

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, FEBRUARY 6, 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 8:00 P.M. with President Wilbur Wolf, Jr, presiding. Nine (9) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, David Gutshall, Bob Kanc, William Piper, Kingsley Blasco, Richard Roush, and Todd Deihl.

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 JANUARY 16, 2017 REGULAR BOARD MEETING MINUTES AND THE JANUARY 16, 2017 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Blasco, seconded by Roush for approval of the January 16, 2017 Committee of the Whole Meeting Minutes; and the January 16, 2017 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Deihl, Blasco, Barrick and Roush. Motion carried unanimously. 9 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Kenny Blessing and Zoe Marinacci presented a student report.

[Student report is attached.](#)

V. PAYMENT OF BILLS

Procurement Card	\$ 22,403.35
Checks/ACH/Wires	\$ 1,562,484.65
Capital Projects	\$ 48,749.82
Cafeteria Fund	\$ 101,270.97
Student Activities	\$ 18,502.00
Total	\$ 1,753,410.79

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, Deihl, Blasco, Barrick and Roush. Motion carried unanimously. 9 – 0

VI. READING OF CORRESPONDENCE

President Wolf read a letter to the taxpayers outlining concerns SB 76 would impose on taxpayers if the legislation would eliminate school property taxes.

[Letter Attached.](#)

Motion by Barrick, seconded by Blasco for approval as outlined in the letter. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Deihl, Blasco, Barrick, and Roush. Voting No: Kanc. Motion carried. 8 – 1

VII. RECOGNITION OF VISITORS

Jennifer Marinacci, Zoe Marinacci, Karen Devine, Heather Keller, Robyn Woodley Lonnie Fahnestock, Kendra Shaffer, Barry Cockley, Brooke Finkenbinder, Janial Mack, Karla Dechene, Kenny Blessing, Bill Beck, Angie Noreika, Bayley Houser, Samantha Meacock, Kim Meacock, and Cindy Kanc.

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VIII. PUBLIC COMMENT PERIOD

Rev. Bill Beck, 108 Lawrence Lane, Carlisle, PA addressed the members of the Board of School Director by offering a prayer of encouragement for the Board members and community.

Mrs. Kendra Shaffer, 105 Steelstown Road, Newville, PA. I would like to ask questions about the stadium and track project. What was the remaining balance from the stadium? What was the final cost of the stadium? I would like to see an expenditures report for this project. The original cost for the new track was between \$750,000 and \$800,000. What did that cover? What are the concerns that the cost will now exceed that estimate over 2 million dollars? There is a lot of articles on the Dirt Hurts organization. It states they were raising money for this project. Have we seen any of this money? Where do things stand with this group? My personal thoughts I agree that we do need an upgrade to our track. My concern is the level of our high taxes in this district and the declining enrollment. This is from the department of revenue. If you look at the 14-year span, we have had a tax change of almost 50 percent.

[Letter Attached](#)

Dr. Fry responded to several of the questions that we asked. The final cost of the stadium project was 2.1 million dollars. From that project, we have \$806,000 remaining. Much of the changes are infrastructure and storm water. When we started this discussion two years ago, the cost was the information that you have. What was not part of that cost was the full excavation. The current site is in front the high school building or across from Mt. Rock Elementary School. This cost also addresses the infield of the track. The infield will be natural turf or artificial turf. There has been a lengthy discussion on what we need. The last question concerns the Dirt Hurts. This is not through the District. No money at this point as gone towards this project. The plan moving forward is where the track is going there will be considerable work down the road that the District will not be doing. This money will go towards future projects like a large storage area, restrooms, scoreboards etc. This facility will be used by Middle School physical education program, High School physical education program, athletic teams as well as being open to the public from dusk to dawn.

IX. STRUCTURED PUBLIC COMMENT PERIOD

X. OLD BUSINESS

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XI. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

1) **Approval of 2016-2107 Mentor Teacher**

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentor is listed below.

New Teacher	Position	Mentor Teacher
Jacqueline Cohen	HS-NHS Special Ed.	Amanda Webber

The administration recommends that the Board of School Directors approve the 2016-2017 mentor teacher as presented

(ACTION ITEM)

2) **Approval of Child-Rearing Leave of Absence – Mrs. Courtney Wiser**

Mrs. Courtney Wiser, Kindergarten Teacher at Newville Elementary School, is requesting child-rearing leave of absence to begin approximately April 5, 2017 through the end of the 2016-2017 school year with the intent to return August, 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. Wiser's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately April 5, 2017 through the end of the 2016-2017 school year, with the intent to return August, 2017.

