

BIG SPRING SCHOOL DISTRICT

Newville, Pennsylvania

BOARD MEETING MINUTES

MONDAY, OCTOBER 21, 2013

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

The Board of School Directors for the Big Spring School District met in the Big Spring High School Large Group Room, Room 140, at 8:00 P.M. with President Wilbur Wolf, Jr, presiding. Eight (8) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Lee Barrick, Secretary; David Gutshall, Treasurer; Richard Norris, John McCrea; Kingsley Blasco; and William Piper.

Absent: Richard Roush

*Others in attendance: Richard W. Fry, Superintendent; Jeanne Temple, Assistant Superintendent; Kevin Roberts, Director of Curriculum & Instruction; Richard Kerr, Business Manager; Rick Gilliam, Director of Buildings, Grounds, and Transportation; Stacey Kimble, Oak Flat Principal; and Carol Kuntz, Board Minutes. Curtis Garland, The Valley Times-Star;

II. PLEDGE TO THE FLAG

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

III. APPROVAL OF THE OCTOBER 7, 2013 REGULAR BOARD MEETING MINUTES, THE OCTOBER 7, 2013 BUILDINGS AND PROPERTY MINUTES, AND THE OCTOBER 7, 2013 COMMITTEE OF THE WHOLE MEETING MINUTES.

Motion by Blasco, seconded by Norris for approval of the October 7, 2013 Committee of the Whole of the Board Meeting Minutes; the October 7, 2013 Buildings and Property Minutes; and the October 7, 2013 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Piper, Swanson, Barrick, Norris, Gutshall, McCrea and Blasco. Motion carried unanimously. 8 – 0

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IV. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Megan Carr & Daulton Hershey presented a student report. [Student report is attached.](#)

V. Treasurer's Report

General Fund	\$	22,327,827.12	
Capital Projects	\$	4,615,965.35	
Cafeteria Fund	\$	400,124.98	
Student Activities	\$	209,551.17	
Total	\$	27,553,468.62	

The Treasurer's Report showed a balance as outlined above as of September 30, 2013. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Gutshall, Barrick, Norris, Swanson and Blasco. Motion carried unanimously. 8 – 0

VI. PAYMENT OF BILLS 2013-2014

General Fund	\$	1,477,190.56	
Capital Projects	\$	57,374.55	
Cafeteria Fund	\$	16,113.07	
Student Activities	\$	15,498.87	
Total	\$	1,566,177.05	

Motion by Gutshall, seconded by Blasco for approval of General Fund, Cafeteria Fund, and Student Activity/Miscellaneous Fund payments of bills for 2013-2014 as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Gutshall, Barrick, Norris, Swanson and Blasco. Motion carried unanimously. 8 – 0

VII. READING OF CORRESPONDENCE

VIII. RECOGNITION OF VISITORS

Laura Ryan, Jeanette Mater, April Messenger, Joel Griffie, Daulton Hershey, Megan Carr, and Curtis Garland.

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IX. PUBLIC COMMENT PERIOD

Rev. Jeannette Mater, 10 Church Road Carlisle, PA addressed the members of the Board of School Directors and offered a pray of encouragement for the Board members and community.

X. STRUCTURED PUBLIC COMMENT PERIOD

XI. OLD BUSINESS

XII. NEW BUSINESS

A) PERSONNEL CONCERNS

(ACTION ITEM)

- 1) **Mrs. Jennifer Ferrante**, Fourth Grade Teacher at Oak Flat Elementary School is requesting child-rearing leave of absence via section 3.07 of the current Collective Bargaining Agreement from approximately April 10, 2014 through approximately May 28, 2014. 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 that the Board of School Directors approve Mrs. Ferrante's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately April 10, 2014 through approximately May 28, 2014.

(ACTION ITEM)

- 2) **Mr. Philip Fassl**, Learning Support Teacher at Oak Flat is requesting child-rearing leave of absence via section 3.07 of the current Collective Bargaining Agreement from approximately November 14, 2013 through approximately December 2, 2013. 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, his/her request meets all provisions for a child-rearing leave according to the current contract.

The administration recommends that the Board of School Directors approve Mr. Fassl's requested child-rearing leave via section 3.07 of the current Collective Bargaining Agreement from approximately November 14, 2013 through approximately December 2, 2013.

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A) PERSONNEL CONCERNS (. . .continued)

(ACTION ITEM)

3) Per Diem Substitute Teachers

Shannon Mullen - Science/Math Education

Leisa Weicht - Elementary Education/Special Education

The administration recommends that the Board of School Directors approve the additions listed to the 2013-2014 per diem substitute teacher list.

