

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, NOVEMBER 17, 2014

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. Seven (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, David Gutshall, John McCrea, William Piper, and Richard Norris.

Absent – Kingsley Blasco, and Richard Roush.

*Others in attendance: Richard W. Fry, Superintendent; Richard Kerr Jr, Business Manager; Brandie Shatto, Director of Educational Technology and Public Relations, and Carol Kuntz, 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 3, 2014 REGULAR BOARD MEETING MINUTES, THE NOVEMBER 3, 2014 BUILDING AND PROPERTY MEETING MINUTES AND THE NOVEMBER 3, 2014 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Norris, seconded by Barrick for approval of the November 3, 2014 Building and Property Meeting Minutes, the November 3, 2014 Committee of the Whole Meeting Minutes; and the November 3, 2014 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Norris, Piper, McCrea, Gutshall, and Barrick. Motion carried unanimously. 7 – 0

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Daulton Hershey and Morganne Frampton presented a student report. [Student report is attached.](#)

V. RECOGNITION OF VOCATIONAL-TECHNICAL SCHOOL STUDENTS OF THE QUARTER

Mr. Steven Smith, High School Principal, will recognize those Vocational-Technical School students who earned “Student of the Quarter” awards for the first quarter of the 2014-2015 school year.

| | | |
|-----------------|----------------------------|--|
| Grade 9 | Anthony Cleary | Electronics Technology 1 |
| Grade 10 | Austin Bear | Carpentry 1 |
| Grade 10 | Noah Foster | HVAC 1 |
| Grade 10 | Chance Rayhart | Electrical Construction & Maintenance 1 |
| Grade 11 | Colby Black | Health Careers Technicians 2 |
| Grade 11 | Isaac Eshenour | World Studies |
| Grade 11 | Taylor Farling | Automotive Technology 2 |
| Grade 11 | Samantha Heckendorn | World Studies |
| Grade 11 | Danielle Rinehart | Child Care & Guidance 1 |
| Grade 12 | Lauren Baker | Advertising Art & Design 2 |
| Grade 12 | Jaedanne Kutz | Culinary Arts 3 |

President Wolf and Vice President Swanson congratulated the students for their outstanding hard work and accomplishments. The students received a certificate and a pen.

VI. RECOGNITION OF STUDENTS OF THE QUARTER

Mr. Steven Smith, High School Principal, will also recognize those students who earned the academic award for the first quarter of the 2014-2015 school year.

Business Department

Grade 9 Steven Beachley
Grade 10 Zachary Gantz
Grade 11 Tristan Robb
Grade 12 Janelle Goodhart

Math Department

Grade 9 Donovan Howell
Grade 10 Karley Kann
Grade 12 Tanner Rhoads

Math/Science Departments

Grade 11 Morganne Frampton

English Department

Grade 9 Sarah Walters
Grade 10 Bailey Jones
Grade 11 Diana Bowers
Grade 12 Daulton Hershey

Music Department

Grade 9 Theodore Magee
Grade 11 Alicia Hockenberry (Olivia)
Grade 12 Ashlee Fickel

Music/Physical Education/Health Dept.

Grade 10 Jessica Teter

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

VI. RECOGNITION OF STUDENTS OF THE QUARTER (...continued)

President Wolf and Vice President Swanson congratulated the students for their outstanding hard work and accomplishments. The students received a certificate and a pen.

VII. PAYMENT OF BILLS

| | |
|--------------------|----------------------|
| General Fund | \$ 727,256.93 |
| Capital Projects | \$ 4,214.85 |
| Cafeteria Fund | \$ -- |
| Student Activities | \$ <u>14,598.78</u> |
| Total | \$ 746,070.56 |

Motion by Gutshall, seconded by Norris 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, McCrea, Piper, Norris, Barrick, Gutshall, and Swanson. Motion carried unanimously. 7 – 0

VIII. TREASURER REPORT

| | |
|--------------------|-------------------------|
| General Fund | \$ 24,690,176.31 |
| Capital Projects | \$ 4,916,027.43 |
| Cafeteria Fund | \$ 209,842.07 |
| Student Activities | \$ <u>238,223.50</u> |
| Total | \$ 30,054,269.31 |

The Treasurer’s Report showed balances as outlined above as of October 31, 2014. Motion by Gutshall, seconded by Norris for acceptance of the Treasurer’s Report. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Swanson, Barrick, Norris, and Gutshall. Motion carried unanimously. 7 – 0

