

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 21, 2019

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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 8:13 P.M. with nine (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; David Gutshall, Treasurer; William Piper, Secretary; John Wardle, Kingsley Blasco, Robert Over and Bob Kanc

Absent: Richard Roush

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Richard E. Kerr, Jr., Business Manager; Cathy Seras, Board Minutes and Andy Milone, VTS Reporter.

II. Approval of the October 7, 2019 Regular Board Meeting Minutes, the October 7, 2019 Committee of the Whole Meeting Minutes and the October 7, 2019 Building and Property Meeting Minutes.

Motion Blasco by seconded Deihl for the approval of the October 7, 2019 Regular Board Meeting Minutes, the October 7, 2019 Committee of the Whole Meeting Minutes and the October 7, 2019 Building and Property Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Piper, Over, Blasco, Gutshall, Kanc, and Wardle
Motion Carried unanimously. 8 – 0

III. Student/Staff Recognition and Board Reports – Gabi Reifsnnyder & Everett Baker

The students shared the following information:

- The yearbook team acquired gold from Pennsylvania Schools Press Association and silver from Columbia Scholastic Press Association.
- Senior Night for the girl's field hockey team, girl's soccer team, boy's soccer team, volleyball team, football team, cheer squad, golf team, marching band and color squad. A great Senior night for all teams as they said good-bye to Seniors.
- Homecoming Dance was held on October 5th with 450 students in attendance.
- Fifth grade students attending Career Day at the High School. Club C.A.R.E assisted with organizing the event and escorted students to different speakers.
- Big Spring Band and Cantabile were invited to attend the PASA/PSBA Conference at Hershey Lodge to perform.
- FFA Fall Leadership Conference, Keystone International Livestock Exposition and the National Convention

IV. Financial Reports

a. Payment of Bills

General Fund	\$	1,035,211.63
Capital Project Reserve Fund	\$	34,901.35
Mount Rock Projects-2018 Fund	\$	77,720.63
Newville Projects Fund	\$	11,746.00
Cafeteria Fund	\$	0.00
Student Activities	\$	<u>17,730.78</u>
Total	\$	1,177,310.39

Motion to approve the payment of bills as presented.

Motion by Gutshall, seconded by Blasco for acceptance of the Payment of Bills as outlined above.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Gutshall, Over, Blasco, Kanc and Wardle.

Motion Carried unanimously. 8 - 0

b. Treasurer's Fund Report

General Fund	\$	28,125,583.36
Capital Project Reserve Fund	\$	6,834,965.50
Cafeteria Fund	\$	633,555.33
Student Activities	\$	276,456.88
Newville Project Fund	\$	33,684.12
Mount Rock Projects-2018 Fund	\$	<u>1,054,645.33</u>
Total	\$	36,958,890.52

Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Gutshall, Over, Blasco, Kanc, and Wardle. Motion Carried unanimously. 8- 0

V. 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 to accept Year-To-Date General Fund and Tax Reports, as submitted.

Motion by Blasco, seconded by Deihl for acceptance of the General Fund Report and YTD Taxes as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Gutshall, Over, Blasco, Kanc and Wardle.

Motion Carried unanimously. 8 – 0

VI. Reading of Correspondence

VII. Recognition of Visitors

VIII. Public Comment Period

XI. Structured Public Comment

X. Old Business

XI. New Business – Action Items

Personnel Concerns

a. Resignation - Assistant Wrestling Coach

Mr. Justin Morris has submitted his resignation as Assistant Wrestling Coach, retroactive to October 10, 2019.

The administration recommends the Board of School Directors approve Mr. Morris' resignation as an Assistant Wrestling Coach, retroactive to October 10, 2019.

b. Resignation - Junior High Girls Basketball Coach

Mr. Dwayne Kepner has submitted his resignation as a Junior High Girls Basketball Coach, effective immediately.

The administration recommends the Board of School Directors approve Mr. Kepner's resignation as a Junior High Girls Basketball Coach, effective immediately.

c. Recommended Approval for a Musical Director Kanc Thanked Mr. Feeser

The administration recommends Mrs. Elise Nobile as the High School Musical Director, effective immediately.

The administration recommends the Board of School Directors approve the recommendation of Mrs. Elise Nobile as the High School Musical Director, effective immediately.

d. Recommended Approval for ESS Aides

The administration request approval for the ESS aides listed below.

Tiffany Baughman - full-time Middle School Emotional Support aide replacing Sarah Pentz who has resigned.

Jamie Burnett - full-time aide at the High School to fill the vacant position to assist with a student.

The administration recommends the Board of School Directors approve the aides and their assignments, as presented.

XI. New Business – Action Items

e. Recommended Approval for an Additional School Police

The administration recommends approval for the addition of Ms. Teresa Turnbaugh to be added to the School Police list.