(ACTION ITEM)

4) Resignation

Ms. Amanda Gilbert has submitted her resignation as a part-time evening custodian at the High School. Ms. Gilbert is requesting to be placed on the substitute custodial list.

The administration recommends that the Board of School Directors approve Ms. Gilbert's resignation as as part-time evening custodian at the high school, retroactive to October 15, 2013 and approve her request to be placed on the substitute custodial list.

(ACTION ITEM)

5) Marching Band Instructor

Mr. Daryl Balseiro, Director of Bands would like to recommend the individual listed as Marching Band Instructor.

Kevin Smith

The administration recommends that the Board of School Directors appoint the above listed individual to serve as Marching Band Instructor.

(ACTION ITEM)

6) Coaching Appointments

Becky Loy Junior High Girls Basketball Coach

Emily Bower High School Assistant Girls Basketball Coach

Seth Stover Middle Schools Girls Soccer Coach

Jake Geary Middle School Girls Soccer Coach

The administration recommends that the Board of School Directors approve the above listed coaches as presented for the 2013-2014 school year.

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A) PERSONNEL CONCERNS (. . .continued)

(ACTION ITEM)

7) Approval of Chartwells' Big Spring School District Food Service Employees

Per the contract Big Spring School District initiated with Chartwells, the District must approve all employees. Mrs. Michelle Morgan, Chartwells Food Service Director is recommending the individual listed as a cafeteria employee.

Linda Goyt

The administration recommends the Board of School Directors approve the above listed Chartwells' employee for the 2013-2014 school year.

VOTE ON XII., NEW BUSINESS, A-1 – A-7, PERSONNEL CONCERNS

Motion by Norris, seconded by Blasco to combine and approve Items A-1 through A-5 and A-7 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Gutshall, Barrick, Norris, Swanson and Blasco. Motion carried unanimously 8 - 0

Motion by Blasco, seconded by Swanson to approve Item A-6 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Gutshall, Barrick, Norris, Swanson and Blasco. Abstain – McCrea, Motion carried. 7 - 0

XI. NEW BUSINESS (. . .continued)

B) Band Booster Year End Financial Statement

(ACTION ITEM)

The Big Spring School District has received a copy of a letter from Mr. Jeffrey Cohick, EA, advising that the Band Booster records were accepted with auditing standards for the 2012-2013 school year.

A copy of the letter from Mr. Cohick is included with the agenda.

The administration recommends that the Board of School Directors accept the 2012-2013 Band Booster annual audit report as presented.

(ACTION ITEM)

C) Newville PTO Year End Financial Statement

The Big Spring School District has received a copy of a letter from Mr. Jeffrey Cohick, EA, advising that the Newville Elementary PTO records were accepted with auditing standards for the 2012-2013 school year.

A copy of the letter from Mr. Cohick is included with the agenda.

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XI. NEW BUSINESS (. . .continued)

The administration recommends that the Board of School Directors accept the 2012-2013 Newville Elementary PTO annual audit report as presented.

Mr. Barrick asked if someone would be giving guidance to the PTO at Newville.

Mr. Fry replied direction has already been given

Motion by Blasco, seconded by Norris to combine and approve Items B & C as outlined and recommended above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Gutshall, Norris, Swanson, and Blasco. Motion carried unanimously. 8 – 0

(ACTION ITEM)

D) Adoption of Safety Procedures and Appointment of Loss Control Administrator and Claims Coordinator

Our Worker's Compensation carrier requires that the Board of School Directors adopt, and sign, school district safety procedures and appoints the Loss Control Administrator, Safety Committee Chair and Claims Coordinator. Their recommended format is included in the agenda.

The administration recommends that the Board of School Directors adopt the School District Safety Procedures included in the agenda.

Motion by Blasco, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Gutshall, Norris, Swanson, and Blasco. Motion carried unanimously. 8 – 0

E) Motion to Approve Settlement of Tax Assessment

(ACTION ITEM)

Bottling Group, Inc., owner of the property identified as Tax Parcel No. 30-08-0591-003, located at 6375 Shippensburg Road, North Newton Township, Cumberland County, Pennsylvania ("Premises"), filed an appeal regarding its assessed valuation, which appeal is docketed to No. 12-6722 Civil in the Court of Common Pleas of Cumberland County. The County and District, included as parties to the litigation have arrived at an agreement to establish the fair market value of the Premises at \$1,250,000.00 effective January 1, 2013, with no common level ratio applicable, which agreement will be set forth in a Stipulation and proposed Order.

