

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, AUGUST 24, 2020**

*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. Opening Meeting and Guidelines Below for the August 24, 2020 Virtual Board Meeting Were Reviewed**

-- Dr. Fry defined the guidelines below.

- Welcome members.
- Note to members: If you are participating in a Zoom webinar, as an attendee you're audio and video is muted.
- A roll call will take place to affirm board members in attendance for the August 24, 2020 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 August 24, 2020 Board Agenda.

### **II. CALL TO ORDER**

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, August 24, 2020, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:00 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, Richard Roush, John Wardle, Frank Myers, and Alexis Blasco-Hurley.

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; Robert Krepps, Director of Technology; Darin Baughman, AV Multimedia Coordinator; Cathy Seras, Board Minutes.

### **III. PLEDGE TO THE FLAG**

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

### **IV. Approval of Minutes**

Approval of the August 10, 2020 Regular Board Meeting Minutes and the August 10, 2020 Committee of the Whole Meeting Minutes.

Motion by Deihl, seconded by Wardle, for the approval of the August 10, 2020 Regular Board Meeting Minutes and the August 10, 2020 Committee of the Whole Meeting Minutes.

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

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

## VI. Financial Reports

### a. Payment of Bills

General Fund	\$	1,364,483.56
Capital Projects Reserve Fund	\$	-
Mount Rock Projects	\$	91,107.99
Cafeteria Fund	\$	1,164.57
Student Activities	\$	<u>52.70</u>
<b>Total</b>	<b>\$</b>	<b>1,456,808.82</b>

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, Piper, Gutshall, Roush, Over, Blasco-Hurley, Myers and Wardle. Motion Carried unanimously. 9- 0

### b. Treasurer's Fund Report

General Fund	\$	13,274,280.03
Capital Project Reserve Fund	\$	5,966,754.10
Cafeteria Fund	\$	270,229.71
Student Activities	\$	252,903.35
Mount Rock Projects	\$	<u>91,107.99</u>
<b>Total</b>	<b>\$</b>	<b>19,855,275.18</b>

Motion to approve the treasurer's fund report and budget transfers, as presented.

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

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

The administration prepared these reports 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 report 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 General Fund Report and YTD Taxes as outlined above. Roll call vote: Voting Yes: Swanson, Deihl, Piper, Gutshall, Roush, Over, Blasco-Hurley, Myers and Wardle. Motion Carried unanimously. 9- 0

**VII. Reading of Correspondence**

**VIII. Recognition of Visitors**

**IX. Public Comment Period**

**X. Structured Public Comment Period**

**XI. Old Business**

**XII. New Business**

**XIII. Personnel Items - Action Items**

**a. Resignation - Mr. Cory Hoffman**

Mr. Cory Hoffman has submitted his resignation for the position of High School Business/Cooperative Education Teacher, effective immediately.

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

**b. Resignation - Sixth Grade Team Leader**

Mrs. Sharon Beatty has submitted her resignation for the position of Sixth-Grade Team Leader, effective immediately.

The administration recommends the Board of School Directors approve Mrs. Beatty's resignation for the position of Sixth-Grade Team Leader, as presented.

**c. Resignation - Ms. Shanna Downs**

Ms. Shanna Downs has submitted her resignation for the position of a Paraprofessional for the ILS Department at Newville Elementary School, retroactive to August 12, 2020.

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

**d. Resignation - Mrs. Shawn Frengel**

Mrs. Shawn Frengel, has submitted her resignation for the purpose of retirement, for the position of a middle school life skills aide, effective immediately.

The administration recommends the Board of School Directors approve Mrs. Frengel's resignation for the purpose of retirement, as presented.

**e. Resignation - Ms. Sherri Irvine**

Ms. Sherri Irvine has submitted her letter of resignation for the position of a part-time custodian at the high school, effective August 27, 2020.

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

## **Personnel Items - Action Items**

### **f. Recommended Approval for a High School Business Teacher - Ms. Alexa Maier**

#### **Education:**

Shippensburg University - Masters of Science, Information Technology for Business Education  
Concordia College, NY - Masters of Science, Business Leadership

#### **Experience:**

Chambersburg High School - Business and Technology 9-12, Student Teacher  
Hymers College, Hull, England - Information Technology 5-9, Student Teacher  
Urbana High School, Frederick County, Maryland - Business/Computer Information Technology 9-12 Teacher  
West Perry High School - Business Teacher, 9-12

The administration recommends the Board of School Directors appoint Ms. Alexa Maier to serve as a High School Business Teacher, replacing Mr. Cory Hoffman, who has resigned. Ms. Maier's compensation for this position should be established at a Master's Degree, Step 6, \$61,264.00, for the 2020-2021 school year, based on the current contract between the Big Spring Education Association and the Big Spring School District.

