



# Big Spring School District

## Newville, Pennsylvania

### Board Meeting Minutes

#### July 18, 2022

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#### 1. Opening Meeting

The Board of School Directors for the Big Spring School District met in the Big Spring Middle School Auditorium at 8:05 pm with eight (8) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; Frank Myers, Treasurer; Kenneth Fisher, Robert Over, Richard Roush, and Donna Webster

Absent: John Wardle

Others in attendance: Kevin C. Roberts, Jr., Superintendent; Bill August, Assistant Superintendent; Nicole Donato, Director of Curriculum & Instruction; Michael Statler, Business Manager; Donna Minnich, Board Minutes; Rob Krepps, Director of Technology; and Darrin Baughman, Technology Support.

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

President Swanson announced the addition of a New Business - Action Item number 11h to the agenda for the Wrestling Team's participation at Kutztown University for Summer Wrestling Camp July 24 - 27.

- 2. Student/Staff Recognition and Board Reports** – Student Council President Aliyah March greeted the Board of School Directors and introduced Nalaha Deitz, Treasurer; Camden Donato, Vice President and Jessica Lewis, Public Relations by explaining their mission to represent the high school student body. She said they met to set goals and plan activities to get everybody involved and also thanked the Board for everything they do to support the students.

- 3. Reading of Correspondence** – Nothing offered

- 4. Recognition of Visitors** – 15 visitors signed-in for the meeting

- 5. Public Comment Period**

Pastor Bill Beck offered a prayer of encouragement for the Board members, administration, staff, students, and community.

Jessica Kreiger offered comments about an e-mail she sent to most of the Board members and asked them to check their spam folders and stated she is watching for a response.

Mr. Swanson stated he received Mrs. Kreiger's e-mail and said he would be willing to speak with her after the meeting to discuss her question.

Torrey Reinford offered comments and suggestions on policy revisions.

## **6. Approval of Minutes**

### **6.a. Regular Board Meeting and Committee of the Whole Meeting Minutes for June 20, 2022**

Motion to approve the Regular Board Meeting and Committee of the Whole Meeting Minutes for June 20, 2022 by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, Roush, and Webster

Motion Carried unanimously. 8-0

## **7. Financial Reports**

### **7.a. Payment of Bills**

General Fund

Procurement Card	\$	8,783.27
Checks/ACH/Wires	\$	3,733,530.64
Capital Projects Reserve Fund	\$	427,940.05
Cafeteria Fund	\$	154,658.88
Student Activities	\$	<u>64,690.72</u>
<b>Total</b>	<b>\$</b>	<b>4,389,603.56</b>

Motion to approve the Payment of Bills as presented by Mr. Myers was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, Roush, and Webster

Motion Carried unanimously. 8-0

### **7.b. Treasurer's Fund Report**

General Fund	\$	15,570,256.83
Capital Project Reserve Fund	\$	9,674,871.95
Cafeteria Fund	\$	836,472.18
Student Activities	\$	<u>257,767.97</u>
<b>Total</b>	<b>\$</b>	<b>26,339,368.93</b>

Motion to approve the Treasurer's Fund Report as presented by Mr. Myers was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, Roush, and Webster

Motion Carried unanimously. 8-0

### **7.c. YTD General Fund Report and YTD Taxes**

The administration prepared the YTD General Fund Report and the YTD Taxes 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 Summary shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion to accept Year-To-Date General Fund and Tax Reports as submitted by Mr. Deihl was seconded by Mr. Roush

Mr. Statler added the EIT collected in June was a record month; however, July has been lower than typical.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Fisher, Over, Myers, Roush, and Webster  
Motion Carried unanimously. 8-0

### **8. Old Business** – Nothing offered

### **9. New Business** – Nothing offered

### **10. Personnel Items - Actions Items**

#### **10.a. Resignations:**

Administration received a resignation from a Teaching position:

- Sean Stevenson has provided a letter of resignation from his position as High School Social Studies Teacher effective immediately.

Mrs. Stacy Lehman, Human Resources Coordinator, received a resignation from an Extra Duty position:

- Elise Nobile has provided a letter of resignation from her position as High School Musical Director effective immediately.

Ms. Cheri Frank, Director of Custodial Services, received a Custodial resignation:

- Randy Coldsmith has provided a letter of resignation from his position as High School Custodian effective June 10, 2022.

