

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, APRIL 20, 2015**

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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 8:08 P.M. with President Wilbur Wolf, Jr, presiding. Seven (7) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Lee Barrick, Secretary; John McCrea; Richard Norris, William Piper, and David Gutshall.

Absent – Richard Roush and Kingsley Blasco.

\*Others in attendance: Richard W. Fry, Superintendent; Richard Kerr, Business Manager; and Carol Kuntz, Board Minutes.

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

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

### **III. APPROVAL OF THE APRIL 7, 2015 REGULAR BOARD MEETING MINUTES, AND THE APRIL 7, 2015 COMMITTEE OF THE WHOLE MEETING MINUTES THE APRIL 7, 2015 BUILDING AND PROPERTY MEETING MINUTES.**

Motion by Norris, seconded by Barrick for approval of the April 7, 2015 Building and Property Meeting Minutes; the April 7, 2015 Committee of the Whole of the Board Meeting Minutes; and the April 7, 2015 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, and McCrea. Motion carried unanimously. 7 – 0

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**IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS**

Katelyn Jackson presented the student report.

[Student report is attached.](#)

**V. TREASURER'S FUND REPORT**

General Fund	\$ 14,499,914.53
Capital Projects	\$ 5,373,567.10
Cafeteria Fund	\$ 285,654.82
Student Activities	\$ <u>240,380.77</u>
<b>Total</b>	<b>\$ 20,399,517.22</b>

The Treasurer's Report showed balances as outlined above as of March 31, 2015. Motion by Gutshall, seconded by Norris for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, and McCrea. Motion carried unanimously. 7 – 0

**VI. PAYMENT OF BILLS**

General Fund	\$ 1,199,263.55
Capital Projects	\$
Cafeteria Fund	\$ 4,387.29
Student Activities	\$ <u>13,407.30</u>
<b>Total</b>	<b>\$ 1,217,058.14</b>

Motion by Gutshall, seconded by Norris 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, Gutshall, Swanson, Barrick, Piper, Norris, and McCrea. Motion carried unanimously. 7 – 0

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### **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 Norris, seconded by Swanson to accept Year-to-Date General Fund and Tax Reports as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, and McCrea. Motion carried unanimously. 7 – 0

### **VIII. READING OF CORRESPONDENCE**

### **IX. RECOGNITION OF VISITORS**

John Beeman and Katelyn Jackson.

### **X. PUBLIC COMMENT PERIOD**

There was no public comment.

### **XI. STRUCTURED PUBLIC COMMENT PERIOD**

### **XII. OLD BUSINESS**

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**XIII. NEW BUSINESS**

**A) PERSONNEL CONCERNS**

**(ACTION ITEM)**

1) **Per Diem Substitute Teacher**

**Kristen Vilk - Early Childhood Education Pre-K to 4th Grade**

The administration recommends that the Board of School Directors approve the addition listed to the 2014-2015 per diem substitute teacher list.

**(ACTION ITEM)**

2) **Classified Staff Changes**

The administration recommends the following transfers/changes in classified personnel. The changes listed will be at the current pay rate.

<b><u>Name</u></b>	<b><u>From</u></b>	<b><u>To</u></b>	<b><u>Effective Date</u></b>	<b><u>Note</u></b>
Karen Fritz	HS Attendance	HS Guidance	July 1, 2015	Replace Kathy Corman
Tara Mainhart	Administrative Assistant to Technology	Administrative Assistant to Taxes	Nov. 1, 2015	Replace Deb Peduzzi
Trina Kulp	Part-Time Special Education Aide	Full-Time Administrative Assistant to Student Services	May 1, 2015	Combined with Vickie Wallick position

The administration recommends the Board of School Directors approve the transfers of the listed classified staff as presented.

**(ACTION ITEM)**

3) **Substitute Custodian/Maintenance/Logistics Specialist Recommendations**

Mr. Rick Gilliam, Director of Transportation, Building and Grounds would like to recommend Mr. Jerry Motter to be placed on the substitute custodian/maintenance/logistics specialist list, retroactive to April 1, 2015.

