

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

**SCHOOL BOARD MEETING MINUTES
May 20, 2019**

The South Middleton Board of School Directors met on May 20, 2019, in the Board Room. The President, Mr. Berk, called the meeting to order at 7:04 p.m.

ROLL CALL

The Secretary 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

Mr. Michael Berk

Mr. John Greenbaum

Mrs. Denise MacIvor

Mr. Christopher Morgan

Administrative Staff

Dr. Matthew Strine, Superintendent

Melanie Shaver-Durham, Director of Curriculum & Instruction, Federal Programs/Assessments

Nicole Weber, Director of Business & Operations

David Bitner, Assist. Principal – YBMS

David Boley, Principal – Rice

Zachary Gump, Director of Buildings/Grounds/Security

Joel Hain, Principal – BSHS

Trisha Reed, Principal – IFES

Jesse White, Principal - YBMS

Student Representatives

Nicholas O'Brien

Eric Gessaman - Absent

Visitors

See attachment to the minutes.

Recording Secretary

Beth Scott

Solicitor

Gareth Pahowka - Absent

INTRODUCTIONS AND RECOGNITION

The Board and Administration recognized the following retirees.

Deborah J. Christopher, Special Education Aide, Yellow Breeches Middle School - 25 years
(Retired in 12/2018)

Margaret B. Geise, Librarian, Yellow Breeches Middle School - 19 years

Keith A. Griffie, Groundskeeper, Maintenance - 26 years

Keith A. Grim, Health/Physical Education Teacher, Iron Forge Elementary School - 20 years

Wendy S. Gump, Elementary Teacher, Iron Forge Elementary School - 34 years

Patricia W. Manchester, English Teacher, Boiling Springs High School - 21 years

David J. Mancuso, Business Education Teacher, Boiling Springs High School - 11 years

Jennifer L. Mellinger, Elementary Teacher, Iron Forge Elementary School - 33 years

Sallie J. Miller, Gifted Teacher, Rice Elementary/Iron Forge Elementary Schools - 33 years

Keith T. Roden, Music Teacher, Yellow Breeches Middle School/Boiling Springs High School -
35 years

Teresa J. Schwander, Speech/Language Teacher, Yellow Breeches Middle School/Boiling
Springs High School - 27 years

Debra J. Strawley, Elementary Teacher, Iron Forge Elementary School - 24 years

Doreen M. Ulco, Special Education Aide, Yellow Breeches Middle School - 26 years (Retired
7/2018)

Cathy A. Woodson, Special Education Teacher, Boiling Springs High School - 33 years

The Board and Administration recognized the Student Representative to the Board, Nicholas
O'Brien.

CITIZENS PARTICIPATION - None

ACCEPTANCE OF MINUTES

Mr. Bear made a motion, seconded by Mrs. Knavel, that the Board approves the minutes of the
following meetings:

-4/20/19 – Budget Workshop

-5/6/19 – Planning/Regular Board Meeting.

The motion passed unanimously.

FINANCIAL REPORT

April 2019

Financial Reports

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the following:

The Board approved payment of General Fund bills represented by checks 58433 to 58483 in the
amount of \$655,216.90 as represented in the attached summary.

The Board approved payment of General Fund bills represented by Direct Deposits 50436 to
50439 in the amount of \$9,163.00 as represented in the attached summary.

NOTE: The direct deposits reported for the last board meeting ended with # 50432. DD #
50433-50436 were entered on the afternoon of the date the last report was run (5/2/19) so in
order to include them on this report the entirety of 5/2/19 needs to be included.
The Board approved payment of Activity Fund bills represented by checks 16082 to 16094 in the
amount of \$20,730.31 as represented in the attached summary.

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The Board approved payment of Athletic Fund bills represented by checks 21298 to 21336 in the amount of \$17,912.32 as represented in the attached summary.

The Board approved payment of Cafeteria Fund bills represented by check 7117 in the amount of \$90,767.41 as represented in the attached summary.

The Board approved payment of Trust Fund bills represented by checks 16055 in the amount of \$314.16 as represented in the attached summary.

The Board approved payment of Visa transactions represented by numbers V8135 to V8322 in the amount of \$55,270.18 as represented in the attached summary.

The Board approved the April 2019 Treasurer Report.

The Board approved the April 2019 Financial Report.

The motion passed unanimously.

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

Nicholas O'Brien, Student Representative, reported that this was the last full day for seniors. He also reported on spring athletics, including the track and field post-season competition.

Dr. Strine, Superintendent, reported on the conclusion of a book study conducted with administrators and teachers. The book was called *Learning by Doing*. He also reported on screening applications for the accounting specialist and supervisor of human resources positions, as well as attending the Buskey awards, which honors students who have various challenges and have overcome them. He also attended the teen of the week reception and the Bubbler Foundation Dinner.

