

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

**SCHOOL BOARD MEETING MINUTES
November 18, 2019**

The South Middleton Board of School Directors met on November 18, 2019, in the Board Room. The President, Mr. Berk, called the meeting to order at 7:00 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

Joel Hain, Principal – BSHS

Karl Heimbach, Athletic Director - BSHS

Student Representatives

Gibran Varahrami - Absent

Eric Gessaman

Visitors

See attachment to the minutes.

Board Secretary

Nicole Weber

Solicitor

Gareth Pahowka

INTRODUCTIONS AND RECOGNITION

Mr. Steven Bear, Mr. Michael Berk, Mr. Terry Draper, and Mr. Christopher Morgan were recognized and thanked for their dedicated service to the school board. Each departing board member was presented with a stadium blanket. The remaining board members thanked all of them for their service, friendship and dedication of the four departing board members.

CITIZENS PARTICIPATION

Allison Fulton, resident and parent of students in SMSD, wanted to thank Mr. Yinger and Mr. Roach for their hard work. She wanted to recognize their efforts with the PMEA District 7 and the number of SMSD students represented.

ACCEPTANCE OF MINUTES

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

-11/4/19 – Planning/Regular Board Meeting – with correction that Mr. Morgan left the meeting prior to the voting.

The motion passed unanimously.

FINANCIAL REPORT

October 2019

Financial Reports

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

The Board approved payment of General Fund bills represented by checks 59245 to 59309 in the amount of \$728,904.90, and Direct Deposits represented by 50560 to 50564 in the amount of \$3,278.06 as represented in the attached summary.

The Board approved payment of Athletic Fund bills represented by checks 21862 to 21871 in the amount of \$15,545.09 as represented in the attached summary.

The Board approved payment of Activity Fund bills represented by checks 16205 to 16212 in the amount of \$6,135.62 as represented in the attached summary.

The Board approved payment of Activity Fund bills represented by checks 16205 to 16212 in the amount of \$6,135.62 as represented in the attached summary.

The Board approved payment of Visa represented by transaction #Visa8867 to #Visa9008 in the amount of \$34,380.40 as represented in the attached summary.

The Board approved the October Treasurer's Report.

The motion passed unanimously.

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

Eric Gessamn, Student Representative to the Board, reported on the winter sports programs. He congratulated Mrs. Meikrantz for her reelection to the Board, and congratulated the new board members. He thanked the departing board members for their service.

Dr. Strine reported on attending an advisory meeting at Messiah College to see how districts and the college can work together. He also reviewed a project vision with the administration to see how the school survey culture data could be used to devise an action plan and make improvements within the schools.. He held 1:1 meeting with school leaders and reviewed the book study that the administration is currently participating in. He also recognized Amy Santana. She was recognized at the Shippensburg Study Council as an outstanding teacher. Dr. Strine, Mrs. Reed, and Mrs. Santana attended the luncheon where she was recognized. Mr. Hain and Mr. Heimbach will make presentations this evening to update the board on the goals of the high school and athletic department. In December, there is a break and no presentations will be conducted. However, on January 6th, Mr. Gump will present on buildings and grounds.

Melanie Shaver-Durham, Director of Curriculum and Instruction, reported on the Title I Family night, working with the English/Language Arts department, meeting with Mr. Hain regarding career pathways, completing the math curriculum mapping, and working with the leadership team to formulate a communication plan. Training is also scheduled for the Keystone exams.

Nicole Weber, Director of Business/Operations, reported AED training for district office staff, and meeting with Conrad Seigel regarding health care trends, claims and forecasting for SMSD. She also held phone conference meetings with Tyler Technology in preparation for the new business software. Local auditors were in the district for one final time to wrap up the audit. She also met to review internal procedures with business staff, held coaching meeting with secretaries, met to discuss Xerox contract, and lastly, met with Beth Maurer regarding the possibility of students making table skirts for the board room tables.

NOTICES AND COMMUNICATIONS

Mr. Hain, Principal, provided an update regarding the Boiling Springs High School – see attached. Mr. Heimbach, Athletic Director, provided an update regarding athletics in the district – see attached.

BOARD REPORTS

Facilities Committee Meeting – Mr. Bear

The Facilities Committee met on 11/11/19, and reviewed the lighting at the auditorium and stage of the BSHS. There is an immediate need, due to the failure of the current system. Also reviewed the turf/track bids, and suggestion was made to educate the new board members on the bid and the lighting project.

Harrisburg Area Community College Report (HACC) – Mr. Bear

Mr. Bear, representative to HACC, provided information on a recent meeting. Enrollment has declined by 25%. Online enrollment has increased. HACC is looking at organizing, selling or properties and offering early retirement for employees.