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

X. READING OF CORRESPONDENCE

XI. RECOGNITION OF VISITORS

Zachary, Rodgers, Diane Rodgers, Josh Petty, Curtis Garland, Bob Kanc, TC Magee, Heather Magee, Logan Magee, Dick Magee, Vicki Magee, Brian Magee, Taylor Falling, Donnie Farling, Rosali Rinehart, Ronald Rinehart, Danielle Rinehart, Andrew Walker, Holly Hershey, Maryanne Frampton, Tricia Frampton, Matt Frampton, Kelly Hogarth, Joe Hogarth, Austin Bear, Kylie Bear, Rich Kann, Denise Kann, Karley Kann, Tyler McSherry, Rusty Robb, Dan Eshenour, Teresa Eshenour, Isaac Eshenour, Tristan Robb, Kim Kauffman, Jessica Teter, Yarette Griffey, Rachel Wall, Ashlee Fickel, Nancy Wall, Mike Wall, Tanner Rhoads, Jenny Rhoads, David Rhoads, Brian Foster, Robyn Foster, Noah Foster, Carol Foster, Hayden Foster, Jaedanne Kutz, Melinda Cleary, Anthony Cleary, Malachi Cleary, Janelle Goodhart, Steven Beachley, April Beachley, Diana Bowers, Danielle Bowers, Jeremiah Bowers, Albert Jones, Tina Jones, Bailey Jones, Sally Heckendorn, Dan Baker, Lauren Baker, Tim Beachley, Wendy Beachley, Patty Gantz, Zachary Gantz, Lisa Rayhart, Tom Rayhart, and Chance Rayhart.

XII. PUBLIC COMMENT PERIOD

Joshua Petty 17 Stamy Road, Newville, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

XIII. STRUCTURED PUBLIC COMMENT PERIOD

XIV. OLD BUSINESS

XV. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Child-Rearing Leave of Absence – Heidi Weston

Mrs. Heidi Weston, grade four teacher at Mt. Rock Elementary School is requesting child-rearing leave of absence from approximately Thursday, March 12, 2015 through the end of the 2014-2015 school year. According to Section 3.07 of the current contract between the Big Spring

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

XV. NEW BUSINESS (. . . .continued)

Education Association and the 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. Weston's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately Thursday, March 12, 2015 through the end of the 2014-2015 school year.

(ACTION ITEM)

2) Coaching Appointments

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the 2014-2015 school year.

| | |
|----------------------|---|
| Juan Seiber | Assistant Wrestling Coach |
| Alicia Frey | HS Assistant Girls Soccer Coach/MS Girls Volunteer Coach |
| Julie Walter | High School Assistant Track Coach |
| Joan Schmidt | Junior High Track Coach |
| Carroll March | Junior High Volleyball Coach |

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

(ACTION ITEM)

3) Part-Time Kindergarten Aide Recommendation

The administration would like to recommend the individual listed as a part-time kindergarten aide for one year only at Newville Elementary School for the remainder of the 2014-2015 school year only.

Nancy Degenfelder

The administration recommends the Board of School Directors approve the above listed individual as a part-time kindergarten aide for one year only at Newville Elementary School for the remainder of the 2014-2015 school year only. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

XV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

4) Part-Time Kindergarten Aide Recommendation

The administration would like to recommend the individual listed as a part-time kindergarten aide for one year only at Mt. Rock Elementary School for the remainder of the 2014-2015 school year only.

Heather Swintosky

The administration recommends the Board of School Directors approve the above listed individual as a part-time kindergarten aide for one year only at Mt. Rock Elementary School for the remainder of the 2014-2015 school year only. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

(ACTION ITEM)

5) Recommendation for Elementary Education Technologist – Mary Hunt

The administration would like to recommend Ms. Mary Hunt as a part-time Elementary Educational Technologist for the 2014-2015 school year. Ms. Hunt will work 5.75 hours per day, five days a week with an hourly wage of \$14.15.

The administration recommends the Board of School Directors approve Ms. Mary Hunt as a part-time Elementary Educational Technologist for the 2014-2015 school year as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

(ACTION ITEM)

6) Recommendation for Middle School Educational Technologist – Hunter Yingling

The administration would like to recommend Mr. Hunter Yingling as a part-time Middle School Educational Technologist for the 2014-2015 school year. Mr. Yingling will work 5.75 hours per day, five days a week with an hourly wage of \$14.15.

The administration recommends the Board of School Directors approve Mr. Hunter Yingling as a part-time Middle School Educational Technologist for the 2014-2015 school year as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

XV. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

7) Recommendation for High School Educational Technologist – Terry Myers

The administration would like to recommend Ms. Terry Myers as a part-time High School Educational Technologist for the 2014-2015 school year. Ms. Myers will work 5.75 hours per day, five days a week with an hourly wage of \$14.15.

The administration recommends the Board of School Directors approve Ms. Terry Myers as a part-time High School Educational Technologist for the 2014-2015 school year as presented. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

(ACTION ITEM)

8) Resignation Head Football Coach – Michael Berry

Mr. Michael Berry has submitted his resignation as Head Football Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Berry's resignation as Head Football Coach, effective immediately.

