

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, NOVEMBER 7, 2016

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 Lee Barrick, Secretary; David Gutshall, Treasurer; Richard Roush, Bob Kanc, Kingsley Blasco, Todd Deihl, and William Piper.

Absent – David Gutshall and Richard Roush.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent; Robyn Euker, Director of Curriculum & Instruction; and Carol Frace, Board Minutes. Curtis Garland, Valley Times Star.

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE OCTOBER 17, 2016 REGULAR BOARD MEETING MINUTES, THE OCTOBER 17, 2016 COMMITTEE OF THE WHOLE MEETING MINUTES, AND THE OCTOBER 17, 2016 BUILDINGS AND PROPERTY MEETING MINUTES.

Motion by Kanc, seconded by Blasco for approval of the October 17, 2016 Committee of the Whole of the Meeting Minutes; and the October 17, 2016 Regular Board Meeting Minutes; and the Buildings and Property Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Kanc, Blasco, and Deihl. Motion carried unanimously. 7 – 0

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Kenny Blessing and Noah Powell presented a student report.

[Student report attached.](#)

V. FINANCIAL REPORTS – PAYMENT OF BILLS

General Fund	
Procurement Card	\$ 33,831.84
Checks/ACH/Wires	\$1,766,004.09
Capital Projects	\$ 226,012.77
Stadium/Track Project	\$ 6,536.06
Cafeteria Fund	\$ 199,318.46
Student Activities	<u>\$ 21,207.29</u>
Total	\$2,252,910.51

Motion by Swanson, seconded by Barrick 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, Piper, Blasco, Deihl, and Kanc. Motion carried unanimously. 7 – 0

VI. READING OF CORRESPONDENCE

Mr. Richard W. Fry, Superintendent of Schools received correspondence from Ms. Sandy Hopple, Assistant Director of Pennsylvania Department of Agriculture, Bureau of Food Distribution regarding the review of the Single Audit Report for the year ending June 30, 2014. The review includes the Schedule of Expenditures of Federal Awards (SEFA) and if applicable, any findings related to the USDA commodity program, recommendations and corrective action plans, and any related comments. The Big Spring School District's Single Audit Report for the year ending June 30, 2014 has been approved and is in compliance for the programs funded by the Pennsylvania Department, Bureau of Food Distribution. Correspondence is included with the agenda.

VII. RECOGNITION OF VISITORS

Sam Sheeler, April Messenger, Jocelyn Kraus, Danielle Bingaman, Susanah Ryan, Amy Craig, Anne Fulker, Sherri Webber-Mains, Ruby Woodley, Curtis Garland, Kendra Shaffer, Janial Marck, Matt Sweger, Aaron Sweger, and Kenny Blessing.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

VIII. PUBLIC COMMENT PERIOD

Mr. Aaron Sweger, 318 Greason Road, Carlisle, PA. I am here on behalf of the Boy Scouts. I am trying to earn my last merit badge. Upon completion of this merit badge, I plan to apply for Eagle Scout.

Matt Sweger, 318 Greason Road Carlisle, PA addressed the members of the Board of School Director by offering a prayer of encouragement for the Board members and community.

IX. STRUCTURED PUBLIC COMMENT PERIOD

X. OLD BUSINESS

XI. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Recommendation for Child-Rearing Leave of Absence – Amber Rhinehart

Mrs. Amber Rhinehart, Newville Elementary School Second Grade Teacher is requesting child-rearing leave of absence to begin approximately February 27, 2017 through approximately May 22, 2017. According to Section 3.07 of the current contract between the Big Spring Education Association and the Big Spring School 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. Rhinehart's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately February 27, 2017 through approximately May 22, 2017.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . . continued)

(ACTION ITEM)

2) Resignation – Stephen Elsier

Mr. Stephen Elsier, Middle School Seventh Grade Social Studies Teacher has submitted his resignation as a Middle School Seventh Grade Social Studies Teacher, Seventh Grade Team Leader and Middle School TV Studio Advisor, effective December 31, 2016.

The administration recommends that the Board of School Directors approve Mr. Elsier's resignation as a Middle School Seventh Grade Social Studies Teacher, Seventh Grade Team Leader and Middle School TV Studio Advisor, effective December 31, 2016.

(ACTION ITEM)

3) Resignation for Junior Varsity Girls Basketball Coach – Emily Moyer

Mrs. Emily Moyer has submitted her resignation as High School Junior Varsity Girls Basketball Coach and has also requested to assist as a volunteer coach, effective immediately.