Mr. Joseph Sinkovich, Athletic Director, received a Coaching resignation:

- Deven Whitfield has provided a letter of resignation from his position as Basketball Coach for JV Boys effective immediately.

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

#### **10.b. Recommended Coaches**

Mr. Scott Penner, Director of Athletics and Student Activities, is recommending the following individuals for 2022-2023 coaching positions:

- Joshua Beck for the position of High School Head Track & Field Coach
- Maria Boyd for the position of High School Head Bocce Coach
- Michelle Paris for the position of High School Assistant Bocce Coach
- Bailey Lehman for the position of High School Field Hockey Assistant Coach
- Naomi Warner for the position of High School Field Hockey Assistant Coach
- Megan Eckenrode for the position of Middle School Field Hockey Head Coach
- Brooke Roberts for the position of Middle School Field Hockey Assistant Coach

The administration recommends the Board of School Directors approve the coaches for 2022-2023 as presented.

#### **10.c. Recommended Approval for New and Updated Curriculum**

Mrs. Nicole Donato, Director of Curriculum and Instruction, is recommending new and updated curriculum for the 2022-2023 school year:

- Grade 6 Genius Hour (New)
- College Prep Writing (New)
- K-8 Math (Updated)
- Middle School Band (Updated)
- Middle School Choir (Updated)
- High School Concert Band (Updated)
- High School Choir (Updated)
- AP Music Theory (Updated)

The administration recommends the Board of School Directors approve the new and updated curriculum as presented.

Vote on New Business 10 a - b, Personnel Items to approve Items (a) – (b), as outlined and recommended above by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

Item 10c is not a Personnel Action Item. Mr. Deihl made a motion to vote separately on 10c Recommended Approval for New and Updated Curriculum which was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

## 11. New Business - Actions Items

### 11.a. 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.

Lisa Bahmueller	\$3,360.00
Tara Barnard	\$1,545.00
Lindsey Dix	\$3,756.00
Jessica Maser	\$1,680.00
Amanda Webber	\$1,404.00

The administration recommends the Board of School Directors authorize reimbursement for graduate credits as outlined above and as provided in the current contract between the Big Spring Educational Association and the Big Spring School District.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

### 11.b. Emergency Instructional Time Template for the 2022-2023 School Year

The Pennsylvania Department of Education is continuing to grant school districts flexibility with instructional time and the way in which the district meets instructional time requirements under Section 520.1 of the Pennsylvania School Code. Section 520.1 of the School Code provides flexibility to meet minimum instructional time requirements in the event of a COVID-19 emergency during the upcoming school year. Dr. Kevin C. Roberts, Jr., Superintendent of Schools, would like to recommend an Emergency Instructional Time Template for the 2022-2023 school year. The Board is required to approve the Emergency Instructional Time Template to submit to the Pennsylvania Department of Education and ensure a minimum of 180 days of instruction with a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level through a combination of face-to-face and remote instruction.

The administration recommends the Board of School Directors approve the Emergency Instructional Time Template for the 2022-2023 School Year as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Dr. Roberts stated this process has been in place since the onset of the pandemic but like last year, we don't anticipate having to use it.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

### **11.c. Recommended Approval of Capital Project Payments**

The following invoices are for payment within the Capital Project Fund.

- Interactive TV Panel Project - A/V Solutions Invoice #7287 for \$965.45
- Interactive TV Panel Project - Visual Sound Invoice #222104D1 and 227668D1 for a total of \$341,667
- Interactive TV Panel Project - Lobar, Inc. - Pay App #2 for 55,543.59

The administration recommends the Board of Directors approve the invoices to be paid from the Capital Reserve Project Fund.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

### **11.d. Recommended Approval of Cross Safe to provide Traffic Detail**

The District's current traffic detail provider has had a difficult time filling positions and does not have the traffic detail expertise. The District released a Request for Proposal in order to get pricing for traffic detail. The District reached out to six contractors based on recommendations from school districts across Pennsylvania.

The administration is recommending the Board of School Directors approve Cross Safe as the District's contractor for traffic detail during the 2022-2023 school year.

Motion by Mr. Deihl was seconded by Mr. Roush

Mr. Over asked if the contract would be changed before approving it to include a termination clause as discussed during Committee of the Whole and Dr. Roberts confirmed they will ensure an adequate termination clause is written into the agreement and stated 60 day notification is typical but if able from a legal standpoint, they'll request a 30 day termination clause. Mr. Over asked if approval of the agreement could wait for the contract revision and Dr. Roberts responded that his only concern with delaying is that we are close to the start of the school year.

