



## **FEBRUARY 2, 2021 BOARD MEETING**

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### **1. Opening Meeting and Guidelines for the February 2, 2021 Virtual Board Meeting**

- Welcome members
- Note to members: you are participating in a Zoom webinar, as an attendee your audio and video is muted.
- A role call will take place to affirm board members in attendance for the February 2, 2021 virtual meeting.
- The Board Member will state their name prior to the Motion on an agenda item as the second motion will follow the same procedure; name first.
- All public comments will work with the public raising hands.
- The Board of School Directors will proceed with the February 2, 2021 Board Agenda.

#### **a. Call to Order (President Swanson)**

#### **b. Pledge to the Flag**

### **2. Approval of Minutes**

Approval of the January 11, 2021 Regular Board Meeting Minutes and the January 11, 2021 Committee of the Whole Meeting Minutes.

### **3. Student/Staff Recognition and Board Reports- No Student Report**

### **4. Financial Reports**

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

General Fund		
Procurement Card	\$	45,433.71
Checks/ACH/Wires	\$	3,106,532.13
Capital Projects Reserve Fund	\$	56,873.43
Cafeteria Fund	\$	52,400.74
Student Activities	\$	<u>12,470.79</u>
<b>Total</b>	<b>\$</b>	<b>3,273,710.80</b>

Motion to approve the payment of bills as presented.

### **5. Reading of Correspondence**

#### **a. Correspondence from the Pennsylvania Department of Education**

Dr. Richard W. Fry, Superintendent of Schools, received correspondence from the Pennsylvania Department of Education, Federal Programs Coordinator, Susan McCrone, Division Chief. Ms. McCrone communicated in the correspondence that The Division of Federal Programs has determined that BSSD has maintained fiscal effort when comparing the fiscal year ending June 30, 2018 to the fiscal year ending June 30, 2019. It has been noted in the correspondence that BSSD is eligible for full participation in federal grant funding for the school year 2020-2021.

## **6. Recognition of Visitors**

## **7. Public Comment Period**

## **8. Structured Public Comment Period**

## **9. Old Business**

## **10. New Business**

## **11. Personnel Items - Action Items**

### **a. Resignation - Marching Band Field Staff**

Ms. Susan Travis, has submitted her resignation for the position of a Marching Band Field Staff, effective the conclusion of the 2020-2021 school year.

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

### **b. Resignation - Wrestling Coach**

Mr. Malachi Brough has submitted his resignation for the position of a Wrestling Coach, effective immediately. Mr. Brough has requested to assist as a volunteer Wrestling Coach.

The administration recommends the Board of School Directors approve Mr. Brough's resignation as a Wrestling Coach and his request to assist as a volunteer Wrestling Coach, effective immediately.

### **c. Recommended Approval for ESS Aides**

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the individuals listed as aides for the positions listed.

**Ms. Samantha Bucy** - MDS aide at Oak Flat Elementary School, which is a new position. Samantha will begin in this position, retroactive to January 25, 2021.

**Katelyn Hamilton** - Full-time learning support aide at the Middle School, replacing Jody Hoffman who has resigned. Katelyn will begin in this position, retroactive to January 25, 2021.

The administration recommends the Board of School Directors approve the ESS aides listed for the positions noted.

### **d. Contract for Superintendent**

The Board of School Directors will vote to appoint Dr. Kevin C. Roberts, Jr., as Superintendent of Schools. A contract that commences July 1, 2021 and concludes on June 30, 2026.

Motion to approve an employment contract for Dr. Kevin C. Roberts, Jr., to serve as Superintendent of Schools from July 1, 2021 through June 30, 2026.

## 12. New Business - Action Items

### a. Credit Pay

The professional employees whose names are listed below have successfully completed graduate work and is entitled to the specified amount in accordance with the negotiated contract.

<b>Tessa Lindsey</b>	<b>\$1,548.00</b>
<b>Jessica Maser</b>	<b>\$1,560.00</b>
<b>Alexa Moran</b>	<b>\$4,680.00</b>
<b>Caitlin Steinly</b>	<b>\$1,548.00</b>
<b>Total</b>	<b>\$9,336.00</b>

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.