The administration recommends that the Board of School Directors approve Mrs. Moyer's resignation as the High School Varsity Girls Basketball Coach as well as her request to assist as a volunteer coach, effective immediately.

(ACTION ITEM)

4) Resignation for Part-Time High School Custodian – Sharon Fisher

Ms. Sharon Fisher has submitted her resignation as a part-time high school custodian, effective November 11, 2016.

The administration recommends that the Board of School Directors approve Ms. Fisher's resignation, effective November 11, 2016.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

5) Source4Teachers Long-Term Substitute – Jessica Wolford

The administration requests permission to move forward with the recommendation of Ms. Jessica Wolford for a long-term substitute position with Source4Teachers, the District substitute teaching contractor.

Ms. Wolford will be replacing Mrs. Amber Rhinehart, Grade Two Teacher at Newville Elementary School, who will be on child-rearing leave of absence from approximately February 27, 2017 through approximately May 19, 2017.

(ACTION ITEM)

6) Recommendation for Additional Substitute Custodians

Mr. Rick Gilliam, Director of Building and Grounds would like to recommend Ms. Lisa Chestnut and Ms. Kelly Varner to be placed on the substitute custodial list. Ms. Chestnut and Ms. Varner were Board approved as part-time custodians at Mt. Rock Elementary School at the October 17, 2016 Board meeting.

The administration recommends that the Board of School Directors approve the recommendation to place Ms. Chestnut and Ms. Varner on the substitute custodial list to assist when needed, based on their availability.

(ACTION ITEM)

7) Coaching Recommendations

Mr. Jay Hockenbroch, Athletic Director would like to recommend the individuals listed as coaches for the teams noted, effective immediately.

**Emily Young – Junior Varsity Girls Basketball Coach
Judy Schreiber – Assistant Swim Teach Coach**

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

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

8) Recommendation for Additional Bus Drivers

**Jessica Gibson
Twila Hartzell
Douglas Mountz**

The administration recommends that the Board of School Directors acknowledge the bus drivers listed for the 2016-2017 school year, as presented, pending all required paperwork.

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

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

XI. NEW BUSINESS (. . .continued)

(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.

Shannon Brose	\$1,395.00
Josh Putt	\$ 621.00
Total	\$2,016.00

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 Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Kanc, Blasco, and Deihl. Motion carried unanimously. 7 – 0

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

C) Facilities Utilization Request – Big Spring Junior Olympic Wrestling Dawg Duals

The Big Spring Junior Olympic Wrestling Organization is requesting to utilize the High School gym, commons, adaptive gym and locker rooms on Sunday, January 29, 2017 from 8:00 a.m. - 6:00 p.m. for the Dawg Dual Tournament. Because the utilization date is on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve the Big Spring Junior Wrestling Organization's request to utilize the High School gym, commons, adaptive gym and locker rooms on Sunday, January 29, 2017, as presented.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Blasco, and Deihl. Voting No: Barrick. Motion carried. 6 – 1

Mr. Kanc inquired if all costs for man power will be covered by the group requesting the building facilities?

(ACTION ITEM)

D) Facilities Utilization Request – Central Penn Elite Field Hockey

The Central Penn Elite Field Hockey Organization is requesting to utilize the Middle School and Oak Flat Elementary School gym on Sunday's beginning November, 2016 through March, 2017 from 1:00 p.m. - 7:00 p.m. Because the utilization dates are on Sunday's, Board action is necessary.

The administration recommends that the Board of School Directors approve the Central Penn Elite Field Hockey Organization's request to utilize the Middle School and Oak Flat Elementary School gym on Sunday's beginning November, 2016 through March, 2017 from 1:00 p.m. - 7:00 p.m., as presented.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Blasco, and Deihl. Voting No: Barrick. Motion carried. 6 – 1

Mr. Fry informed the Board that one of our local residences requested our facilities to play indoor field hockey. Many of the participates are Big Spring students. It is a club field hockey team. It is not by accident that our field hockey team went 15 – 3. It is because of locals that built the boards, we are just providing the facility.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

E) Approval of the Proposed Big Spring School District Comprehensive Plan

Mr. Kevin Roberts, Assistant Superintendent would like to recommend that the July, 2017 - June, 2020 Comprehensive Plan receives Board approval. The Comprehensive Plan was an information item on the October 3rd and 17th board agendas.

The administration recommend that the Board of School Directors approve the July, 2017 - June, 2020 Comprehensive Plan, as presented.

