

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, NOVEMBER 19, 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 8:00 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; Robert Over, Richard Roush, Kingsley Blasco and Todd Deihl

Absent – Bob Kanc

\*Others in attendance: Richard W. Fry, Superintendent; Kevin Roberts, Assistant Superintendent Robyn Euker, Director of Curriculum & Instruction; Richard Kerr, Jr., Business Manager; Cathy Seras, Board Minutes; Andy Milone, Valley Times Star; Heath Myers, High School Science Teacher

### **II. PLEDGE TO THE FLAG**

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

### **III. Approval of the November 5, 2018 Regular Board Meeting Minutes, the November 5, 2018 Committee of the Whole Meeting Minutes and the November 5, 2018 Building and Property Meeting Minutes.**

Motion by Blasco, seconded by Roush for approval of the October 1, 2018 Regular Board Meeting Minutes, the October 1, 2018 Committee of the Whole Meeting Minutes and the October 1, 2018 Building and Property Meeting Minutes as outlined above.

Roll call vote: Voting yes: Wolf, Swanson, Piper, Over, Blasco, Roush, Gutshall and Deihl.

Motion carried unanimously. 8- 0

### **IV. Student/Staff Recognition and Board Reports - Regan Donato**

Regan shared the events below that took place and will be taking place throughout the weeks ahead.

- A Veteran's Day Ceremony was put together through Tempus which was held at the flagpole in front of the high school commons.
- Club Care Duck Race took place at the High School Natatorium. Cash prizes were given to 3 winners and the rest of the proceeds will go to the Min-Thon.

- The Blood Drive was held on Wednesday, November 28<sup>th</sup> which is organized through the sophomore class officers.
- The Foreign Language Department teamed up to take French and Spanish students to Washington D.C. The students explored the National Art Museum while also stopping for dinner at a Spanish restaurant to eat a Tapas meal. The students finished the evening with a stop at a French Bakery to experience French desserts.
- We Love Our Bulldog Family was presented by teachers in listing all the student's names in each of the staircase windows. Many smiles were shown by the students as they searched for their name.
- Student Council Officers attended the PASC Event which is a statewide conference where they work on their leadership skills as well as spread ideas on how to make Mini-Thons more successful. The BSHS Chapter and Advisor, Ms. Hetrick were honored with a recognition awards of excellence.
- The Big Spring High School Band capped off their season by competing at the Cavalcade Band Championships. It was a great season for everyone involved.
- The Pulsera Project is brought to the high school with the help of the Spanish Club. Central American artisans make bracelets which are sold for \$5 throughout the course of the week. All proceeds are given to those Central American artisans.
- The Big Spring High School Choir will perform at Boiling Springs on Monday and Tuesday for the county chorus concert.

#### V. Financial Reports – Payments of Bills

General Fund	\$	701,310.74
Capital Reserve Fund	\$	98,483.80
Mount Rock Projects - 2018 Fund	\$	32,020.67
Newville Projects Fund	\$	407,796.57
Cafeteria Fund	\$	0.00
Student Activities	\$	<u>18,746.71</u>
<b>Total</b>	<b>\$</b>	<b>1,258,358.49</b>

Motion to approve the payment of bills as presented.

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects Fund, Mt. 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, Over, Deihl, Blasco, Gutshall and Roush. Motion carried unanimously. 8– 0

**VI. Treasurer's Fund Report**

General Fund	\$27,206,222.01
Capital Reserve Fund	\$ 5,994,298.33
Cafeteria Fund	\$ 431,786.95
Student Activities	\$ 274,943.33
Newville Projects Fund	\$ 2,992,280.65
Mount Rock Projects-2018 Fund	\$ <u>6,726,246.50</u>
<b>Total</b>	<b>\$43,625,777.77</b>

Motion to approve the treasurer's fund report and budget transfers, as presented.

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects Fund, Mt. 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, Over, Deihl, Blasco, Gutshall and Roush Motion carried unanimously. 8– 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 Swanson, seconded by Blasco to accept Year-to-Date General Fund and YTD Taxes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Over, Deihl, Blasco and Roush. Motion carried unanimously. 8– 0

**VIII. Reading of Correspondence**

**IX. Recognition of Visitors**

**X. Public Comment Period**

**XI. Structured Public Comment Period**

**XII. Old Business**

**XIII. New Business**

## A. Personnel Items

(Action Items a-e)

### a. Resignation - Part-Time Custodian

Mr. John Stoker submitted his resignation as a part-time custodian at the Middle School, retroactive to November 1, 2018.