The administration recommends that the Board of School Directors approve Mr. Motter to be placed on the substitute custodian/maintenance/logistics specialist list, retroactive to April 1, 2015.

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**XIII. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**4) Part-Time High School Cafeteria Custodian Recommendation**

Mr. Rick Gilliam, Director of Transportation, Building and Grounds would like to recommend Mrs. Michelle Adams as a part-time high school cafeteria custodian and establish her pay at \$12.07 per hour, effective April 29, 2015.

The administration recommends that the Board of School Directors approve Mrs. Adams as a part-time high school cafeteria custodian and establish her pay at \$12.07 per hour, effective April 29, 2015.

**5) Resignation – Steve Smith**

Mr. Steve Smith has submitted his resignation as High School Principal for the purpose of retirement, effective June 30, 2015.

The administration recommends that the Board of School Directors approve Mr. Smith's resignation as High School Principal for the purpose of retirement, effective June 30, 2015.

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

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

President Wolf stated that Item A – 5 is with regrets and best wishes for the future.

**(ACTION ITEM)**

**B) Credit Pay**

The professional employee whose name is listed below has successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

**Courtney Rickabaugh \$725.00**

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 Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, and McCrea.. Motion carried unanimously. 7 -0

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**XIII. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**C) Facilities Utilization Request**

Mr. Michael Ginter is requesting permission to use the high school soccer field from 1:00 P.M. until 4:00 P.M. on April 26, May 10, May 31, and June 14, 2015 for Big Spring girls youth soccer games. Because the utilization dates are on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Ginter's request to use the high school soccer field from 1:00 P.M. until 4:00 P.M. on April 26, May 10, May 31 and June 14, 2015, for Big Spring girls youth soccer games, as presented.

Motion by Norris, seconded by Swanson to approve the recommended as amended above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Piper, Norris, and McCrea.

Voting No: Barrick. Motion carried. 6 – 1

**(ACTION ITEM)**

**D) Permission to Attend Girls Basketball Team Camp**

Ms. Randy Jones, Varsity Girls Basketball Coach, is requesting Board approval for the girls' basketball team and coaches to attend team camp at Messiah College from July 12, 2015 through July 16, 2015. All expenses are paid for by the respective teams and/or individual student athletes.

The administration recommends that the Board of School Directors approve Ms. Jones' request for the girls basketball team and coaches to attend the summer team camp as presented.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above.

Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Piper, Norris, and McCrea. Voting No: Barrick Motion carried unanimously. 6 – 1

Mr. Fry informed the Board of School Directors that procedures are now in place for overnight trips for athletic teams. We do have built into procedures that attending this event is a privilege. Bags will be checked by an administrator. Parents will have the opportunity to be present for the bags to be checked. The procedures will be communicated to all students.

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**XIII. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**E) Barcelona to Berlin Trip**

The High School Administration is requesting approval of the final itinerary for fourteen Big Spring High School students and staff to travel to Barcelona and Berlin, scheduled for June 8, 2015. The trip was presented and approved by the Board of School Directors at the April 7, 2014 Board meeting.

Information is included with the agenda.

The administration recommends that the Board of School Directors grant the High School Administration approval of the final itinerary for the Big Spring High School students and staff to travel to Barcelona and Berlin as presented.

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

Mr. Fry informed the Board of School Directors that we wanted to format this trip in two levels so we could see how things were as far as finances. In front of you, is the updated itinerary.

**(ACTION ITEM)**

**F) Proposed Final Budget Adoption**

The Board is required to take action to designate a proposed final budget at least 30 days before final budget adoption scheduled for June 1, 2015. This proposed budget must be available for public inspection 20 days prior to the final adoption. The administration, working with the Board's Finance Committee, is recommending a budget of \$46,745,138 for expenditures with general fund revenues of \$46,690,430 requiring the use of \$54,708 from general fund balance.

