

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, APRIL 22, 2014**

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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 8:00 P.M. with President Wilbur Wolf, Jr, presiding. Nine (9) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Lee Barrick, Secretary; John McCrea; Richard Norris, William Piper, Richard Roush, Kingsley Blasco, and David Gutshall.

\*Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum & Instruction; Richard Kerr, Business Manager; 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 APRIL 7, 2014 REGULAR BOARD MEETING MINUTES, AND THE APRIL 7, 2014 COMMITTEE OF THE WHOLE MEETING MINUTES THE APRIL 7, 2014 BUILDING AND PROPERTY MEETING MINUTES.**

Motion by Norris, seconded by Blasco for approval of the April 7, 2014 Building and Property Meeting Minutes; the April 7, 2014 Committee of the Whole of the Board Meeting Minutes; and the April 7, 2014 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, Roush, and McCrea. Motion carried unanimously. 8 – 0

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

Samuel Tigyer presented the student report.

[Student report is attached.](#)

**V. TREASURER'S FUND REPORT**

General Fund	\$ 16,153,933.86
Capital Projects	\$ 5,277,030.85
Cafeteria Fund	\$ 404,100.91
Student Activities	<u>\$ 213,642.15</u>
<b>Total</b>	<b>\$ 22,048,707.77</b>

The Treasurer's Report showed balances as outlined above as of March 31, 2014. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Roush, Norris, and McCrea. Motion carried unanimously. 9 – 0

**VI. PAYMENT OF BILLS 2013-2014**

General Fund	\$ 1,215,759.16
Capital Projects	\$ 23,806.48
Cafeteria Fund	\$ 120,011.93
Student Activities	<u>\$ 17,541.64</u>
<b>Total</b>	<b>\$ 1,377,119.21</b>

Motion by Gutshall, seconded by Blasco 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, Gutshall, Swanson, Barrick, Piper, Norris, Roush, Blasco, and McCrea. Motion carried unanimously. 9 – 0

**VII. BUDGET TRANSFERS**

The Business Office prepared a budget transfer report for March that is included with the agenda.

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**VIII. READING OF CORRESPONDENCE**

**IX. RECOGNITION OF VISITORS**

April Messenger, Curtis Garland, Christy Gruver, Kevin Dunlap, and Michael Hippensteel.

**X. PUBLIC COMMENT PERIOD**

Mr. Kevin Dunlap, 315 Nealy Road, Newville, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members and community.

**XI. STRUCTURED PUBLIC COMMENT PERIOD**

**XII. OLD BUSINESS**

**XIII. NEW BUSINESS**

**A) PERSONNEL CONCERNS**

**(ACTION ITEM)**

1) **2013-2014 Lifeguard**

**Julian Swartz**

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)**

2) **2013-2014 Additional Van Driver for Deitch Busing**

**Susan Killinger**

The administration recommends that the Board of School Directors acknowledge the addition of Susan Killinger as a van driver for the 2013-2014 school year, pending all required paperwork.

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

**(ACTION ITEM)**

**3) Resignation – Dave Roberts Middle School Girls Basketball Coach**

Mr. Dave Roberts has submitted his resignation letter as a Middle School Girls Basketball Coach, effective immediately.

The administration recommends that the Board of School Directors approve Mr. Roberts' resignation as a Middle School Girls Basketball Coach, effective immediately.

**(ACTION ITEM)**

**4) Resignation – Becky Loy Junior Varsity Girls Basketball Coach**

Ms. Becky Loy has submitted her resignation letter as a Junior Varsity Girls Basketball Coach, effective immediately.

The administration recommends that the Board of School Directors approve Ms. Loy's resignation as a Junior Varsity Girls Basketball Coach, effective immediately.

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

Motion by Blasco, seconded by Norris to combine and approve Items A-1 through A-4 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, Roush, Blasco, and McCrea. Motion carried unanimously. 9 – 0

**(ACTION ITEM)**

**B) Permission to Attend Girls Field Hockey Team Camp Request**

Ms. Becky Loy, Varsity Girls Field Hockey Coach, is requesting Board approval for the girls field hockey team and coaches to attend team camp at Bloomsburg University from August 3, 2014 through August 6, 2014. 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. Loy's request for the girls field hockey team and coaches to attend the summer team camp as presented.

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

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

**(ACTION ITEM)**

**C) Facilities Utilization Request**

Mr. Scott Anderson is requesting permission to use the high school soccer field from 1:00 p.m. - 4:00 p.m., retroactive to April 13, 2014 for Big Spring Boys Youth Soccer. The remaining dates for this specific request are April 27, 2014, June 1 & 15, 2014. Because the utilization dates are on a Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Anderson's request to use the high school soccer field from 1:00 p.m. until 4:00 p.m. retroactive to April 13, 2014 with remaining dates of April 27, 2014, June 1 & 15, 2014 for Big Spring Boys Youth Soccer, 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, Roush, Blasco, and McCrea. Voting No: Barrick. Motion carried. 8 – 1

**(ACTION ITEM)**

**D) Proposed Textbook Adoption**

Listed below is a Middle School Science book for board approval.

