

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, NOVEMBER 16, 2015

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. Nine (9) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, David Gutshall, John McCrea, William Piper, and Richard Norris, Kingsley Blasco, and Richard Roush.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent; Richard Kerr Jr, Business Manager; Brandie Shatto, Director of Educational Technology and Public Relations, William August, High School Principal, and Carol Frace, Board Minutes. Curtis Garland, the Valley Times-Star;

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE NOVEMBER 2, 2015 REGULAR BOARD MEETING MINUTES, THE NOVEMBER 2, 2015 BUILDING AND PROPERTY MEETING MINUTES AND THE NOVEMBER 2, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Norris, seconded by Blasco for approval of the November 2, 2015 Building and Property Meeting Minutes, the November 2, 2015 Committee of the Whole Meeting Minutes; and the November 2, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Norris, Piper, McCrea, Gutshall, Roush and Blasco. Motion carried unanimously.

9 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Kenny Blessing and Noah Powell presented a student report. [Student report is attached.](#)

V. PAYMENT OF BILLS

General Fund	\$ 1,198,411.81
Capital Projects	\$ 4,256.89
Cafeteria Fund	\$ 163,269.41
Student Activities	\$ 9,518.53
Total	\$ 1,375,456.64

Motion by Gutshall, seconded by Blasco 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, Barrick, McCrea, Piper, Norris, Gutshall, Roush, and Blasco. Motion carried unanimously. 9 – 0

VI. TREASURER REPORT

General Fund	\$ 18,447,892.06
Capital Projects	\$ 4,575,787.08
Cafeteria Fund	\$ 475,082.48
Student Activities	\$ 208,779.15
Total	\$ 23,707,540.77

The Treasurer's Report showed balances as outlined above as of October 31, 2015. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Wolf, Swanson, Barrick, McCrea, Piper, Norris, Gutshall, Roush, and Blasco. Motion carried unanimously. 9 – 0

VII. 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 Blasco, seconded by Norris to accept Year-to-Date General Fund and Tax Reports as outlined above. Roll call vote: Wolf, Swanson, Barrick, McCrea, Piper, Norris, Gutshall, Roush, and Blasco. Motion carried unanimously. 9 – 0

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VIII. READING OF CORRESPONDENCE

IX. RECOGNITION OF VISITORS

Kim Fealtman, Sharon Reifsnyder, Curtis Garland, Robyn Euker, Cindy Kanc, Bob Kanc, April Messenger, William August, Gayle Vallie, Denise Mancuso, Drew Mancuso, Noah Powell, Kenny Blessing, Alec Moul, Colin Hurley, and Brian Motter.

X. PUBLIC COMMENT PERIOD

Brian Motter, 98 Hilltop Lane, Newville, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

Boys Scout from Troop 174, Newville. We are working on our citizenship and community badge that will go towards our Eagle Scout.

Cindy Kanc, 782 Greenspring Road Newville, PA. We are speaking on behalf of several upset parents regarding the 2015 Yearbook. Mrs. Kanc's read a letter that was sent to the yearbook advisor. Another letter was sent to Mr. Fry, Superintendent making him aware of the situation. Parents found over 70 errors in the 2015 yearbook. This is unacceptable and very embarrassing.

Mr. Fry informed parents and the Board of School Directors the yearbook advisor was a stipend position. The yearbook position has been changed to reflect it is now a class for students. Mr. August has contacted the yearbook company to see if there is anything that we can be done to correct the situation.

XI. STRUCTURED PUBLIC COMMENT PERIOD

XII. OLD BUSINESS

XIII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Recommendation of Director of Curriculum & Instruction

Education:

Wilkes University - Educational Leadership
Temple University - Educational Psychology
Villanova University - Public Administration - Master's Degree
Penn State University - Kinesiology - Bachelor's Degree

Experience:

Central Dauphin High School - Assistant Principal
Central Dauphin High School - Dean of Students
Central Dauphin High School - Health/Physical Education Teacher and Department Chairperson

The administration recommends that the Board of School Directors appoint Ms. Robyn Euker to serve as Director of Curriculum and Instruction beginning January 4, 2016, replacing Mrs. Nicole Donato who has resigned. Ms. Euker's compensation for this position should be established at \$82,000.00, based on the current Act 93 Agreement.

(ACTION ITEM)

2) Approval of Additional Bus Driver

Sandy Ruth

The administration recommends that the Board of School Directors acknowledge the bus driver listed for the 2015-2016 school year, as presented.

