

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

**SCHOOL BOARD MEETING MINUTES  
October 21, 2019**

The South Middleton Board of School Directors met on October 21, 2019, in the Board Room. The President, Mr. Berk, called the meeting to order at 7:03 p.m.

**ROLL CALL**

The Secretary called the roll with all members present except as designated:

**School Directors**

Mr. Steven Bear

Mr. Terry Draper - Absent

Mrs. Stacey Knavel

Mrs. Elizabeth Meikrantz

Mr. Jonathan Still - Absent

Mr. Michael Berk

Mr. John Greenbaum

Mrs. Denise MacIvor - Absent

Mr. Christopher Morgan

**Administrative Staff**

Dr. Matthew Strine, Superintendent

Melanie Shaver-Durham – Director of Curriculum/Instruction

Nicole Weber, Director of Business & Operations

**Student Representatives**

Gibran Varahrami

Eric Gessaman - Absent

**Visitors**

See attachment to the minutes.

**Board Secretary**

Nicole Weber

**Solicitor**

Gareth Pahowka - Absent

## **INTRODUCTIONS AND RECOGNITION**

Jessica White, the candidate for employment as the Supervisor of Special Education, was introduced by Dr. Strine.

## **CITIZENS PARTICIPATION - None**

## **ACCEPTANCE OF MINUTES**

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

-10/7/19 – Planning/Regular Board Meeting – with minor correction on the word “union” changed to “unit” regarding the building nurses.

**The motion passed unanimously.**

## **FINANCIAL REPORT**

### **September 2019**

#### **Financial Reports**

Mr. Bear made a motion, seconded by Mrs. Meikrantz, that the Board approves the following financial reports:

The Board approved payment of General Fund bills represented by checks 59101 to 59183 in the amount of \$1,007,237.18, and Direct Deposits represented by 50549 to 50553 in the amount of \$423.55 as represented in the attached summaries.

The Board approved payment of Athletic Fund bills represented by checks 21498 to 21499 and checks 21809 to 21844 in the amount of \$12,497.42 as represented in the attached summaries. *NOTE: The break in check numbers is due to a destruction of a batch of paper checks and does not indicate missing invoice payments.*

The Board approved payment of Activity Fund bills represented by checks 16185 to 16189 in the amount of \$5,530.94 as represented in the attached summaries.

The Board approved payment of Cafeteria Fund bills represented by check 7165 in the amount of \$158,453.38 as represented in the attached summaries.

The Board approved payment of Construction (M&T) Fund bills represented by checks 1261 to 1262 in the amount of \$343,552.25 as represented in the attached summaries.

The Board approved payment of Visa represented by transaction #Visa8679 to #Visa8866 in the amount of \$23,121.67 as represented in the attached summary.

The Board approved the September Treasurer’s Report.

**The motion passed unanimously.**

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

Dr. Strine, Superintendent, reported on the process for interviewing applicants for the Supervisor of Special Education position. There was a great candidate pool. He also reported on the professional development activities that he attended on October 10 and 11, as well as speaking regarding the professional learning community development and progress. Nicole Weber and Dr. Strine met with the youth sports groups to review the facilities usage fees. The meeting was

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productive, resulting in a revised fee structure that is on the agenda this evening. The vo-tech budget is scheduled to increase for the 2019-2020 school year. He has been meeting with administrators on a 1:1 basis. A climate survey was sent to all staff. He will review/share the results. He has also invited any staff members that are interested in to participate in a fun activity event called Tough Muddler. He would like to form a team.

Melanie Shaver-Durham, Director of Curriculum and Instruction, reported on the professional development that took place on October 10 and 11<sup>th</sup>. She worked on federal reports on October 14<sup>th</sup>. She spent a day at Rice (spending one day a month at each building) and reported on progress with PSAT testing at the 10<sup>th</sup> grade level, the career pathway model, and help desk tickets.

Nicole Weber, Director of Business and Operations, reported on participating with Giant to offer flu shots to staff, and had a meeting with Rohrer Transportation services to streamline billing, student counts, mileage, field trip information and background check information. She also reported on a 2020 budget review meeting with the Cumberland County Tax Bureau, completing reports for the final expenditure of federal programs for 2018-2019, the workplace safety committee, and the continuation of mentoring the two new hires, Chelsea Hranica and Matt Hurley.