The administration recommends the Board of School Directors approve Mr. Stoker's resignation as a part-time Middle School custodian, retroactive to November 1, 2018.

### b. Recommended Approval for a Part-Time Middle School Custodian

Mr. Rick Gilliam, Director of Building and Grounds/Transportation would like to recommend Mrs. Amber Lehman as a part-time middle school custodian, retroactive to November 5, 2018, replacing Mr. Stoker who has resigned. Mrs. Lehman will work as a ninth month custodian, 5.5 hours per day at an hourly rate of \$13.07.

The administration recommends the Board of School Directors approve Mrs. Lehman as a part-time middle school custodian, retroactive to November 5, 2018. This hire is subject to the Probationary Period as spelled out in the Classified Compensation Plan.

### c. Coaching Recommendation

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

**Mark Hagenbuch - Volunteer Coach, Boys Basketball**  
**Les Stover - Volunteer Coach, Swimming**

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

### d. Recommended Approval for Aide/Behavior Technicians

Mr. William Gillet, Director of Pupil Personnel Services would like to recommend the individuals below for the positions listed.

**Ms. Kelly Vaughn -- Part-Time Behavior Therapy Technician at Oak Flat Elementary School**  
**Ms. Sarah Penz -- Full-Time Behavior Therapy Technician at the High School**  
**Ms. Jessica Reme -- Full-Time ESS Aide at the Middle School**

The administration recommends the Board of School Directors approve the individuals above for the positions listed.

### e. Recommended Approval for School Police

Mr. Rick Gilliam, Director of Buildings & Grounds/Transportation would like to recommend Mr. William Wickard for a school police position for the 2018-2019 school year.

The administration recommends the Board of School Directors approve Mr. Wickard for the position of school police for the 2018-2019 school year.

**VOTE ON XIII . . .NEW BUSINESS, A-1 – A -5, PERSONNEL CONCERNS**

Motion by Blasco, seconded by Roush to combine and approve items A-1 through A-5 as outlined and recommended above. Voting Yes: Wolf, Swanson, Piper, Gutshall, Over, Deihl, Roush and Blasco. Motion carried unanimously. 8- 0

**XIII. New Business ( . . . continued)**

**(Action Items a-b)**

**a. Credit Pay**

The professional employees whose names are listed below have successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

<b>Abby Leonard</b>	<b>\$1,800.00</b>
<b>Laura Shambaugh</b>	<b><u>\$1,500.00</u></b>
<b>Total</b>	<b>\$3,300.00</b>

The administration recommends 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 Blasco as outlined and recommended above.  
Voting Yes: Wolf, Swanson, Piper, Gutshall, Over, Deihl, Roush and Blasco.  
Motion carried unanimously. 8- 0

**b. Case A**

The parents of Case A of the 2018-2019 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends the Board of School Directors exclude the student in Case A of the 2018-2019 school year for the period of ten days with participation in the SAP program. 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 middle school principal.

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

**c. Recommended Approval for a Fundraiser**

The National Junior Honor Society would like to request permission to hold the 2018-2019 fundraiser listed.

**R&K Subs/Sandwiches**

The administration recommends the Board of School Directors approve the National Junior Honor Society request to hold the fundraiser listed.

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

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

Motion carried unanimously. 8- 0

**d. Approve Payments from Capital Project Reserve Fund**

The district received the following applications from Prismworks Tech., Inc. and CRA:

<u>From</u>	<u>Description</u>	<u>Amount</u>
Prismworks Tech., Inc.	Data Cabling Svc	\$1,210.00
CRA	MS FFE Services 3176-02	\$2,141.23
CRA	NV FFE Services 3174-03	\$3,750.00
CRA	HS FFE Services 3177-03	\$5,000.00

The administration recommends the Board of School Directors approve payment of \$1,210 to Prismworks Technology, Inc, and \$10,891.23 to Crabtree Rohrbaugh & Assoc.

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

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

Motion carried unanimously. 8- 0

**e. Approve Payments from Newville Projects Fund**

The district received the following applications from Lobar, Inc. and Frey Lutz Corporation:

<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
Lobar, Inc (EC)	Pay App 9 Reduce drainage plus CO	\$18,326.31	\$1,800.00
Crabtree, Rohrbaugh	MS Invoice 3106-10	\$11,737.46	closeout
Crabtree, Rohrbaugh	NV Invoice 2941-25	\$1,250.51	\$4,156.35
Honeywell	Invoice 5246135442	5,052.78	\$27,598.47

The administration recommends the Board of School Directors approve the payment of \$18,326.31 to Lobar, Inc.; \$12,987.97 to Crabtree, Rohrbaugh and \$5,052.78 to Honeywell.

