

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, DECEMBER 16, 2013

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 (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Lee Barrick, Secretary; John McCrea; Richard Roush, Kingsley Blasco, and William Piper.

Absent: David Gutshall and Richard Norris.

*Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum & Instruction; Richard Kerr, Business Manager; Steven Smith, High School Principal; 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 DECEMBER 3, 2013 REGULAR BOARD MEETING MINUTES, AND THE DECEMBER 3, 2013 COMMITTEE OF THE WHOLE MEETING MINUTES, AND THE DECEMBER 3, 2013 BUILDING AND PROPERTY MEETING MINUTES.

Motion by Blasco, seconded by Roush for approval of the December 3, 2013 Building and Property Meeting Minutes; December 3, 2013 Committee of the Whole of the Board Meeting Minutes; and the December 3, 2013 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Piper, Swanson, Barrick, Roush, McCrea, and Blasco. Motion carried unanimously.

7 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Shania Radabaugh & Sam Tigyer presented a student report. [Student report is attached.](#)

V. RECOGNITION OF STUDENTS OF THE QUARTER

Mr. Steven Smith, High School Principal, will recognize those students who have earned the academic achievement award for the first quarter for the 2013-2014 school year.

Cumberland Perry VT Student of the Quarter – Previous Quarters

Tommy Rayhart
Samantha Heckendorn
Taylor Heilman

Art Department

Grade 9 Samantha Brayton
Grade 10 Morgan Ickes
Grade 11 Madisyn Palmer
Grade 12 Becky Deihl

English Department

Grade 9 Maria Foust
Grade 10 Danielle Rinehart
Grade 11 Patience Yohe
Grade 12 Tabatha Smith

Music Department

Grade 9 Korrin Henneman
Grade 10 Madeleine Flory
Grade 11 Ethan Fulton
Grade 12 Danielle Walmer

World Language Department

Grade 9 Karly Kann
Grade 10 Trey Piper
Grade 11 Allison Northrop
Grade 12 Blair Lehman

Business Department

Grade 9 Logan Bloser
Grade 10 Larissa Kelso
Grade 11 Ashlee Fickel
Grade 12 Dylan Johnson

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

Tech Ed Department

Grade 9 Sarah McMullen
Grade 10 Josh Line
Grade 11 Daulton Hershey
Grade 12 Brad Lay

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

VI. TREASURER'S FUND REPORT 2013-2014

General Fund	\$ 21,575,781.02
Capital Projects	\$ 5,485,268.40
Cafeteria Fund	\$ 250,847.01
Student Activities	\$ 258,114.52

The Treasurer's Report showed balances as outlined above as of November 30, 2013. Motion by Blasco, seconded by Swanson for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Barrick, Blasco, and Swanson. Motion carried unanimously. 7 – 0

VII. PAYMENT OF BILLS 2013-2014

General Fund	\$ 1,566,670.48
Capital Projects	\$ 10,789.50
Cafeteria Fund	\$ 135,254.03
Student Activities	<u>\$ 15,861.81</u>
Total	\$ 1,728,575.82

Motion by Blasco, seconded by Swanson for approval of General Fund, Capital Projects, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills for 2013-2014 as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Barrick, Blasco, and Swanson. Motion carried unanimously. 7 – 0

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VIII. BUDGET TRANSFERS

The Business Office prepared a budget transfer report for both October and November that are included with the agenda.

Motion by Blasco, seconded by Roush for approval of the Budget Transfers as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Barrick, Blasco, and Swanson. Motion carried unanimously. 7 – 0

IX. READING OF CORRESPONDENCE

X. RECOGNITION OF VISITORS

Larissa Kelso, Vonda Kelso, Glenn Kelso, Becky Deihl, Sheri Deihl, Michael Hippensteel, Madeleine Flory, Angelique Flory, Ralph Flory, Doug Line, Josh Line, Trey Piper, Trudy Piper, Daniel Tigyer, Samuel Tigyer, Dylan Johnson, Tim Johnson, Diane Johson, Eric Bloser, Lisa Bloser, Logan Bloser, Rylee Bloser, Kevin Lay, Addison Lay, Laura Lay, Bradly Lay, Maria Foust, Russell Foust, Lucas Foust, Sue Foust, Ronald Rinehart, Rosalie Rinehart, Danielle Rinehart, Elizabeth Bloser, Garry Bloser, Blair Lehman, Rich Kann, Denise Kann, Karley Kann, Madisyn Palmer, Deann Palmer, Samantha Brayton, Amy Hoffman, Etter Fulton, Nellie Fulton, Jim Fulton, Sandy Fulton, Curtis Garland, Tom Burke, Sheri Burke, Emmi Burke, Ashlee Fickel, Rachel Wall, Laura Lay, Staci Lehman, Karla Henneman, Korrin Henneman, Kris Henneman, Kollin Henneman, Tanya Ickes, John Ickes, Morgan Ickes, Sarah McMullen, Michelle Yeingst, Deb Yost, Daulton Hershey, Tim Hershey, Holly Hershey, Abriale Hershey, Lisa Rayhart, Thomas Rayhart, and Michael Piper.

