

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

**SCHOOL BOARD MEETING MINUTES**  
**January 21, 2020**

The South Middleton Board of School Directors met on January 21, 2020, in the Board Room. The President, Mrs. Knouse, 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. John Greenbaum

Mr. William Hartman

Mrs. Stacey Knavel - Absent

Mrs. Elizabeth Knouse

Mrs. Elizabeth Meikrantz

Mrs. Denise MacIvor

Mrs. Edith Rob

Mrs. Bethanne Sellers

Mr. Jonathan Still - Absent

**Administrative Staff**

Dr. Matthew Strine, Superintendent

Melanie Shaver-Durham – Director of Curriculum/Instruction

**Student Representatives**

Gibran Varahrami

Eric Gessaman - Absent

**Visitors**

Mark Maurer

**Board Secretary**

Nicole Weber

**Solicitor**

Gareth Pahowka - Absent

## **INTRODUCTIONS AND RECOGNITION**

Girl Scout Troop #11466, was introduced by the troop leaders, Mary March and Beck Anderson. They reported to the board and the public about promoting the recycling efforts in South Middleton School District and earning the Bronze Award.

January is School Directors Recognition Month. Each board member received a Bubbler water bottle and lanyard. Board members were thanked for their volunteer service and dedication to SMSD.

## **CITIZENS PARTICIPATION - None**

## **ACCEPTANCE OF MINUTES**

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

-Planning/Regular Board Meeting – 1/6/20

**The motion passed unanimously.**

## **FINANCIAL REPORT**

### **December 2019**

#### **Financial Reports**

Mr. Greenbaum 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 59464 to 59479 and checks 59580 to 59649 in the amount of \$821,246.27, and Direct Deposits represented by 50587 to 50563 in the amount of \$22,203.16 as represented in the attached summary.

**NOTE:** *The gap in check numbers was caused by a mistype during data entry. The missing check #'s (59480-59579) will be used for the next printed batch.*

The Board approved payment of Activity Fund bills represented by checks 16249 to 16254 in the amount of \$3770.48 as represented in the attached summary.

The Board approved payment of Athletic Fund bills represented by checks 21895 to 21956 in the amount of \$12,817.83 as represented in the attached summary.

The Board approved payment of Cafeteria Fund bills represented by check 7167 in the amount of \$77,779.96 as represented in the attached summary.

The Board approved payment of Capital Reserve (PSDLAF) Fund bills represented by check 22377 in the amount of \$1,031.98 as represented in the attached summary.

The Board approved payment of Trust Fund bills represented by checks 16244 to 16248 in the amount of \$2,000.00 as represented in the attached summary.

The Board approved payment of Visa represented by transaction #Visa9169 to #Visa9263 in the amount of \$30,802.38 as represented in the attached summary.

The Board approved the Treasurer's Report for December 2019.

**The motion passed unanimously.**

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

Melanie Shaver-Durham, Director of Curriculum/Instruction, reported on several meetings that she had, including a meeting with Mrs. Spisak to review students that are struggling, meeting at YBMS to discuss student placements for math, a Zoom meeting with Mechanicsburg to review the implementation of resource time at the high school level, review of lesson plans, and she reviewed PSAT data with Mrs. Graybill and Mr. Beardmore.

Nicole Weber, Director of Business/Operations, reported on reviewing the Facility Use page on the website. She reported on the Accounts Payable position that is available with the district and reviewing transition plans with the business office staff. Nicole also met with Capital Business Solutions regarding a new copier contract and met with Crabtree/Rohrbaugh to discuss a feasibility study of BSHS, YBMS and Rice to assist in creating a feasibility plan for the district. Department budgets have been submitted, and individual meetings are scheduled to review line items.

Gibran Varahrami, Student Representative, to the Board reported on boys' basketball against Greencastle, that Bocce officially started today, and a problem with a bathroom that was locked.

**NOTICES AND COMMUNICATIONS – Mid-Year Update – Dr. Strine**

A mid-year update was provided by Dr. Strine. The Board was reminded that this is the "messy middle" of the initial changes that occurred this year. The vision of the District was reviewed, and the FOCUS acronym was highlighted. Work has been done to adjust and impact the structure of the District and work is being done to impact a cultural change. Both types of change are equally important. However, cultural change is more complex and involved.

**BOARD REPORTS**

Mrs. MacIvor reported on the Facilities Committee meeting that was held on January 13, 2020. Minutes are attached.

