to Australia

Ms. Lauren Hetrick, High School Social Studies Teacher, is requesting permission for Big Spring High School students to travel to Australia in June, 2019. A detailed itinerary is attached for review.

The administration recommends that the Board of School Directors grant Ms. Hetrick's approval for the Big Spring High School Students to travel to Australia as presented, pending approval of the detailed itinerary.

Motion by Blasco, seconded by Kanc to approve the recommended as amended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

D) Proposed Updated Job Description

The administration has updated the job description listed and a copy of the job description has been included with the agenda.

Summer School Coordinator

The administration recommends the Board of School Directors approve the job description listed.

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

E) Approval for the Proposed Powerschool Agreement

The administration would like to request approval for the proposed Powerschool Agreement which is a contract for a service that provides Performance Tracker, Assessment Builder, and an assessment item bank. These products support the data warehousing, reporting and analyses, the curriculum revision in developing common unit assessments, and provides an online platform for assessments.

The administration recommends the Board of School Directors approve the Powerschool Agreement and authorize the administration to sign the appropriate documents necessary to implement the agreement, as presented.

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XV. NEW BUSINESS (. . .continued)

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

Mr. Barrick inquired if we are still using PowerSchool as our Student Information System.

Dr. Fry informed the Board of School Directors this is a confusing name. Remember Performance Tracker which is a data warehouse unfortunately they used the same name. We use Aspen as our Student Information System.

(ACTION ITEM)

F) Approve for the Proposed Mission One Agreement

The Big Spring School District has worked with Mission One over the course of the 2016-17 school year to provide substitutes and temporary staffing for various paraprofessional positions throughout the District. Given the positive experience with the organization in terms of effectively staffing vacancies, the administration recommends approval of the attached agreement with Mission One – Source 4 Teachers to staff any vacant paraprofessional vacancies within the District and provide the opportunity for current paraprofessional employees to shift to Mission One if they so desire.

The administration recommends the Board of School Directors approve the Mission One Agreement and authorize the administration to sign the appropriate documents necessary to implement the agreement, as presented.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

G) Approval for PSBA Membership Renewal

The District has received correspondence from Mr. Nathan Mains, Executive Director of the Pennsylvania School Boards Association (PSBA) regarding the 2017-2018 membership dues. The dues for the 2017-2018 school year will be \$13,549.48 for the 2017-2018 *All Access Package*. Information is included with the agenda.

The administration recommends the Board of School Directors approve the District's PSBA membership renewal for the 2017-2018 fiscal year and authorize the administration to remit payment to PSBA in the amount of \$13,549.48.

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XV. NEW BUSINESS (. . . .continued)

Motion by Kanc, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, and Roush. Voting No: Blasco. Motion carried. 8 – 1

(ACTION ITEM)

H) Approve Sale of Tractor & Aerator

Mr. Sheeler is in receipt of the used tractor the Board authorized at its last meeting. The next step is to sell a John Deere 4300, a 59” JD front mounted snow blower, and a Jacobsen aerator as excess.

The administration recommends the Board of School Directors approve the sale of these three items via sealed bids.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

I) Approve Payment from Newville Project Fund

The board received the following pay applications for the Newville project:

<u>Project</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
NV Reno	Crabtree, Rohrbaugh	Architect Svcs	\$5,423.85	-

The administration recommends the Board of School Directors approve the payment of \$5423.85 to Crabtree, Rohrbaugh & Associates, Inc.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

Mr. Roush inquired if this is the first payment for the design.

Mr. Kerr informed the Board that there have been other payments to Crabtree that have been administrative in nature. This is first one that is for the design.

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XV. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

J) Approve Payment from Stadium and Track Fund

The District received pay app # 2 from Horst for the track & field project.

Project	Vendor	Description	Amount	Remaining
HS Track	Horst Excavating	Pay App 2	\$247,133.86	\$1,522,384.59

The administration recommends the Board of School Directors approve payment of \$247,133.86 to Horst Excavating.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

K) Approve Resolution for Maximum Building Construction Costs at Newville ES

Because the Newville project includes expansion that exceeds 20% of the existing building the District is required to seek public comment at an Act 34 hearing, currently scheduled for June 19th at 6 pm. As part of that process the Board must pass a resolution establishing the maximum building construction cost of the project.