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

3) Approval of Child-Rearing Leave of Absence – Mrs. Erin Zinn

Mrs. Erin Zinn, Middle School Seventh Grade Learning Support Teacher, is requesting child-rearing leave of absence to begin approximately April 7, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017. According to Section 3.07 of the current contract between the Big Spring 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. Zinn's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately April 7, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017.

(ACTION ITEM)

4) Approval of Child Rearing Leave of Absence – Mrs. Jennifer Ferrante

Mrs. Jennifer Ferrante, Oak Flat Elementary School Grade Four Teacher, is requesting child-rearing leave of absence to begin approximately May 1, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017. According to Section 3.07 of the current contract between the Big Spring 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. Ferrante's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement to begin approximately May 1, 2017 through the end of the 2016-2017 school year with the intent to return August, 2017.

(ACTION ITEM)

5) Approval for Leave Without Pay – Mrs. Lisa Black

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave. Mrs. Lisa Black is requesting one day leave without pay for Friday, May 12, 2017.

The administration recommends that the Board of School Directors approve the following request for leave without pay, as presented.

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

6) **Long-Term Substitute – Karyn Cunningham**

The administration requests permission to move forward with the recommendation of Mrs. Karyn Cunningham for a long-term substitute position with Source4Teachers, the District substitute teaching contractor. Mrs. Cunningham will be filling the vacancy created by Mrs. Courtney Wiser who will be on child-rearing leave from approximately April 5, 2017 through the end of the 2016-2017 school year.

The administration recommends Mrs. Karyn Cunningham for a long-term substitute position with Source4Teachers, the District substitute teaching contractor, filling the position created by Mrs. Courtney Wiser who will be on child-rearing leave from approximately April 5, 2017 through the end of the 2016-2017 school year.

(ACTION ITEM)

7) **Coaching Recommendations**

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

**Andrew Koman
Jessica Sprecher
Kristopher Henneman**

**Head Golf Coach
Girls Junior High Soccer Coach
Assistant Varsity Baseball Coach**

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

(ACTION ITEM)

8) **Approval of Paraprofessional Pay Conversion**

In the conversion to a new payscale in 2012 the District decided to keep old employees on the old scale; the administration recommends moving all classified employees onto the new scale so they can participate in the longevity increases. Attached is a spreadsheet showing that change for Paraprofessionals along with the new rates for the last time sheet in January 1, 2017, as well as the annual cost of approximately \$26,502.

The administration recommends the Board of School Directors approve the classified pay adjustments included with the agenda.

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XI. NEW BUSINESS (. . .continued)

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

Motion by Blasco, seconded by Roush to combine and approve Items A-1 through A-7 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Deihl, Barrick, Roush, and Blasco. Motion carried unanimously. 9 – 0

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

Laura Fritz	\$1,440.00
Denise Ginter	\$ 449.00
Catherine Bayley Houser	\$2,880.00
Courtney Wiser	<u>\$2,880.00</u>
Total	<u>\$7,649.00</u>

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 Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl and Roush. Motion carried unanimously. 9 – 0

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

C) **Approval for Updated Policy 815 – Acceptable Use of Internet, Computers and Network Resources**

The administration has updated the Board Policy listed and a copy of the policy has been included with the agenda.

Policy 815 - Acceptable Use of Internet, Computers and Network Resources

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

Motion by Blasco, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl, and Roush. Motion carried unanimously. 9 – 0

(ACTION ITEM)

D) **Case C 2016-2017**

The parents of the student of Case C of the 2016-2017 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 C of the 2016-2017 school year for the remainder of the 2016-2017 school year with an alternative placement at River Rock Academy. 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 high school principal.

Motion by Swanson, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Kanc, Gutshall, Blasco, Deihl, and Roush. Motion carried unanimously. 9 – 0

(ACTION ITEM)

E) **Approval for Participation in the Capital Area Wide Network (WAN)**

The Capital Area Intermediate Unit currently provides a technology regional wide area network (WAN) for Big Spring School District and other school districts throughout the CAIU. The current WAN contract expires June 30, 2017 and the Big Spring School District would like to continue in partnership with the CAIU WAN and Internet consortium

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XI. NEW BUSINESS (. . .continued)

and enter into another 3-year contract with two one-year extensions for Internet services. Information is included with the agenda.

