



APRIL 19, 2021 BOARD MEETING

1. OPENING MEETING AND GUIDELINES FOR THE APRIL 19, 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 April 19, 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 April 19, 2021 Board Agenda.

2. CALL TO ORDER (PRESIDENT SWANSON)

3. PLEDGE TO THE FLAG

4. APPROVAL OF MINUTES

Approval of the April 6, 2021 Regular Board Meeting Minutes and the April 6, 2021 Committee of the Whole Meeting Minutes.

5. STUDENT/STAFF RECOGNITION AND BOARD REPORTS - RYLIE HALL

6. FINANCIAL REPORTS

a. PAYMENTS OF BILLS

General Fund	\$	2,544,097.72
Capital Project Reserve Fund	\$	-
Cafeteria Fund	\$	-
Student Activities	\$	<u>8,013.15</u>
Total	\$	2,552,110.87

Motion to approve the Payments of Bills, as presented.

b. TREASURER'S FUND REPORT

General Fund	\$	18,811,854.41
Capital Projects Reserve Fund	\$	7,951,644.72
Cafeteria Fund	\$	345,427.92
Student Activities	\$	<u>234,429.59</u>
Total	\$	27,343,356.64

Motion to approve the Treasurer's Fund Report, as presented

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.

7. READING OF CORRESPONDENCE

8. RECOGNITION OF VISITORS

9. PUBLIC COMMENT PERIOD

10. OLD BUSINESS

11. NEW BUSINESS

12. PERSONNEL ITEMS - ACTIONS ITEMS

a. RESIGNATION - ASSISTANT VARSITY GIRLS BASKETBALL COACH

Ms. Beth Snyder has submitted her resignation for the position of Assistant Varsity Girls Basketball Coach, retroactive to April 13, 2021.

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

b. RESIGNATION - MIDDLE SCHOOL CROSS COUNTRY COACH

Mrs. Jenna McIntire has submitted her resignation for the position of Middle School Cross Country Coach for the Fall, 2021 due to her child-rearing leave of absence. Mrs. McIntire is requesting to return as the Middle School Cross Country Coach Fall, 2022.

The administration recommends the Board of School Directors approve Mrs. McIntire's resignation as Middle School Cross Country Coach for the Fall, 2021 as well as approve her request to return as Middle School Cross Country Coach Fall, 2022.

c. RECOMMENDED APPROVAL FOR AN ELEMENTARY NURSE – MRS. STEPHANIE MORRIS

Education:

Penn State University - Bachelor's Degree, Nursing

Experience:

U.S. Renal Care, Chambersburg, Registered Nurse

Chambersburg Hospital, Registered Nurse

Comprehensive Medical Home Care, Home Health Nurse

The administration recommends the Board of School Directors appoint Mrs. Stephanie Morris to serve as the Elementary Nurse, replacing Ms. Breneman who will retire. Mrs. Morris' compensation for this position should be established at Bachelor's Degree, Step 7, \$58,755.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

PERSONNEL ITEMS - ACTIONS ITEMS

d. RECOMMENDED APPROVAL FOR A HIGH SCHOOL NURSE – MRS. DARBIE MILLER

Education:

Penn State University: Bachelor's Degree – Nursing

Experience:

UPMC Carlisle, Clinical Manager

The administration recommends the Board of School Directors appoint Mrs. Darbie Miller to serve as the Big Spring High School Nurse, replacing Ms. Metcalf who will retire. Mrs. Miller's compensation for this position should be established at Bachelor's Degree, Step 9, \$61,105.00, based on the current contract between the Big Spring Education Association and the Big Spring School District.

e. RECOMMENDED APPROVAL FOR A LONG-TERM SUBSTITUTE SPANISH TEACHER

Dr. Kevin C. Roberts, Jr., Assistant Superintendent, would like to recommend Ms. Anne White as a Long-Term Substitute High School Spanish Teacher, retroactive to April 12, 2021 through approximately May 7, 2021.

The administration recommends the Board of School Directors approve Ms. White as a Long-Term Substitute Spanish Teacher, as presented.

f. RECOMMENDED APPROVAL FOR THE 2021 SUMMER HIRE LIST

Ms. Cheri Frank, Director of Custodial Services would like to recommend the 2021 Summer Hire List for Custodial and Maintenance Staff. The 2021 Summer Hire List is included with the agenda.

