

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

SCHOOL BOARD MEETING MINUTES
April 20, 2020

The South Middleton Board of School Directors met on April 20, 2020. Due to the coronavirus pandemic and the stay at home order issued by Governor Wolfe, 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.

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. Matt Strine Superintendent

Mrs. Melanie Shaver-Durham, Director of Curriculum/Instruction

Mrs. Kimberly Spisak, Director of Student Services

Student Representatives

Gibran Varahrami - Absent

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 members of the public could email the board members at the following email address: smsdschoolboardcomment@smsd.us.

Mrs. Knouse commented that the format is different due to meeting remotely, rather than having an in-person meeting. She thanked everyone for joining and noted that all votes would be roll call. She acknowledged the seniors and their parents. This is a difficult time and hard to plan for the special occasions that occur as a senior. These activities will look different this year due to the pandemic.

Dr. Strine acknowledged and thanked the faculty, staff, and the technology department, students and parents for their hard work. We will work together to make the remote learning platform as successful as possible.

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 – 4/6/20. Mrs. Rob requested that the minutes be amended to include her comments regarding that the Rohrer transportation proposal was not technically the lowest bid, but that there were differences between the two contract proposals, making a comparison between the two proposals difficult. **On a roll call vote, the motion passed unanimously, with an amendment to be made to the minutes to include these comments.**

FINANCIAL REPORT

March 2020

Financial Reports

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the financial reports as follows: Prior to the vote, Mrs. MacIvor requested confirmation that all expenditures were within the 2019-2020 approved budget and budgetary transfers were less than \$10,000. This was confirmed.

The Board approved payment of General Fund bills represented by checks 59894 to checks 59933 in the amount of \$563,956.66.

The Board approved payment of Activity Fund bills represented by checks 16282 to 16290 in the amount of \$4,804.00.

The Board approved payment of Athletic Fund bills represented by checks 22040 to 22043 in the amount of \$7,435.65.

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

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 #Visa9521 to #Visa9604 in the amount of \$12,887.05 as represented in the attached summary.

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

On a roll call vote, the motion passed unanimously.

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

Mrs. Shaver-Durham, Director of Curriculum and Instruction, provided an update on the first week of remote learning. She reviewed a weekly video message, collaborating with SMEA to work through challenges encountered with remote learning platforms, and troubleshooting. There are various platforms that are being used, and some of the common issues presented included where to access the material and submit assignments, too many platforms, and difficulties in accessing the template. Office hours for staff are posted on sign-up genius. Mrs. Shaver-Durham also reported that the continuity of education plan has been submitted to PDE, and she continues to meet on a weekly basis with the technology staff.

Mrs. Weber, Director of Business and Operations, reported that she continued to have weekly meetings that are held remotely with the business staff. She has participated in numerous webinars with PASBO and the CAIU to receive budget updates and the pandemic impact on state and local financial outlooks. Mrs. Weber also requested that the Board consider tabling the transportation contract this evening. The draft contract has a few items that still need to be resolved, including addressing the issue of the closing of schools due to snow days or for other reasons. Details need to be worked out in this area regarding payment to Rohrer, if there are less than 178 student days.

Mrs. Kim Spisak, Director of Student Services, commented that she was really appreciative of Mrs. Shaver-Durham's efforts and hard work to get the remote learning platform up and running. She also thanked Matt Hurley for assisting/tweaking with the new hiring process as the school district begins to plan for next year. She also mentioned that Brooke Clugh, business education teacher at Boiling Springs High School has been a great resource for teachers in the remote learning process and helping them. Food services has geared up to provide approximately 400 meals for students throughout the community each week. Kindergarten registration has been moving forward. She also has been most appreciative of the school psychologists in assisting with helping to connect with students and parents during this time.

Eric Gessaman, Student Representative to the Board, reported that he felt it was a great first week for remote learning. Everyone was very flexible and willing to help out, and finding the template seemed to be the greatest obstacle. He reported on Class of 2020 zoom meeting for discussing plans for graduation. He also remarked on the lighting of the stadium in honor of 2020 graduates and front line workers and hoping that it can be streamed for the public to view.

NOTICES AND COMMUNICATIONS

Dr. Strine reported that the stadium renovations will begin early. Sprint Turf is scheduled to be on site starting May 4, 2020. Mr. Gump reported that the full schedule for track and turf renovations is still being finalized, but removal of turf will begin.

BOARD REPORTS - None

NEW BUSINESS

Approval of Agenda

Mr. Greenbaum made a motion, seconded by Mrs. Knavel, that the Board approves the agenda of April 20, 2020, with all corrections as indicated. **On a roll call vote, the motion passed unanimously.**

Bond Refinancing

Mr. Greenbaum made a motion, seconded by Mrs. Knavel that the Board authorizes the Administration to proceed with bond refinancing as outlined in the resolution. **On a roll call vote, the motion passed unanimously.**

Question raised regarding the ability of the District to stop the process, if the bond process is not advantageous for the District. Yes, there is the ability to stop the process.