### b. Recommended Approval of a Non-Resident Student to Attend Big Spring High School

Ms. Jeanette Lehman, mother of Senior, Alexis Beers, is requesting permission for Alexis to attend Big Spring High School for the remainder of the 2020-2021 school year and graduate with the class of 2021, per the conditions outlined in Board Policy 202.1: "The Board may permit the admission of nonresident students in accordance with Board Policy. The parent/guardian are required to provide the necessary transportation.

The administration recommends the Board of School Directors approve Ms. Lehman's request for Alexis Beers', Senior, to attend Big Spring High School for the 2020-2021 school year and graduate with the class of 2021, as per the conditions outlined in Board Policy 202.1.

### c. Recommended Approval for an Additional Post Grad 2020-2021 Fundraiser

The 2020-2021 Post Grad Committee is requesting permission to conduct the additional fundraiser listed for the 2020-2021 school year.

#### Raffle for Cash Drawing

The administration recommends the Board of School Directors approve the Post Grad Committee's request to conduct the additional fundraiser listed during the 2020-2021 school year, as presented.

### d. Recommended Approval for Athletic Booster Fundraisers for the 2020-2021 School Year

The Athletic Boosters are requesting permission to conduct the fundraisers listed for the 2020-2021 school year.

#### Raffle - Yeti Cooler, Blackstone Grill and Cash Prizes

The administration recommends the Board of School Directors approve the Athletic Boosters request to conduct the fundraiser's listed during the 2020-2021 school year, as presented.

## **New Business - Action Items**

### **e. Recommended Approval of FFA Agricultural Advisory Board Members, Meeting Agenda and Committee Minutes**

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

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

### **f. Recommended Approval for a Grant through Pennsylvania Agriculture and Youth Grant Program**

Dr. Robyn Euker, Director of Curriculum and Instruction, would like to request permission to apply for a Grant through the Pennsylvania Agriculture and Youth Grant Program for the High School Agriculture Department and the FFA Program. The grant monies will assist with upgrading the current environmental chamber which is a devise to start seedlings, conduct plant experiments and encourage plant growth. With an updated model, the students could also raise and hatch chicken eggs, and if able to obtain the refrigerated unit, the students could store the monarch butterflies in the cooler air before transporting the butterflies to the Farm Show. The equipment would be utilized by both the Big Spring FFA program and the students enrolled in Agricultural classes. The grant request will not exceed \$7,000.

The administration recommends the Board of School Directors approve the Grant through the Pennsylvania Agriculture and Youth Grant Program, as presented.

### **g. Recommended Approval for Board Policies**

The administration has updated the polices listed and are included with the agenda.

- **Policy 113.1 Discipline of Students with Disabilities**
- **Policy 113.2 Behavior Support**
- **Policy 113.4 Confidentiality of Special Education Student Information**
- **Policy 122 Extra-Curricular Activities**
- **Policy 123 Interscholastic Athletics**
- **Policy 123.2 Sudden Cardiac Arrest**

The administration recommends the Board of School Directors approve the above listed policies, as presented.

### **h. Recommended Approval for Job Descriptions**

The administration has updated the job descriptions listed and are included with the agenda.

- **102 Business Manager**
- **104 Assistant Superintendent**
- **501 Administrative Assistant to the Superintendent**

The administration recommends the Board of School Directors approve the above listed job descriptions, as presented.

## **New Business - Action Items**

### **i. Recommended Approval for Facilities Utilization Request**

The Big Spring Hurricane Softball Organization is requesting to utilize the softball fields at Oak Flat Elementary School and Mt. Rock Elementary School for practices and games which will begin March 1, 2021 through October 29, 2021. There will be Sunday games from 1:00 p.m. - 6:00 p.m. Because the utilization requests are on Sunday's, Board action is necessary.

The administration request the Board of School Directors approve the Big Spring Hurricane Softball Organization request, as presented.

