

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

TUESDAY, FEBRUARY 16, 2021

The Big Spring School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, age, religion, and disability in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, or for information regarding services, activities, and facilities that are accessible to and usable by handicapped persons, contact the Superintendent of Schools, Title IX and Section 504 Coordinator, 45 Mt. Rock Road, Newville, PA 17241, at (717) 776-2412.

I. CALL TO ORDER

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, February 2, 2021, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at **7:56** P.M. with nine (9) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; David Gutshall, Treasurer; Robert Over, Alexis Hurley, Richard Roush, Frank Myers and John 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; and Cathy Seras, Board Minutes.

II. PLEDGE TO THE FLAG

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

III. Approval of Minutes

Approval of the February 2, 2021 Regular Board Meeting Minutes and the February 2, 2021 Committee of the Whole Meeting Minutes.

Motion by Deihl, seconded by Roush, for the approval of the February 2, 2021 Regular Board Meeting Minutes and the February 2, 2021 Committee of the Whole Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Over, Hurley, Piper, Roush, Wardle, Gutshall and Myers.
Motion Carried unanimously. 9-0

IV. Student/Staff Recognition and Board Reports – Lizzie Sheriff, HS Junior, shared the information below:

- The week of February 8-11 Club C.A.R.E. sponsored Operation Beautiful week. The theme was L.O.V.E; Lose the labels, Own your originality, Value your worth and Empower others. During this week students decorated masks to wear with positive messages around school.
- Job Skills students held a Valentine's Day card fundraiser. These students handmade cards that were purchased by staff and distributed to residents of Green Ridge Village in time for Valentine's Day.
- An FFA Award Ceremony was held in the HS Auditorium on Monday, February 8th. There were approximately 60 members and guests present. Those recognized for the American FFA Degrees were: Rachael Grove, Hannah Martin, McKenzie Myers, Emily Stambaugh, Madison Wickard, Tucker Williams; National Proficiency Medal: Claire Cohick; National Agriscience Medals: Seth Griffie, Catharine Miller; Keystone State FFA Degrees: Abigail Beidel, Elisabeth Girton, Zoe Koser; Jacket Scholarships: Caleb Baia, Alexis Clouse, Colton Kann, Sarah Lynn, Olivia Ocker, John Waggoner.

- The FFA Chapter is currently running a strawberry fundraiser through February 23rd, details listed:
 - \$12 half flat (4 quarts) and \$24 full flat (8 quarts).
- Also, Big Spring FFA Apparel is on sale online through February 23rd.
- Upcoming FFA Events:
 - February 22-26 – National FFA Week *Hosting State FFA Officers for kick-off event on Monday, February 22nd.
 - March 24th – Public Speaking Contest (virtual)
 - April 14-15th – State FFA Leadership Conference (virtual)
- **Athletic Information:**
 - Matthew Ward scored his 1,000th point as a Big Spring basketball player on February 9th joining an elite group of Bulldog athletes.
 - Wrestling had it's senior night on February 13th. Senior Angelo Todaro was recognized for wrestling and Senior Abigail Beidel was recognized for her work as the athletic trainer assistant.
 - Bocce ball recognized their seniors earlier this month. Colt Bennett, Sara Witter, Evan Shenk, and Mason Greve were congratulated for their contributions to the game. They are currently 2-0 and look to remain undefeated tomorrow night at their biggest rival, Northern.

V. Financial Reports

a. Payment of Bills

| | |
|------------------------------|----------------------|
| General Fund | \$ 964,659.51 |
| Capital Project Reserve Fund | \$ - |
| Cafeteria Fund | \$ 47.00 |
| Student Activities | \$ <u>11,263.63</u> |
| Total | \$ 975,970.14 |

Motion to approve the payment of bills as presented.

Motion by Deihl, seconded by Roush for acceptance of the Payment of Bills as outlined above.

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

Motion Carried unanimously. 9- 0

b. Treasurer's Fund Report

| | |
|------------------------------|-------------------------|
| General Fund | \$ 28,366,221.64 |
| Capital Project Reserve Fund | \$ 5,710,773.11 |
| Cafeteria Fund | \$ 342,540.30 |
| Student Activities | \$ <u>241,651.33</u> |
| Total | \$ 34,661,186.38 |

Motion to approve the Treasurer Fund report as presented.

Motion by Deihl, seconded by Roush for acceptance of the Treasurer's Fund Report as outlined above.

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

Motion Carried unanimously. 9- 0

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.

