

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, JANUARY 11, 2016**

*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 8:07 P.M. with President Wilbur Wolf, Jr, presiding. Seven (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, David Gutshall, Bob Kanc, William Piper, and Richard Roush.

Absent – Kingsley Blasco and Todd Deihl.

\*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent, Robyn Euker, Director of Curriculum & Instruction, Brandie Shatto, Director of Educational Technology and Public Relations; Richard Kerr Jr, Business Manager; William August, High School Principal; 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 DECEMBER 7, 2015 REGULAR BOARD MEETING MINUTES, THE DECEMBER 7, 2015 BUILDING AND PROPERTY MEETING MINUTES AND THE DECEMBER 7, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES.**

Motion by Barrick, seconded by Kanc for approval of the December 7, 2015 Building and Property Meeting Minutes, the December 7, 2015 Committee of the Whole Meeting Minutes; and the December 7, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

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### IV. RECOGNITION OF VO-TECH SCHOOL STUDENTS OF THE QUARTER

Mr. William August, High School Principal, will recognize those Vocational-Technical School students who have earned "Student of the Quarter" awards for the first quarter of the 2015-2016 school year.

Grade 9	Jarrett Blake	American Studies
Grade 9	Hunter Branyan	Carpentry 1
Grade 10	Andrew Kulp	American Studies & Automotive Technology
Grade 11	Austin Bear	Carpentry 2
Grade 11	Tyler Hartzell	Electronics Technology 2
Grade 11	Makayla Slatt	World Studies
Grade 11	Derek Williams	Electrical Construction & Maintenance 2
Grade 12	Tabetha Hawkins	Dental Assisting 3
Grade 12	Samantha Heckendorn	Advertising Art & Design 3
Grade 12	Isaiah Horn	Welding 3

### V. RECOGNITION OF STUDENTS OF THE QUARTER

Mr. William August, will also recognize those students who have earned the academic achievement award for the first quarter for the 2015-2016 school year.

#### Science Department

Grade 9 Kiara Whistler  
Grade 10 Ethan Lee  
Grade 11 Emily Baker  
Grade 12 Nicholas Boyd

#### Tech Ed. Department

Grade 9 Jay Ni  
Grade 10 Shane Busser  
Grade 11 Aaron Sweger  
Grade 12 Colin Hurley

#### Social Studies Department

Grade 9 Jesse Laird  
Grade 10 Samantha Meacock  
Grade 11 Emily Beam  
Grade 12 LidiaAnn Edwards

#### Mathematics Department

Grade 10 Shane Busser  
Grade 11 Emily Baker

#### World Language Department

Grade 9 Hannah Martin  
Grade 10 Erica Wickline  
Grade 11 Casey Barrick  
Grade 12 Alivia Hockenberry

### VI. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Kenny Blessing and Morganne Frampton presented a student report.

[Student report is attached.](#)

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**VII. PAYMENT OF BILLS**

Procurement Card	\$ 11,368.89
Checks/ACH/Wires	\$ 3,271,965.63
Capital Projects	\$ 68,086.84
Cafeteria Fund	\$ 122,747.48
Student Activities	<u>\$ 102,688.19</u>
<b>Total</b>	<b>\$ 3,576,857.03</b>

Motion by Gutshall, seconded by Swanson 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, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**IX. TREASURER REPORT**

<b>November</b>	<b>2015</b>	<b>December</b>	<b>2015</b>
General Fund	\$17,108,938.87	General Fund	\$13,858,809.06
Capital Projects	\$ 4,572,909.12	Capital Project	\$ 4,492,811.73
Cafeteria Fund	\$ 362,521.40	Cafeteria Fund	\$ 362,521.04
Student Activities	<u>\$ 241,442.33</u>	Student Activities	<u>\$ 202,715.02</u>
<b>Total</b>	<b>\$22,285,811.72</b>	<b>Total</b>	<b>\$18,916,857.21</b>

The Treasurer’s Report showed balances as outlined above as of December 31, 2015. Motion by Gutshall, seconded by Swanson for acceptance of the Treasurer’s Report. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**X. 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 Barrick, seconded by Roush to accept Year-to-Date General Fund and Tax Reports as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

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**XI. READING OF CORRESPONDENCE**

Mr. Richard W. Fry, Superintendent of Schools has received correspondence from Pennsylvania Department of Education, Susan McCrone, Division Chief of Federal Programs regarding approval of the 2015-2016 Consolidated Application. The correspondence is included with the agenda.

