

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, MAY 3, 2021**

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### **I. CALL TO ORDER**

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, May 3, 2021, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:32 P.M. with Eight (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; David Gutshall, Treasurer; William Piper, Secretary; Robert Over, Alexis Hurley, Richard Roush, and Frank Myers.

Absent: Wardle

Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts, Jr., Assistant Superintendent; Robyn Euker, Director of Curriculum and Instruction; Richard E. Kerr, Jr., Business Manager; Cathy Seras, Board Minutes; Rob Krepps, Director of Technology.

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

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

### **III. Approval of Minutes**

Approval of the April 19, 2021 Regular Board Meeting Minutes, the April 19, 2021 Committee of the Whole Meeting Minutes and the April 19, 2021 Finance Meeting Minutes.

Motion by Deihl, seconded by Roush, for the approval of the April 19, 2021 Regular Board Meeting Minutes, the April 19, 2021 Committee of the Whole Meeting Minutes and the April 19, 2021 Finance Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Over, Hurley, Roush, Piper, Gutshall and Myers.

Motion Carried unanimously. 8-0

### **IV. Student/Staff Recognition and Board Report – N/A**

### **V. Election of the Treasurer - One Year Appointment**

Motion by Deihl to nominate Ms. Alexis Hurley for Treasurer. Motion by Roush to close the nominations, Seconded by Gutshall

Roll call vote: Swanson Deihl, Roush, Hurley, Gutshall, Myers, Piper and Over.

Motion carried unanimously. 8-0

## **VI. Financial Reports**

### **a. Payments of Bills**

General Fund		
Procurement Card	\$	15,620.54
Checks/ACH/Wires	\$	995,536.68
Capital Projects Reserve Fund	\$	-
Cafeteria Fund	\$	97,662.79
Student Activities	\$	7,659.40
<b>Total</b>	<b>\$</b>	<b>1,116,479.41</b>

Motion to approve the payment of bills as presented.

Motion by Hurley, seconded by Gutshall for acceptance of the Payment of Bills as outlined above.

Roll call vote: Voting Yes: Swanson, Deihl, Roush, Hurley, Piper, Gutshall, Myers and Over.

Motion Carried unanimously. 8- 0

## **VII. Reading of Correspondence**

### **PlanCon Part K: Project Refinancing**

The administration received correspondence from the Pennsylvania Department of Education, Bureau of Budget and Fiscal Management, Jessica Sites, Director, regarding receipt of the PlanCon Part K, "Project Refinancing," for Issuance of General Obligation Note, Series of 2021. The material received has been accepted and approved by the Bureau of Budget and Fiscal Management. The correspondence and Bond information is included with the agenda.

## **VIII.. Recognition of Visitors**

## **IX. Public Comment Period**

## **X. Structured Public Comment Period**

## **XI. Old Business**

## **XII. New Business**

## **XIII. Personnel Items**

### **a. Resignation - Assistant Girls Basketball Coach – Emily Young**

Ms. Emily Young, submitted her resignation for the position of Assistant Girls Basketball Coach, effective immediately.

The administration recommends the Board of School Directors approve Ms. Young's resignation, as presented.

### **b. Resignation - High School Coordinator of the Student Assistance Program (SAP)**

Ms. Sherri Webber-Mains, has submitted her resignation for the position of High School Coordinator of the Student Assistance Program (SAP), effective June 30, 2021.

The administration recommends the Board of School Directors approve Ms. Webber-Mains' resignation, as presented.

### **XIII. Personnel Items**

#### **c. Recommended Approval for Staff for the 2021 Bulldog Summer Success Program and Secondary Summer School Teachers**

The individuals whose names are listed below are recommended to serve as staff for the 2021 Bulldog Summer Success Program and Secondary Summer School Teachers.

##### **Elementary School Teachers**

Alisha Willis  
Casey Barwin  
BrieAnn Arnsberger  
Emily Vetock  
Katelyn Wertz  
Cara Ford  
Sara Litz

##### **Elementary Summer School Aides**

Marilyn Zinn  
Meagan Brackbill  
Patricia Gantz  
Kristi Witmer  
Michelle Dunkleberger

##### **Secondary Summer School Teachers**

Nate Gutshall  
Charlene D'Amore  
Joseph Kucker

The administration recommends the Board of School Directors approve the appointments of the Summer Program Staff for summer, 2021, as presented.

