

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

SCHOOL BOARD MEETING MINUTES
March 23, 2020

The South Middleton Board of School Directors met on March 23, 2020. Due to the coronavirus pandemic, the social distancing practices in place, and as recommended by Governor Wolfe, on 3/23/20, the Board of School Directors did not meet physically, but rather held a remote meeting. The President, Mrs. Knouse, called the meeting to order at 7:00 p.m.

Immediately following the call to order by Mrs. Knouse, the following motion was made:

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board temporarily suspend the following language from Policy 006, Meetings, until such time as the national emergency concludes: "The remote member shall not be counted in determining whether a quorum of the Board is present." **On a roll call vote, the motion passed unanimously.**

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

Administrative Staff

Dr. Jesse White, Substitute Superintendent

Mrs. Kimberly Spisak, Director of Student Services

Student Representatives

Gibran Varahrami

Eric Gessaman

Visitors

Board Secretary

Nicole Weber

Solicitor

Gareth Pahowka - Absent

INTRODUCTIONS AND RECOGNITION

Since the meeting was held remotely, via Zoom, Mrs. Knouse reviewed a few logistics with the public. The public could not make comments, but could use the chat box via Zoom or members of the public could email the board members at the following email address: smsdschoolboardcomment@smsd.us.

She also mentioned that SMSD has COVID-19 information posted on its website and encouraged everyone to review the FAQ (frequently asked questions) section regarding COVID-19.

Mrs. Knouse also called for a moment of silence for the following: Mr. Jerome Geise, a, volunteer firefighter in the community that lost his life while fighting a fire, and in honor and recognition of all health care workers in the US and around the world that are serving to help take care of patients diagnosed with the COVID-19 disease.

Prior to moving on with the agenda, Mrs. Knouse, President of the Board of School Directors, made the following comments:

Mrs. Knouse thanked the Administration for their hard work in communicating with the faculty, staff, families, and the community regarding during the pandemic. She also thanked the teachers for putting the students/families first, and for the intentional ways that they are showing their commitment to the students and families of South Middleton School District, during this time. The Board is appreciative of all of their efforts. Mrs. Knouse also commented that students, particularly Seniors, have had plans changed, with the pandemic. Activities, sports, and other activities may be cancelled or changed. She wanted to assure the Seniors that they will graduate. Graduation may look different, but they will graduate. She also assured the faculty and staff that they will be paid throughout, and that they are also in communication with the third-party providers/contractors, to see if the district can honor their commitment to be paid also. The administration is still working with the third-party contractors regarding this issue.

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: Planning/Regular Board Meeting – 3/2/20. **On a roll call vote, the motion passed unanimously.**

FINANCIAL REPORT

February 2020

Financial Reports

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the financial reports as follows:

The Board approved payment of General Fund bills represented by checks 59729 to checks 59796 in the amount of \$925,506.61.

The Board approved payment of Activity Fund bills represented by checks 16274 to 16278 in the amount of \$4,247.33.

The Board approved payment of Athletic Fund bills represented by checks 22032 to 22038 in the amount of \$9,791.30.

Board Meeting Minutes, 03/23/20, Page 3

The Board approved payment of Cafeteria Fund bills represented by check 7171 in the amount of \$83,465.36.

No checks disbursed from Capital Reserve (PSDLAF) Fund bills during this time period.

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

The Board approved payment of Visa represented by transaction #Visa9382 to #Visa9521 in the amount of \$22,718.83.

The Board approved the Treasurer's Report for February 2020.

On a roll call vote, the motion passed as follows:

Mr. John Greenbaum - Yes

Mr. William Hartman - Yes

Mrs. Stacey Knave - Yes

Mrs. Elizabeth Knouse - Yes

Mrs. Elizabeth Meikrantz – Yes

Mrs. Denise MacIvor - No

Mrs. Edith Rob - Yes

Mrs. Bethanne Sellers - Yes

Mr. Jonathan Still - Yes

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

Dr. Jesse White, Substitute Superintendent expressed his appreciation of being able to serve as Substitute Superintendent. He is thankful for the opportunity to have this experience and see a different perspective of the district. He commented that Governor Wolfe has extended schools closings for another two weeks – through April 6th. This was just announced late today, and Dr. White will be working with the administration to plan for remote learning, working with Chartwells for continuation of meals, and updating the SMSD students, families, staff and community regarding the next steps.

Mrs. Kimberly Spisak, Director of Student Services reported on meal distribution, reaching out to families that may be in need of meals, and making sure that all families in need are served. Calls have been made to families to make sure they are aware of the meal offerings.