The administration recommends the Board of School Directors approve the addition of Ms. Turnbaugh to the School Police list.

VOTE ON XI., NEW BUSINESS A-E, PERSONNEL CONCERNS

Motion by Blasco, seconded by Deihl to approve and combine Items A – E as outlined and recommended above.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8-0

XI. New Business - Action Items

a. Facilities Utilization Request

Big Spring Jr. Olympic Wrestling Association is requesting to utilize the High School gym, commons, adaptive gym and locker room for the DAWG DUALS event to begin at 8:30 a.m. on Sunday, January 26, 2020. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends the Board of School Directors grant approval for the Big Spring Jr. Olympic Wrestling Association to utilize the High School gym commons, adaptive gym and locker room for the DAWG DUALS event to begin at 8:30 a.m. on Sunday, January 26, 2020.

Motion by Deihl, seconded by Blasco as outlined and recommended above.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

b. Recommended Approval for Proposed Updated Policies

The administration has updated the policies listed and a copy of the policies are included with the agenda.

201 Admission of Students

204 Attendance

208 Withdrawal from School

209 Health Examinations

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

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

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

XI. New Business - Action Items

c. Recommended Approval for Professional Learning Consultant Services Agreement

The proposed Professional Learning Consultant Services Agreement has been reviewed by District Administration. The agreement will allow assistance from Dr. Christine Royce, to deliver professional learning to secondary science and elementary staff. Dr. Royce will also conduct walk-through sessions in district classrooms and provide feedback regarding inquiry based instructional practices.

The administration recommends the Board of School Directors approve the Professional Learning Consultant Services Agreement, as presented.

Motion by Deihl, seconded by Blasco as outlined and recommended above.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

d. Approve Construction Change Orders

The District received the change order below from CRA ([link to document](#)):

<u>Loc</u>	<u>CO#</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
MS	4	Lobar Inc	Auditorium Shelter Wiring, Addl	\$2,516.62

The administration recommends the Board of School Directors approve the changer orders listed.

Motion by Deihl, seconded by Blasco as outlined and recommended above.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

e. Approve Construction PayApps From Mt. Rock 2018 Fund

The district received the following pay applications ([link to documents](#)):

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Ph2-MR	eciConstruction	GC Pay App#7	\$4,377.60	\$73,766.79
Ph2-OF	eciConstruction	GC Pay App#7	\$2,896.36	\$23,636.94
Ph2	CRA	Invoice 3106-19 Reimbursable expense	\$83.06	-
Ph2	CRA	Invoice 3196-14 Reimbursable expense	\$11,375.89	-
Ph2 FFE	Tanner	Order Deposit - Addl Items	<u>\$19,971.00</u>	<u>\$19,971.38</u>
Total			\$38,703.91	\$117,375.11

The administration recommends the Board of School Directors approve the payments of \$7,273.96 to eciConstruction LLC; \$11,458.95 to Crabtree, Rohrbaugh & Assoc.; and \$19,971.38 to Tanner of PA.

Motion by Deihl, seconded by Blasco as outlined and recommended above.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

XI. New Business – Action Items

f. Approve Tech Payments from Mt Rock Projects 2018 Fund

The District received the pay applications for tech projects ([link to documents](#)):

<u>Proj</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>
Ph2-MR	Prismworks	Inv 11227 - Data Cabling	\$2,000.00
Ph2-MR	Prismworks	Inv 11228 - CO for extra drops	\$6,154.01
Ph2	Prismworks	Inv 11229 - Bell/Clock System Setup	\$500.00
Ph2	Prismworks	Inv 11230 - Bell/Clock System Setup	\$375.00
Ph2	Prismworks	Inv 11231 - Bell/Clock System Setup	\$750.00
Ph2	Schaedler	Inv S5382152.036	<u>\$24,584.94</u>
Total			\$34,363.95

The administration recommends the Board of School Directors approve the payment of \$9,779.01 to Prismworks Technology, Inc. and \$24,584.94 to Schaedler-Yesco Distribution.

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

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

g. Approve Amendment & Extension to Snow Removal Contract

With Sam Sheeler taking a new position, we asked Blue Mountain if we could expand their plowing services. They agreed using the same pricing as last year; but, they asked to be able to use a 3rd party. This would amend the contract as use of a third party was prohibited in the contract. They also asked that we turn on the lights at 4 AM on snow days. This is the last contract extension.

The administration recommends the Board of School Directors approve the contract extension at last year's pricing and permit the use of Funks Drilling personnel to assist with snow removal operations.

Mr. Kerr discussed the snow removal contract.