Motion by Deihl, seconded by Roush for acceptance of the YTD General Fund Report and YTD Taxes as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Over, Hurley, Myers, Wardle, Gutshall and Roush. Motion Carried unanimously. 9- 0

VI. Reading of Correspondence

VII.. Recognition of Visitors - Bill Beck, 108 Lawrence Lane, Carlisle, PA addressed the members of the Board of School Directors and offered a prayer of encouragement for the Board members, administration, staff, students and community.

VIII. Public Comment Period

IX. Structured Public Comment Period

X. Old Business

XI. New Business

XII. Personnel Items

a. Recommended Approval for ESS Aide

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the individual listed as an aide for the position listed.

Kaden Cornman - Full-time Care Professional Aide, to replace Trevor Perry who will transition to a Specialist Paraprofessional. Kaden will begin in this assignment, pending all required paperwork

The administration recommends the Board of School Directors approve the ESS aide listed for the position noted.

b. Recommended Approval for Coaching Positions

Mr. Joseph Sinkovich, Athletic Director/High School Assistant Principal, would like to recommend the individuals listed for the coaching position's as noted.

Jason White - High School Assistant Softball Coach

Greg Warner - High School Assistant Wrestling Coach

The administration recommends the Board of School Directors approve the individuals listed for the coaching position's, as presented.

c. Recommended Approval for Mr. Michael J. Statler as Business Manager

The Board of School Directors will vote to appoint Mr. Michael J. Statler as Business Manager. The employment contract commences July 1, 2021 and concludes on June 30, 2026.

Motion to approve an employment contract for Mr. Michael J. Statler to serve as Business Manager from July 1, 2021 through June 30, 2026.

Personnel Items - Action Items

d. Recommended Approval for Professional Staff Resignations

Dr. Richard W. Fry, Superintendent of Schools, would like to submit a list of Professional Staff who will be resigning from their positions as noted at the end of the 2020-2021 school year, contingent on board approval of the proposed voluntary separation incentive.

| | |
|------------------------|--|
| Kelly Bales | Reading Teacher at Oak Flat Ele. |
| Susan Blasco | Elementary Phys. Ed. Teacher |
| Judy Breneman | Elementary Nurse |
| Sallie Kemp | Reading Teacher at Oak Flat Ele. |
| Jennifer Kump | Middle School Learning Support Teacher |
| Judith Kuntz-Mislitski | High School Art Teacher |
| Sherri Mains | High School Guidance Counselor |
| Judy Metcalf | High School Nurse |
| Annette Nygaard | Kindergarten Teacher at Oak Flat Ele. |
| Andrew Pettit | First Grade Teacher at Mt. Rock Ele. |
| John Putt | 8th Grade Social Studies Teacher |
| Denise Sandell | Middle School Librarian |
| Kathleen Schumacher | Reading Teacher at Mt. Rock Ele. |
| Kimberly Shinham | Kindergarten Teacher at Newville Ele. |
| Susan Traylor | High School Learning Support Teacher |
| Theresa Yilek | Kindergarten Teacher at Mt. Rock Ele. |

The administration recommends the Board of School Directors approve the resignations for the staff listed, as part of the proposed action taken on the voluntary separation incentive contained in this agenda.

VOTE ON XII., NEW BUSINESS A-D, PERSONNEL CONCERNS

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

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

Motion carried unanimously. 9– 0

XI. New Business - Action Items

a. Recommended Approval of Voluntary Separation Incentive

On November 16, 2020, the Board of School Directors passed a resolution that made available a voluntary separation incentive for professional staff in the district that qualified within a specific criteria. The district opened an enrollment window for forty-nine (49) eligible professional employees. The window closed on January 29, 2021 and sixteen (16) eligible employees submitted their resignation thus qualifying them for the incentive.

The administration recommends that the Board of School Directors formally adopt the voluntary separation incentive plan as designed and supported by the Public Agency Retirement Services (PARS). Mr. Richard Kerr and his successor within their role as the District's PARS Plan Administrator are hereby authorized to execute the contracts, custodial agreement facilitating the payment of contributions to the 403(b) arrangement, and other legal documents related to the plan on behalf of the District and to ensure any additional actions necessary to maintain the District's participation in the plan and to maintain compliance of any relevant regulations issued. Said action also signifies the approval of resignations for the sixteen (16) professional employees under personnel item "d".

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

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

Motion carried unanimously. 9-0

b. Recommended Approval for Big Spring Band Boosters Fundraiser

The Big Spring Band Boosters Committee is requesting permission to conduct the fundraisers listed for the 2020-2021 school year.