**Course -- Middle School Science – 4C's      Title -- Hoot**

The administration recommends the Board of School Directors approve the proposed textbook as presented.

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

**(ACTION ITEM)**

**E) BSEA Grievance #001-1314**

The Board of School Directors denies the Big Spring Education Association Grievance #001-1314 and authorizes Board officers to complete the Step IV Grievance Report Form to indicate this disposition of the Board.

Motion by Swanson, seconded by Blasco to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, Roush, and Blasco. Voting No: McCrea. Motion carried. 8- 1

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

**(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 2, 2014. 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 \$45,544,407 for expenditures with general fund revenues of \$44,797,052 and \$747,355 from general fund balance.

2013-2014 mills	12.6360
2013-2014 tax on \$100,000 =	\$1,264
2014-2015 mills	12.9771 (2.7%)
2014-2015 Tax on \$100,000	\$1,298
=	
Tax Increase on \$100,000 =	\$34

The administration recommends the Board of School Directors approve a proposed final budget in the amount of \$45,483,140 for the 2014-2015 School Year with a tax rate of 12.9771 mills.

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 Blasco. Voting No: McCrea, Roush. Motion carried. 7 - 2

**(ACTION ITEM)**

**G) Approval of Construction Payment Applications**

The District received the following payment applications for ongoing projects. A copy of the Oak Flat PC payment schedule is included with the agenda.

<b>Project</b>	<b>Contractor</b>	<b>This Payment</b>	<b>Balance</b>
OF HVAC	Honeywell	\$756,807	\$1,220,747

The administration recommends the Board of School Directors approve payment of \$756,807 to Honeywell from the Oak Flat Project fund.

Motion by Norris, seconded by Swanson to approve the recommended as outlined above. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, Roush, Blasco, and McCrea. Motion carried unanimously. 9 - 0

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

**(ACTION ITEM)**

**H) Approval of Security Addition to Performance Contract**

At the last Building & Property meeting the committee reviewed the security update proposals from Black CSI and Honeywell. Because of the efficiency of using the existing building management system (EBI) and that the reduced operating costs of the Honeywell proposal will pay for the addition, the administration and B&P Committee recommend approval of the Honeywell proposal as included in the agenda.

The administration recommends the Board of School Directors approve the District Card Access and Video Integration proposal from Honeywell for inclusion in the existing Performance Contract at a cost from \$174,805 to be paid from the Capital Project fund.

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

**(INFORMATION ITEM)**

**I) Proposed Updated Job Description**

The administration has developed and updated the job descriptions listed. A copy of the job descriptions has been included with the agenda.

**Reading Specialist  
School Resource Officer**

After the job descriptions have been reviewed by the Board of School Directors and the administration, the administration will present the updated job descriptions for Board approval at the May 5, 2014 Board meeting.

**(INFORMATION ITEM)**

**J) Updated Year-to-Date Summaries/Taxes and General Fund**

The Business Office prepared updated year-to-date summaries for taxes and general fund that are included with the agenda. We received an April EIT. No change.

**XIV. FUTURE BOARD AGENDA ITEM**

There were no future Board agenda items.

**XV. COMMITTEE REPORTS**

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

There was a meeting earlier this month. We discussed Chapter IV requirements, discussed attributes for Big Spring graduates, and began working on the mission statement.

**B. Athletic Committee – Mr. Swanson**

No meeting was conducted and no report was offered.

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

The first round of interviews for a new principal has been conducted. The second round of interviews will be Thursday evening.

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

No meeting was conducted and no report was offered.

**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.



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### XVI. SUPERINTENDENT'S REPORT

1. **Ethic Forms** - Reminder to all Board members that the ethic forms are due to Ms. Gibb by May 1<sup>st</sup>.
2. **Upcoming Dates** – Stock and Leaders - April 30<sup>th</sup>; FFA Banquet – May 15<sup>th</sup> at 6:30 pm at Penn Township Firehall , Prom – May 17<sup>th</sup> at 6:30pm.
3. **Next Board Meeting** – I will not be in attendance at the May 5<sup>th</sup> meeting. Mr. McCrea and I will be at the Kiwanis Club Banquet that honors the top five percent of the senior class. Mrs. Temple will serve in my absence.
4. **Personnel Update** – Interviews are starting this week for our vacancies. The administration's plan is to have all new hires and transfer to the Board by June 2. Administrative adjustments will be provided to the Board by June 16<sup>th</sup>.

### 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 Blasco, seconded by Norris to adjourn the meeting and to executive session to discuss negotiation issues. Roll call vote: Voting Yes: Wolf, Gutshall, Swanson, Barrick, Piper, Norris, Roush, Blasco, and McCrea. Motion carried unanimously. 9 – 0

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The meeting was adjourned at 8:18 PM.

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Robert Lee Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, May 5, 2014**