XI. PUBLIC COMMENT PERIOD

There was no public comment.

XII. STRUCTURED PUBLIC COMMENT PERIOD

XIII. OLD BUSINESS

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XIV. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Mrs. Bobb

Mrs. Tammy Bobb has submitted her resignation as a full-time aide at the Middle School, supervising in-school suspension students, effective December 31, 2013.

The administration recommends that the Board of School Directors accept Mrs. Bobb resignation as full-time aide at the Middle School, supervising in-school suspension students, effective December 31, 2013.

(ACTION ITEM)

2) Resignation – Mr. Hergenroeder

Mr. John Hergenroeder has submitted his resignation as an Assistant Softball Coach, effective immediately.

The administration recommends that the Board of School Directors accept Mr. Hergenroeder's resignation as Assistant Softball Coach, effective immediately.

(ACTION ITEM)

3) 2013-2014 Lifeguard

Darian Foga-Frehn

The administration recommends that the Board of School Directors approve the individual listed to serve as a lifeguard during the 2013-2014 school year, pending receipt of all required paperwork.

(ACTION ITEM)

4) Per Diem Substitute Teacher

Danielle Gibb – Physical/Health Education K-12

The administration recommends that the Board of School Directors approve the addition listed to the 2013-2014 per diem substitute teacher list.

VOTE ON XIV., NEW BUSINESS, A-1 – A-4, PERSONNEL CONCERNS

Motion by Blasco, seconded by Swanson to combine and approve Items A-1 through A-5 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Roush, Barrick, Blasco, and Swanson. Motion carried unanimously. 7 – 0

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XIV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

B) Contract for Superintendent

The Board of School Directors will vote to reappoint Mr. Richard W. Fry as Superintendent of Schools. A contract that commences on July 1, 2014 and concludes on June 30, 2019.

Motion to approve an employment contract for Richard W. Fry to serve as Superintendent of Schools from July 1, 2014 through June 30, 2019.

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

(ACTION ITEM)

C) Elementary RtII Mini-Grant

The Big Spring School District was selected to be a member of a six district team from across the state to develop a model Elementary Math Response to Instruction and Intervention (RtII) framework. Mr. Kevin Roberts, Director of Curriculum and Instruction is requesting permission to pursue the Elementary Math RtII Mini-Grant in the amount of \$6000.00 to offset the costs of the model described above.

The administration recommends that the Board of School Directors approve Mr. Robert's request to pursue the grant opportunity as presented

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

(ACTION ITEM)

D) Request to Attend Cheerleading Competition

Ms. Tracey Cook, Head Cheerleading Coach is requesting permission to allow the varsity cheerleaders to attend a cheerleading competition at Mifflin County Middle School on Sunday, February 20, 2014.

Information is included with the agenda.

The administration recommends that the Board of School Directors approve the request for Ms. Tracy Cook, Head Cheerleading Coach and the varsity cheerleaders to attend the cheerleading competition at Mifflin County Middle School on Sunday, February 20, 2014 as presented.

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

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XIV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

E) Approval of Construction Payment Applications

The administration received two payment applications from vendors working on District projects. The applications are attached and were reviewed by Mr. Wolf for McCoy and Mr. Sellers from Barton Associates for Lugaila.

<u>Project</u>	<u>Contractor</u>	<u>This Payment</u>	<u>Balance</u>
MS Window Replacement	McCoy	\$43,284.00	0
HW Heater & UV Light	Lugaila Mech	\$21,023.60	0
Oak Flat Engineering	Barton Associates	\$0	\$60,500.00 (revision pending)

The administration recommends the Board of School Directors approve payment from the Capital Project fund to McCoy Brothers, Inc. in the amount of \$43,284 and to Lugaila Mechanical in the amount of \$21,023.60.