**XII. RECOGNITION OF VISITORS**

George Heinton, Eugene Sciulli, Jeff Main, Jesse Laird, Denise Bonura, April Messenger, Meghan Blake, Jarret Blake, Charles Blake, Bill August, Bob Baker, Becky Baker, Emily Baker, Brice Baker, Jeff Edwards, Jill Edwards, Lidia Ann Edwards, Kendra Edwards, Elias Edwards, Dave Williams, Kris Williams, Derek Williams, David Williams, Morganne Frampton, Carl Whistler, Kiara Whistler, Connie Barrick, Casey Barrick, Jeffrey Barrick, Maria Boyd, Chris Boyd, Nicholas Boyd, Ethan Lee, Karen Ward, Tomi Branyan, Deb Branyan, Tom Branyan, Hunter Branyan, Wes Ward, Cathy Beam, Tom Beam, Emily Beam, Makayla Slatt, Melody Wenger, Nevin Wenger, Andrew Kulp, Trina Kulp, Bill Beck, Colin Hurley, Phyllis Hurley, Ryan Hurley, Kenny Blessing, and Cindy Kanc.

**XIII. PUBLIC COMMENT PERIOD**

Rev. Bill Beck, 108 Lawrence Lane, Carlisle, PA addressed the members of the Board of School Director by offering a prayer of encouragement for the Board members and community.

**XIV. STRUCTURED PUBLIC COMMENT PERIOD**

**XV. OLD BUSINESS**

**XVI. NEW BUSINESS**

**A) PERSONNEL CONCERNS**

**(ACTION ITEM)**

**1) Resignation – Rhonda Stokes**

Mrs. Rhonda Stokes has submitted her letter of resignation as a full-time Middle School Aide, retroactive to December 22, 2015.

The administration recommends that the Board of School Directors approve Mrs. Stokes' resignation as a full-time Middle School Aide, retroactive to December 22, 2015.

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**2) Resignation – Julie March**

Ms. Julie March has submitted her resignation as a one on one aide at Oak Flat Elementary School, retroactive to December 22, 2015.

The administration recommends that the Board of School Directors approve Ms. March's resignation as a one on one aide, retroactive to December 22, 2015.

**(ACTION ITEM)**

**3) Resignation – Jason Creek**

Mr. Jason Creek has submitted his letter of resignation as an Assistant Varsity Football Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Creek's resignation as an Assistant Varsity Football Coach, effective immediately.

**(ACTION ITEM)**

**4) Resignation – Jan Roberts**

Ms. Jan Roberts has submitted her resignation as Assistant Junior High Track and Field Coach, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Roberts' resignation as Assistant Junior High Track and Field Coach, effective immediately.

**(ACTION ITEM)**

**5) Resignation – Laura Baum**

Ms. Laura Baum has submitted her resignation as High School Musical Vocal Director, effective immediately.

The administration recommends that the Board of School Directors approve the resignation for Ms. Laura Baum as High School Musical Vocal Director, effective immediately.

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**6) Lifeguard Recommendation**

**Alexa Walter**

The administration recommends that the Board of School Directors approve the individual listed as a lifeguard for the 2015-2016 school year.

**(ACTION ITEM)**

**7) Part-Time Aide Recommendation**

Mr. William Gillet, Director of Pupil Services would like to recommend the individual listed as a part-time High School Learning Support Aide replacing Seth Stover who has resigned, retroactive to January 5, 2016.

**Sarah Cornman**

The administration would like to recommend Sarah Cornman as a part-time High School Learning Support Aide, retroactive to January 5, 2016.

**(ACTION ITEM)**

**8) Vocal Director Recommendation**

Mr. William August, High School Principal would like to recommend the individual listed as High School Musical Vocal Director, effective immediately.

**Elise Manning**

The administration recommends that the Board of School Directors approve Elise Manning as the High School Musical Vocal Director, effective immediately.

**(ACTION ITEM)**

**9) Coaching Recommendations**

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the 2015-2016 school year.

**Tommy Rayhart - Volunteer Wrestling Coach  
Brad Cornman - Volunteer Softball Coach  
John Blosser - Volunteer Softball Coach  
Steve Parrish - Co-JV Softball Coach  
Michael Kwasnoski - Co-JV Softball Coach**

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**XVI. NEW BUSINESS (. . .continued)**

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

**(ACTION ITEM)**

**10) Gears – High School Literary Magazine Adviser Recommendations**

The administration recommends that the individuals listed serve as Advisers for Gears - High School Literary Magazine for the 2015-2016 school year.