### **g. Recommended Approval for the Position of the Seventh Grade Maroon Team Leader**

Mrs. Clarissa Nace, Middle School Principal would like to recommend Mrs. Julie Thumma for the position of the Seventh Grade Maroon Team Leader, replacing Mrs. Courtney Rickabaugh who has resigned.

The administration recommends the Board of School Directors approve Mrs. Julie Thumma for the position of the Seventh Grade Maroon Team Leader, as presented.

### **h. Recommended Approval for a 2020-2021 Mentors**

Based on the provisions of the teacher induction program, each teacher new to a school district is assigned a mentor teacher. As per the provisions of the contract between the Big Spring School District and the Big Spring Education Association, individual mentor teachers receive a stipend. The recommended mentor is listed below.

<u><b>Mentor</b></u>	<u><b>Inductee</b></u>
<b>Megan Frantz</b>	<b>Erin Bishop</b>
<b>Cheri Powell</b>	<b>Alexa Maier</b>

The administration recommends that the Board of School Directors approve the 2020-2021 mentor teachers, as presented.

### **i. Recommended Approval for Custodial Transfers**

Ms. Cheri Frank, Coordinator of Custodial Services, is requesting the transfers listed.

**Mr. Andrew Fasnacht - transfer from a substitute custodian to a part-time custodian at Oak Flat Elementary School, replacing Mr. David Anderson, who has resigned.**

**Ms. Lisa Hair - transfer from a full-time middle school custodian to the new full-time position of Auxiliary Custodian located at the high school.**

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

## Personnel Items - Action Items

### j. Recommended Approval for a Student Intern

In the past, the business office has engaged a high school student as an intern rather than hiring a part-time employee to help with routine administrative tasks as well as select accounting reports. Based on a recommendation from Ms. Black, we have a superior candidate for the 2020-21 school year.

The administration recommends the Board of School Directors approve hiring Jonathan Miller as a paid intern in the business office at a rate of \$10.31 per hour not to exceed 20 hours per week.

### **VOTE ON XIII., NEW BUSINESS A-J, PERSONNEL CONCERNS**

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

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

Motion carried unanimously. 9– 0

## XIII. New Business - Action Items

### 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.

Casey Barwin	\$ 4,644.00
Rebecca Coulson	\$ 1,548.00
Lindsey Dix	\$ 3,096.00
Megan Frantz	\$ 1,548.00
Allison Fry	\$ 7,740.00
Jessica Maser	\$ 1,560.00
Alexa Moran	\$ 1,560.00
Sean Stevenson	\$ 1,560.00
Jennifer Tomasov	\$ 1,548.00
Edward Wilson	<u>\$ 3,240.00</u>
Total	\$28,044.00

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

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

Motion carried unanimously. 9-0

## **New Business - Action Items**

### **b. Recommended Approval for Policy 831 – Livestreaming**

The administration has updated ***Policy 831, Livestreaming***, which is included with the agenda.

The administration recommends the Board of School Directors approve ***Policy 831, Livestreaming***, as presented.

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

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

Motion carried unanimously. 9-0

### **c. Recommended Approval for High School Chemistry/AP Chemistry Resource**

Dr. Robyn Euker, Director of Curriculum and Instruction has reviewed a resource in support of High School Chemistry and AP Chemistry: Trivedi Chemistry E-Textbook ([www.trivedichemistry.com](http://www.trivedichemistry.com)). The Trivedi Chemistry E-Textbook will come as a flash drive for students, which will assist in their learning of HS Chemistry/AP Chemistry.

The administration recommends the Board of School Directors approve Dr. Euker's recommendation for the Trivedi Chemistry E-Textbook, as presented.

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

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

Motion carried unanimously. 9-0

### **d. Recommended Approval for the High School Student/Parent Handbook**

The High School Administration has updated the High School Student/Parent Handbook for the 2020-2021 school year. The changes that have been made in the High School Handbook are included with the agenda.

The administration recommends the Board of School Directors approve the 2020-2021 changes in the High School Student/Parent Handbook, as presented.

Dr. Fry stated many are Covid-19 language along with changes that reflects age 18 and the changes on the Compulsory Attendance Law.

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

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

Motion carried unanimously. 9-0

## New Business - Action Items

### e. Recommended Approval for the 2020-2021 Merakey Agreement

The administration reviewed the Merakey Agreement for the 2020-2021 school year and would like to recommend approval from the Board of School Directors. The Merakey Agreement operates a private academic school, licensed by the Pennsylvania Department of Education. The agreement is to assist BSSD in providing educational services to students with Autism and/or Emotional Disturbance.