The administration recommends the Board of School Directors approve the resolution in the agenda establishing the maximum building construction cost of the Newville Project at \$2,399,693 and a total project cost of \$8,419,751.

Motion by Blasco, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

L) Approve Parameters Resolution for Bond to Fund Mt. Rock ES Renovation in 2022

Given the uncertainty of future funding, the administration received several recommendations to put a parameters resolution on the books now to formalize the Mt. Rock ES project and preserve the possibility of future funding. The process to do that is to approve a resolution authorizing future borrowing for the project to show Board intent. This resolution does not bind the Board to actually borrow money or do the renovation.

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XV. NEW BUSINESS (. . . .continued)

The administration recommends the Board of School Directors approve the parameters resolution, as included in the agenda, for the Mt. Rock ES in the amount of \$18,000,000.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

M) Approve Greenawalt Proposal for Financial Statements & Audit Services

Enclosed in the agenda is a proposal for professional services from Greenawalt & Company, P.C. to prepare the District Financial Statements in accordance with GASB and to conduct a simultaneous audit of the District's financial operations. The fee is the same as the previous year at \$32,500.

The administration recommends the Board of School Directors accept the proposal from Greenawalt & Company, P.C. as presented for auditing services and authorize the administration to sign the agreement.

Motion by Blasco, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

Mr. Roush questioned how much time is involved for \$32,000.

Mr. Kerr informed the Board of School Directors that around 6 weeks of work is involved. Two weeks are on site and the rest is off site. We send them digital files and they try to do as much as possible off site. They come in May and work through September. It is a lengthy process to close the year out, review the financial statement, and do the audit.

(ACTION ITEM)

N) Approve Adobe License Agreement for 2017-18

As part of the annual process, the District must renew its Adobe license agreement through IU13.

The administration recommends the Board of School Directors approve the annual Adobe Enterprise Licensing Agreement at a cost of \$8,650 and authorize the administration to sign the agreement for the District.

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XV. NEW BUSINESS (. . . .continued)

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

O) Approve GSS Software Contract

In preparation for tax preparation, the District received a proposal from Government Software Services (GSS) for tax administration software and consulting services at a cost of \$250 per month. This a two year contract.

The administration recommends the Board of School Directors approve the two-year agreement with GSS for software and consulting services as submitted and authorize the Administration to sign the agreement for the District.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

P) Approve Pitney-Bowes Lease

The District current mail & metering machine has reached its end of life. After looking at proposals from Neopost and Pitney-Bowes, the most economical for our requirements was the DM-400.

The administration recommends the Board of School Directors approve the 60-month lease of a Pitney Bowed DM-400 at a cost of \$196.37 per month and authorize the Administration to sign the lease agreement.

Motion by Blasco, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

(ACTION ITEM)

Q) Approve Change Order 1 to Track Project

The administration received a recommendation from Turf, Track & Court (TTC) and Wolf Consulting Engineers (WCE) for a change order to the track project to address additional drainage at a wet spot in the northwest corner of the project.

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XV. NEW BUSINESS (. . . .continued)

The administration recommends the Board of School Directors approve the change order for additional drainage, as modified by TTC & WCE at a cost not to exceed \$12,000.

Motion by Blasco, seconded by Roush to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Kanc, Deihl, Piper, Roush, and Blasco. Motion carried unanimously. 9 – 0

Mr. Wolf asked if this is to take care of the drainage issues.

Dr. Fry informed the Board of School Directors the problem was at the northwest corner. Mr. Tobie Wolf was on site this morning. They brought it to our attention. There was a discussion on this. It is a prevention measure.

Mr. Tobie Wolf informed the Board this will take care of the ground water. It is a 4 inch pipe that is 36 inches below the grade.

Mr. Piper questioned where this pipe is running from.

Mr. Swanson asked if they installed this pipe today.

Mr. Barrick inquired if it comes across the top along Mt. Rock Road or just stops at the corner. There is three soft spots along Mt. Rock Road.

