

**SOUTH MIDDLETON SCHOOL DISTRICT**  
**4 Academy Street, Boiling Springs, PA 17007**

**SCHOOL BOARD MEETING MINUTES**  
**May 6, 2019**

The South Middleton Board of School Directors met on May 6, 2019, in the District Office Board Room for a Regular School Board Meeting. The President, Mr. Michael Berk, called the meeting to order at 7:00 p.m.

**ROLL CALL**

Mrs. Scott called the roll with all members present except as designated:

**School Directors**

Mr. Steven Bear

Mr. Terry Draper

Mrs. Stacey Knavel

Mrs. Elizabeth Meikrantz

Mr. Jonathan Still – Arrived at 7:15 p.m.

Mr. Michael Berk

Mr. John Greenbaum

Mrs. Denise MacIvor - Absent

Mr. Christopher Morgan

**Administrative Staff**

Dr. Matthew Strine, Superintendent

Melanie Shaver-Durham – Direct. of Curriculum/Instruction

David Boley – Principal, Rice

Zachary Gump – Director of Buildings/Grounds

Karl Heimbach – Athletic Director

Thomas Steele - Director of Technology

Dr. Jesse White – Principal, YBMS

**Student Representatives**

Nicholas O'Brien

Eric Gessaman

**Visitors**

See attachment to the minutes.

**Board Recording Secretary**

Beth Scott

**Solicitor**

Gareth Pahowka

**INTRODUCTIONS AND RECOGNITION**

Mr. and Mrs. Fred Matz recognized and presented the Matz Award to Jeffrey Schwartz, math teacher at Boiling Springs High School.

**CITIZENS PARTICIPATION - None**

**ACCEPTANCE OF MINUTES**

Mrs. Meikrantz made a motion, seconded by Mr. Greenbaum, that the Board approves the minutes from the following meeting:

-Regular Board Meeting – 4/15/19

**The motion passed unanimously.**

**FINANCIAL REPORT**

Mr. Bear made a motion, seconded by Mr. Morgan, that the Board approves the following:

The Board approved payment of General Fund bills represented by checks 58343 to 58432 in the amount of \$555,085.71, and Direct Deposits represented by 50421 to 50432 in the amount of \$3,002.83.

The Board approves payment of Activity Fund bills represented by checks 16054 to 16081 in the amount of \$18,500.88.

The Board approved payment of Athletic Fund bills represented by checks 21246 to 21297 in the amount of \$10,666.64.

NOTE: A check selection error caused a batch to be misprinted on check #'s 21759 to 21808. The incorrect batch has been voided and reprinted correctly and the incorrect numbers have been removed from possible future use.

The Board approved payment of Cafeteria Fund bills represented by check 7116 in the amount of \$88,108.75.

The Board approved payment of Trust Fund bills represented by checks 16058 to 16078 in the amount of \$2,708.43 as represented in the attached summary.

**The motion passed unanimously.**

**REPORTS OF THE SUPERINTENDENT/DIRECTOR OF CURRICULUM & INSTRUCTION, BUSINESS MANAGER AND STUDENT REPRESENTATIVES**

Dr. Strine, Superintendent, reported on visits to various classroom, and that he is working on updating job descriptions.

Melanie Shaver-Durham, Director of Curriculum/Instruction, reported on a college eboard workshop that she attended and PSSA testing. She also reported on a dispositions committee that will be reviewing the social/emotional character traits that students develop as they go through their education at South Middleton. A federal program auditing monitor will be in the office during the next week.

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Nicholas O'Brien, Student Representative to the Board, reported on the recent prom, held at the West Shore Country Club. He also reported that AP exams are in process.

Eric Gessaman, Student Representative to the Board, reported on teacher appreciation week, the spring sports season is wrapping up and that Keystone exams will also be held in the near future.

Nicole Weber, Interim Business/Operations Manager, reported on meetings with Delta Dental and PLIGIT representatives, reviewing Forecast 5 software, PSBO meeting and a meeting with the Chamber of Commerce. She also spoke about the cafeteria notices for negative lunch balances and bond refinancing. Mrs. Weber presented a review of the 2019-2020 budget and follow up with the questions that were asked during the previous presentation. The presentation is attached to these minutes.

### **NOTICES AND COMMUNICATIONS**

-Thank you letter received from the Carlisle United Methodist Church.