- **Rickabaugh Candle Company**
- **Marianna's Pizza and Subs**
- **Small Games of Chance Raffles**
- **Scrip Gift Cards**
- **Virtual 5K Race**

The administration recommends the Board of School Directors approve the Big Spring Band Boosters request to conduct the fundraisers listed during the 2020-2021 school year, as presented.

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

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

Motion carried unanimously. 9-0

c. Recommended Approval to Dispose of Reading Materials

Dr. Robyn Euker, Director of Curriculum and Instruction, is requesting permission to dispose of outdated 2000-2001 SRA reading materials. The SRA reading materials have been replaced with Read 180 and Ready Mastery Series.

The administration recommends the Board of School Directors approve Dr. Euker's request to dispose of the 2000-2001 SRA reading materials, per Board Policy 706.1

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

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

Motion carried unanimously. 9-0

New Business

d. Recommended Approval for the High School Boiler Replacement

The High School boilers are reaching end of life. Despite a retube in 2015 and rerolling of the tube ends over the past couple years, the Newville water has won and we need to begin replacement with the worst one this summer. We had Barton survey the situation and present some options ([link to MFR](#)). With no advantage to looking at the propane alternative, a direct replacement is the best option. We followed up with Barton to get a design and project management estimate ([linked here](#)).

| <u>From</u> | <u>Description</u> | <u>Amount</u> |
|-------------|---------------------------------|-------------------|
| Barton | Project Bid/Management Proposal | 10,250.00 |
| TBD | Boiler Replacement Estimate | <u>325,000.00</u> |
| | Total | \$335,250.00 |

The administration recommends the Board of School Directors approve the High School Boiler Replacement to be funded from the Capital Reserve Fund and to accept the proposal from Barton Associates to design, bid and manage the project.

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

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

Motion carried unanimously. 9-0

XIII. New Business - Information Item

a. Closeout of Real Estate Tax Collection

Beth Rhoades has closed out the 2020 Real Estate Taxes and a summary of the collections is attached. The collection rate of 96.3% is higher than the average of 94%.

| | |
|--------------------------------|------------------------|
| Totals | \$26,432,068.66 |
| Tax Levy | \$27,460,537.67 |
| Collection% | 96.3% |
| Avg Amt / Bill | \$2,676.94 |
| total # of bills in twp | 9874 |

XIV. Discussion Item

XV. Future Board Agenda Items

XVI. Board Reports

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

- No report offered.

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

- Mr. Wardle shared that he was in attendance at the meeting and a Winter Sports recap was communicated by Mr. Sinkovich as well as Spring Sports updates.

Board Reports . . .continued

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

- No report offered.

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.
- Mr. Kerr communicated that the Trust is the process of searching for a New Consultant Group.

g. Capital Area Intermediate Unit - Mr. Swanson

- No report offered.

h. Tax Collection Committee - Mr. Swanson

- No report offered.

i. Future Board Agenda Items

- No report offered.

j. Superintendent's Report

- Dr. Fry stated that there will be a all staff Virtual Faculty Meeting on Friday, February 19th as well as a community video to families.
- Dr. Fry shared that the end of the year events are in the beginning of the planning stages amongst administrators, students and families.
- Dr. Fry communicated that test assessments are on hold as the state is hoping for a waiver.

XVII. Meeting Closing

a. Business from the Floor

- Mr. Wardle thanked the teachers and administrators for all they continue to do.
- Mrs. Hurley thanked everyone and stated that the teachers are doing an amazing job and shared that her children are doing well and are in a good place.
- Mr. Deihl applauded the teachers and administrators.
- Mr. Piper welcomed Mr. Statler as the new Business Manager and stated that he was very pleased with Mr. Statler's responses to the interview questions. Mr. Piper stated that he is looking forward to working with Mr. Statler.
- Mr. Myers welcomed Mr. Statler and thanked everyone for all they have done.
- Mr. Swanson concluded with thanking everyone and welcomed Mr. Statler.

b. Public Comment Regarding Future Board Agenda Items

- No future board agenda items.

c. Adjournment

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

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

Motion carried unanimously. 9-0

Motion by Deihl, seconded by Roush, to adjourn the February 16, 2021 Board meeting.

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

Motion carried unanimously. 9-0

Meeting adjourned at **8:18 PM, February 16, 2021**. Next scheduled meeting is: **March 1, 2021**.