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

(ACTION ITEM)

F) Approval to Request a Personalized Learning Grant Application

Mr. Kevin Roberts, Assistant Superintendent is requesting permission to pursue grant funds to support personalized learning opportunities within the Big Spring School District. Personalized learning is a formal term to describe the general educational philosophy at Big Spring; matching instruction and experiences to each student's distinct learning needs, interests, aspirations, and aptitudes. The Pennsylvania Department of Education grant for personalized learning aims to award successful recipients with up to \$100,000 to utilize in support of their personalized learning goals or initiative. If Big Spring is awarded the funds, it will assist with curriculum based software, professional development, and the restructuring of some student experiences to provide more targeted classroom instruction via small group instruction and centers.

The administration recommends that the Board of School Directors approve Mr. Roberts' request to pursue the grant funds to support personalized learning opportunities within the Big Spring School District.

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

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

G) Approval for the Agreement Between the Capital Area Intermediate Unit and the Big Spring School District for Barracuda Message Archiver Services

The proposed agreement between the Capital Area Intermediate Unit and the Big Spring School District for Barracuda Message Archiver Services has been reviewed by Mr. Robert Krepps, Questeq Technology Director and Mr. Gareth D. Pahowka, District Solicitor. The agreement has been the primary objective of implementing an email archiving solution in the district which is for eDiscovery compliance. This archiving solution is in support of the district's record retention policy.

The administration recommends that the Board of School Directors approve the agreement between the Capital Area Intermediate Unit and the Big Spring School District for Barracuda Message Archiver Services, as presented.

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

(ACTION ITEM)

H) Appointments to the Agriculture Advisory Council

Mrs. SaraBeth Fulton and Mrs. Sherisa Nailor, High School Agricultural Education Teachers, have requested that the Board of School Directors approve the members of the Agriculture Advisory Council listed. Information is included with the agenda.

Ms. Heather Weeks - Ag Choice Farm Credit, Industry Representative
Mr. and Mrs. James and Shelley Ryan - Community Representatives
Mr. and Mrs. April and Mike Myers - Parent Representatives
Mr. David Gutshall - School Board Representative

The administration recommends that the Board of School Directors approve the appointments of the members to the Big Spring's Agriculture Advisory Council as presented.

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

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

I) Approve RFP for Microwave Link Upgrade/Replacement

The increasing use of individual student devices is straining the current microwave links that connect Newville and Oak Flat to the District network. Long term, the Tech Dept proposes to engage with Erate for an in-ground fiber solution. That process could take up to two years. The upgraded microwave links would provide immediate relief now and back up service later.

The administration recommends the Board of School Directors approve the release of a request for proposals to upgrade and replace the microwave links to Newville and Oak Flat.

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

(ACTION ITEM)

J) Approve Capital Project Fund Payments

The District received the following applications for payment from the Capital Project Fund; note 2 payments (*) are reclassified from Stadium & Track Fund:

<u>Work Submitted</u>	<u>Pay To</u>	<u>Amount</u>
PennDOT Grant Services	Michael Baker Internnational, Inc.	\$7,338.89
OF Pave Inspection	E.L. Diffenbaugh Associates	\$275.00
Roof Repair	Garland/DBS, Inc.	\$15,940.77 *
MR Pave	New Enterprise Stone & Lime Co. Inc.	\$210,072.00

The administration recommends the Board of School Directors approve payments from the Capital Project Fund of \$7,338.89 to Michael Baker International, Inc., \$275 to E.L. Diffenbaugh Associates, \$ 15,940.77 to Garland/DBS, Inc. and \$210,072 to New Enterprise Stone & Lime Co, Inc.

Motion by Barrick, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Kanc, Blasco, and Deihl. Motion carried unanimously. 7 - 0

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

K) **Approve Stadium & Track Project Fund Payments**

The District received an invoice from Aero Energy for a propane tank in the Stadium project.

The administration recommends the Board of School Directors approve payment of \$5,538.19 from the Stadium & Track Project Fund to Mid Atlantic Coop Solutions, Inc.

Motion by Barrick, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Kanc, Blasco, and Deihl. Motion carried unanimously. 7 - 0

XII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIII. COMMITTEE REPORTS

A. **District Improvement Committee – Mr. Kanc**

A meeting schedule has been released. The meetings are November 10, February 9, and April 22.

B. **Athletic Committee – Mr. Swanson, Mr. Deihl, Mr. Gutshall**

A meeting was held last Wednesday morning. We had great success in the fall sports. Field hockey, volleyball, and cross country all went on to post season play. Football had a very success season. We discussed the possibility of changing from the Mid Penn to another conference.

