

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

TUESDAY, SEPTEMBER 8, 2020

The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and Section 504 Coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.

I. Opening Meeting and Guidelines Below for the September 8, 2020 Virtual Board Meeting Were Reviewed

- Dr. Fry defined the guidelines below.

- Welcome members.
- Note to members: If you are participating in a Zoom webinar, as an attendee you're audio and video is muted.
- A role call will take place to affirm board members in attendance for the September 8, 2020 virtual meeting.
- The Board Member will state their name prior to the Motion on an agenda item as the second motion will follow the same procedure; name first.
- All public comments will work with the public raising hands.
- The Board of School Directors will proceed with the September 8, 2020 Board Agenda.

II. CALL TO ORDER

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, September 8, 2020, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:00 P.M. with seven (7) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; Robert Over, Richard Roush, John Wardle, Frank Myers,

Absent: Hurley, Gutshall

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

III. PLEDGE TO THE FLAG

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

IV. Approval of Minutes

Approval of the August 24, 2020 Regular Board Meeting Minutes and the August 24, 2020 Committee of the Whole Meeting Minutes.

Motion by Deihl, seconded by Roush, for the approval of the August 24, 2020 Regular Board Meeting Minutes and the August 10, 2020 Committee of the Whole Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Piper, Over, Roush, Wardle and Myers.

Motion Carried unanimously. 7-0

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

VI. Financial Reports

a. Payment of Bills

General Fund		
Procurement Card	\$	31,445.80
Checks/ACH/Wires	\$	591,652.31
Capital Projects	\$	-
Cafeteria Fund	\$	-
Student Activities	\$	<u>2,960.79</u>
Total	\$	626,058.90

Motion to approve the payment of bills as presented.

Motion by Deihl, seconded by Roush for acceptance of the Payment of Bills as outlined above.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Roush, Over, Myers and Wardle.

Motion Carried unanimously. 7 - 0

VII. Reading of Correspondence

VIII. Recognition of Visitors

IX. Public Comment Period:

- Charlene D'Amore, 314 Sherman Avenue Carlisle, PA 17013. Ms. D'Amore thanked the Board of School Directors and the Administration for their ongoing investment in the buildings, technology, and staffing of the District. Ms. D'Amore stated that the ongoing commitment for the student's education, the District and the Big Spring Community is evident and the teachers appreciate the hours over the summer months of planning for the 2020-2021 school year. Ms. D'Amore shared that the teachers appreciate the Board of School Directors support and funding of the educational process. Ms. D'Amore continued with stating that the teachers appreciate the open dialogue and the communication that has been promoted; the teachers appreciate the relationships that have been developed over the years. The teachers and Ms. D'Amore are proud to serve the BSSD students and families. Ms. D'Amore noted; "we remain united and every always strong in promoting equity and education for all students, thank you for your service." Mr. Swanson thanked Ms. D'Amore for her thoughts.
- Lucy Jansema, 31 W. Main Street, Newville, PA. Ms. Jansema requested that Dr. Fry explain the glitch with the email that was circulated to families. Dr. Fry communicated that the District has two systems BusBoss which is the transportation system and Aspen; the student database. The two systems communicate continually as information is updated. The District found out the day before the first day of school that the systems did not communicate information on the "B" students. The information was found out by administration roughly at 4:00 p.m. which prompted staff to come into the office to assist with rectifying the problem. Staff found out it was a programming problem which could not be rectified in time to process for families in time for the next day. Student names, address, drop off times and pick up were shared with families per building. Dr. Fry stated that by law the District is permissible to share; but it is not something that the administration was comfortable in doing, it is directory information. Dr. Fry stated given the time frame the administration felt it was their best option. Dr. Fry communicated that everything is in place for tomorrow. Ms. Jansema asked if the emails were only by buildings; which Dr. Fry stated, "yes, it was only by building".

X. Structured Public Comment Period

XI. Old Business

XII. New Business

XIII. Personnel Items - Action Items

a. Resignation - Sixth Grade Maroon Team Leader

Mr. Luke Nerone has submitted his resignation for the position of Sixth Grade Maroon Team Leader, effective immediately.

The administration recommends the Board of School Directors approve Mr. Nerone's resignation, as presented.

b. Resignation - Ms. Galbraith

Ms. Kay Galbraith has submitted her resignation for the position of a part-time custodian at Newville Elementary School, retroactive to August 27, 2020.

The administration recommends the Board of School Directors approve Ms. Galbraith's resignation, as presented.

c. Resignation - Junior High Football Coach

Mr. Christopher Boyd submitted his resignation for the position of Junior High Football Coach, effective immediately. Mr. Boyd has requested to assist as a volunteer coach.

The administration recommends the Board of School Directors approve Mr. Boyd's resignation as a Junior High Football Coach, as well as his request to assist as a volunteer coach.

