

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 1, 2018

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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 8:08 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, Robert Over, Richard Roush and Todd Deihl

Absent – Kingsley Blasco

*Others in attendance: Richard W. Fry, Superintendent; Kevin Roberts, Assistant Superintendent Robyn Euker, Director of Curriculum & Instruction; Vonda Kelso, Accounting Controller; Cathy Seras, Board Minutes; 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 SEPTEMBER 17, 2018 REGULAR BOARD MEETING MINUTES AND THE SEPTEMBER 17, 2018 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Roush, seconded by Swanson for approval of the September 17, 2018 Regular Board Meeting Minutes and the September 17, 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 – Tucker Williams

Tucker shared the events that took place throughout the past couple of weeks which are listed below.

- **Election of all class officers**
- **Breast Cancer Awareness Fundraiser**
- **Oral History Projects**
- **Parent-Teacher Conferences**
- **Mini-THON School Committee**
- **FFA News**
- **Reality Fair**
- **Financial Aid Event for Seniors**

V. FINANCIAL REPORTS – PAYMENTS OF BILLS

General Fund		
Procurement Card	\$	46,849.93
Checks/ACH/Wires	\$	2,612,659.97
Capital Projects Reserve Fund	\$	394,927.99
Mount Rock Projects-2018 Fund	\$	1,603,518.31
Newville Projects Fund	\$	1,492,281.83
Cafeteria Fund	\$	6,618.09
Student Activities Fund	\$	<u>19,905.49</u>
Total	\$	6,176,761.61

Motion to approve the payment of bills as presented.

Motion by Gutshall, seconded by Swanson for approval of General Fund, Capital Projects Reserve Fund, Mount Rock Projects-2018 Fund, Newville Projects Fund, Cafeteria Fund, and Student Activities Fund payments of bills as outlined above.

Roll call vote: Voting yes: Wolf, Swanson, Piper, Gutshall, Kanc, Roush, Over and Deihl.
Motion carried unanimously. 8-0

VI. READING OF CORRESPONDENCE

VII. RECOGNITION OF VISITORS

Carol Graham, Charlene D’Amore, Courtney Rickabaugh, Kristan Day, Ian Johnson and Meghan Kelley

VIII. PUBLIC COMMENT PERIOD

Mrs. Carol Graham, 2565 Walnut Bottom Road, Carlisle, Pa addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

IX. STRUCTURED PUBLIC COMMENT PERIOD

X. OLD BUSINESS

XI. NEW BUSINESS

A. Personnel Concerns

1. Resignation - Softball Coach

(Action Item)

Mr. Michael Kwasnoski has submitted his resignation as a girls softball coach, effective immediately. Mr. Kwasnoski is requesting to assist as a volunteer coach.

The administration recommends the Board of School Directors accept Mr. Kwasnoski's resignation as a girls softball coach as well as his request to assist as a volunteer coach.

2. Resignation - Future Business Leadership Adviser

(Action Item)

Ms. Lori Munson has submitted her resignation as the Future Business Leadership Adviser, effective immediately.

The administration recommends the Board of School Directors accept Ms. Munson's resignation as the Future Business Leadership Adviser, effective immediately.

3. 2018-2019 Extracurricular Personnel List

(Action Item)

A list of the 2018-2019 extracurricular positions and recommended personnel has been prepared, and a copy of the list has been included with the agenda. The 2018-2019 salaries established for these positions are based on the current contract between the Big Spring Association and the Big Spring School District.

The administration recommends that the Board of School Directors approve the 2018-2019 extracurricular personnel list, and establish the salaries for these positions based on the current contract between the Big Spring Education Association and the Big Spring School District.

4. Recommendation for Middle School Memory Book Advisers

(Action Item)

Mrs. Clarissa Nace, Middle School Principal would like to recommend the individuals listed as the Middle School Memory Book Advisers for the 2018-2019 school year.

Jessica Sprecher

Diane McClead

The administration recommends the Board of School Directors approve Miss Sprecher and Ms. McClead as the Middle School Memory Book Advisers for the 2018-2019 school year.

5. Recommendation for High School Assistant Marching Band Directors

(Action Item)

Mr. Adam Nobile, High School Music Teacher/High School Band Director and Mr. William August, High School Principal would like to recommend the individuals listed as Assistant Band Directors for the 2018-2019 school year.

Haley Kruger

Catherine Rogers

The administration would like to recommend the Board of School Directors approve Ms. Kruger and Ms. Rogers' as Assistant Band Directors for the 2018-2019 school year, as presented.

XI. NEW BUSINESS (. . . continued)

6. Recommendation for ESS Aides

(Action Item)

The administration requests permission to move forward with the recommendation of the Education Staffing Solution K-12 (ESS) aides listed which is the District's aide contractor.

