

# **BIG SPRING SCHOOL DISTRICT**

**Newville, Pennsylvania**

## **BOARD MEETING MINUTES**

**MONDAY, MARCH 20, 2017**

*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. Nine (9) directors present: Wilbur Wolf, Jr, President; William Swanson, Vice-President; Robert Barrick, Secretary; David Gutshall, Treasurer; Bob Kanc, William Piper, Todd Deihl, Richard Roush, and Kingsley Blasco.

Robert Barrick arrived at 8:01 pm.

\*Others in attendance: Richard W. Fry, Superintendent; Kevin C. Roberts Jr, Assistant Superintendent, Robyn Euker, Director of Curriculum & Instruction, Richard Kerr Jr, Business Manager; William August, High School Principal; and Carol Frace, Board Minutes.

### **II. PLEDGE TO THE FLAG**

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

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### III. APPROVAL OF THE MARCH 6, 2017 REGULAR BOARD MEETING MINUTES AND THE MARCH 6, 2017 COMMITTEE OF THE WHOLE MEETING MINUTES, AND MARCH 6, 2017 BUILDING AND PROPERTY MEETING MINUTES.

Motion by Blasco, seconded by Swanson for approval of the March 6, 2017 Building and Property Meeting Minutes; March 6, 2017 Committee of the Whole Meeting Minutes; and the March 6, 2017 Regular Board Meeting Minutes as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Kanc, Gutshall, Blasco, Roush, and Deihl. Motion carried unanimously. 9 – 0

### IV. RECOGNITION OF STUDENTS OF THE QUARTER

Mr. William August will also recognize those students who have earned the academic achievement award for the second quarter for the 2016-2017 school year.

#### Agriculture Department

Grade 9 Matthew Shatzer\*  
Grade 10 Tucker Williams  
Grade 11 Morgan Bear\*  
Grade 12 Mickayla Moffitt\*

#### Art Department

Grade 9 Isabella Pittman\*  
Grade 10 Faith Swarner\*  
Grade 11 Emily Reifsnyder  
Grade 12 Maria Foust

#### Business Department

Grade 9 Seth Heller  
Grade 10 Parker Yeakel\*  
Grade 11 Ashlan Houser\*  
Grade 12 Emily Siwy\*

#### English Department

Grade 9 Alexandra Kutulakis\*  
Grade 10 Garrett Yeakley  
Grade 11 Blake Barrick  
Grade 12 Jessica Teter

#### Mathematics Department

Grade 9 Jonah Henry\*  
Grade 10 Madalyn Seiler\*  
Grade 11 Kayla Zeigler\*  
Grade 12 Evangeline Kennedy\*  
Grade 12 Korrin Henneman\*

#### Music Department

Grade 9 Emilee Fulkroad\*  
Grade 10 Robert McClure III  
Grade 11 Kathryn Greene\*  
Grade 12 Maria Foust

#### Tech Ed Department

Grade 9 Seth Heller  
Grade 9 Joseph Aulenbacher  
Grade 10 Ridgley Snyder\*  
Grade 12 Casey Barrick

\*Absent

President Wolf and Vice President Swanson congratulated the students for their outstanding hard work and accomplishments. The students received a certificate and a pen.

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### V. RECOGNITION OF STUDENT FOR HIS WINNING T-SHIRT DESIGN

Dylan Donivan, Dr. Sarah Roller's Life Skills student has received the best design for the 2017 Area M Games T-Shirts, "Just Keep Running"!

**Information below is from the Special Olympics Committee:**

"**Just Keep Running**" represents the encouraging attitude we have at the Area M Games. This design will appear on over 3,000 athlete and volunteer T-shirts during the April 20<sup>th</sup> Area M Games to be held at Messiah College. In addition, Dr. Roller's students will be recognized for creating this year's t-shirt design during the Opening Ceremonies. The students will receive the honor to participate in the Opening Ceremonies by leading the Special Olympics Oath, carrying the Special Olympics torch, or releasing the pigeons. The winning t-shirt design is attached to the agenda.

Dr. Fry congratulated the student for his outstanding hard work and accomplishments. The student received a certificate and a pen.

### VI. STUDENT/STAFF RECOGNITION AND BOARD REPORTS

Zoe Marincacco and Jared Petty presented a student report.