NEW BUSINESS

Approval of Agenda

Mrs. Meikrantz made a motion, seconded by Mrs. Knavel, to approve the agenda of November 18, 2019, with the following corrections: Item 11.b (Policy #918) should be Second Reading, and recommendation to table item 11.d (CAIU Network Services Agreement) October 21, 2019. **The motion passed unanimously.**

Policy #918 – Title I Family Involvement

Mr. Bear made a motion, seconded by Mrs. Meikrantz, that the Board approves the second and final reading of Policy #918 – Title I Family Involvement. The motion passed unanimously. **The motion passed unanimously.**

Memorandum of Understanding – Pennsylvania State Police and South Middleton School District

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the Memorandum of Understanding between the Pennsylvania State Police (Carlisle) and the South Middleton School District. **The motion passed unanimously.**

CAIU Network Services Agreement

Mr. Bear made a motion, seconded by Mrs. Meikrantz, that the Board table approving the agreement between the CAIU to provide network services for SMSD. **The motion passed unanimously.**

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

Balfour - Yearbook - IFES

The Board approved the yearbook publisher agreement between South Middleton School District and Balfour for production of the IFES yearbook for the 2019-2020 school year. Cost: \$3,400

Capital Reserve Fund Expenditure

The Board approved the expenditure of \$12,475.00 (funds not earmarked for other projects) from the capital reserve fund for auditorium lighting upgrades.

Personnel - National Board for Professional Teaching Standards - Recertification

The Board of School Directors approved the district to pay the recertification fees for the National Board for Professional Teaching Standards.

Staff:

Cynthia Bailey - BSHS

Michael Bogdan - BSHS

Cost: \$1,250/person

Personnel - Childrearing Leave of Absence

The Board approved the request of Emily Mater, French teacher at YBMS, for a childrearing leave of absence, beginning approximately 3/2/20, through 6/5/20, in keeping with Article VIII, Section D, of the SMEA Articles of Agreement.

Personnel - Employment - Long-Term Substitute - Professional

The Board approved the employment of the following long-term substitute:

Name: Hannah Huss

Position: Long-Term Substitute Teacher - Kindergarten - From approximately 12/6/19 through 6/1/20. (replacing Brenna Larkin - childrearing leave)

Certification: Elementary

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

Personnel - Employment - Extra Duty - Athletics

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

Trevor Byers - Head Varsity Wrestling Coach - \$5,400 - Replacing Rodney Wright
Joshua Murray - Assist. Varsity Wrestling Coach - \$2,850 - Replacing Trevor Byers
Trevor Kauffman - Assist. Jr. High Wrestling Coach - \$2,250 - Replacing Keith Karper
Fred Menke - Head JV Baseball Coach - \$2,400 - Replacing Dennis Nickel
Matthew Johnson - Assist. JV Baseball Coach \$1,800 - Replacing Jeremy Barner

Personnel - Long-Term Professional Substitute - Resignation

The Board accepted the resignation of the following long-term professional substitute:

Erica Hykes - LTS - Social Studies Teacher (Replacing Anne Hoffman) - Effective end of day, 11/26/19

Personnel - Classified - Resignations

The Board accepted the following classified resignations:

-Elaine Engle - Part-Time Library Aide - BSHS/YBMS - Effective end of day - 11/15/19
-Elaine Penner - Full-Time Custodian - For the purpose of retirement - Effective end of day - 11/26/19
- Amy Hartmann - Full-Time Aide - Rice - For the purpose of retirement - Effective end of day - 1/15/20

Personnel - Support Staff Job Description: PIMS (Pennsylvania Information Management System) & Student Information Coordinator

The Board approved the revised job description:

-PIMS and Student Information Coordinator

The motion passed unanimously.

CITIZENS PARTICIPATION

Allison Fulton commented that there are a number of parent groups trying to obtain information on how to get better tennis courts at the township. Mrs. Fulton is doing research to educate herself on the possibility of attaining tennis courts that could be used by the township and the school district.

ANNOUNCEMENTS/INFORMATION ITEMS

-Board Calendar listed
-Draft Board Calendar for 2020
-Enrollment Report

DIRECTORS' DISCUSSION

Mrs. MacIvor thanked the Interact Club for Veteran's Day breakfast, and public support of the angel tree. Mr. Bear reported that the Otterbein Church is holding a Thanksgiving meal.

ADJOURNMENT

Mr. Bear made a motion that the meeting adjourn. The meeting adjourned at 8:51 p.m.

Respectfully Submitted,

Nicole Weber
Board Secretary