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

(ACTION ITEM)

F) Approval of Guaranteed Energy Savings Performance Contract with Honeywell

At the last Board meeting the administration was directed to finalize the performance contract with Honeywell. Included with the agenda is the final document approved by the District Solicitor and insurance agent. It addresses the HVAC works at Oak Flat, a renovated fire alarms system and building control integration in all buildings and energy saving air balancing at the District Administration Office. The cost is \$3,784,035.

The administration recommends the Board of School Directors approve the Guaranteed Energy Savings Performance Contract with Honeywell, proposal number 450-12-2013, as presented.

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XIV. NEW BUSINESS (. . . .continued)

(ACTION ITEM)

G) Approval of General Obligation Note, Series of 2014

After discussion with the Finance Committee and Building and Property Committee, the recommendation is to borrow the money for the performance contract for the Oak Flat project. The PFM/RBC team solicited bids from local vendors. After comparison with bond funding, the team recommends a local bank note.

The administration recommends the Board of School Directors adopt the resolution authorizing the issuance for the Big Spring School District, General Obligation Note, Series 2014 for the purpose of funding various capital projects of the School District and costs of issuance.

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

(ACTION ITEM)

H) Approval of Down Payment on Performance Contract

The contract with Honeywell for the Oak Flat contains a provision for a 30% down payment; attached is the invoice for that payment. On receipt, Honeywell will begin mobilization for the project, including ordering the chiller for installation prior to May cooling season. This payment will be made from the general fund initially and repaid to the funds as part of settlement of the General Obligation Note, Series of 2014.

The administration recommends the Board of School Directors approve the down payment of \$1,135,211 from the general fund to Honeywell and that the general fund be reimbursed from the proceeds of the General Obligation Note, Series 2014

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

(ACTION ITEM)

I) Approval of Revised Contract with Barton Associates

In August 2013 the District approved a contract with Barton Associates for engineering services on the Oak Flat project at an estimated cost of \$150,000 on a \$2.5 million project. With a revised scope of the project based on a \$2.75 million project and Honeywell assuming some of the bidding and construction services, Barton proposed a revised total of \$140,282.48.

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XIV. NEW BUSINESS (. . .continued)

The administration recommends the Board of School Directors approve the revised contract amount with Barton Associates for the Oak Flat project in the amount of \$140,282.48.

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

Mr. Blasco asked if this is additional money that we would be paying.

Mr.Kerr responded that the original contract was to do the engineering work.

XV. UPDATED YEAR-TO-DATE SUMMARIES/TAXES AND GENERAL FUND

The Business Office prepared an updated year-to-date summary of the general fund and taxes that are included with the agenda.

Mr. Kerr informed the Board that we received \$615,000 for the quarter from the Cumberland County Tax Bureau.

XVI. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XVII. COMMITTEE REPORTS

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

No meeting was conducted and no report was offered.

B. Athletic Committee – Mr. Swanson

No meeting was conducted and no report was offered.

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

A new precision machinery technology instructor has been hired. Mr. Drawbaugh has been hired as the new Buildings and Grounds Man.

D. Buildings and Property Committee – Mr. Barrick

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There will be an additional meeting on Wednesday, December 18th at 3:00 pm in the District Office. On the agenda will be the HS Roof Project, MS Tunnel, and the Paving Project.

XVII. COMMITTEE REPORTS (...continued)

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. **Board Meetings** - Reminder: There will only be one board meeting in January. The meeting is January 13th.
2. **School Performance Profiles** – The state released the School Performance Profit report. The High School score ended up being 68.7. Programs have been put in place to help increase those scores. We are working to sequence our courses. We are going to look at District whose scores were higher than us in Biology. Forty percent of this score is based on growth.

Mr. Swanson stated the report refers to science. The only science course was Biology. Is that correct?

Mr. Wolf inquired about the graduation requirements.
3. **Chartwell Lunch** – The lunch will be Wednesday, December 18th at 11:30 am at the Middle School.

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XIX. BUSINESS FROM THE FLOOR

Mr. Piper handed out a complimentary booklet on the visitors guide for the Farm Show.

Mr. McCrea questioned the status of the petitions for Frankford and Plainfield.

XX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XXI. ADJOURNMENT

Motion by Blasco, seconded by Swanson to adjourn the meeting and to executive session to discuss a personnel and negotiation issues. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Roush, Swanson, and Blasco. Motion carried unanimously. 7 – 0

The meeting was adjourned at 8:48 P.M to executive session for personnel issues.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, January 13, 2014