

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

TUESDAY, FEBRUARY 21, 2017

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 8:04 P.M. with President Wilbur Wolf, Jr, presiding. Eight (8) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, Secretary; David Gutshall, Treasurer; Bob Kanc, William Piper, Kingsley Blasco, and Todd Deihl

Absent: Richard Roush.

*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent, Robyn Euker, Director of Curriculum & Instruction, Richard Kerr Jr, Business Manager; and Carol Frace, Board Minutes.

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE FEBRUARY 6, 2017 REGULAR BOARD MEETING MINUTES, THE FEBRUARY 6, 2017 BUILDING AND PROPERTY MEETING MINUTES AND THE FEBRUARY 6, 2017 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Blasco, seconded by Kanc for approval of the February 6, 2017 Building and Property Meeting Minutes, the February 6, 2017 Committee of the Whole Meeting Minutes; and the February 6, 2017 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Kenny Blessing and Emily Webber presented a student report.

[Student report is attached.](#)

V. NEW APPOINTMENTS

A. Capital Area Intermediate Unit (1 year appointment)

Current Representative - Mr. Wilbur Wolf, Jr.

Mr. Wolf was appointed to a one-year term as the Capital Area Intermediate Unit representative.

VI. PAYMENT OF BILLS

| | |
|------------------------|---------------------|
| Procurement Card | \$ 876,153.86 |
| Capital Projects | \$ 48,826.70 |
| Stadium/Track Projects | \$ |
| Cafeteria Fund | \$ 1,016.36 |
| Student Activities | <u>\$ 14,111.72</u> |
| Total | \$ 940,108.64 |

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, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

VII. TREASURER REPORT

| | |
|------------------------|------------------------|
| General Fund | \$21,731,626.61 |
| Capital Projects | \$ 5,834,875.43 |
| Cafeteria Fund | \$ 495,843.60 |
| Student Activities | \$ 217,241.99 |
| Stadium/Track Projects | <u>\$ 809,502.94</u> |
| Total | \$29,089,090.57 |

The Treasurer's Report showed balances as outlined above as of January 31, 2017. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

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VIII. 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 Swanson to accept Year-to-Date General Fund and Tax Reports as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

IX. READING OF CORRESPONDENCE

Dr. Richard W. Fry, Superintendent of Schools has received correspondence from the Pennsylvania Department of Education regarding the approval of Big Spring School District's Pennsylvania Alternate System of Assessment (PASA) Mandated Participation Waiver Application for the 2016-2017 school year. The correspondence is included with the agenda.

X. RECOGNITION OF VISITORS

Robyn Weibley, April Messenger, Kristen Day, Kenny Blessing, Melinda Campbell, Scott Coblenz, and Emily Webber.

XI. PUBLIC COMMENT PERIOD

XII. STRUCTURED PUBLIC COMMENT PERIOD

XIII. OLD BUSINESS

XIV. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) Resignation – Assistant Football Coach

Mr. John Beeman has submitted his resignation as Assistant Football Coach, effective immediately.

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

(ACTION ITEM)

2) Resignation – Assistant High School Cheerleading Coach

Ms. Ruby Barkdoll has submitted her resignation as Assistant High School Cheerleading Coach, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Barkdoll's resignation as Assistant High School Cheerleading Coach, effective immediately.

(ACTION ITEM)

3) Long-Term Substitute – Britney Marsh

The administration requests permission to move forward with the recommendation of Ms. Britney Marsh for a long-term substitute position with Source4Teachers, the District substitute-teaching contractor. Ms. Marsh will be filling the vacancy created by Mrs. SaraBeth Fulton who will be on child-rearing leave from approximately April 18, 2017 through June 2, 2017.

The administration recommends Ms. Britney Marsh for a long-term substitute position with Source4Teachers, the District substitute-teaching contractor, filling the position created by Mrs. SaraBeth Fulton who will be on child-rearing leave from approximately April 18, 2017 through June 2, 2017.

XIV. NEW BUSINESS (. . .continued)

VOTE ON XIV., NEW BUSINESS, A-1 through A-3; PERSONNEL CONCERNS

Motion by Blasco, seconded by Swanson to combine and approve Items A-1 through A-3 as outlined and recommended above. Roll call vote:
Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco.
Motion carried unanimously. 8 – 0

XIV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

B) Approval of the Proposed 2017-2018 School District Calendar

The administration drafted a proposed school district calendar for the 2017-2018 school year, and copies of the proposed calendar were provided to the Board of School Directors at the February 6, 2017 Board meeting as an information item.

The administration recommends that the Board of School Directors approve the proposed 2017-2018 school district calendar as presented.

Motion by Blasco, seconded by Kanc to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

Dr. Fry informed the Board of School Directors that the first student day is Tuesday, August 22, 2017 and the last student day will be Thursday, May 31, 2018. As we look at our construction projects, graduation will be June 1, 2018. This opens up our window for the Newville project.

(ACTION ITEM)

C) Facilities Utilization Request – Dance Club Spring Showcase

Ms. Olivia Dechene, Dance Team Coach is requesting to utilize the High School Auditorium and Large Group Room on Sunday, May 21, 2017 from 2:00 p.m. - 6:00 p.m. for the Dance Club Spring Showcase. Because the utilization date is on Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Ms. Dechene's request to utilize the High School Auditorium and Large Group Room on Sunday, May 21, 2017, as presented.

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XIV. NEW BUSINESS (. . .continued)

Motion by Kanc, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Deihl, and Blasco. Voting No: Barrick. Motion carried. 7 – 1

(ACTION ITEM)

D) Approval for the Transportation Procedure Plan

The Transportation Procedure Plan between the Big Spring School District and Cumberland County Children and Youth Agency has been collaboratively designed between both parties. The joint transportation plan is designed to govern how transportation will be provided to students in foster care, in order to maintain their placement in their schools of origin, when in their best interest, as mandated by ESEA. The plan is included with the agenda.