**Bethany Pagze  
Christina Hagood**

The administration recommends that the Board of School Directors approve the individuals listed as Advisers for Gears - High School Literary Magazine for the 2015-2016 school year.

**(ACTION ITEM)**

**11) Leave Without Pay – Tammy Kiehl**

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that “The Board may grant leave without pay to an employee who requests prior approval for such leave. Ms. Kiehl, is requesting one day leave without pay for February 19, 2016.

The administration recommends that the Board of School Directors approve the following request for leave without pay as presented.

**(ACTION ITEM)**

**12) Child-Rearing Leave of Absence**

Mrs. Therese Bukousky, Seventh Grade Science Teacher at the Middle School is requesting child-rearing leave of absence from approximately April 22, 2016 through approximately January 17, 2017. According to Section 3.07 of the current contract between the Big Spring Education Association and the Big Spring School District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends that the Board of School Directors approve Mrs. Bukousky's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately April 22, 2016 through approximately January 17, 2017.

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**13) Child-Rearing Leave of Absence**

Mrs. Alison Brown, Sixth Grade Science Teacher at the Middle School is requesting child-rearing leave of absence from approximately March 17, 2016 through approximately June 3, 2016. According to Section 3.07 of the current contract between the Big Spring Education Association and the Big Spring School District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends that the Board of School Directors approve Mrs. Brown's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately March 17, 2016 through approximately June 3, 2016.

**(ACTION ITEM)**

**14) Approval of 2015-2016 Extra-Curricular List**

The administration recommends approval of the attached 2015-2016 Extra-Curricular list.

The administration recommends that the Board of School Directors approve the 2015-2016 Extra-Curricular list as presented.

**(ACTION ITEM)**

**15) Source4Teachers – Long-Term Substitute**

The administration requests permission to move forward with the recommendation of Mrs. Lindsay Baer for a long-term substitute position with Source4Teachers, the District substitute teaching contractor. Mrs. Baer will be filling the vacancy created by Stefanie D'Amore who has resigned, Oak Flat third grade teacher, retroactive to December 1, 2015 through June 2, 2016.

**VOTE ON XVI., NEW BUSINESS, A-1 through A-15; PERSONNEL CONCERNS**

Motion by Swanson, seconded by Roush to combine and approve Items A-1 through A-15 as outlined and recommended above. Roll call vote:  
Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0



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**XVI. 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.

Megan Anderson	\$ 1,395.00
John Beeman	\$ 1,116.00
Travis Barnes	\$ 2,790.00
Judy Breneman	\$ 1,395.00
Shannon Brose	\$ 1,395.00
Christa Daugherty	\$ 864.00
Mallory Farrands	\$ 2,232.00
Amanda Frankford	\$ 1,395.00
Laura Fritz	\$ 1,395.00
Michael Fronk	\$ 720.00
Randy Jones	\$ 2,790.00
Jennifer Keller	\$ 1,116.00
Ryan Kelley	\$ 1,395.00
Jennifer Kuhn	\$ 1,116.00
Dwain Messersmith	\$ 1,380.00
Laura Parks	\$ 1,395.00
Chelsey Piper	\$ 1,395.00
Joshua Putt	\$ 487.50
Laura Shambaugh	\$ 2,092.50
Brandie Shatto	\$ 1,800.00
Daniel Tigyer	\$ 600.00
Lisa Velazquez	<u>\$ 1,395.00</u>
<b>Total</b>	<b>\$31,659.00</b>

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 Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**C) Approval for Tuition Exemption for a Non-Resident Student**

Miss BreeLynn A. Myers, Big Spring High School senior, is requesting to complete her senior year at Big Spring High School as per the conditions outlined in Board Policy 202.1: "Non-resident students in the senior class may be given special consideration to continue their education in the district at the discretion of the Superintendent of Schools provided they have been enrolled in the Big Spring School District a minimum of two (2) full years immediately preceding their senior year." The parents are required to provide the necessary transportation.