Sherri Killian- ESS aide for the primary learning support classroom at Oak Flat Elementary School.
Alicia Lutes - ESS aide for upper elementary learning support classroom at Oak Flat Elementary School.

(Action Item)

7. Recommendation for Part-Time Assistant Groundskeeper and Seasonal Worker

Over the past year, one of our seasonal workers in the Grounds Department resigned and the other is reducing hours. With the addition of the new track, this created a significant overtime for Mr. Sheeler and he requested assistance. After two rounds of interviews the District selected the following replacements:

<u>Name</u>	<u>Position</u>	<u>Status</u>	<u>Rate</u>
Zach Reed	Asst. Groundskeeper	PT	\$15.44
Ray Lebo	Seasonal Laborer	On Call	\$10.57

The administration recommends the Board of School Directors approve Mr. Reed and Mr. Lebo as new employees as listed above.

8. Coaching Recommendations

(Action Item)

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

Dolores Shank - Volunteer Girls Basketball Coach
Kari Haycock - Volunteer Girls Basketball Coach

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

VOTE ON XIII . . .NEW BUSINESS, A-1 – A -8, PERSONNEL CONCERNS

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

XI. NEW BUSINESS (. . .continued)

a. Credit Pay

(Action Item)

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contracts.

Timothy Kireta \$ 750.00

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 and the Big Spring School District.

Motion by Swanson seconded by Roush as outlined and recommended above.

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

Motion carried unanimously. 8- 0

b. Facilities Utilization Request - Big Spring Junior Olympic Wrestling

(Action Item)

Mr. Todd Pedrick, representative for Big Spring Junior Olympic Wrestling would like to request to utilize the High School gym, commons, adaptive gym and locker rooms on Sunday December 16, 2018 from 1:00 p.m. - 6:00 p.m. for a Dual Meet. Because the utilization request is on Sunday, Board action is necessary.

The administration recommends the Board of School Directors approve Mr. Pedrick's request to utilize the High School gym, commons, adaptive gym and locker rooms on Sunday December 16, 2018 from 1:00 p.m. - 6:00 p.m. for a Dual Meet, as presented.

Motion by Swanson, seconded by Roush as outlined and recommended above.

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

Motion carried unanimously. 8- 0

c. Approval of the 2018-2019 FFA Field Trips

(Action Item)

The FFA would like to request permission to attend the trips and leadership conferences listed below.

Eastern Sates Exposition (Big E) - Enfield, CT - September 13-15, 2018

National FFA Convention - Indianapolis, IN - October 23-27, 2018

State FFA ACES Leadership Conference - Harrisburg/Hershey - February 2-3, 2019

State FFA State Legislative Leadership Conference - Harrisburg/Hershey - March 17-19, 2019

FFA Spring Trip (Details TBD) - April or May, 2019, 3-4 days - Location TBD

The administration recommends that the Board of School Directors approve the above listed FFA trips and leadership conferences, as presented.

Motion by Kanc, seconded by Swanson as outlined and recommended above.

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

Motion carried unanimously. 8- 0

XI. NEW BUSINESS (. . . continued)

d. Approval of the Proposed High School Music Department Spring Trip, 2019 (Action Item)

Mr. William August, High School Principal is requesting permission for the Big Spring High School Music Department to travel to Orlando, Florida scheduled for April 17-22, 2019. The trip will include a performance for the Concert Band and Choir at the City Walk Lagoon Stage in Universal Studios and a tour of the Kennedy Space Center.

The administration recommends the Board of School Directors approve Mr. August's request for the Big Spring High School Music Department to travel to Orlando, Florida scheduled for April 17-22, 2019.

Motion by Swanson, seconded by Roush as outlined and recommended above.

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

Motion carried unanimously. 8 - 0

e. Recommended Adoption for Elementary Keyboard Grades 3-5 (Action Item)

Listed below is an Elementary Keyboard Curriculum which will be utilized in grades 3-5 to support keyboarding instruction. The software will be utilized within the library curriculum for direct instruction and as a self-directed activity within classrooms. The expanded curriculum introduces students to more than 300 entertaining new keyboard activities that cover touch-typing, fluency, numbers, and symbols.

TypeTastic School Edition

The administration recommends the Board of School Directors approve the Elementary Keyboard Curriculum, TypeTastic School Edition, as presented.

Motion by Roush, seconded by Swanson as outlined and recommended above.

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

Motion carried unanimously. 8- 0

XI. NEW BUSINESS (. . . continued)

f. Approve Payments from Capital Projects Reserve Fund

(Action Item)

<u>From</u>	<u>Description</u>	<u>Amount</u>
AV Solutions	Inv 6336 - Pool Audio Equip	\$14,892.92
American Abatement	Pay App 4	\$18,436.00
PRSI	PayApp Inv 6171	\$450.00
PRSI	PayApp Inv 6172	\$1,800.00
Tanner	Flex Pilot - HS	\$23,046.78
Tanner	Flex Pilot - MS	\$14,901.26
Tanner	Flex Pilot - HS/MS Alternates	\$17,989.21
Tanner	FF&E NV Project	\$109,065.14

The administration recommends the Board of School Directors approve the payment of \$14,892.92 to A/V Solutions; \$18,436 to American Abatement Group, Inc.; \$2,250 to Professional Roof Services, Inc; and \$165,002.39 to Tanner of PA, Inc.