#### **VOTE ON XIII., NEW BUSINESS A-C, PERSONNEL CONCERNS**

Motion by Diehl, seconded by Roush, to approve Items A – C, as outlined and recommended above.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Hurley, Roush, Over and Myers

Motion carried unanimously. 8- 0

### **XIV. New Business**

#### **14.a. Recommended Approval for the FFA Agricultural Advisory Board Agenda and Committee Minutes**

The Big Spring FFA is requesting Board approval of the Agricultural Advisory Board Agenda and Committee Minutes. All information is included with the agenda.

The administration recommends the Board of School Directors approve the FFA Agricultural Advisory Board Agenda and Committee Minutes, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8– 0

#### **14.b. Recommended Approval for a Big Spring Middle School FFA Fundraiser - Pop-Up Milkshake Stand**

Mrs. Jenna McIntire, Middle School Agriculture Teacher and Middle School FFA Advisor, would like to request an FFA Fundraiser for a Pop-Up Milkshake Stand. The Pennsylvania Dairymen's Association will be making and serving Farm Show milkshakes. The event will take place on Tuesday, May 18th from 2:45 p.m. - 6:00 p.m. which will be held in the Football Stadium parking lot.

The administration recommends the Board of School Directors approve Mrs. McIntire's request for the FFA Fundraiser Pop-Up Milkshake Stand, as presented.

Motion by Deihl, seconded by Roush, to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8– 0

## **New Business**

### **14.c. Recommended Approval for Building Utilization Request - Diamond Premier Baseball**

Mr. Kyle Kotzmoyer, Representative for Diamond Premier Baseball is requesting to utilize the old baseball field for a baseball tournament, retroactive to Sunday, April 25, 2021. Because the utilization request is on a Sunday, Board action is necessary

The administration recommends the Board of School Directors approve Mr. Kotzmoyer's request to utilize the old baseball field for a baseball tournament, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8– 0

### **d. Recommended Approval for the 2021-2022 CAOLA Cyber Advisor Agreement**

Dr. Robyn Euker, Director of Curriculum and Instruction has reviewed the 2021-2022 CAOLA Cyber Advisor Agreement and would like to request approval for the agreement. The Agreement is included with the agenda.

The administration would like to recommend the Board of School Directors approve the 2021-2022 CAOLA Cyber Advisor Agreement, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8– 0

### **e. Recommended Approval of DroneBlocks for the Middle School STEM Program**

Dr. Robyn Euker, Director of Curriculum and Instruction, would like to recommend the DroneBlocks as a resource in support of the Middle School STEM program. Title IV funds will be utilized to purchase the DroneBlocks.

The administration recommends the Board of School Directors approve the purchase of the DroneBlocks, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8– 0

## New Business (continued)

### f. Recommended Approval of Renewal of Service Agreements

The administration reviewed the following renewals for existing service agreements. The first is with Cleveland Bros for the annual service and PM inspection of the 6 generator engines. Diversified Refrigeration performs semi-annual preventive maintenance of the 6 Aerco water heaters. Eastern elevator performs PM and annual inspection of 4 elevators in the district. Empowered Facilities Management (EFM) is to assist maintenance dept with FMX configuration & expansion. GSS provides tax software and bill printing for the real estate tax process. HB McClure provides PM service semi-annually for the 4 bldgs with boilers, the Dectron pool unit and the Trailblazer chiller at the MS. Proasys provide quarterly testing and treatment of heating, chilled and well field loops (10). Trane performs quarterly inspections and PM of building automation hardware & software and rooftop units. Turner performs annual PM and inspections of athletic systems (HS, MS, OF & MR) and HS/MS stadium bleachers.

Vendor	Services	Length	Cost
Cleveland Bros	<a href="#">Engine Monitor/PM Services</a>	3 yr	5,251.67
Diversified Refrigeration	<a href="#">Aerco Water Heaters - PM Services</a>	1	6,250.00
Eastern Elevator	<a href="#">Elevator Maintenance &amp; PM Services</a>	5	2,560.00
EFM	<a href="#">Configuration &amp; consulting with FMX install</a>	1	5,000.00
GSS	<a href="#">Tax &amp; Billing Services</a>	1	6,000.00
HB McClure	<a href="#">DAO Boiler PM Services</a>	1	1,750.00
"	HS Boiler PM Services	1	4,867.00
"	OF Boiler PM Services	1	4,301.00
"	MS Boiler PM Services	1	2,875.00
Proasys	<a href="#">Quarterly PM Services for all hot water loops</a>	1	10,900.00
Trane	<a href="#">Quarterly BAS/Rooftop Unit PM</a>	3	61,256.00
Turner	<a href="#">Quarterly BAS/Rooftop Unit PM</a>	1	8,887.00
Total =			119,897.67

The administration recommends the Board of School Directors approve the service agreements, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8- 0

Mr. Over and Mr. Piper had questions regarding the contracts. Mr. Kerr defined the agreements.