The administration recommends the Board of School Directors approve the settlement of the tax assessment appeal identified as Tax Parcel No. 30-08-0591-003 and docketed to No. 12-6722 Civil in the Court of Common Pleas of Cumberland County at a fair market value of the Premises at \$1,250,000.00 effective January 1, 2013, with no common level ratio applicable, which agreement will be set forth in a Stipulation and proposed Order. The Solicitor, Superintendent, and/or Board Officers are authorized to execute any documents necessary to conclude this assessment appeal pursuant to this motion.

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XI. NEW BUSINESS (. . .continued)

Motion by Blasco, seconded by Norris to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Gutshall, Norris, Swanson, and Blasco. Motion carried unanimously. 8 – 0

Mr. Blasco asked if this was set by the court why do we have to approve it.

Mr. Fry informed the Board that if the court were to get an appraisal and defend this action we would share the cost.

Mr. McCrea stated that a notation needs to be added for the record. This is a reduction of approximately \$200,000 from the original assessment. There would be a tax lost to the District of \$2527 per year.

F) Tuition Exemption Student

(ACTION ITEM)

The current Collective Bargaining Agreement provides non-resident teachers the opportunity to choose to send their children to the Big Spring School District free of tuition.

Faith Chapman

Based on Article 9.08 Non-Resident Student Tuition, the administration recommends granting tuition exemption to the following student for the 2013-2014 school year.

Motion by Norris, seconded by Blasco to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Gutshall, Norris, Swanson and Blasco. Motion carried unanimously. 8 - 0

(INFORMATION ITEM)

D) Updated Year-to-Date Summary of the General Fund

The Business Office prepared an updated year-to-date summary of the general fund that is included with the agenda.

XII. FUTURE BOARD AGENDA ITEM

There were no future Board agenda items.

XIII. COMMITTEE REPORTS

A. District Improvement Committee – Mr. Norris/Mr. McCrea

No meeting was conducted and no report was offered.

B. Athletic Committee – Mr. Swanson

No meeting was conducted and no report was offered.

C. Vocational-Technical School – Mr. Wolf/Mr. Piper

No meeting was conducted and no report was offered.

D. Buildings and Property Committee – Mr. Barrick

No meeting was conducted and no report was offered.

E. Finance Committee – Mr. Blasco, Mr. Piper, Mr. Swanson and Mr. Gutshall

We had a meeting tonight. We went over health care and had a quick look at the budget.

F. South Central Trust – Mr. Blasco

No meeting was conducted and no report was offered.

G. Capital Area Intermediate Unit – Mr. Wolf

The process for hiring a new assistant director is moving forward.

H. Tax Collection Committee (TCC) – Mr. Wolf

A meeting was held last week. We decided to move away from the old computer program with York/Adam County. We will move on to RVG and EIG. A lot more data will be available to us.

Mr. Kerr stated we have 4.2 in the budget. We see an increase of about 5.2. Based on that meeting, I'm not sure what we can expect for the 2014- 15 school year.

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XVI. SUPERINTENDENT'S REPORT

1. **PSBEA State Conference** – Mrs. Temple, Mr. Roberts, and Mrs. Kimble presented information on RtII at the elementary level. Mr. Roberts and I presented a financial literature course that is recommended as a graduation requirement.
2. **Panel this Saturday** at Dickinson/Penn State School of Law with Senator Vance. The discussion will be on Public School Funding and Health Care.
3. **PTO Executive Board** – Major drives in the District with Technology. There was a discussion on the volunteer process and how to move forward.
4. **Pie Fundraiser & Fruit Sale** orders due October 24th and November 13th.

Mr. McCrea asked about the declaratory judgment action with Jim Flowers Jr. With Jim Flowers Jr passing away, is there a new attorney that has taken over?

Mr. Fry informed the Board that we are moving forward with Attorney Cassidy who is representing the vo-tech, and Cumberland Valley. Mr. Fry will meet with him in mid-November to get an update on the status.

Mr. McCrea questioned why does the cross country team has a balance of \$22,641.

Mr. Fry stated they are paying for the new cross country shed that is being built.

XVII. BUSINESS FROM THE FLOOR

Mr. Piper attended the Bulldog Foundation Alumni Dinner on Saturday evening. There were six individual honored at the Alumni Banquet. I would encourage Board Members in the future to attend and support the Foundation.

XVIII. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS

There was no public comment regarding future Board agenda items.

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XIX. ADJOURNMENT

Motion by Blasco, seconded by Norris to adjourn the meeting and to executive session to discuss a personnel issue. Roll call vote: Voting Yes: Wolf, McCrea, Piper, Barrick, Gutshall, Norris, Swanson, and Blasco. Motion carried unanimously.

8 - 0.

The meeting was adjourned at 8:22 P.M.

Robert Lee Barrick, Secretary

NEXT SCHEDULED BOARD MEETING: Monday, November 4, 2013