Mr. Gutshall questioned if the old pipe that was in there is it still in there.

Mr. Roush asked what kind of soil is in that area.

(INFORMATION ITEM)

R) Tenure Status

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

Mrs. Courtney Wiser - Kindergarten Teacher - Newville Elementary School

Mrs. Chelsey Piper - Grade 5 - Newville Elementary School

Additional information regarding the professional employees have been prepared by Mrs. Clarissa Nace, Newville Elementary School Principal.

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XV. NEW BUSINESS (. . . .continued)

(INFORMATION ITEM)

S) Proposed Adoption of Curriculum Support Programs

Mrs. Robyn Euker, Director of Curriculum and Instruction, is recommending the following Curriculum Support Programs to the Superintendent of Schools. The programs are available for review in the curriculum office by any member of the Board of School Directors who wishes to review the support programs, prior to the June 5, 2017 Board of School Directors meeting.

Department/Course	Programs
Middle School Science	Pearson Interactive Science 6-8 (on-line, interactive techbook)
Middle School Reading Intervention	Read 180 Universal
Middle School English/Language Arts	ThinkCerca

XVI. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XVII. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Kanc

No meeting was conducted and no report was offered.

B. Athletic Committee – Mr. Swanson, Mr. Gutshall, Mr. Deihl

No meeting was conducted and no report was offered. The Athletic Banquet is Thursday, May 25th at 6:30 pm.

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

No meeting was conducted and no report was offered.

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XVII. COMMITTEE REPORTS (...continued)

**D. Buildings and Property Committee – Mr. Barrick, Mr. Piper, Mr. Swanson
Mr. Roush, Mr. Gutshall**

No meeting was conducted and no report was offered.

**E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr.
Gutshall**

No meeting was conducted and no report was offered. The budget will be presented to the Board for a vote at the next Board meeting.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted and no report was offered.

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

No meeting was conducted and no report was offered.

XVIII. SUPERINTENDENT'S REPORT

1. **Commencement** - Commencement exercises will be held on June 2 at 7:00 pm. You and your spouse are invited. We would love to have you there on stage. We will recognize you. Please let Ms. Gibb know if you plan to attend.
2. **Natural Gas** – We continue to work with the Borough and UGI along the 81 corridor. We had some more communication last week. We will see how things proceed. It is in the goal setting stage. It will be a cost challenge.
3. **Staffing** – After this evening, we still have the following positions to fill: secondary English position, Middle School Librarian/Media position and the High School Athletic Director/Assistant Principal position.

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4. **House Bill 1213** – Just an update on House Bill 1213. There was no action taken today. We got an update about an hour ago. Just a reminder to Board members that Big Spring has never taken part in reverse appeals. Some language within the bill essentially sets up a language for what is called Dark Store Theory. It is a loophole that essentially big boxes would pay less and home owners would pay more. Current loss to Big Spring is half a million on a yearly basis. We need to keep an eye on this.

5. **Board Presentation** – It would be a good idea for our foreign language department to do a presentation to the Board to let you know our configuration and offerings. It isn't an easy thing to compare other districts. The state mandates two world languages. You must offer three levels in those two world languages. Carlisle has traditional scheduling at the High School. They have less flexibility with their credits. At Big Spring we have two semesters, thus starting in grade nine our kids still have the opportunity to get five levels of Spanish or French. It is just a matter of when it starts eight or ninth. Up to 2010, world language at our Middle School was just an exploratory program. It was not Spanish 1 or French 1 but because we have had more interest in international studies things changed. There are plus and minus to both ways of thinking. It is also very challenges to find certified teachers. The kids can get all of the language they desire at the back end of high school.

XIX. BUSINESS FROM THE FLOOR

No business from the floor.

XX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

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XXI. ADJOURNMENT

Motion by Blasco, seconded by Roush to adjourn the meeting to executive session to discuss negotiations. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, Kanc, Roush, Blasco, and Deihl. Motion carried unanimously.
9 – 0

The meeting was adjourned at 8:50 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, June 5, 2017