**d. Recommended Approval for a District Itinerant Teacher for Deaf and Hard of Hearing
Ms. Bonnie Seltzer**

Education:

University of Pittsburgh, Bachelor's Degree - Communication Sciences and Disorders
Bloomsburg University of PA, Master's Degree - Education of the Deaf/Hard of Hearing

Experience:

Western Pennsylvania School for the Deaf - Teacher of the Deaf/Hard of Hearing
DePaul School for Hearing and Speech - Teacher of the Deaf Classroom
Central Susquehanna IU - Itinerant Teacher of the Deaf/Hard of Hearing

The administration recommends the Board of School Directors appoint Ms. Bonnie Seltzer to serve as the District Itinerant Teacher for Deaf and Hard of Hearing, replacing Ms. Nancy Hinchey who has retired. Ms. Seltzer's compensation for this position should be established at a Master's Degree, Step 4, \$59,764.00, plus a \$400.00 Special Education Stipend, for the 2020-2021 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District. Ms. Seltzer will begin in her position on October 1, 2020.

Personnel Items - Action Items

e. Recommended Approval for a Long-Term Substitute - Samantha Webber

Education:

Shippensburg University - Bachelor's Degree, Early Childhood Education

Experience:

Newville Elementary School - Student Teacher, Kindergarten

The administration recommends the Board of School Directors appoint Ms. Samantha Webber to serve as a Long-Term Substitute First Grade Teacher at Mt. Rock Elementary School, for Mr. Andrew Pettit. Ms. Webber's compensation for this position should be established at a Bachelor's Degree, Step 1, \$53,594.00, for the 2020-2021 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

f. Recommended Approval for a Long-Term Substitute Teacher through ESS the District's Substitute Agency

Dr. Kevin C. Roberts, Jr., Assistant Superintendent, would like to recommend Ms. Jessica Reme as a Long-Term Substitute Learning Support Teacher at Mt. Rock Elementary School, for Mrs. Bethany Stanton. Ms. Reme will begin in the position, retroactive to August 27, 2020.

The administration recommends the Board of School Directors approve Ms. Remes as a Long-Term Substitute Learning Support Teacher at Mt. Rock Elementary School, as presented.

g. Recommended Approval for Coaching Positions

Mr. Joseph Sinkovich, Athletic Director/High School Assistant Principal, would like to recommend the coaching positions listed.

Brooke Roberts - Junior High Field Hockey Coach, effective immediately.

Jason Cachera - Volunteer Girls' Soccer Coach, effective immediately.

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

h. Recommended Approval for a 2020-2021 Mentor

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 mentors are listed below.

Mentor

Stephanie Devonald

Jennifer Tomasov

Inductee

Samantha Webber

Bonnie Seltzer

The administration recommends that the Board of School Directors approve the 2020-2021 mentor teachers, as presented.

Personnel Items - Action Items

i. Recommended Approval for ESS Aides

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the ESS aides listed for the 2020-2021 school year.

Rhonda Seese - full-time aide at Newville Elementary School, replacing Shanna Downs who has resigned. Rhonda will begin in her position, retroactive to August 27, 2020.

Clayton Maiden - full-time Principal's Discretion aide at Newville Elementary School, replacing Jan Roberts who has transferred to the Middle School. Clayton will begin in his position on September 8, 2020.

Trevor Perry - full-time aide at Oak Flat Elementary School, replacing Holly Holt who has resigned. Trevor will begin in his position on September 8, 2020.

Kelsey Hoffman - part-time Principal's Discretion aide at Oak Flat Elementary School, replacing Laurie Ward who has resigned. Kelsey will begin in her position on September 8, 2020.

Megan Adams – full-time aide at Oak Flat Elementary School, replacing Haley Dow who has resigned. Megan will begin in her position on September 17, 2020.

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

j. Resignation – Head Baseball Coach

Mr. Josh Petty has submitted his resignation for the position of Head Baseball Coach, effective immediately.

The administration recommends the Board of School Directors approve Mr. Petty's resignation, as presented.

VOTE ON XIII., NEW BUSINESS A-J, PERSONNEL CONCERNS

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

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

Motion carried unanimously. 7– 0

XIII. New Business - Action Items

a. 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.

Courtney Benson	\$ 3,120.00
Amy Craig	\$ 225.00
Anne Fulker	\$ 225.00
Molly Kordes	\$ 3,120.00
Tessa Lindsey	\$ 3,096.00
Shane Miller	\$ 1,620.00
Adam Nobile	\$ 1,560.00
Scott Penner	\$ 1,560.00
Caitlin Steinly	\$ 3,096.00
Total	\$17,622.00

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

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

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

Motion carried unanimously. 7-0

b. Recommended Approval for 2020-2021 Bus Drivers from Deitch Buses, Inc.

Deitch Buses, Inc., has submitted a list of bus drivers for the 2020-2021 school term. A copy of the list of drivers has been included with the agenda.

The administration recommends that the Board of School Directors acknowledge receipt of the 2020-2021 bus driver list prepared by Deitch Buses, Inc., as presented.

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

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

Motion carried unanimously. 7-0

c. Recommended Approval of the Big Spring Middle School PTO Financial Report

The Big Spring School District has received a copy of a letter from Ms. Trina Manetta, advising that the Middle School PTO financial report was accepted with auditing standards for the 2019-2020 school year. A copy of the letter is included with the agenda.

