

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

SCHOOL BOARD MEETING MINUTES
May 18, 2020

The South Middleton Board of School Directors met on May 18, 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 Vice President, Mr. Greenbaum, called the meeting to order at 7:02 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 - Absent

Mrs. Elizabeth Meikrantz

Mrs. Denise MacIvor

Mrs. Edith Rob

Mrs. Bethanne Sellers

Mr. Jonathan Still

Administrative Staff

Dr. Matthew Strine, Superintendent

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

Mrs. Kimberly Spisak, Director of Student Services

Student Representatives

Gibran Varahrami

Eric Geesaman

Visitors

Board Secretary

Nicole Weber

Solicitor

Gareth Pahowka - Absent

INTRODUCTIONS AND RECOGNITION .

Mr. Nick Mallone has joined the meeting virtually if there are questions about food services contract.

CITIZENS PARTICIPATION - None

ACCEPTANCE OF MINUTES

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the minutes of the following meeting: 5/4/20 – Planning/Regular Board Meeting. **The motion passed unanimously.**

FINANCIAL REPORT – April 2020

Mrs. Knavel made a motion, seconded by Mrs. Rob, that the Board approves the following financials:

The Board approved payment of General Fund bills represented by checks 59978 to checks 60018 in the amount of \$563,842.32.

The Board approved payment of Activity Fund bills represented by checks 16326 to 16627 in the amount of \$12,768.00.

The Board approved payment of Athletic Fund bills represented by checks 22045 to 22046 in the amount of \$6,864.50.

The Board approved payment of Cafeteria Fund bills represented by checks 7174 to 7175 in the amount of \$72,418.67.

No checks disbursed from Capital Reserve (PSDLAF) Fund bills during this time period.
The Board approved payment of Trust Fund bills represented by checks 16621 to 16629 in the amount of \$1,850.00.

The Board approved payment of Visa represented by transaction #Visa9623 to #Visa9656 in the amount of \$6,410.50.

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

Mrs. Weber confirmed that all checks represented are within department and line item budget and no budget transfers over \$10,000 have been made.

On a roll call vote, the motion passed unanimously.

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

Dr. Strine reported that facilities will remain closed during the yellow phase of the reopening of Pennsylvania due to the coronavirus pandemic. A plan is being developed for staff to get back into the buildings to close up classrooms, and for students to retrieve belongings. The retrieval of belongings by students will be a drive-thru process. SMSD technology items will be held by students to limit exchange. There was a question about the emblem on the field – will it be the same? Dr. Strine commented that it will look slightly different – can be shared on website.

Mrs. Melanie Shaver-Durham, Director of Curriculum and Instruction, reported on the remote learning (23rd day), email to parents of grades K-8 students, about grading in the remote learning setting, weekly meetings with the SMEA representatives to resolve issues, review of class placement procedures for next year, updated CARES grant application based on Title 1 funding, and PDE's guidance on teacher evaluations. She also provided an update on curriculum mapping, including Family/Consumer Science and the selection of math textbooks has been pushed back. More information will be provided at the curriculum/instruction committee meeting. Engagement in the remote learning platform has been around 90%.

Question by Mrs. Rob regarding whether curriculum mapping could be completed without Mrs. Hale? Yes, but she brings an expertise to generate a good and final product. A question was also raised regarding whether ELA will be completed this year. No, the plan is to have it finished by winter break. Mrs. Rob inquired how were the subjects prioritized for curriculum mapping, as science seems to be a need in curriculum. The three areas of testing (math, science and English) were considered, and math was indicative of the area that needed the most work – plus math textbooks were set to expire shortly. Since PDE is changing the standards for science, English was second. Mrs. Rob raised a question regarding curriculum vs. programming – where do we place our expertise? Need to create the curriculum foundation to purchase the best programs. Mrs. Knavel commented that prior programs presented a problem and were not vetted by teachers. Teachers seem to think this is a better product, and teachers may have had doubts about Mrs. Hale being necessary, but after going through the process, she (Mrs. Hale) has been valuable. Mrs. Sellers inquired whether CARES grant could be used for summer reading? Yes, but need to prioritize our needs. Mr. Greenbaum commented we need to advance our coding curriculum.

Mrs. Kimberly Spisak, Director of Student Services, recognized Angie Edwards for her hard work to plan for the 2020-2021 school year. Mrs. Spisak also reported that they are serving more than 500 meals for students, that she is studying guidelines for the yellow phase of the pandemic, assisting with digging deeper into student grades and student engagement during the remote learning phase and recognized Alex Smith for his hard work in this area.

Mrs. Nicole Weber, Director of Business and Operations, reported on the successful savings via refinancing of the bonds of 2015, with a savings of \$292,000. She also reported on ongoing training for the new business software, and Mr. Hurley's work in refining advertising positions, interview process, and leaves of absences.