The administration recommends the Board of School Directors approve the 2021 Summer Hire List, as presented.

g. RECOMMENDED APPROVAL FOR A VOLUNTEER COACH

Mr. Joseph Sinkovich, High School Assistant Principal/Athletic Director, would like to recommend David Young as a volunteer Track and Field Coach.

The administration recommends the Board of School Directors approve Mr. Young as a volunteer Track and Field Coach, as presented.

PERSONNEL ITEMS - ACTIONS ITEMS

h. RECOMMENDED APPROVAL FOR SUMMER SCHOOL COORDINATOR, DEPARTMENT CHAIRS, ASSISTANT DEPARTMENT CHAIRS, AND GRADE LEVEL COORDINATORS

The individuals whose names are listed below are recommended to serve as a Summer School Coordinator for summer, 2021, Grade Level Coordinators, Department Chairs and Assistant Department Chair members for the 2021-2022 school year.

Summer School Coordinator

Ms. Jennifer Warner

Grade Level Coordinators

Kindergarten Grade Level Coordinators, Co-Chairs - Lindsay Graham/Crystal Header

Grade 2 Grade Level Coordinator - Leslie Locy

Grade 4 Grade Level Coordinator - Anna Frawley

Department Chairs and Assistant Department Chairs

Math Dept. Chair - Wendy Hanks

Math Asst. Dept. Chair - Christy Gruver

ELA Dept. Chair - Angela Schneider

ELA Asst. Dept. Chair - Keith Lavala

ELA Asst. Dept. Chair, Elementary Reading - Lauren Swigart

Tech Ed./Agriculture Department Chair - Sam Barnouski

K-12 Health & Phys. Ed. Co-Chairs - Micah Artz/Matt Kump

K-12 Library Dept. Chair - Christa Daugherty

K-12 Art Dept. Chair - Mike McVittty

The administration recommends the Board of School Directors approve the appointments listed to serve as a Summer School Coordinator for summer, 2020, Grade Level Coordinators, Department Chairs and Assistant Department Chair members for the 2021-2022 school year.

i. RECOMMENDED APPROVAL FOR CLASSIFIED PERSONNEL TRANSFERS

As per Board Policies 3850.1-3850.4, the administration will transfer the classified employees whose names are listed below:

- Transfer of Donna Minnich from Administrative Assistant for PIMS and Child Accounting to Administrative Assistant to the Superintendent of Schools.
- Transfer of Erin Ford from Administrative Assistant for the High School Office to Administrative Assistant to the High School Administration for Attendance.

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

j. CONTRACT FOR ASSISTANT SUPERINTENDENT

The Board of School Directors will vote to appoint Mr. William August as the Assistant Superintendent of Schools. A contract that commences July 1, 2021 and concludes June 30, 2026.

Motion to approve an employment contract for Mr. William August to serve as Assistant Superintendent of Schools from July 1, 2021 through June 30, 2026.

13. NEW BUSINESS - ACTIONS ITEMS

a. RECOMMENDED APPROVAL FOR THE 2021-2022 CHARTWELLS BUDGET, CONTRACT RENEWAL AND LUNCH PRICES

The administration has reviewed the [2021-2022 Chartwells proposed budget](#) which assumes the lunch prices below.

Meal Prices	2019-20	2020-21	2021/22
Breakfast (all students)	\$1.50	\$1.50	\$1.50
Elem Lunch	\$2.70	\$2.70	\$2.75
Secondary Lunch	\$2.85	\$2.85	\$2.90
Adult Breakfast	\$2.50	\$2.50	\$2.75
Adult Lunch	\$3.90	\$4.00	\$4.25
Milk	\$0.60	\$0.60	\$0.60
YB/Headstart Lunch	\$3.10	\$3.10	\$3.50
YB/Headstart Breakfast	\$1.85	\$1.85	\$2.00

The administration recommends the Board of School Directors approve the 2021-2022 Chartwells budget, contract renewal and lunch prices as shown in the agenda.

b. RECOMMENDED APPROVAL FOR UPDATED JOB DESCRIPTIONS

The administration has updated and submitted the job descriptions listed as an information item at the April 6, 2021 board meeting for board review.

321 Summer School Teacher

322 Summer School Coordinator

414 Summer School Aide

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

c. RECOMMENDED APPROVAL OF THE PROPOSED 2021-2022 SCHOOL CALENDAR

The administration drafted a proposed school district calendar for the 2021-2022 school year, and copies of the proposed calendar were provided to the Board of School Directors at the April 6, 2021 Board meeting as an information item.