[Student report is attached.](#)

### VII. PAYMENT OF BILLS

General Fund	\$ 1,286,104.53
Capital Projects	\$ 3,622.35
Cafeteria Fund	\$ 117,809.23
Stadium/Track	\$ .00
Student Activities	\$ 17,249.21
Total	\$ 1,424,785.32

Motion by Gutshall, seconded by Blasco for approval of General Fund, Capital Projects, Cafeteria Fund, Stadium & Track, and Student Activity/Miscellaneous Fund payments of bills as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

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### **VIII. TREASURER'S FUND REPORT**

General Fund	\$ 19,633,508.73
Capital Projects	\$ 5,755,625.16
Cafeteria Fund	\$ 606,370.66
Student Activities	\$ 225,960.42
Stadium & Track	<u>\$ 809,836.04</u>
<b>Total</b>	<b>\$ 27,031,301.01</b>

The Treasurer's Report showed balances as outlined above as of February 28, 2017. Motion by Gutshall, seconded by Blasco for acceptance of the Treasurer's Report. Roll call vote: Voting Yes: Wolf, Swanson, Barrick, Piper, Deihl, Blasco, Roush, Gutshall, and Kanc. Motion carried unanimously. 9 – 0

### **IX. YTD GENERAL FUND REPORT AND YTD TAXES**

The YTD Tax Report shows the monthly collections and cumulative collections and compares that to the two previous years.

Motion by Blasco, seconded by Roush to accept Year-to-Date General Fund and Tax Reports as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Deihl, and Blasco. Motion carried unanimously. 9 – 0

### **X. READING OF CORRESPONDENCE**

#### **Letter from Newville Borough**

Dr. Richard W. Fry, Superintendent of Schools received correspondence from the President of Newville Borough Council, Clarence W. Fry, II, regarding Big Spring School District's donation of a used chainlink fence and poles. The correspondence is included with the agenda.

#### **Letter from Pennsylvania Secretary of Education**

Dr. Richard W. Fry, Superintendent of Schools received correspondence from Pennsylvania Secretary of Education, Pedro A. Rivera, regarding Big Spring School District's participation in Governor Wolf's Schools That Teach tour. The correspondence is included with the agenda.

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### **XI. RECOGNITION OF VISITORS**

Kristen Day, Lori McClure, Robert McClure III, Connie Barrick, Jeffrey Barrick, Casey Barrick, Mike Reifsnyder Sharon Reifsnyder, Emily Reifsnyder, Gabi Reifsnyder, Blake Barrick, Jill Barrick, David Barrick, Lynn Ramsey, Linda Ramsey, Arra Yeakley, Garrett Yeakley, Edward Aulenbacher Crystal Aulenbacher, Joseph Aulenbacher, Don Heller, Seth Heller, Korinne Heller, Jennifer Marinacci Zoe Marinacci, Jess Teter, Tucker Williams, Mindy Williams, Scott Williams, Maria Foust, Jaret Petty, Cindy Kanc, and Donald Snyder.

### **XII. PUBLIC COMMENT PERIOD**

Mr. Donald Snyder, 461 Crossroad School Road, Newville, PA addressed the members of the Board of School Director by offering a prayer of encouragement for the Board members and community.

Mrs. Kristina Day, 401 Bloserville Road, Newville, PA. I just wanted to say that I was one of the Chaperones for the mini-thon this past weekend. In addition to all the events that they had, it was a huge success. The kids were awesome and had a great time. The chaperones had a blast. Trey Fry's family came and talked at the closing ceremonies. They spoke about his battle with cancer. I thought it was a great way to end the mini-thon. The kids were very respectful and listened. It was a good reflection of our student body. I am glad that they do it.

Mr. Kanc inquired about the silent auction.

Dr. Fry informed the Board of School Directors that the opening ceremonies were much the same as the closing ceremonies. We had a current student who is battling and his family address the student body. You could have heard a pin drop in the gymnasium. It was very moving.

### **XIII. STRUCTURED PUBLIC COMMENT PERIOD**

### **XIV. OLD BUSINESS**

**XV. NEW BUSINESS**

**A) PERSONNEL CONCERNS**

**(ACTION ITEM)**

**1) Resignation – Summer Fitness Center Coordinator**

Mr. Cory Hoffman has submitted his resignation as Summer Fitness Center Coordinator, effective immediately.

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

**(ACTION ITEM)**

**2) Resignation – Cheerleading Coach**

Ms. Leah Donovan has submitted her resignation as Assistant Cheerleading Coach, effective immediately.

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

**(ACTION ITEM)**

**3) Resignation – Mrs. Beth Crusey**

Mrs. Beth Crusey, Middle School Intervention Teacher has submitted her letter of resignation for the purpose of retirement, effective the end of the 2016-2017 school year.

The administration recommends that the Board of School Directors approve Mrs. Crusey's resignation for the purpose of retirement as a Middle School Intervention Teacher, effective the end of the 2016-2017 school year.