Mrs. Nicole Weber, Director of Business and Operations, spoke about some of the things that are happening behind the scenes within the business office. For instance, making sure that payroll functions continue through the school closure, that vendors receive payment, and working with the health provider, Highmark, regarding how COVID-19, as well as other Human Resources functions. She also spoke about the earned income tax, and the impact on this tax, due to the coronavirus. Earned income tax data from March may be delayed to May 2020.

Gibran Varahrami, Student Representative to the Board, commented that even though the BSHS school musical was cut short, the program was very good. He thanked everyone for their work during the pandemic.

Eric Gessaman, Student Representative to the Board, commented that he had hoped to report on MiniThon, results of swimming/diving, etc., that with the school closures due to pandemic, these events were not held. He thanked the Board for assuring Seniors that they would graduate.

NOTICES AND COMMUNICATIONS – None

BOARD REPORTS

Facilities Committee – Mrs. MacIvor

Mrs. MacIvor did not give a report, but the minutes for the Facilities Committee are posted on the website and attached to the 3/23/20 regular board agenda.

NEW BUSINESS

Approval of Agenda

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves with agenda of March 23, 2020, with all corrections as indicated. **On a roll call vote, the motion passed unanimously.**

Capital Area Intermediate Unit Budget for 2020-2021

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the Capital Area Intermediate Unit #15 2020-2021 budget. **On a roll call vote, the motion passed unanimously.**

Capital Area Intermediate Unit Operation and Maintenance Agreement for 2019-2020

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the Capital Area Intermediate Unit Operation and Maintenance Agreement for the 2019-2020 school year. This agreement provides for the District to provide and maintain space within the school building for use by the intermediate unit for special education instructional purposes: IFES (1 classroom) and YBMS (1 classroom). classroom space to the CAIU. **On a roll call vote, the motion passed unanimously.**

AIA Document between South Middleton School District and Sprinturf, LLC

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the AIA document between South Middleton School District and Sprinturf.

Discussion:

There was discussion regarding blank information left in the contracts that was attached to the board agenda. Particularly, the information in reference to: alternates, unit prices and allowances, insurance liability limits and owner/contractors no specified. In response to these questions, Mr. Gump provided information that alternates are filled out for both contracts. There are no unit prices or allowances in the project. The insurance liability limits are identified in specs, and specs are part of contract - no need to identify in that section. There is no owners or contractors third party representatives identified for this project.

The Board discussed the possibility of changing language in the contract in case the project could not be completed within the timelines due to the coronavirus pandemic. These contracts can be re-visited to adjust timelines/amended if it appears that the timelines need to be adjusted to complete the project and to allow for football games to held in the fall. Mrs. Weber stated that Stock and Leader recommended to move forward with the contracts, if possible.

On a roll call vote, the motion to approve the AIA document between SMSD and Sprinturf passed unanimously.

AIA Document between South Middleton School District and Nagle Athletic Surfaces, Inc.
Mr. Greenbaum made a motion, seconded by Mr. Still, that the Board approves the AIA document between South Middleton School District and Nagle Athletic Surfaces.

Discussion: Mr. Hartman commented about developing a back-up timeline – possibly having a variance to re-visit the timeline on the track. The contracts can be re-visited to adjust timelines.

Mr. Greenbaum thanked Zachary Gump for his work during the pandemic, coordinating the efforts of the pandemic group, and at the same time answering questions about the bids, etc.

On a roll call vote, the motion to approve the AIA document between SMSD and Nagle Athletic Surfaces, Inc., passed unanimously.

Carlisle Family YMCA Agreement

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the agreement between the South Middleton School District and the Carlisle Family YMCA to provide before and after school childcare services for the 2020-2021 school year. **On a roll call vote, the motion passed unanimously.**

The Camera Box - Yearbook Photography Contract

Mrs. Meikrantz made a motion, seconded by Mrs. Sellers, that the Board approves the agreement between The Camera Box and the South Middleton School District for the 2020-2021 yearbook photography.

Discussion:

There was discussion that The Camera Box has waived the sitting fee for those that cannot afford the fee and that The Camera Box has also provided a basic package to students with financial hardships, free of charge. It is very nice that The Camera Box has done this in the past, and the company plans to do this in the future. The Camera Box staff works with the guidance counselors at BSHS to determine the students that may have a financial difficulty. There was also discussion about the yearbook distribution is not until the fall of the following year. This is so that all activities can be included in the yearbook, and it provides for a better presentation of the yearbook. Also, the cost of an insert (to include all activities) is more expensive. Finally, the yearbook course for students working on the yearbook is scheduled in the second part of the year and the needed manpower to organize and create the yearbook is during this course. These are reasons that the yearbook is produced and handed out to students in the fall, rather than at the end of the year. There was discussion whether the yearbook contract needed to be amended to include language about a basic student photo package provide to students with a financial hardship.

On a roll call vote, the motion passed, with the agreement approved as presented.