Proposed taxes:

2014/15 mills		12.9771	
2014/15 tax on \$100,000	=	\$1,298.00	
2015/16 mills		13.2885	(2.4% increase)
2015/16 Tax on \$100,000	=	\$1,329.00	
Tax increase on \$100,000	=	\$31	

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**XIII. NEW BUSINESS (. . .continued)**

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$46,745,138 for the 2015-2016 School Year with a tax rate of 13.2885 mills.

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

Mr. McCrea stated that as he has spoken on many other occasions he is in serious opposition to the fact that this District treats the legally allowable increase of real estate taxes as their own cost of living adjustment. I think we don't ask the right questions. We should ask whether it is absolutely necessary to raise taxes. Instead we only ask if we can raise taxes. I don't believe this is the way to proceed. There are lots of cost cutting opportunities that could have been looked into but were not. I am against the budget as it is presently formulated.

**(ACTION ITEM)**

**G) Sale of Mower**

Over the past two years the District has contracted out mowing of all areas except athletic fields and some rough cut areas. The 2002 Toro is not needed and is starting to need more extensive repairs. Per the note included with the agenda, this is the season to take advantage of a sale of the Toro.

The administration recommends the Board of School Directors approves the disposal of the Toro Groundskeeper via sealed and online bidding.

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

Mr. McCrea inquired on the details how the sealing and online bidding process will go.

Mr. Kerr informed the Board that we will advertise and put it on eBay. The School District has an eBay account.

Mr. McCrea questioned if Craig List would be an option to advertise on.

Mr. Kerr stated yes. We currently do not have a Craig List account. Be we can get one and advertise with them as well.

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### XIV. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

### XV. COMMITTEE REPORTS

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

Last meeting for this year was held in April. We continued working on the strategic plan.

#### B. Athletic Committee – Mr. Swanson

No meeting was conducted and no report was offered.

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

No meeting was conducted and no report was offered.

#### D. Buildings and Property Committee – Mr. Barrick

Information items on PlanCon attached as requested. There is a lot happening this summer. Pay attention.

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

Information on bond refinancing included as requested. Tentative plan is to take advantage of rates and refinance the 2010A bonds at call date on Dec 1.

#### F. South Central Trust – Mr. Blasco

Mr. Wolf asked if we have everything for next year's rate.

Mr. Kerr stated that he just talked with them today. We still do not have the expenses in for March. We will go through one more rate adjustment before open enrollment. They don't think that it is going to change. It is right around 7 percent.

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### XV. COMMITTEE REPORTS (..... continued)

#### G. Capital Area Intermediate Unit – Mr. Wolf

No meeting was conducted and no report was offered.

#### H. Tax Collection Committee (TCC) – Mr. Wolf

There is a meeting tomorrow night.

### XVI. SUPERINTENDENT'S REPORT

1. **Realigned of Mid-Penn Athletic Committee** - Mr. Fry sits on that Board. The full association will vote in May. Two sports will be affected here at Big Spring with the re-alignment. The sports are Football and Field Hockey. The Football division will stay the same with the addition of Mifflin County. Field Hockey is the other sport. We were down to a 5 team division. West Perry and Carlisle have been moved into our division. All other sports are unchanged. Where we sit right now serves our community quite well.
2. **Update on the Penn Dot Grant** – At our next Buildings and Property meeting on May 4<sup>th</sup>, we are going to start at 5:30 pm. The engineer will be here. We received solid information last week. We left the meeting feeling a lot better especially about the light plan. We think it is a very comprehensive plan. We will send out reminders to the Board. Also there will be an update on the tunnel project. This is a great opportunity for Board members to receive input and provide feedback about these projects.
3. **End of Year** – I will be emailing you this week or next week the end of the year schedule. This will contain our senior's schedules to include senior awards, baccalaureate and commencement. I will also inform you of all concerts. Anything you can get to is always appreciated. The schedule will include the FFA Banquet, Athletic Banquet, and any other activities.

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**XVI. BUSINESS FROM THE FLOOR**

There was no business from the floor.

**XVII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

There was no public comment regarding future Board agenda items.

**XVIII. ADJOURNMENT**

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

The meeting was adjourned at 8:30 PM.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, May 4, 2015**