The administration recommends that the Board of School Directors approve Miss Myers' request for a tuition exemption for the remainder of the 2015-2016 school year, as per the conditions outlined in Board Policy 202.1.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**D) Case B**

The parents of the student of Case B of the 2015-2016 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors assign the student in Case B of the 2015-2016 school year to an alternative educational placement from approximately December 9, 2015 through approximately June 2, 2016. During the period of exclusion, the student is not permitted to attend or participate in any school activities nor appear on school property at any time for any reason without direct approval from the high school principal.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**E) Approval of TalentEd Agreement**

Mr. Kevin Roberts, Assistant Superintendent would like to recommend the approval of the TalentEd Agreement which will assist the administration with records, recruitment and hiring process.

The administration would like to recommend that the Board of School Directors approve the TalentEd Agreement as presented.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**F) Selection of Questeq to Provide Managed Technology Services**

In November the Board authorized the release of an [RFP for Technology Services](#). Mr. Barrick presided over the selection committee and interviews with the 5 proposers the week of 14-18 Dec 2015. The committee met again this past Friday to review the final written proposals. The recommendation is to contract with Questeq effective 1 July 2016 ([link to Questeq proposal](#)). In the interim, the Board and administration will need to negotiate a final contract for Board approval along with the status of current employees.

The administration recommends the Board of School Directors select Questeq, Inc. to provide managed technology services effective 1 July 2016 and direct the administration to negotiate a final contract of 3-5 years for Board approval no later than 15 April 2016.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**G) Approval of Plancon K for 2010A Bond (Payoff)**

As part of the 2015 Bond, including the refinancing of the 2010A bonds, the District must amend its Plancon-K filing to show the early payoff of the 2010A bonds. Once approved, the District will be able to claim reimbursement for the early payoff amount of \$131,950.

The administration recommends the Board of School Directors approve the Plancon K document for early cash redemption of 2010A bonds as shown in the agenda.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**H) Approval of Plancon K for 2015 Bond**

As part of the 2015 Bond, the District must amend its Plancon-K filing to showing the refinancing of the 2010A bonds into the 2015 bonds. Once approved, the District will be able to claim reimbursement for the new 2015 bonds.

The administration recommends the Board of School Directors approve the Plancon K document for the GO Bonds, Series 2015, as shown in the agenda.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**I) Approval of Construction Payments**

The District received the following payment applications for ongoing projects. Copies of the payment requests are included with the agenda.

<b><u>Project</u></b>	<b><u>Contractor</u></b>	<b><u>Payment</u></b>	<b><u>Balance</u></b>
Stadium	WCE	<b>\$10,251.00</b>	\$58,343.25
MR Pave (III)	CenterPoint Eng	<b>\$ 2,730.54</b>	\$33,950.00

The administration recommends the Board of School Directors approve payment of \$10,251 to Wolf Consulting Engineer and \$2,730.54 to CenterPoint Engineering, Inc. from the Capital Project Fund.

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**XVI. NEW BUSINESS (. . .continued)**

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**J) Approve Release of Bid and Specification for MR Paving Project**

CenterPoint Engineering finalized the bid specification as presented in the Building & Property meeting. The Board is required to approve any bid released and will need to approve a final contract if any of the bids are accepted.

The administration recommends the Board of School Directors approve the release of the bid specification for Phase II of the Paving Project at MR Elementary.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**K) Cumberland Perry Area Vocational Technical School General Fund Budget Proposal**

The Cumberland Perry Area Vocational Technical School has developed a General Fund Budget Proposal for the 2016-2017 school year. The proposed budget reflects a -2.99% decrease for the 2016-2017 school year. The dollar value of this decrease for Big Spring School District is \$19,327.00.

The administration recommends that the Board of School Directors approve the proposed 2016-2017 CPAVTS budget as presented.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

Mr. Fry informed the Board of School Directors when you look at the base number, although that number went down it is a five year rolling average. Enrollment has decreased. Actually our percentage of vo-tech students has gone up but because it is a rolling average our per cost has gone down.

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**XVI. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**L) Facilities Utilization Request**

The Big Spring Girls Basketball Winter Travel League is requesting permission to utilize the high school and middle school gym throughout the months of January and February, 2016 from 1:00 p.m. - 4:00 p.m. Because the utilization request involves Sunday's throughout the months of January and February, 2016 Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Girls Basketball Winter Travel League request to utilize the high school and middle school gym, as presented.

**(ACTION ITEM)**

**M) Facilities Utilization Request**

The Big Spring Aquatic Club is requesting permission to utilize the high school pool, retroactive to January 10, 2016 from 1:00 p.m. - 5:00 p.m. for a diving meet. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Aquatic Club request to utilize the high school pool, as presented.

