

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, AUGUST 6, 2018

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. Eight (8) directors present: Wilbur Wolf, Jr., President; William Swanson, Vice-President; William Piper, Secretary; David Gutshall, Treasurer; Bob Kanc, Richard Roush, Robert Over and Todd Deihl

Absent – Kingsley Blasco

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

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE JULY 23, 2018 REGULAR BOARD MEETING MINUTES, THE JULY 23, 2018 COMMITTEE OF THE WHOLE MEETING MINUTES AND THE JULY 23, 2018 BUILDING AND PROPERTY MEETING MINUTES.

Motion by Kanc, seconded by Roush for approval of the June 18, 2018 Regular Board Meeting Minutes and the June 18, 2018 Committee of the Whole Meeting Minutes as outlined above. Roll call vote: Voting yes: Wolf, Swanson, Piper, Gutshall, Kanc, Roush, Over and Deihl.

Motion carried unanimously. 8 - 0

IV. Student/Staff Recognition and Board Reports – No report

V. FINANCIAL REPORTS - Payment of Bills

| | | |
|-------------------------------|-----------|---------------------|
| General Fund | | |
| Procurement Card | \$ | 25,941.27 |
| Checks/ACH/Wires | \$ | 1,660,583.06 |
| Capital Reserves | \$ | 696,210.64 |
| Mount Rock Projects-2018 Fund | \$ | 434,315.56 |
| Newville Projects Fund | \$ | 606,117.63 |
| Cafeteria Fund | \$ | 23,578.48 |
| Student Activities | \$ | <u>10,018.49</u> |
| Total | \$ | 3,456,765.13 |

Motion to approve payment of bills, as presented.

Motion by Gutshall, seconded by Swanson for approval of General Fund, Capital Reserve Fund, Newville Projects Fund, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Over, Deihl, and Roush.
Motion carried unanimously. 8 – 0

VI. Reading of Correspondence

VII. Recognition of Visitors

Andy Milone, Matt Sweger and Don Snyder

VIII. Public Comment Period

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

Mr. Wolf thanked Mr. Sweger for his words of encouragement.

IX. Structured Public Comment Period

X. Old Business

XI. New Business

A. Personnel Items

1. Resignation - Steve Parrish (Action Item)

Mr. Steve Parrish has submitted his letter of resignation as Girls Junior Varsity Softball Coach, effective immediately. Mr. Parrish has requested to assist as a volunteer coach.

The administration recommends the Board of School Directors approve Mr. Parrish's resignation as well as his request to assist as a volunteer coach, as presented.

2. Resignation - Desiree Pelletier (Action Item)

Ms. Desiree Pelletier has submitted her resignation as a part-time aide at Oak Flat Elementary School, effective immediately.

The administration recommends the Board of School Directors approve Ms. Pelletier's resignation, effective immediately.

3. Resignation - James Piper (Action Item)

Mr. James Piper has submitted his resignation as a part-time custodian, effective immediately.

The administration recommends the Board of School Directors approve his resignation, effective immediately.

4. Coaching Recommendations (Action Item)

Mr. Joseph Sinkovich, Assistant Principal/Director of Athletics and Student Activities, would like to recommend the coaches listed for the teams as indicated.

Dawn Nickel - High School Assistant Volleyball Coach

Doug Lowery - Middle School Boys Basketball Coach

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

5. Recommendation for a 2018-2019 Mentor Teacher (Action Item)

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentor is listed below.

Inductee

Jennie Ortiz - High School English

Mentor

Bethany Pagze

The administration recommends that the Board of School Directors approve the 2018-2019 mentor teacher, as presented.

VOTE ON XI . . .NEW BUSINESS, A-1 – A -5, PERSONNEL CONCERNS

Motion by Swanson seconded by Roush to combine and approve items A-1 through A-5 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl. Motion carried unanimously. 8 -0

XI. 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 contracts.

| | |
|-----------------------|--------------------------|
| Clarissa Nace | \$2,000.00 |
| Sean Stevenson | <u>\$1,470.00</u> |
| Total | \$3,470.00 |

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 Swanson seconded by Kanc to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

(Action Item)

C. Approval of the Proposed 2018-2019 Big Spring School District Cyber Handbook

Mrs. Robyn Euker, Director of Curriculum and Instruction has updated the Big Spring School District Online Learning Student/Parent Handbook for the 2018-2019 school year. The changes that have been made in the handbook has been included with the agenda.