Melanie Shaver-Durham, Director of Curriculum/Instruction, reported on the Federal audit that was conducted this week. The audit was good, with two minor findings regarding performance goals for non-public schools and a change to a policy. She also reported on boxing Keystone testing, attended a meeting regarding character traits that we want our students to have when they graduate, and will feed into the comprehensive plan, and she reviewed middle school and high school resource time schedule.

Nicole Weber, Director of Business/Operations, met with property and auto insurance representatives, reviewed business software for a second time, as the current software will not be available in the future, and we will be forced to make a change. Established a monthly meeting with Zach Gump and Nick Malone to review buildings/grounds and food services issues.

NOTICES AND COMMUNICATIONS – None

BOARD REPORTS

Mr. Still reported on the recent Safety and Security Committee meeting. A copy of the minutes is attached.

NEW BUSINESS

Approval of Agenda

Mr. Bear made a motion, seconded by Mr. Morgan, to approve the agenda of May 20, 2019, as presented. **The motion passed unanimously.**

Representative to the CAIU

Mr. Bear made a motion, seconded by Mrs. Meikrantz, to appoint Michael Berk as the representative to the CAIU Board of School Directors, beginning July 1, 2019. **motion passed unanimously.**

Adoption of Proposed Final Budget for 2019-2020

Mrs. Meikrantz made a motion, seconded by Mr. Greenbaum, that the Board approve the following resolution:

RESOLVED, by the Board of School Directors of the South Middleton School District, as follows:

- The proposed Final Budget of the School District for the 2019-2020 fiscal year on form PDE 2028 as presented to the School Board shall be considered the proposed Final Budget of the School District for the 2019-2020 fiscal year and shall be made available for public inspection after this date.
- At least ten (10) days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise Final Budget Notice in substantially the form as presented to the School Board. The Notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the District offices.

On a roll call vote, the motion passed unanimously.

Chartwells Food Service Management Company – Renewal of Contract

Mr. Greenbaum made a motion, seconded by Mr. Morgan, that the Board authorizes the Administration to proceed with the renewal of Year 2 to contract with Chartwells, and to submit the appropriate documentation to the PA Department of Education. **The motion passed unanimously.**

Mrs. Knavel made a motion, seconded by Mr. Morgan, that the Board approve the 2019-2020 school lunch prices as follows:

- Breakfast (all sites) - \$1.90
- Elementary Lunch (Rice/IFES) - \$2.85
- Secondary Lunch (YBMS/BSHS) - \$2.95
- Adult Breakfast - \$2.75
- Adult Lunch - \$3.90

The motion passed unanimously.

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the following in a block motion:

Policies - Second Reading (Final)

The Board approved the second reading (final) of the following policies:

Policy #222 - Tobacco Use - Students

Policy #323 - Tobacco Use - Employees

Policy #904 - Public Attendance at School Events

Yellow Breeches Planning Guide - 2019-2020

The Board approved the 2019-2020 Yellow Breeches Planning Guide.

Capital Area Intermediate Unit #15 - 2019-2020 Special Education Contract

The Board approved the 2019-2020 special education contract with the Capital Area Intermediate Unit.

Advanced Disposal Contract - Trash/Recycling

The Board approved the contract between SMSD and Advanced Disposal for trash/recycling.

Electricity Procurement Contract

The Board approved the Master Energy Purchase Agreement with AEP. (41 months @ 0.03640 KWH).

Personnel - Childrearing Leaves of Absence

The Board approved the following childrearing leaves of absence requests:

- Vanessa Watkins, Reading Specialists @ IFES - From approximately 9/18/19 through 12/18/19
- Amanda Doebler, Math Teacher @ BSHS - From the beginning of the 2019-2020 school year through approximately 1/15/20.

Personnel - Extra Duty - Athletics - Resignations

The Board accepted the following resignations from extra duty, athletic positions:

- Marisa Elliot - Head Girls' Basketball Coach - Effective immediately
- Dwayne Lawrence - Assist. Boys' Soccer Coach - Effective immediately

Personnel - Extra Duty - Athletics - Employment

The Board employed the following extra duty, athletic personnel for the 2019-2020 school year:

Head Boys' Basketball Coach

Joel Martin - Step 8, Exp. 7, Units 35, \$4,964, plus \$200 (long) = \$5,164

Head Girls' Basketball Coach

Brett Sheaffer - Step 5, Exp. 4, Units 34, \$4,964

Jr. High Assist. Field Hockey Coach

Emily Mellinger - Step 1, Exp. 0, Units 15, = \$2,190

Personnel - Employment - Extra Duty - Extended School Year (ESY)

The Board employed the attached extra duty ESY employees. ESY sessions will be held on Tuesdays - Thursdays, June 25 through July 25, 2019 from 9:00 AM to 11:30 AM at the Yellow Breeches Middle School.