The administration recommends the Board of School Directors approve the proposed 2021-2022 school calendar, as presented.

NEW BUSINESS - ACTIONS ITEMS

d. RECOMMENDED APPROVAL OF A NON-RESIDENT STUDENT ATTENDING BIG SPRING HIGH SCHOOL

The parents of James Laird, High School Senior are requesting permission for James 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 Mr. and Mrs. Laird's request for James Laird, Senior, to attend Big Spring High School for the remainder of the 2020-2021 school year and graduate with the class of 2021, as per the conditions outlined in Board Policy 202.1.

e. RECOMMENDED APPROVAL FOR FACILITIES UTILIZATION REQUEST – PA ACCELERATED FIELD HOCKEY

Mrs. Carly Zinn, representative for PA Accelerated Field Hockey is requesting to utilize the High School Turf Field for PA Accelerated field hockey games and practices, retroactive to April 11, 2021 through May 23, 2021. Because the utilization requests are on Sunday's during the months listed. Board action is necessary.

The administration recommends the Board of School Directors approve Mrs. Zinn's request to utilize the High School Turf Field for PA Accelerated field hockey games and practices, as presented.

f. RECOMMENDED APPROVAL FOR FACILITIES UTILIZATION REQUEST - WARRIORS SOFTBALL

Mr. Mike Gutshall, representative for Warriors Softball is requesting to utilize the High School Softball Field for Warrior softball games and practices, from April, 2021 through July, 2021. Because the utilization requests are on Sunday's during the months listed. Board action is necessary.

The administration recommends the Board of School Directors approve Mr. Gutshall's request to utilize the High School Softball Field for practices and games, as presented.

g. RECOMMENDED APPROVAL FOR CAIU SPECIAL EDUCATION SERVICES FOR THE 2021-2022 SCHOOL YEAR

Dr. Richard W. Fry, Superintendent of Schools, received and reviewed the Capital Area Intermediate Unit (CAIU) Special Education Services Agreement for the 2021-2022 school year. The agreement is included with the agenda.

The administration recommends the Board of School Directors approve the CAIU Special Education Services Agreement for the 2021-2022 school year, as presented.

NEW BUSINESS - ACTIONS ITEMS

h. ACCEPT BID FOR HIGH SCHOOL BOILER REPLACEMENT

The District approved and advertised for a High School Boiler project using Barton Assoc as the engineer - [see link](#). On Thursday, April 15th the District, along with Barton, accepted the bids with E.L. Heim Company submitting the lowest bid ([link to bid](#)).

The administration recommends the Board of School Directors accept the bid of \$193,391 from E.L. Heim Company pending review by the Solicitor and Barton Assoc.; and authorize the administration to sign the appropriate documents on completion of the review.

14. NEW BUSINESS - INFORMATION ITEM

a. ELECTION OF THE TREASURER - ONE YEAR APPOINTMENT

Section 404 of the Public School Code of 1949 states that annually during the month of May, a treasurer is to be elected to serve for one year, beginning the first day of July following such election. This is an information item regarding the election of a treasurer which will take place at the May 3, 2021 Board meeting.

15. DISCUSSION ITEMS

16. FUTURE BOARD AGENDA ITEMS

17. 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 [March Transfer tax Update](#)

f. SOUTH CENTRAL TRUST - MR. DEIHL

g. CAPITAL AREA INTERMEDIATE UNIT - MR. SWANSON

h. TAX COLLECTION COMMITTEE - MR. SWANSON

Good Afternoon – In speaking with Al Bienstock today, the meeting set for **April 20th has been cancelled** due to a lack of actionable items to come before the Board. I will be sending out a brief update next week to members and if you have any issues or questions, please do not hesitate to reach out to me. Our **next scheduled meeting is set for July 20th** at 8am at a location to be determined. We are hoping that our next meeting will be an in-person meeting but I will update you as we get closer to that date.

Thank you, Sue

i. FUTURE BOARD AGENDA ITEMS

j. SUPERINTENDENT'S REPORT

18. MEETING CLOSING

a. BUSINESS FROM THE FLOOR

b. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

c. ADJOURNMENT

Meeting adjourned at _____ PM, **April 19, 2021.**

Next scheduled meeting is: **Monday, May 3, 2021.**