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

Motion by Swanson, seconded by Norris to combine and approve Items A-1 through A-8 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Gutshall, McCrea and Norris. Motion carried unanimously. 7 – 0

(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.

| | |
|----------------|-------------------|
| Kevin Roberts | \$2,400.00 |
| Brandie Shatto | <u>\$1,650.00</u> |
| Total | \$4,050.00 |

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, the Act 93 Agreement and the Big Spring School District.

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

XV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

C) **Adoption of Proposed Textbooks**

Listed below are textbooks for board approval.

| <u>Course</u> | <u>Title</u> |
|----------------------|---------------------------------|
| French I | T'es branche Level 1 - Passport |
| French II | T'es branche Level 2 - Passport |
| French III | T'es branche Level 3 - Passport |
| Spanish (all levels) | Spanish iCulture |

The administration recommends the Board of School Directors approve the proposed textbooks as presented.

Motion by Norris, seconded by Barrick to approve the recommended as amended above.
Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Gutshall, McCrea and Norris.
Motion carried unanimously. 7 – 0

(ACTION ITEM)

D) **Proposed Updated Job Descriptions**

The administration has developed and updated the job descriptions listed. A copy of the job descriptions has been included with the agenda.

- 311 Network Coordinator**
- 312 Computer Systems Technician**
- 315 K-12 Technology Integrator**
- 319 Software Applications Coordinator**
- 414 Educational Technologist**

The administration recommends that the Board of School Directors approve the job description listed.

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

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

XV. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

E) Case K of 2014-2015

The parents of the student in Case K of the 2014-2015 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 exclude the student in Case K of the 2014-2015 school year for a period of forty-five (45) days, reduced to thirty (30) days, predicated upon completion of the Student Assistance Team process. During the period of exclusion, the student must have prior administrative approval to be on school property and may not attend or participate in any school activities.

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

(ACTION ITEM)

F) Approve Construction Payment Applications

The District received the following payment application for ongoing projects. This Garland/DBS payment App1 is for the HS Roof project.

| <u>Project</u> | <u>Contractor</u> | <u>This Payment</u> | <u>Balance</u> |
|----------------|-------------------|---------------------|----------------|
| Oak Flat PC | Honeywell | \$ 0.00 | \$260,340.00 |
| HS Roof | Garland/DBS Inc. | \$472,191.30 | \$ 52,465.70 |

The administration recommends the Board of School Directors approve payment from the capital project fund of \$472,191.30 to Garland/DBS, Inc.

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

(INFORMATION ITEM)

G) Continuing Disclosure Self Reporting Documents

The administration will be self-reporting the missing self-disclosure items to the SEC; these forms are based on RBC reporting.

(INFORMATION ITEM)

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

H) Request for Proposals for Substitute Teacher Services

The District continues to evaluate ways to be more efficient and cost effective in how it operates the District. One of the options is to contract substitute teaching services to a management company. These companies such as Kelly Services, Substitute Teacher Service or Source4Teacehers focus recruiting, training and placing skilled substitute teachers into classrooms. They also can provide future cost avoidance as specific components of the Affordable Care Act take effect and we continue to have mandated pension increases via PSERS.

The Administration will be evaluating the various services available to Big Spring throughout the next few months with the goal of recommending a company to fulfill this need starting in the 2015-2016 school year.

XVI. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XVII. COMMITTEE REPORTS

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

We met last week and worked on focus groups. Interviews will be held within the next month to month and half.

B. Athletic Committee – Mr. Swanson

No meeting was conducted and no report was offered.

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

Mr. Wolf reported that the vo-tech is doing very well and our students are doing really well at vo-tech. The ninth grade program is very successful.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted and no report was offered.

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

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.

G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted and no report was offered.

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

No meeting was conducted and no report was offered.

XVIII. SUPERINTENDENT’S REPORT

1. **Schedule** – Middle School and Elementary conferences will be this Monday evening and all day Tuesday. High School will be involved with in-service activities and be working on focus groups.

2. **Calendar**- Finance Committee members please check your calendars to make sure the dates work for you for budget meetings.

XIX. BUSINESS FROM THE FLOOR

Mr. Piper would like to say Congratulation to the Bulldog Foundation for the November 8th program and dinner. Special congratulations to Mr. Fry for being one of the inductees. There were nine other inductees. We are very proud of the accomplishments of these inductees. Thank you Mr. Fry for serving the Big Spring School District.

Mr. Wolf stated it was a really nice evening. It was nice to read the accomplishments of the inductees.

Big Spring School Board Meeting Minutes ~ Monday, November 17, 2014

Mr. Barrick informed the Board of School Directors how impressed he was with the Band Scores. They usually move up in points. This is a very impressive score. Mr. Nobile did a great job with the band.

Mr. Wolf reminded the negotiating committee of the meeting following the Board meeting.

XX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XXI. ADJOURNMENT

Motion by Norris, seconded by Swanson to adjourn the meeting to executive session to discuss negotiations. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, McCrea, and Norris. Motion carried unanimously. 7 – 0

The meeting was adjourned at 8:33 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Tuesday, December 2, 2014