

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, OCTOBER 5, 2020**

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### **I. CALL TO ORDER**

Mr. Swanson, President, took roll call of the Board of School Directors present for the Big Spring School District, October 8, 2020, Virtual Board Meeting of the Big Spring Board of School Directors Meeting at 8:00 P.M. with seven (7) Board of School Directors present: William Swanson, President; Todd Deihl, Vice President; William Piper, Secretary; Dave Gutshall, Treasurer; John Wardle, Richard Roush and Frank Myers.

Absent: Over, 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; 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 September 21, 2020 Regular Board Meeting Minutes, the September 21, 2020 Committee of the Whole Meeting Minutes and the September 21, 2020 Finance Meeting Minutes.

Motion by Deihl, seconded by Roush, for the approval of the September 21, 2020 Regular Board Meeting Minutes, the September 21, 2020 Committee of the Whole Meeting Minutes and the September 21, 2020 Finance Meeting Minutes.

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

Motion Carried unanimously. 7-0

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

## V. Financial Reports

### a. Payment of Bills

|                               |           |                   |
|-------------------------------|-----------|-------------------|
| General Fund                  |           |                   |
| Procurement Card              | \$        | 29,688.61         |
| Checks/ACH/Wires              | \$        | 388,933.09        |
| Capital Projects Reserve Fund | \$        |                   |
| Cafeteria Fund                | \$        |                   |
| Student Activities            | \$        | <u>5,397.28</u>   |
| <b>Total</b>                  | <b>\$</b> | <b>424,018.98</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, Over, Roush, Myers, Hurley, Gutshall and Wardle.

Motion Carried unanimously. 7– 0

## VI. Reading of Correspondence

## VII. Recognition of Visitors

## VIII. Public Comment Period

## IX. Structured Public Comment Period

## X. Old Business

## XI. New Business

## XII. Personnel Items - Action Items

### a. Child-Rearing Leave - Mrs. Emily Moyer

Mrs. Emily Moyer, Life Skills Teacher at Oak Flat Elementary School, is requesting child-rearing leave of absence to begin approximately Monday, January 4, 2021 with a return date of approximately Monday, March 1, 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. Moyer's requested child-rearing leave of absence to begin approximately January 4, 2021 with a return date of approximately March 1, 2021, as presented

## **XI. New Business**

### **b. Recommended Approval for Professional Extra-Curricular Personnel List**

A list of the 2020-2021 extracurricular positions and recommended personnel has been prepared, and a copy of the list has been included with the agenda. The 2020-2021 salaries established for these positions are based on the current contract between the Big Spring Association and the Big Spring School District.

The administration recommends that the Board of School Directors approve the 2020-2021 extracurricular personnel list, and establish the salaries for these positions based on the current contract between the Big Spring Education Association and the Big Spring School District.

### **c. Recommended Approval for 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 mentors are listed below.

| <u>Mentor</u> | <u>Inductee</u> |
|---------------|-----------------|
| Erin Zinn     | Jenny Kump      |
| Emma Leuschen | Erin Zinn       |

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

Mr. Myers asked the Administration about the mentor and inductee listing. Dr. Fry defined the positions.

### **d. Recommended Approval for a Volunteer Softball Coach**

Mr. Joseph Sinkovich, Athletic Director/Assistant High School Principal, would like to recommend Ms. April Black as a volunteer softball coach, pending all required paperwork.

The administration recommends the Board of School Directors approve Ms. Black as a volunteer softball coach, as presented.

## **VOTE ON XI., NEW BUSINESS A-D, PERSONNEL CONCERNS**

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

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

Motion carried unanimously. 7– 0

## **XI. New Business - Action Items**

### **a. Recommended Approval for the MOU of Best Interest Determination and Transportation Procedure Plan**

Mr. William Gillet, Director of Student Services and Dr. Richard W. Fry, Superintendent of Schools have reviewed the MOU for Best Interest Determination and Transportation Procedure Plan and would like to move forward with approval. The MOU is a required agreement between Big Spring School District and Cumberland County Children for Foster Care placements. The agreement is an update of the original MOU which was put into place several years ago. This MOU sets the rules for the best limit educational disruption for foster care youth as transportation related events occur. The agreement is a plan designed to govern how transportation will be provided to students in foster care, in order to maintain their placement in their schools of origin, when in their best interest, as mandated by the Elementary and Secondary Education Act (ESSA).

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

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

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

Motion carried unanimously. 7-0

Dr. Fry defined the agreement and stated it's a 3 year agreement which is reviewed on a yearly basis.

### **b. Recommended Approval for a Settlement Agreement and Release**

The District's State Audit in September of 2019, identified a coding error, which the district immediately rectified. As part of that process the District needs to finalize an agreement with one retired employee affected within the audit finding.

The administration recommends accepting the agreement, as presented.

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

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

Motion carried unanimously. 7-0

### **c. Recommended Approval of the Trane Proposal for Sensor Installation**

Based on the Trane review of the HVAC system, Trane recommends installation of additional humidity sensors in the Administration Building, Mount Rock Elementary School and the High School. This will allow the District to provide better monitoring and control of indoor air quality as we go into the winter months. This quote is done under COSTARS.

The administration recommends the Board of School Directors approve the Trane proposal to install humidity sensors at a cost of \$17,316.

