

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

TUESDAY, APRIL 6 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, April 6, 2021, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:05 P.M. with six (6) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; David Gutshall, Treasurer; Robert Over, Frank Myers and John Wardle.

Absent: Hurley, Piper and Roush

Others in attendance: 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 and Darin Baughman, Multimedia Support Coordinator.

II. PLEDGE TO THE FLAG

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

III. Approval of Minutes

Approval of the March 15, 2021 Regular Board Meeting Minutes and the March 15, 2021 Committee of the Whole Meeting Minutes.

Motion by Deihl, seconded by Myers, for the approval of the March 15, 2021 Regular Board Meeting Minutes and the March 15, 2021 Committee of the Whole Meeting Minutes.

Roll call vote: Voting yes: Swanson, Deihl, Over, Wardle, Gutshall and Myers.

Motion Carried unanimously. 6-0

IV. Student/Staff Recognition and Board Report – Everett Baker shared information below.

- Student Council hosted the Pennsylvania Association of Student Councils (PASC) virtual conference on Friday, March 19th.
- The National Honor Society held their annual Easter Egg Hunt on Friday, March 26th.
- BSHS staff participated in a dress down day on Thursday, March 25th. Staff raised \$335 for the Congenital Heart Walk.
- Ms. Christa Daugherty, was interviewed by the Theodore Roosevelt Center's Blog entitled, *Modern Women Take on TR*.
- The Environmental Club and FFA have been selected for a pollinator plot grant through the Xerces Society.
- Matthew Raudabaugh won the 100 Breaststroke at the PIAA Swimming State Championships recording the first swimming gold medal won by a BSSD student in school history.
- Laney Noreika was named to the Colonial Division First Team for the 2020-2021 Girls Basketball Season.

Student Board Report . . .continued.

- Matthew Ward was named to the Colonial Division Second Team and reached 1,000 points during the 2020-21 Boys Basketball Season.
- Eli Gregoris qualified for Districts in wrestling.

V. Financial Reports

a. Payments of Bills

General Fund		
Procurement Card	\$	54,664.13
Checks/ACH/Wires	\$	2,122,753.54
Capital Projects Reserve Fund	\$	-
Cafeteria Fund	\$	-
Student Activities	\$	<u>27,451.85</u>
Total	\$	2,204,869.52

Motion to approve the payment of bills as presented.

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

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

Motion Carried unanimously. 6- 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 A REVISED RETIREMENT DATE

Mrs. Judy Breneman, Elementary School Nurse, has requested a revision to her original retirement date of June 30, 2021. Mrs. Breneman is requesting to adjust her retirement date to August 16, 2021.

The administration recommends the Board of School Directors approve Mrs. Breneman's request to adjust her retirement date to August 16, 2021, as presented.

b. RESIGNATION - MRS. JEANNETTE CAHILL

Mrs. Jeannette Cahill, School Psychologist has submitted her resignation letter for the position of School Psychologist, effective August 1, 2021.

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

Personnel Items . . .continued.

c. RESIGNATION - THOMAS HOCKENBERRY

Mr. Thomas Hockenberry, Mt. Rock Elementary School Custodian has submitted his resignation letter for the purpose of retirement, effective September 10, 2021.

The administration recommends the Board of School Directors approve Mr. Hockenberry's resignation for the purpose of retirement, effective September 10, 2021.

d. RESIGNATION - ESS AIDE

Ms. Melissa Brennan has submitted her resignation letter for the position of a full-time learning support aide at Oak Flat Elementary School, retroactive to March 31, 2021.

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

e. RESIGNATION - ALISSA FAHNESTOCK

Ms. Alissa Fahnestock, ESS Aide has submitted her resignation letter for the position of a kindergarten aide at Newville Elementary School, effective April 2, 2021.

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

f. RESIGNATION - ASSISTANT HIGH SCHOOL FIELD HOCKEY COACH

Mrs. Emily Moyer has submitted her resignation letter as a Assistant High School Field Hockey Coach, effective immediately. Mrs. Moyer has requested to remain on the coaching staff as a volunteer.

The administration recommends the Board of School Directors approve Mrs. Moyer's resignation, effective immediately and her request to remain on the coaching staff.

g. RECOMMENDED APPROVAL FOR A SCHOOL PSYCHOLOGIST

Education:

Bloomsburg University of Pennsylvania - Psychology, Bachelor of Science

Georgia Southern University, Statesboro, Georgia - Psychology/School Psychology, Master of Science

Experience:

Mobile Therapist/Behavior Consultant

Mechanicsburg School District - School Psychology Intern

The administration recommends the Board of School Directors appoint Ms. Denise Hocker to serve as a School Psychologist, replacing Mrs. Jeannette Cahill, who has resigned. Ms. Hocker's compensation for this position should be established at Master's, step 1, \$61,785.00, plus thirty, plus a \$400.00 special education stipend, based on the current contract between the Big Spring Education Association and the Big Spring School District.