C. **Vocational-Technical School – Mr. Wolf, Mr. Piper**

No meeting was conducted and no report was offered.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XIII. COMMITTEE REPORTS (... continued)

D. Buildings and Property Committee – Mr. Barrick, Mr. Piper, Mr. Swanson, Mr. Roush, Mr. Gutshall

No meeting was conducted and no report was offered.

E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall

A meeting is scheduled for November 21st.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

A meeting was held and non-public school services were discussed. There are 142 non-public schools. There are 111 non-profit schools and 50 are Amish or Mennonite schools. The IU provides services for 42 different schools with 9900 students and 56 staff. There are 9 hospitals involved. They are increasing the beds in the psychiatric ward. Mental health side is a huge challenge right now.

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

A meeting to discuss the budget was held. A collection rate was set for next year of 1.3 cents per dollar. Good job managing money there.

XIV. SUPERINTENDENT'S REPORT

1. **Mid Penn Conference** - We are going through a process for evaluating our operations for our athletic program. Mid Penn Conference has been a good fit for us. The state projects our enrollment to continue to decrease to about 2400. It takes time to see that progress to the high school and junior high. Classifications are based on enrollment numbers. We are about 20 to 30 students lower in several grades. The reality is our opponents are all growing in the Mid Penn Conference. It is a window of time for the District to see what options are out there before we are playing teams that are much larger than us. I don't want to wait until we are in a situation that our students' health and safety are in question. We are looking at the Tri-Valley Conference.

Mr. Kanc asked would a new conference still allow a rivalry game. Could we still play Boiling Springs or Shippensburg? Would travel distance increase for our athletes?

2. **Enrollment**– Our decrease in enrollment which is roughly 600 students over the last 13 years is really a positive for everything except athletics. It helps with our class sizes. We can become more flexible. We are evolving in a way that is very healthy for our students. In athletics as you lose enrollment, you potentially lose competitiveness. We continue to play larger schools.
3. **Thank You** – Thank you for your attendance Saturday night at the Bulldog Hall of Fame. We inducted 7 new members. We had 170 people attend this event. Outstanding evening. There was a common theme of service back to the community. This is what it means to be a Bulldog. It makes us proud.

XV. BUSINESS FROM THE FLOOR

Mr. Barrick reminded everyone to vote.

Mr. Kanc stated he was approached by two taxpayers in North Newton Township, Ed and Dori Lezzer. They asked about the possibility of a Big Spring School District calendar of events to be published in the Valley Times Star. This information is available on the website but not always accessible. They find out about events on the marquee at the High School but they don't always travel that way. I talked to the Valley Times Star and they are willing to publish this information as a community service at no cost to us.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XV. BUSINESS FROM THE FLOOR (...continued)

I think it was an incredible week for Big Spring. With the weather event, the Friday morning lights, the kids and staff the quality with the kids. The interviews you could not hear when you were there but to listen to them later were well done. Kelly Shulenberger talked about the success and hard work for the field hockey team. She did not talk about herself and her accomplishments. The Bulldog Foundation did a Great Job. Everyone should be proud.

Mr. Swanson agreed with Mr. Kanc's comments.

Mr. Fry reminded the Board that every year we talk about Veterans Day. We feel that our students need to be in school to honor our vets as opposed to a day off. We will get you a copy of the activities. At all three elementaries, they have a special lunch planned with veterans. Oak Flat will have written cards. Newville has projects to honor vets that will be on display. Mt. Rock has thank-you notes going to all veterans. The Middle School has a quilted flag made by students with vet's names on the quilt. The High School has the changing of the wreath. It is a worthwhile experience. The entire student body comes out to the flagpole prior to the start of school with a 45-minute presentation. We have a speaker. It is a perfect ceremony honoring those who have served. It starts at 7:45 am. We have to coordinate a Brunch with the borough. There is a lot happening in every building to honor our vets.

Mr. Swanson informed the Board that a former principal passed away, Mr. Frank Sudak. The family has asked memorial contributions to be given to the Big Spring Educational Foundation. This speaks of what their father thought of Big Spring.

XVI. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment.

Big Spring School Board Meeting Minutes ~ Monday, November 7, 2016

XVII. ADJOURNMENT

Motion by Barrick, seconded by Kanc to adjourn the meeting. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Kanc, Piper, Blasco, and Deihl. Motion carried unanimously. 7 – 0

The meeting was adjourned at 8:19 PM.



Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, November 21, 2016