

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

SCHOOL BOARD MEETING MINUTES
March 2, 2020

The South Middleton Board of School Directors met on March 2, 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

Mrs. Elizabeth Knouse

Mrs. Elizabeth Meikrantz

Mrs. Denise MacIvor

Mrs. Edith Rob

Mrs. Bethanne Sellers

Mr. Jonathan Still – Arrived at 7:08 PM

Administrative Staff

Melanie Shaver-Durham – Director of Curriculum/Instruction

Kimberly Spisak – Director of Student Services

Zachary Gump, Director of Buildings/Grounds

Joel Hain, Principal – BSHS

Nicole Weber – Director of Business/Operations

Student Representatives

Gibran Varahrami

Eric Gessaman

Visitors

David Schrantz

John Schrantz

Board Secretary

Nicole Weber

Solicitor

Gareth Pahowka

INTRODUCTIONS AND RECOGNITION

Mrs. Knouse recognized the following visitors: John and David Schrantz, representing Rohrer Bus Services.

CITIZENS PARTICIPATION - None

ACCEPTANCE OF MINUTES

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

-Regular Board Meeting – 2/18/20

The motion passed unanimously.

FINANCIAL REPORT

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

The Board approved payment of General Fund bills represented by checks 59668 to 59728 in the amount of \$209,708.66 as represented in the attached summary.

The Board approved payment of Activity Fund bills represented by checks 16267 to 16273 in the amount of \$3,191.42 as represented in the attached summary.

The Board approved payment of Athletic Fund bills represented by checks 22017 to 22031 in the amount of \$6,338.01 as represented in the attached summary.

No checks disbursed from Cafeteria Fund bills during this time period.

The Board approved payment of Capital Reserve (PSDLAF) Fund bills represented by checks 1265 to 1266 in the amount of \$59,404.84 as represented in the attached summary.

No checks disbursed from Trust Fund bills during this time period.

The motion passed unanimously.

Prior to the vote on the financials, Mr. Hartman inquired whether the roofing project at Rice was completed? Answer: Yes. Request by Mrs. MacIvor to change the title of the summary report to Capital Reserve? Yes.

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

Mrs. Shaver-Durham, Director of Curriculum/Instruction, provided an update on curriculum mapping and smart goal development. She has been meeting with the technology team individuals for 1:1 coaching sessions. The District continues with a book study facilitated by Michael Freese and Jennifer Chamberlin. Planning is underway for the in-service days scheduled for March 12th and March 13th. Mrs. Shaver-Durham is scheduled to make a curriculum presentation on March 17, 2020.

Mrs. Spisak, Director of Student Services, reported on the progress of Kindergarten registration, updating documentation/information regarding the registration process and all that it entails. She also reported on a recent upload for PIMS, and the District is steadily providing cleaner data to PDE. The health services department is working on the Pandemic Plan, in collaboration with Mr. Gump, Mrs. Spisak, Mrs. Shave-Durham, and Mrs. Herman. She also reviewed the update of Policy #204 administrative regulations which will be implemented next year.

Mrs. Weber reported on the progress/preparation for the 2020-2021 budget. She also reported on the new employee, Mrs. Eisenhower, is working to acclimate herself to her new position, and she is receiving training on the current business software and the new business software that will be implement in July 2020. Mrs. Weber reported that two proposals for transportation services were received: Rohrer and Kreis. Mrs. Weber also mentioned the possibility of a bond refinancing for the 2015 bond which would possibly be a saving of \$300,000. More details and discussion will be held at the March 30th meeting with PFM, regarding the PFM refinancing.

Eric Gessaman, Student Representation, provided an update on spring sports. The Rice Mini-MiniThon raised \$2100. Other fundraising efforts with MiniThon have been scheduled such as the man pageant pancake breakfast on March 21st. The French/Spanish National Honor Society will be inducting new members.

Gibran Varahrami, Student Representative, reported that two winter sports are going on to states, which includes swimming/diving and wrestling.

NOTICES AND COMMUNICATIONS - None

BOARD REPORTS

Curriculum/Instruction Committee – Mrs. Sellers

Mrs. Sellers provided a report to the Board on the Curriculum/Instruction Committee that met on February 24, 2020. The minutes are attached.