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

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

Motion carried unanimously. 8- 0

**XIII. New Business** (. . . continued)

(Action Items f-h)

**f. Approve Payments from Mt. Rock 2018 Projects Fund**

The district received the following applications from CRA:

<u>Project</u>	<u>From</u>	<u>Description</u>	<u>Amount</u>	<u>Remaining</u>
MR2	CRA	Professional Svc PayApp 3196-03	\$10,791.60	
MS	eciConstruction (GC)	PayApp 5	\$29,405.27	\$137,266.78
HS	eciConstruction (GC)	Pay App 6	\$17,452.29	\$26,290.75
MR	eciConstruction (GC)	Pay App 6	\$61,895.35	\$45,675.10

The administration recommends the Board of School Directors approve the payment of \$10,791.60 to Crabtree, Rohrbaugh & Assoc.; and \$108,755.91 to eciConstruction.

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

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

Motion carried unanimously. 8- 0

**g. Approve Construction Change Order**

Lobar, Inc. forwarded the attached change order for the Newville project. This is for the repair & landscaping done by the contractors, replace a door part and to replace a damaged table. They are aware and agreed to this.

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

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

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

Motion carried unanimously. 8- 0

**h. Approve LIU Joint Purchasing Board Electric Participation Agreement**

The District participates in the Lincoln IU's Joint Purchasing Board for electricity; the JPB uses Direct Energy as the agent for these purchases. This agreement is for January 1, 2021 through December 31, 2021 and will allow the district to hedge electricity for that year.

The administration recommends the Board of School Directors approve the LIU Joint Purchasing Board Electric Participation Agreement for January 1, 2021 through December 31, 2021 and the Direct Energy Exhibit A Pricing Attachment and Electricity Transaction Confirmation which is attached to the agenda.

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

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

Motion carried unanimously. 8- 0

#### **XIV. Future Board Agenda Items**

#### **XV. Board Reports**

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

Mr. Over stated that there was a meeting on December 8<sup>th</sup>. Profile of a Graduate was discussed during the meeting and communicated it was a productive meeting.

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

No report

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

No report

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

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. Wolf**

Mr. Wolf stated there was a brief meeting last Thursday and there were no issues.

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

No Report

**i. Future Board Agenda Items**

**j. Superintendent's Report**

1. Dr. Fry shared an update on the Safety Forum and communicated his appreciation to the Board Members that attended. Dr. Fry stated the information regarding the Safety Forum Meeting is posted on the website. The next Safety Forum meeting will be held in the Spring, 2019 and will be announced at a later date.
2. Dr. Fry shared an update from the County Commissioner on the SRO.
3. Dr. Fry communicated there will only be one Board meeting in December which is December 10<sup>th</sup> and one Board meeting in January with that date being January 14<sup>th</sup>. Dr. Fry also reminded the Board of School Directors about the December 6<sup>th</sup> Finance Meeting being held in the District Office Conference Room at 3:45 p.m.

4. Dr. Fry shared with the Board of School Directors that all meeting minutes as well as Committee of the Whole presentations will be posted on the website and accessible to the public.
5. Mr. Piper communicated that he, Mr. Kanc and Mr. Wolf attended the Veterans Day event at the high school and commented how proud he was of the students. The students in attendance were very respectful and silent as the changing of the flag and wreath occurred. Mr. Piper stated the taxpayers should be very proud of our students. Mr. Piper communicated he is very proud to be a member of the School Board and a resident of the Big Spring School District.
6. Dr. Fry communicated the attendance within all buildings was incredible for the Veterans Day events. The middle school students had their lockers decorated with over 70 Veterans in attendance. The elementary does a nice job as well. The Veterans breakfast will be held on December 6<sup>th</sup>.
7. Mr. Wolf communicated that he and Mr. Kanc attended the breakfast for the students of the quarter and stated how very proud they are of the students.

## **16. Meeting Closing**

### **a. Business from the Floor**

### **b. Public Comment Regarding Future Board Agenda Items**

### **c. Adjournment**

Motion by Blasco, seconded by Roush to adjourn the meeting.

Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Blasco, Roush and Over

Motion carried unanimously. 8 – 0

Meeting adjourned at **8:19 p.m., November 19, 2018.**

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William L. Piper, Secretary

Next scheduled meeting is: **December 10, 2018.**