Personnel Items. . .continued.

h. RECOMMENDED APPROVAL FOR CHILD-REARING LEAVE - MRS. CATHERINE BAYLEY LEONARD

Mrs. Catherine Bayley Leonard, fourth grade teacher at Newville Elementary School, is requesting child-rearing leave of absence to begin Wednesday, August 25, 2021 through approximately Friday, November 5, 2021 with a return date of Monday, November 8, 2021. According to Section 3.07 of the current contract between the Big Spring Education Association and the District, a professional employee may request up to one year of child-rearing leave upon the birth of a child. In addition to the duration of the leave period, her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends the Board of School Directors approve Mrs. Leonard's requested child-rearing leave of absence to begin Wednesday, August 25, 2021 through approximately Friday, November 5 2021, as presented.

i. RECOMMENDED APPROVAL FOR EXTENDED SCHOOL YEAR (ESY) PROGRAM STAFF

Dr. Abigail Leonard, Supervisor of Ancillary Services, would like to recommend the individuals listed for the positions as noted to assist with the Special Education Extended School Year (ESY) Program. The summer ESY Program will operate from July 6, 2021 - August 5, 2021 and will be held at Oak Flat Elementary School.

- **Megan Martin - ESY Special Education Teacher**
- **Jessica Sprecher - ESY Special Education Teacher**
- **Amanda Webber - ESY Speech Clinician**
- **Tina Fickes - ESY Nurse**
- **Megan Adams - ESY Aide**
- **Devyn Heinbaugh - ESY Aide**
- **Johnna Kirwan - ESY Aide**
- **Theresa Stum - ESY Aide**

The administration recommends the Board of School Directors approve the above individuals to serve as ESY staff for the Summer 2021 ESY Program.

j. RECOMMENDED APPROVAL FOR EXTRA-CURRICULAR POSITIONS

Mr. William August, High School Principal, would like to recommend the individuals below for the Extra-Curricular positions as noted.

Catherine Rogers - High School Musical Choreographer Haley Kruger - High School Musical Producer

The administration recommends the Board of School Directors approve the individuals listed above for the Extra-Curricular positions, as presented.

k. RECOMMENDED APPROVAL FOR TRANSFERS OF PROFESSIONAL PERSONNEL

The administration will transfer the professional staff whose names are listed below for the 2021-2022 school year. These transfers are in accordance with Board Policy 309, Assignment and Transfer.

- **Ms. Christa Daugherty from Big Spring High School Librarian to Secondary Librarian**
- **Mr. Matthew Engleman from Secondary Health and Physical Education Teacher to Elementary Physical Education Teacher**
- **Ms. Melissa McElwee from Elementary Librarian to Newville Elementary School Kindergarten Teacher**
- **Mr. Weston Reall from Big Spring High School Social Studies Teacher to Big Spring Middle School Social Studies Teacher**

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

Personnel Items . . .continued.

I. RECOMMENDED APPROVAL FOR COACHING STAFF

Mr. Joseph Sinkovich, High School Assistant Principal/Athletic Director, would like to recommend the individuals below for the coaching positions as noted.

Joshua Beck - Assistant Track Coach

Megan Kuntz - Volunteer Girls Soccer Coach

Samantha Webber - Junior High and Varsity Volleyball Coach

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

VOTE ON XI., NEW BUSINESS A-L, PERSONNEL CONCERNS

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

XI. New Business

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.

Anne Fulker	\$ 675.00
Adam Nobile	\$1,620.00
Lisa Velazquez	\$ 59.50
Total	\$2,354.50

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

b. RECOMMENDED APPROVAL TO APPLY FOR A WAIVER FROM NOCTI ASSESSMENT FOR THE 2020-2021 SCHOOL YEAR

Each year the Big Spring High School administers the National Occupational Competency Testing Institute (NOCTI) assessment to students that meet the criteria as a “completer” for our high school’s approved program, Agricultural Production and Operation. A “completer” of a program is a student who has completed 1320 technical hours in the approved program. Due to the pandemic, the Pennsylvania Department of Education (PDE) recognizes that students were not able to achieve the status of being a “completer”. As a result of this impact, PDE has offered a waiver process to support students not taking the NOCTI assessments when they are not fully prepared, nor are eligible.

The administration recommends that the Big Spring School District apply for a waiver from the NOCTI assessment for the 2020-2021 school.

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

New Business . . .continued.

c. RECOMMENDED APPROVAL OF THE LIFETOUCH AGREEMENT

Dr. Kevin C. Roberts, Jr., Assistant Superintendent has reviewed the three year Lifetouch School Portrait Agreement and would like to request permission to accept the Lifetouch Agreement for the 2021-2022, 2022-2023 and 2023-2024 school years.