**(ACTION ITEM)**

**4) Resignation – Mr. Jay Hockenbroch**

Mr. Jay Hockenbroch, Athletic Director has submitted his resignation for the purpose of retirement, effective approximately July 1, 2017.

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### XV. NEW BUSINESS (. . .continued)

The administration recommends that the Board of School Directors approve Mr. Hockenbroch's resignation for the purpose of retirement as Athletic Director, effective approximately July 1, 2017.

**(ACTION ITEM)**

#### 5) **Resignation – Mrs. Mary Ann Weingarten**

Mrs. Mary Ann Weingarten, Middle School Nurse has submitted her letter of resignation for the purpose of retirement, effective the end of the 2016-2017 school year.

The administration recommends that the Board of School Directors approve Mrs. Weingarten's resignation for the purpose of retirement as a Middle School Nurse, effective the end of the 2016-2017 school year.

**(ACTION ITEM)**

#### 6) **Leave Without Pay – Courtney Rickabaugh**

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave. Mrs. Courtney Rickabaugh is requesting three days leave without pay for Wednesday, April 12, 2017; Thursday, April 13, 2017; and Tuesday, April 18, 2017.

The administration recommends that the Board of School Directors approve the following request for leave without pay, as presented.

**(ACTION ITEM)**

#### 7) **Leave Without Pay – Mrs. Bethany Stanton**

Section 3.09 of the contract between the Big Spring Education Association and the Big Spring School District provides that "The Board may grant leave without pay to an employee who requests prior approval for such leave. Mrs. Bethany Stanton is requesting two days leave without pay, retroactive to March 6, 2017 and March 7, 2017.

The administration recommends that the Board of School Directors approve the following request for leave without pay, as presented.

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### XV. NEW BUSINESS (. . .continued)

#### **VOTE ON XV., NEW BUSINESS, A-1 through A-7; PERSONNEL CONCERNS**

Motion by Blasco, seconded by Roush to combine and approve Items A-1 through A-7 as outlined and recommended above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

### XV. NEW BUSINESS (. . .continued)

**(ACTION ITEM)**

#### **B) Case D**

The parents of Case D of the 2016-2017 school year waived their right to a formal student discipline hearing before the Board of School Directors.

The administration recommends that the Board of School Directors exclude the student in Case D of the 2016-2017 school year for the remainder of the 2016-2017 school year with an alternative placement.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

**(ACTION ITEM)**

#### **C) Facilities Utilization Request – Newville Wrestling Association**

Mr. Larry Jones of the Newville Wrestling Association is requesting to utilize the High School gym, commons and adaptive gym for PAWF Wrestling Tournament on Sunday, April 2, 2017 from 6:00 a.m. - 5:00 p.m. Because the utilization is on Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Mr. Jones' request to utilize the High School gym, commons and adaptive gym on Sunday, April 2, 2017, as presented.

**XV. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**D) Facilities Utilization Request – AP Language Composition**

Ms. Bethany Pagze, High School English Teacher is requesting to utilize the High School Large Group Room for an AP Language and Composition practice exam on April 2, 2017 from 2:15 p.m. - 6:30 p.m. Because the utilization is on Sunday, Board action is necessary.

The administration recommends that the Board of School Directors approve Ms. Pagze's request to utilize the High School Large Group Room on Sunday, April 2, 2017, as presented.

Motion by Kanc, seconded by Roush to combine and approve Items C and D as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Blasco, and Deihl. Voting No: Barrick. Motion carried. 8 – 1

**(ACTION ITEM)**

**E) Proposed Updated Job Descriptions**

The administration has updated the job descriptions listed and a copy of the job descriptions have been included with the agenda.

**Assistant Principal/Director of Athletics/Student Activities**

**Administrative Assistant to the Assistant Principal/Director of Athletics/Student Activities, and Building Utilization Coordinator**

The administration recommends the Board of School Directors approve the job descriptions listed.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

**XV. NEW BUSINESS (. . .continued)**

**(ACTION ITEM)**

**F) Proposed Updated Policy**

The administration has submitted the updated policy listed and a copy is include with the agenda.

**706.1 Disposal of Equipment/Supplies/Textbooks**

The administration recommends that the Board of School Directors approve the policy as presented.

Motion by Blasco, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

**(ACTION ITEM)**

**G) Proposed Updated Planned Course Adoption**

Listed below is a completed planned course for board approval.

<u>Course</u>	<u>Department</u>
French II	World Language

The administration recommends the Board of School Directors approve the above planned course as presented.