The administration recommends the Board of School Directors approve the updated 2018-2019 Big Spring School District Online Learning Student/Parent Handbook, as presented.

Motion by Swanson seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

D. Approval of Proposed Agreements

(Action Item)

Dr. Richard W. Fry, Superintendent of Schools, Mr. William Gillet, Director of Pupil Services and Gareth D. Pahowka, District Solicitor have reviewed the proposed agreements listed. The agreements are included with the agenda.

Middle School Science 5E Agreement

ECRA Group Agreement

Capital Area Intermediate Unit Special Education Service Agreement

Title I and Title III Agreements

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

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

E. Adoption of Proposed Textbooks

(Action Item)

Listed below are textbooks for board approval.

Environmental Science for AP (2015, 2nd ed) by Friedland and Relyea

The administration recommends the Board of School Directors approve the proposed textbooks, as presented.

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

F. Approval of Planned Courses

(Action Item)

Listed below are completed planned courses for board approval.

English Department

Real World Literature
Real World Research
College Prep English

Math Department

Java Script
Mathematical Modeling
Computer Science Principles

Social Studies Department

Problem Solving in Society

Middle School Revised Courses

6th Grade General Art
6th Grade American Art (Elective)
6th Grade Business

Elementary

K-5 Science Curriculum

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

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

G. Proposed Adoption of Curricular Resource

(Action Item)

Mrs. Robyn Euker, Director of Curriculum and Instruction would like to recommend the curricular resources listed for the elementary level.

| Grade(s) | Resource |
|---------------------------------------|--|
| First Grade | FUNDations |
| Kindergarten and Reading Intervention | Heggerity Phonological Awareness Program |
| K-5 | Seesaw |
| K, 4, & 5 | Elementary Science Kits |

The administration recommends the Board of School Directors approve the above listed resources for the elementary levels listed.

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

H. Proposed Adoption of Curricular Support Resources

(Action Item)

Mrs. Robyn Euker, Director of Curriculum and Instruction, is recommending continued usage of the following Curriculum Support Program Resources to the Superintendent of Schools. The program resources are available for review in the curriculum office by any member of the Board of School Directors who wishes to review the support programs.

Elementary

Lexia

Edgenuity - Hybridge Solutions (Odyssey Program)

NWEA - Measures of Academic Progress (MAP) Assessment

Middle School

Study Island

iReady

Read 180/System 44

High School

Turn It In

K-12

Powerschool - Certica Solutions

EduPlanet

The administration recommends the Board of School Directors approve the continued usage of the Curriculum Support Program Resources, as presented.

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

I. Approval for the Proposed 2018-2019 High School Handbook

(Action Item)

The High School Administration have updated the High School Student Handbook for the 2018-2019 school year. The changes that have been made in the High School Handbook have been included with the agenda.

The administration recommends that the Board of School Directors approve the 2018-2019 changes in the High School Student Handbook, as presented.

Dr. Fry commented this handbook goes to all of our high school families as well as posted on the school website.

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

J. Approval of Year-End Financial Statement for Newville Wrestling Association (Action Item)

The Big Spring School District has received a copy of the year-end financial statement from the organization listed and a copy of the statement is included with the agenda.

Newville Wrestling Association

The administration recommends that the Board of School Directors accept the financial statement, as presented.

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

K. Approval of the 2018-2019 Tuition Exemption Students (Action Item)

The current Collective Bargaining Agreement provides non-resident teachers the opportunity to choose to send their children to the Big Spring School District free of tuition. Based on Article 9.08 Non-Resident Student Tuition, the administration recommends granting tuition exemption to the following students for the 2018-2019 school year.

| | |
|----------------------------|----------------------|
| Owen Coulson | Oak Flat Ele. |
| Morgan Coulson | Oak Flat Ele. |
| Kiley Roberts | Mt. Rock Ele. |
| Alaina Roberts | Mt. Rock Ele. |
| Clara Ryan | Mt. Rock Ele. |
| Christian Best | Mt. Rock Ele. |
| Colton Best | Mt. Rock Ele. |
| James Stanton | Mt. Rock Ele. |
| Kylee Teter | Newville Ele. |
| Brandon Sheller | Newville Ele. |
| Liam Spears | Newville Ele. |
| Jaden Best | Middle School |
| Grant Hall | Middle School |
| Carter Hall | Middle School |
| Gwyneth Ryan | Middle School |
| Cassie Epstein | High School |
| Robert McClure, III | High School |

Mr. Wolf commented he is proud to see teachers want their students to attend Big Spring School District. Dr. Fry stated this is an item that makes administration smile. There is no better advertisement than to have staff wanting to bring their children to the Big Spring School District.