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

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

Motion carried unanimously. 7 -0

## **XI. New Business - Action Items**

### **d. Recommended Approval of Snow Removal RFP**

The snow removal agreement ended in FY 20; therefore, the District must advertise for proposals under the formal bid process as reviewed and directed by the Solicitor. [Link to Bid Specification.](#)

The administration recommends the Board of School Directors approve the release of the included bid specification, as presented

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

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

Motion carried unanimously. 7-0

## **XII. New Business - Information Item**

### **a. Review Potential Debt Refinancing**

BCCM & PFM briefed the administration on possible debt refinancing of the existing bonds looking at a tax free refunding of the 2012, 2015 and 2016A and a taxable refunding of the 2018 bonds. They will brief the board at the 19 October meeting and propose a parameters resolution to begin the RFP process.

#### **Summary of Refunding Results**

| <u>Settlement Date</u>        | <u>December 1, 2020</u> |
|-------------------------------|-------------------------|
| Par Amount of Refunding Bonds | \$ 16,490,000           |
| Par Amount of Refunding Bonds | \$ 16,810,000           |
| Arbitrage Yield               | 0.93%                   |
| Present Value Savings (\$)    | \$ 230,324              |
| Present Value Savings (%)     | 1.40%                   |

Dr. Fry defined the items and stated it will be presented at the next Board meeting.

## **XII. Discussion Items**

## **XIV. Future Board Agenda Items**

## **XV. Board Reports**

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

- No report offered.

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

- Mr. Deihl brought an item from the floor:

#### **Recommended Approval of Updated Resocialization of Sport and Activity Plan**

Mr. Joseph Sinkovich, Athletic Director/Assistant High School Principal and the Administration created guidelines to assist student athletes, students in activities, and parents with the current challenges of communicable diseases including COVID-19. The Resocialization of Sport and Activity Plan was originally approved by the Board on June 22, 2020 and subsequent revisions approved by the Board on September 21, 2020. The plan is based on sound safety protocols for all attendees coupled with spectator limitations personalized to each sporting activity held at Big Spring. The plan prioritizes the safety of our students, staff and the Big Spring community. The plan requires Additional revisions for spectators exclusive to the sports of Volleyball and Varsity Football. The latest revisions again focus on reasonable care being given as we hold these specific sporting events.

The administration recommends the Board of School Directors approve the amended spectator limitations applicable to Volleyball and Varsity Football. The amended limitations reflect sound safety protocols established and will continue to tie to then current guidance from the Commonwealth of Pennsylvania.

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

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

Motion carried unanimously. 7-0

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

- Mr. Piper communicated that the Vo-Tech General Fund Budget was presented to the Finance Committee and will be presented to the Superintendents at their October 13<sup>th</sup> meeting and to JOC at their October 26<sup>th</sup> meeting.
- Mr. Piper stated that BSSD's budget is based upon over a five year rolling average attendance and is about 12.8% of the total budget from Districts of \$7.376 million.
- Mr. Piper noted that this year Career Exploration Nights will be November 9, 10, 11 and 12 and will be over four different periods, replacing the open house activities.
- Mr. Piper shared that there will be a review of a five year Building and Grounds Plan with the Building and Property Committee following the regular JOC Meeting.
- Mr. Piper concluded with sharing that all things considered the Vo-Tech Administration just as all Districts have communicated, everything seems to be going well. All who are involved know the importance of providing the best possible education opportunities that we can to CPAVTS students under these circumstances. The students are performing to the best to their abilities.

### **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 was offered.

### **f. South Central Trust - Mr. Deihl**

- No report was offered.

## **Board Reports ( . . .continued)**

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

- Mr. Swanson communicated that the meeting was held virtually. It was noted that due to the number of attendees the meetings will continue to stay virtual.
- Mr. Swanson stated that a copy of the CAIU minutes and the CAIU newsletter are in each Board member's folders.
- Mr. Swanson shared that the 2019-2020 enrollment for CAOLA was approximately 4,000 students and the CAOLA enrollment for the 2020-2021 school year is approximately 30,000 students.

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

- No report was offered.

### **i. Future Board Agenda Items**

- No future board agenda items.

### **j. Superintendent's Report**

- Dr. Fry shared the District Enrollment Report and stated that the District has 142 students enrolled in outside Cyber School. He also shared; if the enrollment of these students continue until the end of the school year it will cost the District approximately 2.6 million dollars. Dr. Fry shared there are 186 students enrolled in CAOLA with an approximate District cost of \$800,000. Dr. Fry indicated there were only 35 CAOLA students enrolled last school year. Dr. Fry communicated that the District is ecstatic that we can offer BSSD families these educational options but they do come at a cost to our citizens.
- Additionally, Dr. Fry discussed bringing elementary students back face to face and communicated that this would involve families the ability to continue following the protocols that are in place and always making good decisions.
- Dr. Fry commended all staff for all they have done. He stated: They have gone above and beyond what has been asked of all of them. Kudos to all!

## **XVI. Meeting Closing**

### **a. Business from the Floor**

- Mr. Wardle thanked everyone for all they are doing and all they continue to do.
- Mr. Myers thanked everyone as well.
- Mr. Swanson stated that BSSD rows in the same direction and it doesn't work if we are rowing the opposite way.
- Mr. Swanson talked about the FFA advisory meeting and he was amazed on how much they are still doing. Mr. Swanson thanked the FFA on behalf of the Board for what they continue to do.
- Mr. Swanson requested a motion to hold an Executive Session at the conclusion of the Board Meeting and not to return.
- Motion by Deihl, seconded by Roush, to adjourn to an Executive Session. Voting Yes: Swanson, Deihl, Gutshall, Piper, Wardle, Roush and Myers. Motion carried unanimously. 7-0

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

- No Comments


**c. Adjournment**

Motion by Deihl, seconded by Roush, to adjourn the October 5, 2020 Board meeting.

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

Motion carried unanimously. 7-0

Meeting adjourned at **8:16 p.m., October 5, 2020.** The next scheduled meeting is: **October 19, 2020**

  
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