### **j. Recommended Approval of a Five Year Commitment to CAIU WAN Services**

In an effort to contain costs and meet the demand for more Internet bandwidth and reliability, the CAIU is rebidding the existing contract that will expire June 30, 2021. The IU filed an E-rate Form 470/RFP on behalf of all the member districts and is soliciting bids for a 5-year contract with two 1-year extensions for WAN services and a 3-year contract with two 1-year extensions for Internet services, beginning July 1, 2021. As part of the process the IU is requesting that all current consortium members sign a letter of commitment. ([Link commitment letter](#))

The administration recommends the Board of School Directors approve the letter of commitment, as presented.

### **k. Approve Student Activity Account**

The administration received a request from the High School Principal to create a revised student activity account to manage the school store. [Student by-laws and budget linked here](#). The School Store now has a website where you can order and pay using your debit/credit card. Please check out our website at <http://bigspringschoolstore.square.site>. We are still building the site so some items may not be pictured.

The administration recommends the Board of School Directors approve the revised HS School Store organization and the associated student activity account under the supervision of the High School Principal.

### **l. Approve 2020 Financial Statements and Audit**

SEK presented the financial statements and the single audit to the Committee of the Whole prior to this meeting. It is an unmodified opinion with no findings. This must be sent to several state agencies and the CAIU; these documents are posted on our website for YE 2020; all of the District's financial history is available at this [webpage](#). Links to

[Required Letter](#)

[Management Letter](#)

[Financial Statements](#) [SEK Presentation](#)

The administration recommends that the Board of School Directors accept the District's 2019-20 financial statements and audit report as presented by SEK and authorize the administration to distribute as required.

### **m. Approve Revised Tax Collector Compensation Resolution**

Following a meeting with the Tax Collectors, there are some minor revisions to the compensation resolution to enable flexibility with software and reporting in the future. [Link to resolution](#).

The administration recommends the Board of School Directors approve the tax collector resolution, as presented.

13. New Business - Information Item

14. Discussion Item

15. Future Board Agenda Items

16. Board Reports

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

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

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

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

e. Finance Committee - Mr. Deihl, Mr. Piper, Ms. Hurley, Mr. Gutshall

f. South Central Trust - Mr. Deihl

	Q2	YTD	PYr
	Oct - Dec 20	Jul - Dec 20	Jul - Dec 19
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4010 · Premiums - Traditional	1,169,253.76	1,757,913.52	1,731,641.10
4310 · Stop Loss - Reimbursements	0.00	2,230.67	0.00
<b>Total Income</b>	<b>1,169,253.76</b>	<b>1,760,144.19</b>	<b>1,731,641.10</b>
<b>Expense</b>			
5020 · Claims - CBC	854,812.98	1,775,093.12	1,621,899.35
5040 · Claims - Rx	230,150.38	343,899.37	0.00
5050 · Claims - Vision	3,633.72	9,943.15	14,215.29
5110 · Admin - BC/BS	37,356.30	37,356.30	0.00
5130 · Admin. - CBC	0.00	50,616.70	74,655.00
5140 · Admin. - Rx	65.00	126.00	0.00
5310 · Stop Loss	45,166.33	89,975.03	77,460.19
5530 · Office Expense	7.78	15.56	14.66
5620 · Benefits Consultant	15,120.00	18,462.00	18,350.00
5650 · Accounting & Auditing	0.00	2,146.39	2,146.39
<b>Total Expense</b>	<b>1,186,312.49</b>	<b>2,327,633.62</b>	<b>1,808,740.88</b>
<b>Net Ordinary Income</b>	<b>-17,058.73</b>	<b>-567,489.43</b>	<b>-77,099.78</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
9510 · Interest Income	5,795.88	9,500.20	31,950.42
<b>Total Other Income</b>	<b>5,795.88</b>	<b>9,500.20</b>	<b>31,950.42</b>
<b>Net Other Income</b>	<b>5,795.88</b>	<b>9,500.20</b>	<b>31,950.42</b>
<b>Net Income</b>	<b>-11,262.85</b>	<b>-557,989.23</b>	<b>-45,149.36</b>

**Board Reports . . .continued**

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

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

**i. Future Board Agenda Items**

**j. Superintendent's Report**

**17. Meeting Closing**

**a. Business from the Floor**

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

**c. Adjournment**

Meeting adjourned at \_\_\_\_\_ PM, February 2, 2021

Next scheduled meeting is: **TUESDAY, February 16, 2021**