Motion by Swanson seconded by Kanc to approve the recommendation as outlined above.
Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.
Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

L. Approval for Proposed Updated Policy (Action Item)

The administration has submitted the updated policy listed and a copy is included with the agenda.

Policy #222 Tobacco Use

The administration recommends the Board of School Directors approve Policy 222, Tobacco Use, as presented.

Motion by Swanson seconded by Roush to approve the recommendation as outlined above.
Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.
Motion carried unanimously. 8 -0

(Action Item)

M. Approval for Go Guardian Classroom Management Program and IEP Writer Software

Over the past year the administration reviewed these new programs and is recommending the District initiate new agreements. The first is the Go Guardian classroom management system for Chromebooks that gives the teachers better control and monitoring of student online activity. Mr. Gillet, and staff, are recommending we introduce IEP Writer to replace our old system in order to meet new PDE requirements and provide for better integration with Aspen.

The administration recommends the Board of School Directors approve Go Guardian classroom management program for the Middle School as well as the IEP Writer Software from Leader Services.

Dr. Fry commented that Mr. Krepps presented on Go Guardian at the June 18, 2018 Committee of the Whole Meeting. Go Guardian was piloted at the Middle School. Dr. Fry also commented the staff has been shopping for an IEP writer for about 3 years. The current program was developed in 1996 and it is now time to update the system. The IEP Writer is used widely throughout the state.

Motion by Swanson seconded by Roush to approve the recommendation as outlined above.
Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.
Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

N. Approve Construction Project Change Orders (Action Item)

The District received the following change orders for the ongoing projects:

| | <u>CO#</u> | <u>From</u> | <u>Description</u> | <u>Amount</u> |
|----|------------|-----------------|-----------------------------------|---------------|
| MR | EC-02 | Lobar, Inc. | Floor Box Infill | \$2,425.44 |
| MR | GC-02 | eciConstruction | Credit Final Cleaning | (\$4,695.00) |
| MR | GC-03 | eciConstruction | remove sand bed | \$17,684.00 |
| MR | GC-04 | eciConstruction | Credit for vinyl base | (\$3,125.00) |
| MS | GC-04 | eciConstruction | Remove abandoned conduit & piping | \$3,745.00 |
| MS | GC-05 | eciConstruction | Credit to omit final cleaning | (\$2,330.00) |
| HS | GC-02 | eciConstruction | Credit to omit final cleaning | (\$1,531.00) |
| HS | GC-01 | eciConstruction | Remove & replace expansion joint | \$2,346.00 |

The administration recommends the Board of School Directors approve the change orders as presented in the agenda.

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

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

O. Approve Payments from Capital Project Reserve Fund swanson roush (Action Item)

The District received the following invoices for payment:

| <u>From</u> | <u>Description</u> | <u>Amount</u> |
|---------------------------|------------------------------|---------------|
| W. Pennsboro Twnshp | Wayne Myers Meeting | \$268.53 |
| First Capital Insul. Inc. | MR Abatement PayApp3 | \$3,622.50 |
| First Capital Insul. Inc. | MR Abatement PayApp4 (final) | \$4,840.00 |
| Am Abatement Grp, Inc. | MS PayApp 2 | \$9,000.00 |
| Prof Roof Srvc | Inspection Services-Inv6119 | \$2,700.00 |
| Prof Roof Srvc | Inspection Services-Inv6119 | \$3,150.00 |
| Tecta America | MR Roof - PayApp2 | \$155,800.00 |
| EMSL Analytical, Inc. | Air Quality Testing | \$375.00 |

The administration recommends the Board of School Directors approve the payment of \$268.53 to West Pennsboro Township, \$8,462.50 to First Capital Insulation, Inc., \$9,000.00 to American Abatement Group, Inc., \$5,850.00 to Professional Roof Services, \$155,800 to Tecta America, and \$375 to EMSL Analytical, Inc. from the Capital Project Reserve Fund.