TOPIC DISCUSSION - None

NEW BUSINESS

Approval of Agenda

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the agenda of March 2, 2020, with all corrections, as indicated. **The motion passed unanimously.**

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

Personnel - Professional - Retirements

The Board accepted the resignations for the purpose of retirement for the following professional staff:

- Tammy Snyder - Effective end of work day 6/5/20
- DeLeigh Wilson - Effective end of work day - 6/5/20

Personnel - Extra Duty - Athletics - Employment

The Board employed the following extra duty, athletic personnel for the 2019-2020 school year:
Jeff Mesich - Assistant Varsity Track Coach (replacing Joseph Harker) - Effective 3/3/20 - Stipend - \$2,250*

*Salaries approved in 6/2019 by the Board

Personnel - Extra Duty - Athletics - Resignation

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

Joseph Harker - Jr. High Boys' Basketball Coach, effective immediately

John Walton - Assistant Jr. High Boys' Basketball Coach, effective immediately.

Personnel - Job Descriptions

The Board approved the following job descriptions:

Athletic Coach - See salary schedule

Accounts Receivable and Front Desk Associate - Current salary range: \$15.30/hr. to \$27.65/hr.

The motion passed unanimously.

Comments prior to the block vote:

Mr. Still congratulated Mrs. Snyder on her retirement. He commented that she had the perfect balance of caring and discipline as a teacher. Mrs. Snyder emailed her former students and wished them well on the first day of the school year. She had a positive impact on Mr. Still's daughter. He also congratulated Mrs. Wilson. She is an excellent music teacher and will be missed. They are both "gems."

Mrs. MacIvor and Mr. Hartman suggested revisions in the final job descriptions for coaches and the Accounts Receivable/Front Desk Associate. These changes will be made, and when finalized the final/revised job descriptions will be attached to the agenda of March 2, 2020 in agenda manager. Note: All previous agendas are available for the board and the public to review.

PLANNING/DISCUSSION: Regular Board Meeting: 3/17/20 (Tuesday)

The following topics were discussed as possible agenda items for the 3/17/20 regular board meeting:

Planning/Discussion: Regular Board Meeting: 3/17/20

- a. Capital Area Intermediate Unit Operation and Maintenance Agreement for 2019-2020
- b. Capital Area Intermediate Unit - 2020-2021 Budget
- c. Child Care Agreement - South Middleton School District and the Carlisle Family YMCA
- d. Turf and Track Renovations: Contracts
- e. Yearbook Photography Contract - The Camera Box
- f. Overnight Field Trip - TSA (Technology Student Association)

An overnight field trip for Mr. Jarrett, Mr. Ronan, Mr. Shea, and Mr. Gutacker to take 20 BSHS and 12 YBMS student members of the TSA Club (Technology Student Association) to Seven Springs, PA for state competition, leaving Wednesday, April 15, 2020 and returning Saturday, April 18, 2020. This trip is budgeted and will be chaperoned by the club advisors.

CITIZENS PARTICIPATION - None

ADVISORY COMMITTEE REPORTS

Cumberland-Perry AVTS – Mr. Greenbaum

Mr. Greenbaum reported that he was impressed by some of the starting salaries for graduating students. The tech school won the home builders show competition. Mrs. Knouse commented that some CPAVTS students were on the Smart Talk radio program and how articulate they were during the show.

PSBA Legislative Representative – Mr. Still

Mr. Still commented on pandemic plans with the State providing a checklist on handling the Coronavirus. CDC does recommend specific areas that school district start to consider. SMSD is already working on a prevention, mitigation and policy plan. Mrs. Shaver-Durham has set aside time to meet/explore for online learning, should plans include school closings.

South Middleton Township Liaison – Mrs. Knouse

Mr. Adams, Township Manager, will speak at a future board meeting to talk about collaboration with the District in a variety of ways.

Capital Area Intermediate Unit #15 – Mrs. Knouse
No Report

Bubbler Foundation – Mrs. Meikrantz

Mrs. Meikrantz reported that the Bubbler Foundation has a new member: Dr. Fred Withum. More fundraising is needed, and there were significantly more swimmers attending states than the District had funding.

South Middleton Parks & Recreation – Mr. Greenbaum

Mr. Greenbaum commented that work is being done on a master park plan, and to let the township know about any ideas you may have for this master plan.

ANNOUNCEMENTS/INFORMATION ITEMS

- Enrollment Report
- Board Meeting Calendar
- Contract for Transportation Services

DIRECTORS' DISCUSSION

FOR THE RECORD

The Board will meet in Executive Session at the end of the regular board meeting for discussion purposes only of a personnel matter.

ADJOURNMENT

Mrs. Sellers made a motion, seconded by Mrs. Knavel, to adjourn the meeting at 7:58 pm.

Respectfully Submitted,

Nicole Weber
Board Secretary