The administration recommends that the Big Spring Board of School Directors renew the District's contract to participate in the Capital Area Wide Area Network. The renewal will take effect July 1, 2017 through June 30, 2020, as presented.

Motion by Kanc, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl, and Roush. Motion carried unanimously. 9 – 0

(ACTION ITEM)

F) Approval of Caring Foundation Agreement

Mr. William Gillet, Director of Pupil Services would like to recommend the approval of the two year Caring Foundation Agreement. The Caring Foundation is a nonprofit corporation that makes available, at no cost to the community, certain grief support services for grieving children, teens and their families through the program known as Highmark Caring Place. The Foundation will provide training and support for Big Spring School District's School Counselors to be able to run grief counseling groups for students who have experienced a recent loss.

The administration recommends that the Board of School Directors approve the Caring Foundation Agreement as presented.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl, and Roush. Motion carried unanimously. 9 – 0

(ACTION ITEM)

G) Approval of Tax Collector Compensation

Pursuant to Section 36a of the Local Tax Collection Law, municipalities and school districts have the ability to change tax collector compensation only once every four years. The compensation structure must be in place "prior to the fifteenth day of February of the year of the municipal election." It ensures that persons running for tax collector in the primary election and municipal elections of 2017 have notice of the compensation structure prior to making the decision to run for the four-year term of office.

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XI. NEW BUSINESS (. . .continued)

The administration recommends the Board of School Directors approve the Tax Collector Compensation Resolution as presented in the agenda.

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

(ACTION ITEM)

H) **Approval of Final RFP for Food Service Management Services**

It is time to renew the Food Service Management Company (FSMC) Contract. PDE requires Districts to seek new proposals every 5 years; we are required to invite at least 5 PDE-approved vendors to participate as well as advertise the RFP. A copy of the [documents are available here](#). Responses are due by March 20 and the Board would need to decide/approve new contract at that time.

The administration recommends the Board of School Directors approve the release of the food service management company RFP as included with the agenda.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl and Roush. Motion carried unanimously. 9 – 0

(ACTION ITEM)

I) **Approval to Accept Middle School Roof Partial Replacement Bid**

The District accepted bids on Jan 27 for the partial roof replacement of the MS roof. The original budget for this project was \$3.7MM. The base bids were for a built up roof and alternate #1 was for a single ply EPDM system. The Building & Property Chair and administration had a conference call with Professional Roof Services and Solicitor on Wed 1 Feb to review bids. The single ply system bid is \$1.38MM. Funding is from the pending 2017 bond issue.

The administration recommends the Board of School Directors accept the bid of \$1,376,000 from JM Young & Sons, pending Solicitor review, and authorize the administration to sign necessary contract documents.

Motion by Barrick, seconded by Kanc to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl, and Roush. Motion carried unanimously. 9 – 0

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XI. NEW BUSINESS (. . .continued)

(ACTION ITEM)

J) Track and Field

The District received bids for the track construction with a potential syn turf field in the middle of the track (summary below and on website). Turf, Track and Court reviewed the project in the Building & Property meeting. There are various decisions needed among the optional alternates to put together a project. The Board has \$806,000 remaining from the stadium project for the track; the balance would need to come from the proposed 2017 bond or capital project fund.

The administration recommends the Board of School Directors accept the track and field bid from Horst Excavating including the base bid plus alternates 3, 4, 9, 13 and 15 at a cost not to exceed \$1,928,701 and the electrical bid from Pagoda Electric at a cost of \$222,800. Pending Solicitor review, the administration is authorized to sign those documents necessary to initiate the project.

Motion by Barrick, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Roush, and Deihl. Voting No: Blasco. Motion carried. 8 – 1

(ACTION ITEM)

k) Approval to Accept Capital Project Reserve Fund Payments

The district received the following invoices for payment from the capital project fund:

<u>Work Submitted</u>	<u>Pay To</u>	<u>Amount</u>
Track Land Development	E.L. Diffenbaugh Assoc.	\$19,650.00
Server Rm UPS System	Dauphin Datacom	\$18,371.70

The administration recommends the Board of School Directors approve payment from the Capital Project Reserve Fund of \$19,650 to E.L. Diffenbaugh Associates and \$18,371.70 to Dauphin Datacom.