Motion by Swanson seconded by Roush to approve the recommendation as outlined above.
 Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.
 Motion carried unanimously. 8 -0

XI. NEW BUSINESS (. . .continued)

P. Approve Payments from Newville Projects Fund (Action Item)

The District received the following applications for payment from the Newville Projects Fund:

| <u>From</u> | <u>Description</u> | <u>Amount</u> | <u>Remaining</u> |
|--------------------|------------------------|---------------|------------------|
| Detwiler Roofing | HS Roof Coat - PayApp2 | \$158,760.90 | \$158,760.90 |
| Lobar, Inc. | EC Inv 18012-05 | \$189,639.36 | \$612,027.85 |
| Quality Assurance+ | Prof Srvcs Inv 1161-02 | \$15,613.60 | \$38,166.20 |

The administration recommends the Board of School Directors approve the payment of \$158,760.90 to Detwiler Roofing, \$189,639.36 to Lobar, Inc., and \$15,613.60 to Quality Assurance Plus from the Newville Projects Fund.

Motion by Swanson seconded by Roush to approve the recommendation as outlined above.
 Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.
 Motion carried unanimously. 8 -0

Q. Approve Payment from the Mt. Rock Projects 2018 Fund (Action Item)

The administration received the following invoice for payment

| <u>Proj</u> | <u>From</u> | <u>Description</u> | <u>Amount</u> | <u>Remaining</u> |
|-------------|--------------|--------------------|---------------|------------------|
| MR | Rodney Smith | Plumbing-PayApp2 | \$29,870.55 | \$46,746.25 |

The administration recommends the Board of School Directors approve the payment of \$ 29,870.55 to Rodney B. Smith Plumbing, Heating & Cooling, Inc. from the Mt. Rock Projects 2018 Fund.

Motion by Swanson seconded by Roush to approve the recommendation as outlined above.
 Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.
 Motion carried unanimously. 8 -0

13. New Business - Information Item

R. Proposed Adoption of Curriculum Revision for Planned Course

Listed below is a revised completed planned course for board approval. All completed planned courses and materials are available in the Curriculum Center for review by the Board of School Directors.

World Language Department

French IV

S. Proposed Book Adoption

Mrs. Robyn Euker, Director of Curriculum and Instruction, is recommending the following book to the Superintendent of Schools. The book is available for review in the curriculum office by any member of the Board of School Directors who wishes to review the books, prior to the August 20, 2018, Board of School Directors meeting.

The Glass Castle by Jeannette Walls (2005)

14. Future Board Agenda Items

No Future Board Agenda Items

15. Board Reports

A. District Improvement Committee - Mr. Kanc and Mr. Over

No report was offered.

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

No report was offered.

C. Vocational-Technical School - Mr. Wolf and Mr. Piper

No report was offered.

D. Building and Property Committee - Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall

No report was offered.

E. Finance Committee - Mr. Blasco, Mr. Piper, Mr. Swanson, Mr. Gutshall

No report was offered.

F. South Central Trust - Mr. Blasco

No report was offered.

G. Capital Area Intermediate Unit - Mr. Wolf

No report was offered.

H. Tax Collection Committee - Mr. Wolf and Mr. Swanson

No report was offered.

COMMITTEE REPORTS (. . .continued)

J. Superintendent's Report

1. A reminder that teachers first day is August 23, 2018. There will be a brunch served at 10:00 a.m. All Board members are invited. The program begins at 8:00 a.m.
2. As stated at the Building and Property meeting this evening construction updates will continue to be posted on the District website as well as updated pictures.
3. School will open on time.
4. Updates on Act 44.
5. Mr. Mike Hurley, Consultant of MG Tactical Advantage who stays in direct contact with Dr. Roberts and myself will be doing a state wide seminar with PASBO.
6. The administration will recommend Dr. Kevin C. Roberts, Jr., Assistant Superintendent, as the Big Spring School District School Safety and Security Officer at the August 20, 2018 Board of School Directors Meeting.
7. Grants will be active in November, 2018 and next October, 2019.

16. Meeting Closing

a. Business from the Floor

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Motion by Swanson seconded by Roush to adjourn the meeting.

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Over, Gutshall and Deihl.

Motion carried unanimously. 8 -0

The Big Spring Board of School Directors Meeting adjourned at **8:24 p.m., August 6, 2018.**

William L. Piper, Secretary

Next scheduled meeting is: **August 20, 2018.**