Motion by Blasco, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

**(ACTION ITEM)**

**H) Voting Delegates for the 2017 PSBA School Leadership Conference**

The Pennsylvania School Boards Association requests that the Board of School Directors for each PSBA member school district notify PSBA of the names of each school district's voting delegates for the October, 2017 School Leadership Conference's Legislative Policy Committee meeting.

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### **XV. NEW BUSINESS (. . .continued)**

The administration recommends that the Board of School Directors designate Robert Barrick, Board Secretary to serve as Big Spring's voting delegate to the October, 2017 School Leadership Conference Legislative Policy Committee meeting.

Motion by Swanson, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

#### **(ACTION ITEM)**

#### **I) Approve Demand Response Participation with Direct Energy**

As discussed at the last Building & Property meeting, we are recommending the District participate in Demand Response with Direct Energy. Potential payments are \$20,879 in 2017/18, \$28,669 in 2018/19 and \$17,400 in 2019/20. There is no risk to the District. This does NOT include Panoramic Power as we are investigating the Honeywell alternative.

The administration recommends the Board of School Directors approve the Demand Response Agreement with Direct Energy for a period of three years and authorizes the administration to sign the appropriate documents necessary to complete enrollment.

Motion by Barrick, seconded by Swanson to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

Mr. Barrick inquired if we can get Panoramic Power later if Honeywell doesn't work out.

#### **(ACTION ITEM)**

#### **J) Approve Payment from the Capital Project Reserve Fund**

Last week Mr Tobie Wolf, acting on behalf of the District, filed for the building permit with West Pennsboro Township in order to start construction on the track on or about 15 March.

The administration recommends the Board of School Directors approve the payment of \$2,279.85 to West Pennsboro Township for a building permit from the Capital Project Reserve Fund.

Motion by Barrick, seconded by Roush to approve the recommendation as outlined above. Roll call vote: Voting Yes: Wolf, Swanson, Piper, Kanc, Gutshall, Roush, Barrick, Blasco, and Deihl. Motion carried unanimously. 9 – 0

**XVI. FUTURE BOARD AGENDA ITEM**

There were no future Board agenda items.

**XVII. COMMITTEE REPORTS**

**A. District Improvement Committee – Mr. Kanc**

No meeting was conducted and no report was offered. The next meeting is scheduled for April 27<sup>th</sup>.

**B. Athletic Committee – Mr. Swanson, Mr. Gutshall, Mr. Deihl**

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, Mr. Piper, Mr. Swanson, Mr. Roush, and Mr. Gutshall.**

No meeting was conducted and no report was offered.

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

No meeting was conducted and no report was offered.

**F. South Central Trust – Mr. Blasco**

No meeting was conducted and no report was offered. .

**G. Capital Area Intermediate Unit – Mr. Wolf**

No meeting was conducted and no report was offered.

**XVII. COMMITTEE REPORTS (...continued)**

**H. Tax Collection Committee (TCC) – Mr. Wolf and Mr. Swanson**

No meeting was conducted and no report was offered. The next meeting is scheduled for the second week of April.

**XVIII. SUPERINTENDENT'S REPORT**

1. **RFP** – This coming Thursday the administration will review the RFP for the cafeteria. We will be meeting with the Board committee. We hope to have a recommendation to the Board for the April 3<sup>rd</sup> meeting. We have received two RFP's from providers.
2. **Natatorium** – At our last Buildings and Property Committee Meeting, we talked a little bit about the natatorium. We had folks in to see what we could do with preventative maintenance. We got some really good news. We do not have final numbers yet in regard to what needs to be done. It is less than what we had been discussing. It is in better shape than we anticipated.
3. **Reminder** – Just a reminder to Mr. Swanson and Mr. Gutshall about the April 6<sup>th</sup> Agricultural Advisory meeting.

**XIX. BUSINESS FROM THE FLOOR**

Mr. Kanc stated the music department last week did a great job at the Music in Our Schools Concert.

Mr. Wolf reminded the Board of School Directors that tomorrow night between 3:00 and 7:00 pm you can still bid on items for the silent auction.

**XX. PUBLIC COMMENT REGARDING FUTURE BOARD AGENDA ITEMS**

There was no public comment regarding future Board agenda items.

## **Big Spring School Board Meeting Minutes ~ Monday, March 20, 2017**

### **XXI. ADJOURNMENT**

Motion by Blasco, seconded by Roush to adjourn the meeting. Roll call vote:  
Voting Yes: Wolf, Swanson, Barrick, Gutshall, Piper, Roush, Deihl, Blasco, and Kanc. Motion carried unanimously. 9 – 0

The meeting was adjourned at 8:29 PM.

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Robert L. Barrick, Secretary

**NEXT SCHEDULED BOARD MEETING: Monday, April 3, 2017**