Motion by Deihl, seconded by Blasco as outlined and recommended above.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8– 0

XI. New Business – Action Items

h. Accept Proposal from Primero Edge

For many years the District used NutriKids to manage student lunch accounts and menus. PDE now uses PrimeroEdge for their reviews, which causes us to be out of sync with the audit. PrimeroEdge is also the state standard for Free & Reduced management. We think it's time for the District to change as Front Office and School Cafe are much more robust than Nutrikids. This proposal would be for FY 21; however, we are working with them to implement it in the second half of this FY at no cost. [Link to proposal](#).

The administration recommends the Board of School Directors accept the proposal from Cybersoft PrimeroEdge and authorize the transition from Nutrikids to PrimeroEdge Front Office and School Cafe software for FY 21.

Mr. Kerr discussed the Primero Edge and the state involvement.

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

i. Authorize Purchase of Nissan Van

With the changes to the Maintenance and Custodial Departments, the Directors requested two additional vehicles and the Nissan van is one of the additional vehicles to be purchased. The District typically purchases new vehicles using the COSTARS discount. The year of the van is a 2017 Nissan with 20,000 plus miles with a cost of \$15,894.

The administration recommends the Board of School Directors approve the resolution to purchase the Nissan van, as presented.

Mr. Kerr shared the purpose for the purchase of the van.

Motion by Deihl, seconded by Blasco as outlined and recommended above.
Voting Yes: Swanson, Deihl, Piper, Wardle, Kanc, Blasco, Over and Gutshall.
Voting No: Over Motion carried 7-1

XII. New Business - Information Item

a. 2019-2020 School Safety and Security Grant

Dr. Kevin Roberts, Jr., Assistant Superintendent, has submitted the proposed 2019-2020 Safety and Security Grant Summary Program for review. The Big Spring School District is requesting \$40,000 for Part A of this grant application to support Section 1306-B (j) expenses 12; security planning and purchase of security related technology. The funds will support updated two-way radios (\$30,000), Stop the Bleed Kits and Go Bags (\$5,000) for school nurses and a service animal (\$5,000) for the district.

Dr. Roberts discussed the grant process.

XIII. Discussion Item

XIV. Future Board Agenda Items

XV. Board Reports

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

No Report

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

No Report

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

No Report

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

No Report

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

No report

f. South Central Trust - Mr. Blasco

No report

g. Capital Area Intermediate Unit - Mr. Swanson

No report

h. Tax Collection Committee - Mr. Swanson

No report

i. Future Board Agenda Items

No Future Board Agenda Items.

j. Superintendent's Report

- Dr. Fry shared that Newville Elementary won a marketing project which was a 10,000 give away from Spherion Staffing Services. More to come in November.
- Dr. Fry talked about his meetings that he has had with staff from the Bulldog Prep Academy; a before and after school program.
- Dr. Fry communicated that the October 14th in-service received positive feedback from staff and thanked all staff involved for their time and preparation for a successful day. Dr. Fry stated, staff went above and beyond to plan for the event. Dr. Fry communicated it was a positive day for all.
- Dr. Fry shared that Dr. Roberts, Principal Kimble and Principal Wonders presented at State College regarding the Genius Hour Program. They were one out of eight in the state that presented. Dr. Fry commented; Kudos to these individuals.
- Dr. Fry thanked Mr. Kanc for representing the board at the PASA/PSBA conference.
- Dr. Fry reminded the Board of School Directors of the three hour board mandated training with more information to come.

XVI. Meeting Closing

a. Business from the Floor

- Mr. Piper asked where BSSD ranked state wide. Dr. Fry shared that BSSD ranks at 187 and communicated that the District is solid and thanked the Board of School Directors for their role in the District's success. Mr. Piper thanked Dr. Fry and his team for the great leadership within BSSD.
- Mr. Kanc updated the Board of School Directors on the PASA/PSBA Conference. He shared that the student performers from the band and cantabile did an outstanding job and it was great visibility for BSSD.
- Mr. Kanc talked about a workshop he attended on safety, funding and dilapidated buildings. He communicated that BSSD is in a solid place.
- Mr. Kanc communicated that he also attended a workshop on Pennsylvania Charter School Programs and shared the substantial costs of the Charter School Programs for districts within the state.
- Mr. Kanc shared that Karen Devine will be retiring and Autumn Alleman will be taking her position of PSBA Member Services Manager.

b. Public Comment Regarding Future Board Agenda Items

c. Adjournment

Motion by Deihl seconded by Blasco to adjourn the meeting.

Voting Yes: Swanson, Deihl, Piper, Over, Wardle, Kanc, Blasco, and Gutshall.

Motion carried unanimously. 8-0

Meeting adjourned at **8:46 PM, October 21, 2019.**

William L. Piper, Secretary

Next scheduled meeting is: **November 4, 2019.**