### **NOTICES AND COMMUNICATIONS**

Dr. Jesse White, Principal, at Yellow Breeches Middle School - see attached.

### **BOARD REPORTS – None**

### **TOPIC OF DISCUSSION**

Presentation by Nicole Weber, regarding the fund balance and the budget preparation for the 2020-2021 school year – see attached.

### **NEW BUSINESS**

#### **Approval of Agenda**

Mr. Bear made a motion, seconded by Mrs. Meikrantz, to approve the agenda of October 21, 2019. **The motion passed unanimously.**

Mrs. Kavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the use of the Support for Students Exposed to Trauma (SSET) resource for students receiving supplemental emotional support services at the Boiling Springs High School. **The motion passed unanimously.**

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

#### **PAYS Survey**

The Board authorized the Administration to proceed with conducting the Pennsylvania Youth Survey (PAYS) for the 2019-2020 school year.

#### **Textbook Disposal**

The Board approved the disposal of the attached textbooks/books, in keeping with Policy #711.

#### **Trane - ESCO - Remove from the table**

The Board removed from the table, the motion to begin negotiations with TRANE to provide ESCO services, and further that the Board authorizes the Administration to begin negotiations with McClure to provide ESCO services.

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

Name: Jessica S. White

Position: Full-time Supervisor of Special Education (Act 93 position) (replacing Janette Fulton)

Salary: \$75,000 (pro-rated)

Certificate: Principal - PK-12

Starting Date: TBD - 60 days or less from 10/22/19

### **Personnel - Employment - Short-Term Substitute**

The Board employed the following short-term substitute:

Name: Katrina L. Scavone

Position: 45-Day Substitute - Business/Computer Tech. (IFES/YBMS)

Certification: Emergency Certification in Business/Computer Tech.

Starting Date: 10/21/19 - through 45 school days

Salary: Bachelor's Step 1, \$49,220 (pro-rated)

### **Personnel - Military Leave of Absence**

The Board approved the military leave of absence request for Lindsay Frisbie, Family & Consumer Science teacher at the BSHS. The military leave has been extended through the remainder of the 2019-2020 school year. This is in keeping with Policy #336.1 (Military Leave of Absence).

### **Personnel - Long-Term Substitute**

The Board employed the following long-term substitute:

Name: Elizabeth J. Angelozzi

Position: Family/Consumer Science Teacher - BSHS - Extending her employment to the end of the 2019-2020 school year - replacing Lindsay Frisbie

Salary: \$49,220 - Bachelor's, Step 1 (pro-rated)

### **Personnel - Classified - Employment - Crossing Guard**

The Board approved the employment of the following classified position:

Name: Donna Dorand

Position: Part-Time Crossing Guard

Rate: \$16.03 hr.

Starting Date: 10/22/19

### **Personnel - Classified - Resignation/Retirement**

The Board accepted the resignation for the purpose of retirement, of Alice Chamberlain from the position of special education aide, at the W.G. Rice Elementary School, effective end of day, November 1, 2019.

### **Personnel - Employment - Extra Duty - Athletics**

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

Name: Jeffrey Mesich

Position: Assist. Varsity Girls' Basketball Coach

Salary: \$2,850

### **Personnel - Resignation - Extra Duty - Athletics**

That the Board accepts the resignation of Amy Fries, from the position of Assistant Varsity Softball Coach, effective immediately.

**The motion passed unanimously.**

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Mr. Bear made a motion, seconded by Mrs. Meikrantz, that the Board approves the revised facility fee schedule with the following wording change: (For Group 2) "Any non-profit (501) (3)) youth sports program that feeds into SMSD secondary school sports programs." The fee schedule is retroactive to July 1, 2019. **The motion passed unanimously.**

### **CITIZENS PARTICIPATION - None**

### **ANNOUNCEMENTS/INFORMATION ITEMS**

- Board Calendar listed
- Enrollment Report

### **DIRECTORS' DISCUSSION**

Mr. Bear reported that the Otterbein Church is holding a Thanksgiving meal.

### **ADJOURNMENT**

Mr. Bear made a motion that the meeting adjourn, seconded by Mr. Greenbaum. The meeting adjourned at 8:35 p.m.

Respectfully Submitted,

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Nicole Weber  
Board Secretary