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Personnel - Employment - Professional Staff - 2019-2020 School Year

The Board approved the employment of the following professional personnel beginning with the 2019-2020 school year:

Name: Brooke Ciccocioppo,
Position: Full-Time Business Education Teacher - BSHS (Replacing David Mancuso)
Certification: Intern Certificate - Business/Computer & Information Technology
Salary: Bachelor's, Step 1 - \$49,220

Name: Danielle Dunleavy
Position: Full-Time Third Grade Teacher - IFES (Replacing Wendy Gump)
Certification: Elementary
Salary: Bachelor's, Step 2 - \$49,597

Name: Christine Filburn
Position: Full-Time English Teacher - BSHS (Replacing Tara MacMahon)
Certification: English
Salary: Bachelor's, Step 5 - \$51,058

Name: Kristin Hellman
Position: Full-Time Third Grade Teacher - IFES (Replacing Debra Strawley)
Certification: Elementary
Salary: Bachelor's, Step 1 - \$49,220

Name: Jaynie Korzi
Position: Full-Time Librarian - YBMS (Replacing Margaret Geise)
Certification: Library Science/Elementary
Salary: Master's, Step 7 - \$55,637

Name: Rebecca Streletz
Position: Full-Time Sixth Grade Teacher - YBMS (Replacing Jenny Mellinger - 3rd grade position moved to 6th grade, based on enrollment)
Certification: Elementary - 4-8 (All subjects 4-6/Reading/ELA - 7/8)
Salary: Bachelor's, Step 2 - \$49,597

Name: Kyle Weary
Position: Full-Time Music Teacher - BSHS - (Replacing Keith Roden)
Certification: Music K-12
Salary: Master's +45, Step 12, \$64,715

Name: Nicole Johnson
Position: Full-Time Learning Support Teacher - IFES - (Due to transfer of Jenna Flohr)
Certification: Elementary/Special Education
Salary: Master's +15, Step 6 - \$56,430

Name: Michael Breslin
Position: Full-Time English Teacher -BSHS - (Replacing Patricia Manchester)
Certification: English/Reading Specialist
Salary: Master's, Step 6 - \$54,930

Name: Rebecca Carney
Position: Full-Time Learning Support Teacher - Rice (Replacing Megan Capuano)
Certification: Special Education/Elementary
Salary: Bachelor's, Step 1, \$49,220

Personnel - Classified - Employment

The Board employed the following classified personnel:

Name: Darryl Betts

Position: Head Groundskeeper

Starting Date: July 1, 2019

Salary: \$19.00/hr., 8 hrs day, 261 days/year

Personnel - Job Descriptions

The Board approved the following job descriptions:

- Director of Business and Operations/Board Secretary
- Director of Curriculum, Instruction, Assessment & Federal Programs
- Director of Student Services
- Supervisor of Human Resources
- Supervisor of Technology and Technology Support
- Supervisor of Special Education
- Supervisor of Buildings, Grounds, Safety & Security
- Accounting Specialist

Personnel - Administration - Title Changes

The Board approved the following title changes for administrative positions so as to align with the SMSD organizational chart and corresponding job descriptions, effective July 1, 2019:

- Kimberly Spisak - From Assistant Special Education Director to Director of Student Services (the Assistant Special Education Director position is eliminated) (Director of Student Services: new position).
- Janette Fulton - From Director of Special Education to Supervisor of Special Education.

The motion passed unanimously.

INFORMATION ITEMS: DISCUSSION PURPOSES ONLY

The Board discussed the following items.

- Use of Facilities – Policy #707 – First Reading (For approval on 6/3/19)
- Naming of BSHS Gymnasium Floor (For approval on 6/3/19)
- Word Language Textbooks (For approval on 6/3/19)
- Transportation – Communication Discussion – Steps to move forward – Report from Administration

CITIZENS PARTICIPATION – None

ANNOUNCEMENTS/INFORMATION ITEMS

- Enrollment Report
- Board Calendar

-Voluntary Transfers – Professional Positions: 2019-2020

Lisa Holland - Transfer from 4th Grade to 3rd Grade

Ellen Wilson - Transfer from 5th Grade to 4th Grade

Kia Mallios - Transfer from 5th Grade to 3rd Grade

Mary Cornman - Transfer from 2nd Grade to Gifted Teacher (Rice/IFES) (Replacing Sallie Miller)

Jennifer Flohr - Transfer from Learning Support at IFES/Rice to 2nd Grade at Rice

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Megan Capuano - Transfer from Learning Support at Rice to Learning Support at BSHS (Replacing Cathy Woodson)

Robert Waynick - Transfer from PE/Health at Rice to PE/Health at IFES (Replacing Keith Grim)

DIRECTORS' DISCUSSION

Mrs. Meikrantz commented about the success of the Bubbler Foundation dinner and the silent auction. The 8th grade graduation party was also successful.

FOR THE RECORD

Mr. Berk announced that the Board would meet in Executive Session following adjournment for discussion purposes only of a personnel matter.

ADJOURNMENT

Mr. Bear made a motion that the meeting adjourn. The meeting adjourned at 9:13 p.m.

Respectfully Submitted,

Beth Scott
Recording Secretary