### g. Recommended Approval of the Proposed 2021-2024 Act 93 Compensation Plan

After a meeting between the Act 93 representatives and Board representatives, the administration developed the included Act 93 Compensation Plan.

The administration recommends the Board of School Directors approve the Act 93 Compensation Plan for the 2021-2024 school years as included in the agenda.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.

Voting Yes: Swanson, Deihl, Gutshall, Roush, Piper, Hurley, Over and Myers

Motion carried unanimously. 8- 0

## **XV. Discussion Item**

## **XVI. Future Board Agenda Items**

## **XVII. Board Reports**

### **a. District Improvement Committee - Mr. Over, Mr. Myers**

- No report offered.

### **b. Athletic Committee - Mr. Deihl, Mr. Wardle, Mr. Myers**

- No report offered.

### **c. Vocational-Technical School - Mr. Piper, Mr. Wardle**

- Mr. Piper communicated the following information from the April 26, 2021 Vo-Tech Meeting.
  1. JOC authorized the Administration to enroll 9<sup>th</sup> grade students from interested school districts for the 2021-2022 school year and those districts are Big Spring, Cumberland Valley and West Shore.
  2. The Curriculum Committee reviewed the 2021-2022 school calendar and approved for presentation to the JOC Meeting, May 24<sup>th</sup> with a student start date of August 30<sup>th</sup> and the student last day will be June 3<sup>rd</sup>.
  3. The Curriculum Committee approved the Act 93 Agreement to be presented at the May 24<sup>th</sup> JOC meeting for approval.
  4. JOC authorized the Administrative Director to approve change orders for the 2021 Health Occupation Project up to \$20,000.
  5. JOC authorized the Health Occupation Project Contractors to begin construction during the evening hours of 3:30 – 10:00 p.m. on May 17<sup>th</sup>.
  6. Vo-Tech Annual Awards Night will be May 25<sup>th</sup> with a rain date of May 26<sup>th</sup> at Cumberland Valley High School Stadium.
  7. All CPAVTS students began face-to-face instruction on April 19<sup>th</sup> Monday – Thursday.
  8. The last two school districts recently agreed to the proposed CPAVTS name change. The newly adopted name will be Cumberland Perry Area Career and Technical Center. The members agreed that the Career and Technical Center name reflected the Mission Statement of the educational facility.
  9. Admission offers were forwarded to the students for the 2021-2022 school year. Mr. Piper stated that if most students accept, the school will be near capacity next school year for all programs except two.

### **d. Building and Property Committee - Mr. Roush, Mr. Piper, Mr. Swanson, Mr. Over**

- No report offered.

### **e. Finance Committee - Mr. Deihl, Mr. Piper, Mr. Swanson, Mr. Gutshall**

- No report offered.

### **f. South Central Trust - Mr. Deihl**

- No report offered.

## **Board Reports (continued)**

### **g. Capital Area Intermediate Unit - Mr. Swanson**

- Mr. Swanson shared that the CAIU Report are in board folders.

### **h. Tax Collection Committee - Mr. Swanson**

- No report offered.

### **i. Future Board Agenda Items**

- No report offered.

### **j. Superintendent's Report**

- Dr. Fry shared the April 30, 2021 Enrollment Report with the Board of School Directors.
- Dr. Fry communicated that the preliminary budget approval will be presented at the May 17<sup>th</sup> Committee of the Whole Meeting. Dr. Fry continued in reminding the Board that the final budget approval will be June 21<sup>st</sup> but discussions on the budget will continue at the June 7<sup>th</sup> Finance Meeting which will begin at 6:00 p.m.
- Dr. Fry reminded the Board of School Directors of the Schlechty Board Conference this weekend, May 7<sup>th</sup> and 8<sup>th</sup>. Dr. Fry stated that the focus of the conference will be on learning loss, specifically how to differentiate learning loss, compliance loss and how the board may explain the difference to parents and the community.

## **XVII. Meeting Closing**

### **a. Business from the Floor**

### **b. Public Comment Regarding Future Board Agenda Items**

### **c. Adjournment**

Motion by Deihl, seconded by Roush to adjourn into an Executive Session.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Hurley, Roush, Over and Myers.

Motion carried unanimously. 8 -0

Motion by Deihl, seconded by Roush, to adjourn the May 3, 2021 Board meeting.

Voting Yes: Swanson, Deihl, Gutshall, Piper, Hurley, Roush, Over and Myers.

Motion carried unanimously. 8-0

Meeting adjourned at **8:51 P.M., May 3, 2021.**

Next scheduled meeting is: **Monday, May 17, 2021.**



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