Contract with the Capital Area Intermediate Unit to Provide Telephone Services

Mr. Greenbaum made a motion, seconded by Mrs. Knavel, that the Board approves the agreement between the South Middleton School District and the Capital Area Intermediate Unit (CAIU) to provide telephone services and support for the South Middleton School District via Integraone – Fortivoice. **On a roll call vote, the motion passed unanimously.**

Transportation Contract – Rohrer Bus Services

Mr. Greenbaum made a motion, seconded by Mrs. Knavel, that the Board tables the motion to approve the transportation contract between South Middleton School District and Rohrer Bus Services, pending a final agreement is negotiated with the District Solicitor and Rohrer Bus Services. **On a roll call vote, the motion passed unanimously.**

School Meal Prices for 2020-2021

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the school meal prices for 2020-2021.

Question raised regarding notifying families about the cost of breakfast. It will be communicated to families, in advance, regarding the pricing of the breakfast for 2020-2021, and that it is no longer going to be provided free of charge. The District can begin notifying families regarding this change. Question raised regarding the cost of ala cart items – would they be increased? Not known at this time whether ala car item prices would increase, but if raised, increase would likely be minimal.

Personnel – Payment of Stipend

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board tables the one-time stipend to Mrs. Melanie Shaver-Durham, Director of Curriculum and Instruction, Mrs. Kimberly Spisak, Director of Student Services, and Mrs. Nicole Weber, Director of Business and Operations, in the amount of \$1,989.30 each for the shared role of Superintendent duties from March 5 through March 16, 2020, in addition to their respective responsibilities, during the time Dr. Matthew Strine was on a medical leave of absence.

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

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

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

Yes – 8, No – 1, Abstention – 0, Absent – 0

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

Personnel- Professional – Childrearing Leave of Request Extension

The Board approved the request of Brenna Larkin, Kindergarten teacher at W.G. Rice Elementary School, to extend her childrearing leave. The original approval had a scheduled return of 6/1/20. Request to extend the childrearing leave to the beginning of the 2020-2021 school year.

Personnel – Continuation of Long-Term Substitute

The Board approved the continuation of employment of Hannah Huss, long-term substitute for Brenna Larkin until the end of the 2019-2020 school year. (originally approved in November 2019).

Personnel – Technology Intern – Job Description

The Board approved the job description for the technology intern position.

Questions were raised about the childrearing leave of absence. This request to extend the leave is in compliance with the SMEA bargaining agreement. The request to extend the long-term substitute's employment with the District is to provide substitute coverage for the remainder of the year, since the childrearing leave extension request by Brenna Larkin has been submitted.

The technology intern job description is a summer employee – typically high school students that assist the technology department with summer laptop repairs and prepping laptops for the new school year. There was a question about the pay range should be included on the job description. Recommended that the job description for the technology intern include a salary range of \$8.00 - \$12.00/hr.

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that item 11.g through 11.i be approved in a block motion with 11.i amended (technology intern job description) to include a salary range of \$8.00 to \$12.00. **On a roll call vote, the motion passed unanimously.**

CITIZENS PARTICIPATION - None

For the record: No emails were received at smsdschoolboardcomment@smsd.us prior to, during, or immediately following the meeting.

ANNOUNCEMENTS/INFORMATION ITEMS

Enrollment Report

- May 4, 2020 - Planning/Regular Board Meeting - 7:00 PM
- May 6, 2020 - Community Relations Committee Meeting - 6:00 PM
- May 11, 2020 - Safety/Security Committee Meeting - 6:00 PM
- May 11, 2020 - Athletic Committee Meeting - 7:00 PM
- May 18, 2020 - Regular Board Meeting - 7:00 PM
- May 26, 2020 - Curriculum/Instruction Committee Meeting 6:00 PM

DIRECTORS' DISCUSSION

Mrs. Meikrantz commented that Seniors would receive \$30.00 refund for the class trip deposit – with a suggestion that could possibly it be donated to lunch accounts that are in the red. Eric will pass along this information to the seniors.

Mrs. Knavel thanked the staff for their hard work. She commented about seniors working with administration to find alternate ways to celebrate all that you have accomplished.

Mrs. Rob commented regarding the correction to the 4/6/20 minutes because she would like to see all bids (as was provided with the track/turf project), with a recommendation from the administration – did not have an opportunity to review all transportation RFPs (Requests for Proposals).

Mr. Hartman commented on possible senior class donation to the lunch accounts and inquired about change in name from “free/reduced” lunch program – (not able – this is a federally named program).

Mr. Greenbaum commented that is the fourth virtual meeting, and thanked Dr. White for his assistance in monitoring the meeting and Beth Scott for monitoring board emails during the meeting.

Mr. Still thanked the teachers for working with students and families during this remote learning process and caring about their students.

Mrs. MacIvor commented that Bubbler Pride means something – many thanks to all the teachers for their work during this time.

ADJOURNMENT

Mrs. Sellers made a motion, seconded by Mrs. Knavel, that the meeting adjourn. The meeting adjourned at 8:52 p.m.

Respectfully Submitted,

Nicole Weber
Board Secretary