(ACTION ITEM)

3) Coaching Appointment

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individual listed as a volunteer coach for the 2015-2016 school year.

Emma Killian - Volunteer Swim and Diving Coach

The administration recommends that the Board of School Directors approve the appointment of the above listed volunteer coach as presented.

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XIII. NEW BUSINESS (. . . continued)

(ACTION ITEM)

4) Recommendation of Classified Transfer

The administration would like to recommend the temporary transfer of Mr. Hunter Yingling as a part-time Middle School Educational Technologist to a full-time PC Technician through June 30, 2016, replacing Mr. Todd Friscia, who resigned. This would be temporary action pending the results of the RFP for technology services. Mr. Yingling will work 8 hours per day, five days a week, with an hourly wage of \$15.60.

The administration recommends the Board of School Directors approve the transfer of Mr. Yingling to a full-time PC Technician through June 30, 2016, with an hourly rate of \$15.60 effective November 17, 2015.

(ACTION ITEM)

5) Resignation

Mrs. Debra Fetter has submitted her resignation as a part-time Learning Support Aide at Oak Flat Elementary School, effective November 27, 2015.

The administration recommends that the Board of School Directors approve Ms. Debra Fetter's resignation as a part-time Learning Support Aide at Oak Flat Elementary School, effective November 27, 2015.

(INFORMATION ITEM)

6) Source4Teachers-Long-Term Substitute

The administration requests permission to move forward with the recommendation of Mr. Charles Hickes for a long-term substitute position with Source4Teachers, the District substitute teaching contractor. Mr. Hickes will be filling the vacancy created by Mrs. Jessica Dagle who will be on child-rearing leave from approximately December 10, 2015 through approximately February 1, 2016.

VOTE ON XIII., NEW BUSINESS, A-1 – A-6, PERSONNEL CONCERNS

Motion by Norris, seconded by to combine and approve Items A-1 through Swanson A-6 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Gutshall, McCrea, Roush, Blasco and Norris. Motion carried unanimously. 9 – 0

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XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

B) Approval for Tuition Exemption for a Non-Resident Student

Miss Suzanna Moore, 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 Moore's request for a tuition exemption for the 2015-2016 school year, as per the conditions outlined in Board Policy 202.1.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Gutshall, McCrea, Roush, Blasco and Norris. Motion carried unanimously. 9 – 0

(ACTION ITEM)

C) Approval of Payment Applications

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

Project	Contractor	Payment	Balance
Stadium	Wolf CE	\$11,181.44	\$60,752.81
MR Pave	CenterPoint Eng	\$2,380.12	TBD

The administration recommends the Board of School Directors approve payment of \$11,181.44 to Wolf Consulting Engineers, LLC and \$2,380.12 to CenterPoint Engineering, Inc., from the Capital Project Fund.

Motion by Norris, seconded by Blasco to approve the recommended as amended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Gutshall, McCrea, Roush, Blasco and Norris. Motion carried unanimously. 9 – 0

XIII. NEW BUSINESS (. . .continued)

(ACTION ITEM)

D) **Release of RFP for Technology Services**

In order to prepare for increasing reliance on backbone technology services to deliver instruction, the administration began to evaluate current services and how to enable growth in capacity to meet future needs. As with food service, the administration recommends we look for technology specific expertise and experience using the RFP process to discover what is available and how it might meet our needs. After evaluating the proposals, the administration and Board will make a decision on contracting out the service or changing how we deliver current services.

The administration recommends the Board of School Directors approve the release of an RFP (request for proposal) document to explore the contracting of technology services.

Motion by Norris, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Gutshall, Roush, Blasco and Norris. Voting No: McCrea. Motion carried. 8 - 1

(INFORMATION ITEM)

E) **Update on Pedestrian Safety Grant**

In preparation for the 19 November meeting with PennDOT on the Pedestrian Safety grant, Todd Trautz of Michael Baker Intl. submitted an addendum to the original contract to take the project from its current concept/study into design through bidding and project management (attached below) that also shows initial engineering drawings for all of the school zones. After the meeting with PennDOT, and after including any changes from that meeting, the MBI proposal would be up for approval at the 7 Dec meeting.