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Roush, and Webster

Motion Carried. 7-1

#### 11.e. Agreements for 2022 - 2023

Mr. William Gillet, Director of Student Services, has reviewed the summary letter and agreement with **Diakon Youth Services** which is a secondary contract for students placed in the Capital Area Intermediate Centerpoint Program which provides mental health services.

The proposed 2022-2023 **Head Start and Pre-K Counts Agreement** has been reviewed by Mr. William August, Assistant Superintendent, The Head Start and Pre-K Counts programs are located at Newville Elementary School and services are provided by Shippensburg University which consists of approximately 36 students enrolled in the classes with the school day running from 9:00 a.m. until 2:30 p.m., Monday - Friday.

Mr. Tim Drawbaugh, Director of Maintenance, has reviewed the **Turner Safety Inspection** proposal. The District is required to annually inspect the bleachers.

Dr. Abigail Leonard, Supervisor of Ancillary Services, has reviewed the **Shippensburg University Growing Edges Agreement** which provides counseling interns to provide counseling to students, families, and surrounding community members through a supervised counseling internship program.

The administration recommends the Board of School Directors approve the 2022-2023 agreements as presented.

Motion by Mr. Deihl was seconded Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

#### 11.f. Recommendation for Athletic Booster Fundraisers

Mr. Scott Penner, Director of Athletics and Student Activities, is requesting permission to conduct fundraisers to benefit the Athletic Boosters during the 2022-2023 school year:

- Cash Raffle for Fall Sports (selling tickets August - October with a drawing in October)
- Bingo for Winter/Spring Sports in March

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

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

**11.g. Tuition Exemption Waivers for 2022 - 2023**

The current Collective Bargaining Agreement provides non-resident teachers and employees the opportunity to choose to send their children to the Big Spring School District free of tuition. Based on Article 9.08 Non-Resident Student Tuition, the administration recommends granting tuition exemption to the following students for the 2022-2023 school year:

<b><u>Last Name</u></b>	<b><u>First Name</u></b>	<b><u>Grade</u></b>	<b><u>22-23 Building Assignment</u></b>
Barrick	Hudson	K	Mount Rock Elementary School
Beck	Levi	7	Big Spring Middle School
Best	Arabella	2	Mount Rock Elementary School
Best	Christian	7	Big Spring Middle School
Best	Colton	5	Mount Rock Elementary School
Best	Jaden	10	Big Spring High School
Brackbill	Liam	K	Oak Flat Elementary School
Bukousky	Meila	1	Mount Rock Elementary School
Hall	Carter	12	Big Spring High School
Hall	Grant	10	Big Spring High School
Hockenberry	Samuel	4	Oak Flat Elementary School
Kilian	Blaise	2	Newville Elementary School
Oldham	Lucas	2	Mount Rock Elementary School
Ryan	Clara	8	Big Spring Middle School
Ryan	Gwyneth	11	Big Spring High School
Sallie	Aidan	10	Big Spring High School
Sallie	Landon	7	Big Spring Middle School
Sallie	Parker	2	Mount Rock Elementary School
Schenk	Stella	3	Newville Elementary School
Sheller	Brandon	9	Big Spring High School
Stanton	Andrew	3	Mount Rock Elementary School
Stanton	James	6	Big Spring Middle School
Stanton	Thomas	3	Mount Rock Elementary School
Weller	Jay	1	Oak Flat Elementary School
Weller	Jordyn	5	Oak Flat Elementary School
Weller	Ryan	3	Oak Flat Elementary School
Wiser	Dawson	2	Newville Elementary School
Wiser	Tenley	K	Newville Elementary School

The administration recommends the Board of School Directors approve the tuition exemption waivers as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0



### **11.h. Recommended Approval for Summer 2022 Wrestling Camp**

Mr. Scott Penner, Director of Athletics and Student Activities, received a request from Nate Gutshall, Wrestling Coach, for the Wrestling Team and Coaches to attend camp at Kutztown University from July 24 - July 27, 2022.

The administration recommends the Board of School Directors approve the request for the wrestling team to attend the summer 2022 wrestling camp as presented.