The administration recommends that the Board of School Directors approve the Transportation Procedure Plan between the Big Spring School District and Cumberland County Children and Youth Agency, as presented.

Motion by Swanson, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

Dr. Fry reminded the Board of School Directors that I talked to you about the 60 day hiatus on the PSSA requirements. This was in reference to accountability measures. This requirement is in effect and requires us to have a transportation plan for our foster students. You will see a similar agreement with all school districts in Cumberland County.

(ACTION ITEM)

E) Approval of the Proposed CAIU 2017-2018 General Operating Budget

A summary of the Capital Area Intermediate Unit General Operating Budget for the 2017-2018 school year is included in the agenda. A copy of the proposed budget was provided to the members of the Board of School Directors at the February 6, 2017 Board meeting.

The administration recommends that the Board of School Directors approve the Capital Area Intermediate Unit's 2017-2018 General Operating Budget as presented.

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XIV. NEW BUSINESS (. . .continued)

Motion by Swanson, seconded by Blasco to approve Item D and E as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

Dr. Fry informed the Board of School Directors that Mr. Wolf is the representative for the CAIU. I believe that they have 59 separate budgets. This is just the general operating budget. Our share is \$27,670 for various placements. The budget has remained flat for the last three years. They have done a really nice job of keeping costs down.

(ACTION ITEM)

F) Approve Payment from Capital Project Reserve Fund

The District received the following invoices for capital projects:

| <u>Work Submitted</u> | <u>Pay To</u> | <u>Amount</u> |
|-------------------------|--------------------------|---------------|
| Review Track Plan | West Pennsboro | \$88.00 |
| Zoning Permit | West Pennsboro | \$10,805.00 |
| Track Construction Docs | Turf, Track & Court, LLC | \$34,398.61 |

The administration recommends the Board of School Directors approve payment from the Capital Project Reserve Fund of \$10,893 to West Pennsboro Township and \$34,398.61 to Turf, Track & Court, LLC.

Motion by Barrick, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

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XIV. NEW BUSINESS (. . .continued)

(ACTION ITEM)

G) Approve Bond Purchase

As discussed in the B&P meeting at the last board meeting:

| <u>Project</u> | <u>Cost</u> |
|---------------------------------|----------------------|
| NV Project | 9,302,900 |
| MS Partial Roof Replacement | 1,376,700 |
| - CO / Inspections | 56,000 |
| HS White Knight + Engineering | 830,000 |
| - Engineering Spec / Inspection | 47,600 |
| Track & Field | 2,151,501 |
| From 2016 Bond | (806,000) |
| Total | \$ 12,958,701 |

The administration recommends the board of School Directors approve the sale of bonds totaling \$13 million to fund the Newville renovation projects, the Middle School roof replacement, the High School road coating and the balance of the track and field project.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

Dr. Fry stated this is a result of the buildings and properties from the last meeting. Some of these bids have gone out. Others are in the planning stages at Newville. We are looking at the project at the High School with the White Knight.

Mr. Blasco asked if this is less money than when we started this discussion.

Dr. Fry replied that is correct. We started at 14.4 million. We have cut in all areas.

XIV. NEW BUSINESS (. . .continued)

(DISCUSSION/ACTION ITEM)

H) Committee Appointment to Assist with Review of RFP's for Cafeteria Services

Appoint a committee of three to four Board members to work collaboratively with Dr. Fry and Mr. Kerr to review the RFP's for cafeteria services.

Mr. Kanc, Mr. Deihl, and Mr. Swanson had agreed to serve on this committee.

Motion by Blasco, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Deihl, and Blasco. Motion carried unanimously. 8 – 0

XV. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XVI. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Kanc

The meeting was re-scheduled for February 23rd at 6:00 pm. The meeting on February 9th was postponed due to snow.

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

No meeting was conducted and no report was offered.

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

The next meeting is scheduled for Monday, February 27th. There have been some staffing changes.

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

No meeting was conducted and no report was offered.

XVI. COMMITTEE REPORTS (...continued)

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

With no significant changes to available information, in lieu of a finance committee meeting a budget update note is attached.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

There will be a meeting on Thursday, February 23, 2017. I appreciated the opportunity to work with those people again.

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

No meeting was conducted and no report was offered.

XVII. SUPERINTENDENT'S REPORT

1. **Budget Update** – Before the Board Members, is an updated budget. I would like to give a public update from the state budget so we can put a number from what we receive from the state. We are looking at \$140,000 increase based on the new basic education funding. Our share of the pension just for this budget will increase \$350,000. If you have questions, come see me.
2. **Chamber of Commerce** – On Monday, February 27, 2017, the Carlisle Chamber of Commerce will feature the state of education. I will be the speaker along with Dr. Withum from Cumberland Valley, Dr. Alan Moyer from South Middleton, and Mr. Friend from Carlisle.
3. **Students** – Kudos to Mr. Nobile and the entire music department for the festivities this past weekend. The concert was extraordinary. We had 8 student participate. We had Brandon Mooney and Skylar Diehl move on to Regional Band. Great job by all involved.

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XVIII. BUSINESS FROM THE FLOOR

Mr. Piper the informed the Board of School Directors that he traveled with the boys basketball team to their game at Biglerville. They are very dedicated young men, very well behaved, and very respectful.

XIX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XX. ADJOURNMENT

Motion by Blasco, seconded by Kanc to adjourn the meeting. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, Deihl, Blasco, and Kanc. Motion carried unanimously. 8 – 0

The meeting was adjourned at 8:21 PM.



Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, March 6, 2017