Motion by Swanson, seconded by Roush as outlined and recommended above.
Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Gutshall, Over and Deihl.
Motion carried unanimously. 8- 0

g. Approve Payments from Newville Projects Fund

(Action Item)

The administration receive the following invoice for the Newville Projects Fund:

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
QA Plus	Invoice 1161-4	\$3,950.80	\$29,092.80

The administration recommends the Board of School Directors approve the payment of \$3,950.80 to Quality Assurance Plus.

Motion by Swanson, seconded by Roush as outlined and recommended above.
Voting Yes: Wolf, Swanson, Piper, Kanc, Roush, Gutshall, Over and Deihl.
Motion carried unanimously. 8- 0

XI. NEW BUSINESS (. . . continued)

h. Approve Construction Change Orders

(Action Item)

The District received the following change orders from CRA:

	<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
NV	CO 11	Lobar (GC)	Site light removal	\$4,742.51
MR	CO 6	eciConstruction (GC)	Added door security changes	\$11,445.00
MR	CO 9	eciConstruction (GC)	Floor tile & Logo change	\$3,225.00
MS	CO 3	Lobar (EC)	Added Honeywell work-door security	\$19,463.20

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

Motion by Roush, seconded by Swanson as outlined and recommended above.

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

Motion carried unanimously. 8 - 0

i. Approve Snow Removal Proposal

(Action Item)

This is the second (and last) extension of the snow removal contract. Attached are the rates from Blue Mountain -- the same as last year.

The administration recommends the Board of School Directors approve the second extension of the snow removal contract at the rates listed in the Blue Mountain contract.

Motion by Swanson, seconded by Roush as outlined and recommended above.

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

Motion carried unanimously. 8- 0

13. New Business - Information Item

a. Receipt of PennDOT Reimbursement Agreement

Attached is the final signed & approved PennDOT Agreement.

Dr. Fry stated that the \$525,000 from PennDOT is now in place to be used. These monies will be used for sidewalk work which will begin Spring, 2019. Dr. Fry also communicated that signs throughout the campus will be updated and lastly the crosswalk between the High School and Mt. Rock Elementary School will be installed in the Summer, 2019.

New Business - Information Item

b. PSBA Officer Elections

Electronic voting for PSBA Officers opened August 24, 2018 and will close October 11, 2018. This is an information item to prepare the Board of School Directors for a discussion regarding PSBA Slate of 2018 Candidates for President Elect, Vice President Elect and PSBA Insurance Trust Trustees.

Dr. Fry shared some back ground information on the PSBA Officers.

XII. Future Board Agenda Items

XIII. Committee Reports

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

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.

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

Mr. Piper shared there were two outstanding presentations from students; Curtis Matthews, Upper Adams S.D and Jordon Sipe from Northern S.D. Curtis is currently employed with Hulls Electric, Inc. and Jordon is currently employed with Lower Allen Township. Mr. Piper shared he was very impressed with the presentations.

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 meeting was conducted and no report was offered.

f. South Central Trust - Mr. Blasco No Report

No meeting was conducted and no report was offered.

g. Capital Area Intermediate Unit - Mr. Wolf No Report

No report was offered.

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

No meeting was conducted and no report was offered.

i. Future Board Agenda Items

No Items

j. Superintendent's Report

- October 8th In-Service - Professional Learning Opportunities will be happening on October 8th. Board Members are invited to attend the presentation by Bill Zee. Mr. Zee will be presenting on Student Trauma and how we react to trauma. Following the presentation active assailant training will take place with MG Tactical
- Act 55 Training – Dr. Fry shared that Act 55 will not affect present Board Members but if Board members are re-elected they will have to go through a 2 hour training.
- Hiring Practices – Dr. Fry shared a hand out with the Board.
- Editorial from Pottstown Mercury on how schools are funded. Quote from 1974 reached the limit in real estate taxes. Here we are 40 years later and doing the same thing.
- Kudos to our Board members for what they are doing today.

XIV. Meeting Closing

a. Business from the Floor

There was no business from the floor.

b. Public Comment Regarding Future Board Agenda Items

There was no 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, Gutshall, Deihl, Kanc, Roush and Over

Motion carried unanimously. 8 – 0

The Meeting adjourned at **8:32 p.m., October 1, 2018.**



William L. Piper, Secretary

Next scheduled meeting is: **Monday, October 15, 2018.**