**(ACTION ITEM)**

**N) Facilities Utilization Request**

The Big Spring Aquatic Club is requesting permission to utilize the high school pool for a diving meet on February 14, 2016 from 1:00 p.m. - 4:00 p.m. Because the utilization request is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Aquatic Club request to utilize the high school pool, as presented.

Motion by Swanson, seconded by Roush to combine and approve Items L, M, and N as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

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**XVI. NEW BUSINESS (. . . .continued)**

**(ACTION ITEM)**

**O) Approval of Organizational Chart**

The administration would like to recommend the approval of the Organizational Chart, Policy 008, Local Board Procedures

The administration recommends that the Board of School Directors approve the Organizational Chart, Policy 008, as presented.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**(ACTION ITEM)**

**P) Approve New COBRA Contract**

Our current COBRA administrator, Cerdian, was purchased by Wageworks. We currently pay 540 per year for the service plus \$34 each time a packet is sent out (6 times a year). Rather than pay even more for Wageworks, we asked First Niagara to suggest an alternative. Their recommendation is P&A Group, with whom they have a relationship. This plan costs us a \$500 deposit each year and they take subtract notice fees from that deposit at \$36 per cobra election.

The administration recommends the Board of School Directors approve P&A Group as the District's COBRA administrator and authorize the administration to sign the necessary documents to establish the service.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, and Barrick. Motion carried unanimously. 7 – 0

**XVII. FUTURE BOARD AGENDA ITEM**

There were no future Board agenda items.

**XVIII. COMMITTEE REPORTS**

**A. District Improvement Committee – Mr. Kanc**

The updated strategic plan draft with the mission and vision statement will be available to the board at the next meeting on February 1<sup>st</sup>.

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

We met on December 21, 2015. We discussed the new classifications involving football, basketball, baseball, and softball. The other sports remain the same. The league was alerted that revising or creating of a new league in the next five years may become necessary. Scheduling is being worked on now for all sports. Mr. Stover received his 400th win in swimming. The District III Cross Country meet was a huge success. We have several requests to hold college meets here. We held a discussion about the concession stands. We received updated information on several projects.

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

Mr. Wolf informed the Board the vo-tech has been contacted by Harrisburg School District about sending tuition students to the school. If they apply and there are openings, they will be accepted. We are now negotiating with the staff. Their contract will expire on June 30<sup>th</sup>.

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



**XVIII. COMMITTEE REPORTS (...continued)**

**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. Negotiations are underway with professional staff.

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

No meeting was conducted and no report was offered.

**XIX. SUPERINTENDENT’S REPORT**

1. **Enrollment** – Our enrollment stayed the same from November to December. It is rare. We are still a little bit above what the state projection is.
2. **First Semester**- We are finishing up our first semester this Friday. We are half way through our school year. Finals will be given this week at the High School.
3. **Calendar** – We will be getting to the Board a proposed School Calendar. It will come to you as an information item. In years past, you can act on it and make it an Action Item. Either way, it will be presented to you at the next meeting.
4. **Achievement Report** – We don’t put a lot of numbers in front of you in regards to achievement reports. I hope that you get a good sense of our pride that we are growing. Our kids and teachers do a tremendous job to make sure we move forward.
5. **Board Appreciation** – January is Board Appreciation Month. You volunteer your time. You represent this community in an ethical way. The administration is truly indebted to everyone at this table for your service. We have a really quick video to thank you from our students. Thank you for all you do not just for this month but for every month.

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**XX. BUSINESS FROM THE FLOOR**

Mr. Piper stated we just heard a report from our students on events that are occurring in Harrisburg. It is one of the most important events in the Commonwealth. I would like to go on record that I am handing to you a visitor's guide. The keystone exam was being held last week and this week when there is hundreds and hundreds of students at the Farm Show setting up etc. You would think the Secretary of Agriculture and the Secretary to Education could get together and not schedule the assessments the week that so much is going on for students.

Mr. Kanc commented that he likes the room change. Thank you.

**XXI. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

There was no public comment regarding future Board agenda items.

**XXII. ADJOURNMENT**

Motion by Swanson, seconded by Roush to adjourn the meeting. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, Roush, and Kanc. Motion carried unanimously. 7 – 0

The meeting was adjourned at 8:56 PM.

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Robert L. Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, February 1, 2016**