The administration recommends the Board of School Directors approve the 2020-2021 Merakey Agreement, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.  
Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Myers, Wardle and Blasco-Hurley.  
Motion carried unanimously. 9-0

### f. Recommended Approval for the Proposed Post Grad 2020-2021 Fundraisers

The 2020-2021 Post Graduation Committee is requesting permission to conduct the fundraisers listed below during the 2020-2021 school year.

<b><u>Large Fundraisers</u></b>
Supermarket Sweep at Saylor's Market
Bingo
<b><u>Small Fundraisers</u></b>
Amazon Smiles
Capt'n Chucky's Crab Cakes
Chicken BBQ
Pampered Chef and Thirty One
Drive-In Movie Night
Duck Race
Golf Tournament
Maplewood Produce (Whoopie Pies)
Marianna's Subs
Mill Street Treats (Coffee & Popcorn)

<b>Recommended Approval for the Proposed Post Grad 2020-2021 Fundraisers (continued)</b>
Restaurant Night
Senior Signs
Yeti Cooler Raffle
5K Color Run (Possibly held at the Cross Country Course)
Buy Out Donation/Option

The administration recommends the Board of School Directors approve the Post Graduation Committee request to conduct the fundraisers listed above during the 2020-2021 school year, as presented.

Motion by Deihl, seconded by Roush to approve the recommendation as outlined above.  
Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Myers, Wardle and Blasco-Hurley.  
Motion carried unanimously. 9-0

**13. New Business - Information Item**

**14. Discussion Item**

**15. Future Board Agenda Items**

**16. Board Reports**

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

- 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**

- Mr. Roush brought an item from the floor:

At the July 27, 2020 Board meeting the Board approved the proposal and pricing for the 5-year agreement with Advanced Disposal. As we finalized the terms and conditions, our Solicitor re-wrote the terms and conditions in a back and forth exchange that deletes all of the original format in favor of a separate document.

Mr. Roush made a motion to approve the final terms and conditions with Advanced Disposal and authorize the administration to sign the agreement documents.

Motion by Roush, seconded by Deihl to approve the recommendation as outlined above.  
Voting Yes: Swanson, Deihl, Gutshall, Piper, Roush, Over, Myers, Wardle and Blasco-Hurley.  
Motion carried unanimously. 9-0



**e. Finance Committee - Mr. Swanson, Mr. Deihl, Mr. Piper, Mr. Gutshall**

- Mr. Piper brought an item from the floor:

In the spring our consultant for tax appeals retired. Since then we've been in search of a replacement with our Solicitor leading the effort. We now have a recommended replacement and the Solicitor asked for an approval as we enter tax appeal season.

Mr. Piper made a motion to accept the proposal from Pat Noone for real estate tax consulting services with an annual retainer of \$1,200 and an hourly fee of \$150/hour billed against that retainer.

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

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

Motion carried unanimously. 9-0

**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 future board agenda items.

**j. Superintendent's Report**

- Dr. Fry reminded the Board of School Directors that the teachers will be back on Thursday, August 27<sup>th</sup>. Dr. Fry shared that opening day will be done virtually and commended Dr. Euker for the planning process of putting the opening day events together.
- Dr. Fry communicated that staff continue to prepare for the return of students and will be ready for the first day.
- Dr. Fry stated that he has been in consistent communication with Vo-Tech regarding the education of BSSD students and talked about the hands on challenge. He shared that Vo-Tech is doing their best to personalize the student's education and experience during these challenging times.

**17. Meeting Closing**

**a. Business from the Floor**

- Mr. Wardle stated that he is proud of the District, parents, students, administration and staff and thanked everyone for all they have done during the planning process.
- Mr. Gutshall shared his uneasiness for the start of fall sports.
- Mr. Deihl stated that he is very proud of the administration and "hats off to all of them."
- Mr. Piper thanked all administration as well. Mr. Piper asked for the enrollment numbers of kindergarten students; Dr. Fry shared that there are 151 kindergarten students enrolled.
- Mrs. Hurley communicated that the level of preparedness is amazing. She feels her children are prepared for the first day of school. Mrs. Hurley thanked the administration for their hard work.
- The Board of School Directors and the administration continued conversations regarding the plans of the surrounding school districts.

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

- No comments.

**c. Adjournment**

Motion by Deihl, seconded by Roush, to adjourn the August 24, 2020 Board meeting.

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

Motion carried unanimously. 9-0

Meeting adjourned at **8:24 p.m, August 24, 2020.** The next scheduled meeting is: **September 8, 2020**

*William L. Piper, Secretary*