Mr. John Greenbaum - Yes

Mr. William Hartman - No

Mrs. Stacey Knavel - Yes

Mrs. Elizabeth Knouse - Yes

Mrs. Elizabeth Meikrantz – Yes

Mrs. Denise MacIvor - No

Mrs. Edith Rob - No

Mrs. Bethanne Sellers - Yes

Mr. Jonathan Still - Yes

6 – Yes, 3- No, 0- Absent, 0 Abstentions

Personnel - Medical Leave of Absence

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, the that the Board approve the medical leave of absence of Dr. Matthew Strine, Superintendent, for a period of time, beginning March 5, 2020, through March 29, 2020, with an expected date of return on March 30, 2020.

On a roll call vote, the motion passed as follows:

Mr. John Greenbaum - Yes
Mr. William Hartman - Yes
Mrs. Stacey Knavel - Yes
Mrs. Elizabeth Knouse - Yes
Mrs. Elizabeth Meikrantz – Yes

Mrs. Denise MacIvor - Yes
Mrs. Edith Rob - No
Mrs. Bethanne Sellers - Yes
Mr. Jonathan Still - Yes

8 – Yes, 1- No, 0- Absent, 0 Abstentions

Personnel - Substitute Superintendent

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board employs Dr. Jesse R. White, as Substitute Superintendent for the South Middleton School District, for a period of time beginning March 16, 2020, and continuing for such a period of time as the Superintendent is on a leave of absence and approve the related Agreement. Rate: \$500.00/day, beginning March 16, 2020.

On a roll call vote, the motion passed as follows:

Mr. John Greenbaum - Yes
Mr. William Hartman - Yes
Mrs. Stacey Knavel - No
Mrs. Elizabeth Knouse - Yes
Mrs. Elizabeth Meikrantz – Yes

Mrs. Denise MacIvor - Yes
Mrs. Edith Rob - Yes
Mrs. Bethanne Sellers - Yes
Mr. Jonathan Still - Yes

8 – Yes, 1- No, 0- Absent, 0 Abstentions

Personnel - Professional - Retirement

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the resignations for the purpose of retirement of the following personnel:

- H. Scott McQuaig, Guidance Counselor - BSHS - Effective end of day: 6/19/20
- Susan Stahl, Second Grade Teacher - W.G. Rice - Effective end of day: 8/15/20

On a roll call vote, the motion passed unanimously.

CITIZENS PARTICIPATION - None

ANNOUNCEMENTS/INFORMATION ITEMS

The following items were reviewed:

-Electricity Proposal - Amerex Energy Services - for Approval at April 6 meeting
This information will be presented at the 4/6/20 board meeting for approval. It appears that the district can acquire some cost savings in electric energy.

-Enrollment Report

-FYI: Information

- Emily Mater - French Teacher at YBMS - Scheduled to return from childrearing leave on 5/15/20.

-Board Calendar for March/April 2020

Board Meeting Minutes, 03/23/20, Page 7

Budget Workshop Meeting - March 30, 2020 - 7:00 PM
Community Relations Committee - April 1, 2020 - 6:00 PM
Planning/Regular Board Meeting - April 6, 2020 - 7:00 PM
Budget Workshop Meeting - April 14, 2020 - 7:00 PM
Regular Board Meeting - April 20, 2020 - 7:00 PM

DIRECTORS' DISCUSSION

Mrs. Knouse and Mrs. Sellers congratulated Mr. McQuaig and Mrs. Stahl on their retirements from the district. Both have contributed to the student success of the district, and they will be missed.

Board members thanked Dr. White, for stepping up and assisting the district during Dr. Strine's absence. Mr. Gump was thanked for his hard working in leading the Pandemic group and many thanks to all the Pandemic group members for stepping up and assisting during this time.

Mrs. Meikrantz announced that the Bubbler Foundation dinner scheduled for May 8th has been postponed.

Mrs. Knouse commented that if members of the public were watching this remote meeting, and they wished to comment, that an email could be sent to smsdboardcomment@smsd.us. The Board would read any emails that were sent.

FOR THE RECORD – Emails Received From the Public for the 3/23/20 Board Meeting:

Eric Geesaman
BSHS Senior, Representative to Board

"With another cancelation of schools from Governor Wolf (also meaning no school sports), will the track and field finally be opened to the public to aid exercise and activity in a time of crisis and plentiful free time?"

H. Scott McQuaig – BSHS Guidance Counselor

I truly appreciate your kind comments and will continue to work hard to help our students weather this COVID 19 storm. I have enjoyed working with your all.

ADJOURNMENT

Mrs. Sellers made a motion, seconded by Mrs. Meikrantz, that the meeting adjourn. The meeting adjourned at 8:25 p.m.

Respectfully Submitted,

Nicole Weber
Board Secretary