(INFORMATION ITEM)

F) **Update on Bond Refinance/Stadium Funding**

The District signed the Bond Purchase Agreement (BPA) on 5 Nov for the prospective sale of bonds on December 1st as part of the refinancing of the existing 2010a bonds along with new funding for the stadium project. The District set the floor at \$75,000 in savings; the sales agreement results in \$264,000 in savings all realized in 2015/16 budget year. A copy of the agreement and PFM analysis of the sale is attached for review (Bond Sale Document).

XIV. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XV. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Norris/Mr. McCrea

The District Improvement Committee had a meeting. We worked on the new vision statement and mission statement for the District.

B. Athletic Committee – Mr. Swanson

Winter sports season started today. We will be scheduling a meeting in the next several weeks.

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

A meeting was held. There was a discussion on expanding of the food service at vo-tech. They will begin serving breakfast and lunch once a month. This is open to the public. You need to make a reservation. November 20th is the first day. West Shore School District has increased their percentage of student population. They will now have three representatives on the Board.

D. Buildings and Property Committee – Mr. Barrick

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.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

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XV. COMMITTEE REPORTS (...continued)

G. Capital Area Intermediate Unit – Mr. Wolf

A meeting is scheduled for Thursday.

H. Tax Collection Committee (TCC) – Mr. Wolf

No meeting was conducted and no report was offered.

XVI. SUPERINTENDENT'S REPORT

1. **Calendar** – Next Tuesday, November 24th will be teacher conferences at the elementary and middle school. The high school teachers will have an in-service program. Students will be off next Tuesday and through the Thanksgiving holiday.
2. **State Discussion**- We continue to have a discussion at the State level on the back end referendum. I have a conference call tomorrow morning at 7:30 am on an update on where we are at this point with back end referendum and a budget update.
3. **High School Students** – We have worked with our High School Students based on activities that occurred last week. I am going to read what was discussed with our students.
 - a. Don't spread rumors.
 - b. If you don't know firsthand – STOP – be better and resist.
 - c. Decision making skills are critical for all students. Stop and think, "Would my parents be proud of me for this decision? Sexting and/or inappropriate usage of digital devices do not have to be pervasive or common. Understand the danger of internet permanency, NOTHING IS PRIVATE ON-LINE.
 - d. Good judgement – it is not appropriate to send explicit video or images, just as it is not appropriate to ask for or pressure for these things as well.

Covered Facts

- a. It was lawful for search warrants to be served in school.
- b. Sharing of explicit images/videos is illegal between minors in PA as of the Statute passed in 2012.
- c. Newville Police Department is handling the investigation. The school is not involved in the investigation. If images are viewed or showed during the school day than the district will be involved.

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Covered Facts (...continued)

- d. We support all of our students and accept a poor decision was made. It is the schools role to educate and support in the aftermath of these choices.
 - e. Our School Resource Officer is a valuable member of our school community and we trust that his focus moving forward as always is to keep all kids safe!
4. **Thank you** – I want to express thanks to Mr. McCrea for his four years of service and Mr. Norris for his eight years of services to the Big Spring School District. Thank you for all that you have been able to bring to the District.
5. **Welcome** – Just a welcome to Mr. Bob Kanc. His tenure on the Board will start on December 7th.

Mr. McCrea inquired who is taking over Mr. Norris's spot.

Mr. Fry informed the Board that two individuals were write-in votes. The Board of Election has to draw straws. I have not heard the results. It should happen this week.

XVII. BUSINESS FROM THE FLOOR

Mr. McCrea stated I think my opinion over the last four years is worth something. How much, it depends on the degree of influence at any particular time or incidence. One thing that I do know, the influence is mine. I will decide where it will go.

"A PODIUM's the thing on which you stand
When directing a choir or leading a band.
On a PODIUM you normally don't face the crowd,
But face toward the music that's playing out loud.
The Greek pod, or foot, is the root of this word.
Podiatry and tripod may be others you've heard.

LECTERN comes from the Latin for read.
Lecture, another good word you can heed.
You just stand behind it and use it to hold
Up your notes or your script, whether cursive or bold.

You stand on a PODIUM to raise yourself higher.
Don't stand on a LECTERN; your straits will be dire.
The LECTERN's a stand on which you don't stand.
Remember these facts, and we'll give you a hand."

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XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XIX. ADJOURNMENT

Motion by Norris, seconded by Blasco to adjourn the meeting to executive session to discuss personnel and legal issues. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, McCrea, Norris, Roush, and Blasco. Motion carried unanimously. 9 – 0

The meeting was adjourned at 8:29 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, December 7, 2015