The administration recommends the Board of School Directors approve the three year Lifetouch School Portrait Agreement, as presented.

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

d. RECOMMENDED APPROVAL FOR A SCHOOL DENTIST

Dr. Abigail Leonard, Supervisor of Ancillary Services would like to recommend Dr. William Noll as the school dentist for the remainder of the 2020-2021 school year and the 2021-2022 school year, with an annual fee of \$7.00 per each state mandated exam.

The administration recommends the Board of School Directors approve Dr. William Noll as the school dentist for the remainder of the 2020-2021 school year and the 2021-2022 school year, as presented.

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

e. RECOMMENDED APPROVAL FOR THE 2021-2022 PROPOSED THERABILITIES CONTRACTS

The administration has reviewed the 2021-2022 Therabilities Agreements listed below.

- **Occupational Therapy Agreement**
- **Physical Therapy Agreement**
- **Speech Therapy Agreement**
- **Board Certified Behavior Analyst (BCBA) Agreement**
- **Registered Behavior Technician (RBT) Agreement**

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

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

f. RECOMMENDED APPROVAL FOR AGREEMENTS

Below are several agreements reviewed by the administration. First is the renewal of our online Registration Gateway. The second is a 2-year renewal of the Fire Inspection agreement with Honeywell. Third is approval to submit PlanCon K for the recent refi of the three bonds which will authorize subsidy payments against the new loan. Last is a contract to again use Hurley Auction to sell unused items.

Vendor	Services	Length	Cost
EMS Linq Inc	Registration Gateway annual subscription, hosting	1	\$20,880.00
Honeywell	Honeywell Fire/Test/Inspection services	2	\$27,524.22
PDE	Plancon K - Approval to Submit to PDE	-	n/a
Hurley Auctions	Hurley Auction Contract for July 2021	1	n/a

The administration recommends the Board of School Directors approve the agreements above as submitted and authorize the administration to sign the appropriate documents.

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

Voting Yes: Swanson, Deihl, Gutshall, Wardle, Over and Myers Motion carried unanimously. 6– 0

XIII. New Business – Information Items

a. 2021-2022 PROPOSED SCHOOL CALENDAR

The administration drafted a proposed school district calendar for the 2021-2022 school year. A copy of the proposed 2021-2022 school district calendar has been included with the agenda. This is a Board information item that will be included on the April 19, 2021 Board meeting agenda as an action item.

b. PROPOSED UPDATE JOB DESCRIPTIONS

The administration has updated the job descriptions listed and a copy of the job descriptions have been included with the agenda. After the job descriptions have been reviewed by the Board of School Directors and the administration, the administration will present the updated job descriptions for board approval at the April 19, 2021 Board meeting.

- **321 Summer School Teacher**
- **322 Summer School Coordinator**
- **414 Summer School Aide**

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

- No report offered.

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.

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. Roberts communicated that the first day for students for the 2021-2022 school year will be August 31, 2021.
- Dr. Roberts shared the March Monthly Enrollment Report with the Board of School Directors.
- Dr. Roberts communicated that Dr. Fry prepared a video update regarding secondary students going back to the Tier 3 Educational Model on Monday, April 12th. The video was posted to the District website
- Dr. Roberts recognized and provided countless “kudos” to Advisors Emily Young and Lauren Hetrick for their outstanding leadership role in assisting Student Council with the PASC Virtual Conference. Dr. Roberts communicated that the students did an outstanding job and exhibited amazing strong leadership roles. Dr. Roberts also noted that BSSD’s Technology Department did an outstanding job assisting the students with hosting the conference, “hats off to the students, advisors and the Technology Department”.
- Mr. Swanson shared his thoughts and stated Student Council did an outstanding job with their presentation.

XVII. Meeting Closing

a. Business from the Floor

- Mr. Wardle stated it has been a great beginning to spring and it’s great to have students back.
- Mr. Deihl shared a strong acknowledgment for Matthew Raudabaugh’s years of hard work in earning Big Spring School District’s first swimming gold medal in school history at this year’s PIAA Swimming Championships.
- Mr. Swanson commended Dr. Roberts for his presentation, *Building Upon Student Learning*. He stated it was an outstanding presentation that shows the continued hard work the Administration puts forth to assist students in receiving a good education at BSSD.

b. Public Comment Regarding Future Board Agenda Items

- No future board agenda items.

c. Adjournment

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

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

Motion carried unanimously. 6-0

Motion by Deihl, seconded by Myers, to adjourn the April 6, 2021 Board meeting.

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

Motion carried unanimously. 6-0

Meeting adjourned at **8:21 P.M., April 6, 2021.**

Next scheduled meeting is: **Monday, April 19, 2021.**