The administration recommends the Board of School Directors accept the 2019-2020 Middle School PTO financial report, as presented.

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

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

Motion carried unanimously. 7-0

New Business - Action Items

d. Recommended Approval for Service Agreements

The administration received the following agreements for approval. Note the Rail-Trail agreement was previously approved; however, the District's Solicitor review prompted changes.

Vendor	Service	Length	Cost//Perf	Notes
CV Rails to Trails	Utility Easement for Fiber	N/A	\$0.00 yr.	Permanent
Social Sentinel, Inc.	Monitoring Service	1 Year	\$3,876.00 yr.	

The administration recommends the Board of School Directors approve the agreements as presented and authorize the administration to sign the appropriate documents.

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

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

Motion carried unanimously. 7-0

XIV. New Business - Information Item

a. Proposed Updated Policies

The administration has provided copies of the proposed policies listed, which are included with the agenda. After the policies have been reviewed by the Board of School Directors and the administration, the administration will present the policies for Board approval at the September 21, 2020, Board meeting.

Policy 103	Discrimination/Title IX Sexual Harassment Affecting Students
Policy 104	Discrimination/Title IX Sexual Harassment Affecting Staff
Policy 111	Lessons Plans
Policy 203	Immunizations and Communicable Diseases
Policy 209	Health Examinations/Screenings
Policy 247	Hazing
Policy 249	Bullying/Cyber-Bullying
Policy 252	Dating Violence
Policy 309.1	Telework
Policy 314	Physical Examination
Policy 317.1	Educator Misconduct
Policy 332	Working Periods
Policy 334	Sick Leave
Policy 340	Responsibility for Student Welfare
Policy 705	Facilities and Workplace Safety
Policy 824	Maintaining Professional Adult/Student Professional Boundaries
Policy 907	School Visitors

XV. Discussion Item

XVII. Future Board Agenda Items

XVIII. Board Reports

a. District Improvement Committee - Mr. Myers, Mr. Over

- No report offered.

b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers

- No report offered.

c. Vocational-Technical School - Mr. Piper, Mr. Wardle

- No report offered.

d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over

- No report offered.

e. Finance Committee - Mr. Swanson, Mr. Deihl, Mr. Piper, Mr. Gutshall

- It was noted there will be a meeting on September 21st at 6:00 pm.

f. South Central Trust - Mr. Deihl

- No report offered.

g. Capital Area Intermediate Unit - Mr. Swanson

- No report offered.

h. Tax Collection Committee - Mr. Swanson

- No report offered.

i. Future Board Agenda Items

- No future board agenda items.

j. Superintendent's Report

- Dr. Fry stated it was a fantastic day one and it has been 180 days since staff has been in front of students. –
- Dr. Fry communicated that third day enrollment will be shared at the next board meeting.
- Dr. Fry shared that the District is currently operating on a state mandate for attendance at sporting events and noted that that administration will require future board action for athletic events. Dr. Fry continued with a conversation regarding the state mandates for attendance at sporting events and discussed HB 2787. It was indicated that the legislation provides local school districts the opportunity to set protocols regarding attendance at sporting events. The administration will bring a plan to the Board for approval on September 21st prior to any games being scheduled regarding attendance at sporting events.
- Dr. Fry stated that Mid-Penn has a meeting on Thursday.
- Dr. Fry updated and defined the Payroll Tax Deferral and communicated that BSSD will continue to withhold employees' social security payroll taxes and elect not to participate in the payroll tax deferral. He continued with communicating that this action will prevent employees from double social security payroll taxes withholdings for specific months in 2021.
- Dr. Fry shared a handout with the Board of School Directors from Eidex and briefly shared data within the Eidex handout. Dr. Fry asked the Board of School Directors to review the document at their leisure.
- Dr. Fry stated there is much to be proud of at BSSD, but there is always room for growth.

XVIII. Meeting Closing

a. Business from the Floor

- Mr. Wardle thanked the administration and noted it's great to have the students back on campus.
- Mr. Over thanked the administrators and staff for all they have done and acknowledged the hard work in preparation for the first day of school.
- Mr. Deihl stated he is very appreciative of all the hard work the administration and staff have done in preparation for the first day.
- Mr. Piper shared a special thank you to BSEA on behalf of the Board of School Directors.
- Mr. Myers also thanked the administration and stated he is still amazed of all that has been accomplished.
- Mr. Swanson shared his thoughts on opening day for teachers and stated it was very well done. Mr. Swanson shared that Dr. Fry's presentation to staff was outstanding.

b. Public Comment Regarding Future Board Agenda Items

- No comments.

c. Adjournment

Motion by Deihl, seconded by Roush, to adjourn the September 8, 2020 Board meeting.

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

Motion carried unanimously. 7-0

Meeting adjourned at **8:23 p.m, September 8, 2020.** The next scheduled meeting is: **September 21, 2020**

William L. Piper, Secretary