Motion by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

## **12. New Business - Information Item**

### **12.a. Aide Position through ESS the District's Contracted Service Provider**

Dr. Abigail Leonard, Supervisor of Ancillary Services, recommends the individual listed below for a contracted staffing position:

- Michelle (Shelly) Peiffer - full-time Principal's Discretion Aide at Newville Elementary School effective August 19, 2022.

### **12.b. Proposed Adoption of Updated Curriculum**

Mrs. Nicole Donato, Director of Curriculum and Instruction, is recommending updated high school curriculum which is available in the Curriculum Center for review by the Board of School Directors. The administration will present the curriculum for Board approval at the August 8, 2022 Board meeting:

#### **High School:**

AP Chemistry

Design and Innovation Workshop

Exploring Presentations

Introduction to Forensics

Introduction to Music Theory

Music in Film

Music Tech Lab I

Piano Lab

Retail Management

Small Animal Science

Structural Engineering

Supervised Ag Experience

Sustainable Engineering

Welding

Wood Production

### **13. Discussion Item – Nothing offered**

### **14. Board Reports**

**14.a. District Improvement Committee - Mr. Fisher and Ms. Webster** - Nothing offered

**14.b. Athletic Committee - Mr. Deihl, Mr. Fisher, Mr. Myers, and Mr. Wardle** - Nothing offered

**14.c. Cumberland Perry Area Career and Technical Center - Mr. Piper and Mr. Wardle**

Mr. Piper shared updates from the June 27, 2022 meeting including mentioning the resignation of many senior management staff members. Fall Student Orientation Night is scheduled for August 22, 2022. The next meeting will be August 29, 2022.

**14.d. Building and Property Committee - Mr. Over, Mr. Piper, Mr. Roush, and Mr. Wardle** - Nothing offered

**14.e. Finance Committee - Mr. Deihl, Mr. Over, Mr. Piper, and Mr. Myers** - Nothing offered

**14.f. South Central Trust - Mr. Deihl** - Nothing offered

**14.g. Capital Area Intermediate Unit - Mr. Swanson** – The July meeting has been canceled because of the construction project.

**14.h. Tax Collection Committee - Mr. Swanson** – The July meeting has been canceled.

**14.i. Future Board Agenda Items** – Nothing offered

**14.j. Superintendent's Report**

Dr. Roberts provided an update on summer projects and noted the outstanding efforts of the custodial staff to clean and prepare the buildings for August 24.

Dr. Roberts stated we have worked throughout the year to engage our school community and gather input on our upcoming Strategic Plan and Profile of a Graduate by asking all individuals, “What are the hopes and dreams you have for our students?”. Dr. Roberts said he is excited that we have a draft of the Strategic Plan that includes all of that information in areas that our school community wants us to focus and work on. He also shared that we have updated our Profile of a Graduate which will be supported in the very near future with another opportunity for the community to comment and said the Board will be updated on the Strategic Plan and the Profile of a Graduate formally in August.

Dr. Roberts shared that he met with Jody Smith from the Cumberland County Sheriff’s Office last week regarding our School Resource officers and said Deputy Grzyboski will continue to serve our District as a Resource officer, Deputy Erin Reddington will be returning to the County Office, and Deputy Kyle Schlusser will be coming on board to join us as a School Resource Officer.

## 15. Meeting Closing

### 15.a. Business from the Floor/Board Member Comment

Mr. Over stated that he's been made aware that we are not breaking any laws. Mrs. McDonald responded to Mr. Over's statement with comments about PA Obscenity Laws and the exemption of school libraries.

Mr. Piper stated last meeting he thanked various groups for all they do to support the educational process and wanted to specifically mention the maintenance staff for their efforts and said we couldn't be the District we are without them.

Mrs. Webster reminded everyone the Shippensburg Fair starts on Sunday and said we have many FFA students that have worked hard to prepare for showing their livestock at the Fair and encouraged anyone attending to stop by and visit our students and their animals.

### 15.b. Comment Future Board Agenda Items – Nothing offered

### 15.c. Adjournment

Motion to adjourn the meeting by Mr. Deihl was seconded by Mr. Roush

Roll call vote: Voting Yes: Swanson, Deihl, Piper, Myers, Fisher, Over, Roush, and Webster

Motion Carried unanimously. 8-0

Meeting adjourned at **8:39 pm, July 18, 2022**

Next scheduled meeting is **August 8, 2022**

  

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