Motion by Blasco, seconded by Kanc to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Barrick, Blasco, Deihl, and Roush. Motion carried unanimously. 9 – 0

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XI. NEW BUSINESS (. . .continued)

(INFORMATION ITEM)

L) Proposed 2017-2018 School District Calendar

The administration drafted a proposed school district calendar for the 2017-2018 school year. A copy of the proposed 2017-2018 school district calendar has been included with the agenda. This is a Board information item that will be included on the February 21, 2017 Board meeting agenda as an action item.

(INFORMATION ITEM)

M) 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. The budget reflects no change for the 2017-2018. The Capital Area Intermediate Unit General Operating Budget will be an action item on the February 21, 2017 Board Agenda.

XII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIII. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Kanc

A meeting is schedule for this Thursday, February 9, 2017.

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

A special meeting was held January 25, 2017 at 7:00 am to recap the discussion concerning changing from Mid Penn to the Tri-Valley League.

XIII. COMMITTEE REPORTS (...continued)

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

Some staffing changing is coming at the vo-tech. The paraprofessional staff will probably take place later this month. There will be some transitioning in several areas.

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

There is a lot happening at our buildings as we discussed in the Buildings and Property meeting. A track motion is coming later in the Board meeting.

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

On the agenda tonight is the tax collector compensation that we will be voting on.

F. South Central Trust – Mr. Blasco

No meeting was held and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

A meeting is schedule later this month. There was a presentation at the last meeting. It was about people with learning disabilities that have gone through the CAIU program. One of the individuals is now in college and is going through as an instructor of special needs. To have this individual stand up and talk to us was very inspiring. Next a 13 year old presented on how two or three years ago she was physically harming her instructors because of emotional issues. This process had gotten her to the point that she could stand up and present a paper to a group of 300 or 400 people. We spent some money there but look what it has done in these individuals lives.

XIII. COMMITTEE REPORTS (...continued)

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

The annual meeting was held. There is limited change. President Wolf will continue as secretary on the management committee. This organization will have collected taxes for about 1.3 percent on the dollar. The collection rate will be about the same.

XIV. SUPERINTENDENT'S REPORT

1. **Enrollment** – Board members have the January monthly enrollment report. This is typical for the January report we go down anywhere from 8 to 10 students. You will note that enrollment is 2548. Again as we have discussed over the years, the numbers that are coming up from the elementary are reflective of numbers that we have never dealt with. You are looking at 184 in 5th grade, 186 in 4th grade, and 173 in 3rd grade. We have had graduating classes around 225. When you look at when these classes will graduate, you are probably looking around 160 to 170.
2. **ESSA** – As you will recall around December 15th, Congress passed ESSA. This is the new law replacing NCLB. The regulations for K-12 were written back in January. Those regulations have now been suspended for the next 60 days. As you recall, the state level voted to suspend the Keystone exam. It is really difficult right now at the state level to move forward with that process without any regulations at the federal level. We would need to have these regulations in place by March in order to implement them for next year. We could have a very condensed timeline if the Keystone exams are a determination for graduation when we look at remediation for students that have not met the proficiency of the keystones.
3. **Bill 76** – State legislators are back in session. We have had some discussion tonight about SB 76. You should know in the Senate the Chairman of the Senate Education Committee is John Eichelberger. He is our local Senator. At the House, the Leader for the House Education Committee is David Hickernell. He represents Lancaster County and part of Dauphin County. These are the individuals we will be working with on education matters moving forward.

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XV. BUSINESS FROM THE FLOOR

President Wolf read a resolution to be sent to legislators, which opposes the elimination of school property taxes by the Board of Directors of the Big Spring School District.

[Resolution attached.](#)

Motion by Barrick, seconded by Swanson to approve the resolution as outlined in the attached. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Gutshall, Barrick, Blasco, Deihl and Roush. Voting No: Kanc. Motion carried. 8 – 1

Dr. Fry informed the Board of School Directors that it is important that we support reform efforts and make sure we are providing opportunities for our landowners. The discussion needs to be about reform not elimination.

President Wolf replied that no one is denying that this needs exists it is the way they are going about this issue.

XVI. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

XVII. ADJOURNMENT

Motion by Barrick, seconded by Blasco to adjourn the meeting. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, Blasco, Deihl, Kanc and Roush. Motion carried unanimously. 9 – 0

The meeting was adjourned at 8:33 PM.

Robert L. Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Tuesday, February 21, 2017