### **BOARD COMMITTEE REPORTS**

#### **Facilities Committee Meeting**

Mr. Bear reported that the committee met earlier this evening. Naming of the BSHS gymnasium floor after Mr. Dieter was discussed, Facilities Policy #707 was reviewed and lead water testing was also discussed. Mr. Bear requested that board members that do not serve on the committee, please review the revisions to Policy #707.

### **TOPIC FOR DISCUSSION – None**

### **NEW BUSINESS**

#### **Approval of Agenda**

Mr. Bear made a motion, seconded by Mrs. Meikrantz, that the Board approves the agenda of May 6, 2019, with all corrections as indicated. **The motion passed unanimously.**

#### **Memorandum of Understanding – Shippensburg University head Start**

Mrs. Knavel made a motion, seconded by Mr. Morgan, that the Board approves the Memorandum of Understanding between South Middleton School District and Shippensburg University Head Start for the purpose of coordinating mutually beneficial activities to the children and families served. **The motion passed unanimously.**

#### **Personnel – Employment - Administration**

Mr. Bear made a motion, seconded by Mrs. Knavel, that the Board approves the employment agreement between South Middleton School District and Nicole L. Weber, Director of Business & Operations/Board Secretary for a period of three (3) years and two (2) months, from May 6, 2019, through June 30, 2022. Salary effective May 6, 2019: \$90,000 **The motion passed unanimously.**

#### **Personnel – Retirement – Professional**

Mr. Bear made a motion, seconded by Mrs. Knavel, that the Board accepts the resignation of Keith Grim, from the position of Physical Education/Health teacher at the Iron Forge Elementary School, effective June 4, 2019. **The motion passed unanimously.**

**Personnel – Classified – Part-Time Grounds**

Mr. Bear made a motion, seconded by Mr. Still, that the Board employs the following classified personnel:

Name: David Sherman  
Position: Part-Time Groundskeeper  
Salary: \$15.00/hr. - will work as needed  
Starting date: 5/7/19

**The motion passed unanimously.**

**PLANNING/DISCUSSION: Regular Board Meeting – 5/20/19**

The following items were reviewed for approval at the 5/20/19 meeting:

- Adoption of the Proposed Final Budget for the 2019-2020 School Year
- Proposed renewal Food Service Management Company (FSMC) contract with Chartwells
- Proposed school lunch prices for 2019-2020
- Revision of Polices: #222, #323 and #904 - Use of Tobacco (Student, Employees, Visitors)
- Yellow Breeches Planning Guide
- Capital Area Intermediate Unit #15 - Special Education Contract
- Trash/Recycling Contract - Advanced Disposal
- Electricity Procurement contract with AEP at 0.03640 KWH.

**Personnel:**

- Childrearing Leaves
- Resignation - Head Girls' Basketball Coach
- Employment - Head Boys' Basketball Coach
- Employment: Administration
  - Director of Pupil Services
- Employment: Professional Staff:
  - BSHS - English: (2 Positions), Music/Choral, Business Education
  - YBMS - Librarian, Grade 6
  - IFES - Learning Support and Elementary (2)
- Employment: Support Staff (Classified)
  - Head Groundskeeper
- Employment
  - ESY (Extended School Year) Teachers/Support Staff
- Job Descriptions:
  - Director of Business/Operations
  - Director of Curriculum, Assessment & Federal Programs
  - Director of Pupil Services
  - Supervisor of Human Resources
  - Supervisor of Technology and Technology Support
  - Supervisor of Special Education
  - Supervisor of Buildings, Grounds, Safety & Security
  - Accounting Specialist

**CITIZENS PARTICIATION – None**

**ADVISORY COMMITTEE REPORTS**

**Cumberland-Perry AVTS – Mr. Berk**

-No Report

**PSBA Legislative Representative – Mr. Still**

Mr. Still reported that PSBA Advocacy Day was last week. He will forward information to Board members with link about state budget.

**South Middleton Township – Mr. Berk**

-No Report – meeting scheduled for Thursday

**South Middleton Park & Recreation – Mr. Greenbaum**

-No Report

**Bubbler Foundation**

Mrs. Meikrantz reported that tickets are still available for Bubbler Foundation dinner on 5/10/19.

**ANNOUNCEMENTS/INFORMATION ITEMS**

-Enrollment Report

-Board Meeting Calendar

**Directors' Discussion – None**

**ADJOURNMENT**

Mr. Bear made a motion that the meeting adjourn. Adjourned: 10:23 PM.

Respectfully Submitted,

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Beth Scott  
Board Recording Secretary