**TOPIC DISCUSSION - None**

**NEW BUSINESS**

**Approval of Agenda**

Mrs. MacIvor made a motion, seconded by Mr. Greenbaum, that the Board approves the agenda of January 21, 2020, with all corrections, as indicated. Motion was made by Mr. Greenbaum, and seconded by Mrs. Meikrantz, to move the information item regarding the employment of Erin Krupa to an action item so that it could be approved this evening, and Mrs. Krupa could start as a short-term substitute teacher, beginning tomorrow as the substitute French teacher at Yellow Breeches Middle School.

**The motion passed unanimously.**

**Transportation Services – Request for Proposals (RFPs)**

Mrs. MacIvor made a motion, seconded by Mrs. Meikrantz, that the Board authorizes the Administration to seek requests for proposals for transportation services, beginning July 1, 2020.

**The motion passed unanimously.**

**Smiles Mobile Dentist Program**

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the partnering with the Smiles Mobile Dentistry Program to provide follow-up dental care for students who are

identified as needing dental services, but do not have access to outside provider care. There is no cost to the district. **The motion passed unanimously.**

**Disposal of Equipment – Laminator at IFES**

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves of the disposal of the laminator at Iron Forge Elementary School, in keeping with Policy #711. **The motion passed unanimously.**

**Campbell Psychological Services – Use of Space Agreement**

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the License Agreement between South Middleton School District and Campbell Psychological Services, for the use of space at South Middleton to provide outpatient mental health services at the schools. **The motion passed unanimously.**

**Personnel – Job Descriptions**

Mrs. Meikrantz made a motion, seconded by Mr. Greenbaum, that the Board approves the job descriptions for the following positions:

- Transportation Secretary
- Certified School Nurse
- Accounts Payable & Purchasing Associate

**The motion passed unanimously.**

**Block Motion - Personnel**

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

**Personnel - Classified - Resignation**

The Board accepted the resignation of Rachel Strayer from the position of Accounts Payable, effective end of day, February 7, 2020.

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

The Board accepted the resignation of Joseph Harker from the position of Assistant Track & Field Coach, effective immediately.

**Personnel - Continuation of Employment - 45-Day Substitute**

The Board extended the employment of the following 45-Day substitute:

Name: Katrine L. Scavone\*

Position: 45-Day Substitute - Stem/Technology Position - (IFES/YBMS) - Replacing Michelle McBride

\*Approved by the Board on 10/21/19 to fill this position - will continue in this position until Aron Christopher's first day of employment.

**Personnel - Employment - Professional**

The Board approved the employment of the following full-time professional:

Name: \*Aron Q. Christopher

Position: Full-Time STEM/Technology Teacher (Replacing Michelle McBride) - IFES/YBMS

Starting Date: 2/5/20

Certification: Elementary, Science, Special Education, Library Science, Mathematics

Salary: Master's, Step 13 - \$62,413 (pro-rated)

\*All new employee hires are contingent upon successful completion of all onboarding paperwork.

**Personnel – Employment – Short-Term Professional Substitute**

Name: Eric C. Krupa

Position: - Short-Term Professional Substitute – French teacher (replacing Emily Mater – YBMS)

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Certification: Emergency Certified – French  
Starting Date: - 1/21/20 through approximately 6/5/20  
Salary: Master's, Step 1 - \$52,385 (pro-rated)  
**The motion passed unanimously.**

### **CITIZENS PARTICIPATION - None**

### **ANNOUNCEMENTS/INFORMATION ITEMS**

-Enrollment Report  
-March 3, 2020 - Yearbook Picture for Board Members - at 6:50 PM  
-Change in Date: Regular Board Meeting - Moved from March 16, 2020 to March 17, 2020 - 7:00 PM  
\*Note: Schools/Offices are closed on 3/16/20.  
-2020-2021 Instructional Calendar - DRAFT  
-Boiling Springs High School Planning Guide - 2020-2021 (For approval on 2/3/20)  
-Personnel Items for Review in February 2020:

1. District Building Secretary, IT Summer Workers (3 Positions), Anticipated: Short-Term Substitute - 3rd Grade Teacher
2. Extra Duty Athletic Hires: Baseball, Softball, and Girls' Soccer
3. Hire: Short-Term Substitute: French Teacher (E. Krupa) - YBMS (Replacing Emily Mater)

-FYI - Family Medical Leave Act (FMLA) Leave: Tammy Snyder - 3rd Grade Teacher - Anticipated up to six weeks

### **DIRECTORS' DISCUSSION**

Commented that the BSHS tour was very insightful and the learning support classes are incredible.

### **ADJOURNMENT**

Mr. Greenbaum made a motion, seconded by Mrs. MacIvor, that the meeting adjourn. The meeting adjourned at 8:24 p.m.

Respectfully Submitted,

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Nicole Weber  
Board Secretary