Gibran Varahrami, Student Representative, reported on AP exams that are online and can email submission. Eric Geesaman, Student Representative, reported on senior highlights including due dates for the various submissions of senior activities and graduation items for the virtual activities. He also mentioned the possibility of a class picnic that may happen in the future, after restrictions have been lifted. He also attended the safety/security and the athletic committee meetings.

NOTICES AND COMMUNICATIONS - None

BOARD REPORTS

Safety and Security Committee

Mr. Still reported that the committee met on May 11, 2020. The CDC guidelines were reviewed. The janitorial contract is fully staffed, and district has access to supplies. Planning is underway for daily screening of staff/students - this will include working with the district physician, nurses and contractors for planning of re-opening of schools, and the possibility of increase costs of janitorial staff and/or supplies for keeping students/staff safe and building clean.

Student Activities and Athletic Committee

The Student Activities and Athletic Committee met on May 11, 2020. The budget was reviewed with savings of spring sports activities for 2019-2020 and some items from the 2020-2021 budget were moved to the 2019-2020 budget. Revenues down due to no admission costs or use of facilities. PIAA has made no alternative plans due to the pandemic other than business as usual. The athletic and co-curricular activity stipends were discussed. The revision of these stipends to align with the student engagement and time put into the activity by the coach/advisor is needed. However, this has not been adjusted for the 2020-2021 budget.

NEW BUSINESS

Approval of Agenda

Mrs. Meikrantz made a motion, seconded by Mrs. Sellers, that the Board approves the agenda of May 18, 2020, with all corrections as indicated. **The motion passed unanimously.**

Adoption of the Proposed Final Budget: South Middleton School District - 2020-2021

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, as follows:

Resolution Authorizing Proposed Final Budget

RESOLVED, by the Board of School Directors of the South Middleton School District, as follows:

- The proposed Final Budget of the School District for the 2020-2021 fiscal year on form PDE 2028 as presented to the School Board shall be considered the proposed Final Budget of the School District for the 2020-2021 fiscal year and shall be made available for public inspection after this date.
- At least ten (10) days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise Final Budget Notice in substantially the form as presented to the School Board. The Notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the District offices.

On a roll call vote the motion passed as follows:

Mr. Greenbaum - Yes
Mr. Hartman - Yes
Mrs. Stacey Knavel - Yes
Mrs. Elizabeth Knouse - Absent
Mrs. Meikrantz - Yes

Mrs. MacIvor - Yes
Mrs. Rob - No
Mrs. Sellers - No
Mr. Still - Yes

6 – Yes, 2 – No, 0 – Abstention, 1 – Absent

Prior to the vote, a discussion was held as to whether there would be another budget workshop before final budget is approved? Yes, and changes could be made to the current proposed preliminary budget prior to the final budget. This proposed preliminary budget form must be submitted to the Pennsylvania Department of Education and put on notice to the public that the Board intends to adopt a final budget for 2020-2021 before or on June 30, 2020. The current proposed budget includes salary increase of 2.6%, and health care costs at an increase of 12%, with a 2.6% tax increase included. Question raised as to whether there could possibly be an extension to adopt the final budget due to the pandemic? No. However, it appears that any legislative change to have a property tax freeze is off the table, but there are resolutions being passed that the discount period for paying real estate taxes may be extended.

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

Chartwells Food Services Management Company - Renewal of Contract

The Board authorized the Administration to proceed with the renewal of Year 3 of 5 to contract with Chartwells, and to submit the appropriate documentation to the PA Department of Education.

Therabilities Agreement - 2020-2021

The Board approved the agreement between South Middleton School District and Therabilities to provide physical therapy, occupational and speech therapy services for the 2020-2021 school year.

Trails Agreement

The Board approved the agreement between South Middleton School District and the Yellow Breeches Educational Center to provide Trails services for the 2020-2021 school year.

Personnel - Employment - Professional

The Board approved the employment of the following professional personnel:

Name: Emma English

Position: Secondary School Counselor - BSHS - Replacing Scott McQuaig

Salary: Masters+30, Step 2 - \$55,762

Certification: PA Secondary Counselor

Starting Date: Beginning of the 2020-2021 school year

*Employment is contingent upon completion of all onboarding documentation.

Personnel - Employment - Extra Duty - Extended School Year (ESY)

The Board approved the employment of the extra duty, extended school year (ESY) personnel.

Personnel - Extra Duty - Athletics - Volunteer Coaches

The Board approved the following volunteer coaches for the 2020-2021 school year:

-Toby Schnaffer - Volunteer Boys' Soccer Coach

-Jodie Erme - Volunteer Track Coach

Personnel - Professional Resignation

The Board accepted the resignation of Victoria Flanagan, from the position of third grade teacher at Iron Forge Elementary School, effective the last day of the 2019-2020 school year.

The motion passed unanimously.

CITIZENS PARTICIPATION

The following email was received from Mr. Harbst:

First, continued thanks to administration and teaching staff for their ongoing collaborative efforts to provide remote instruction to students during this unprecedented time.

Will there be a survey issued to parents to solicit comments regarding our experience with remote learning this spring?

Also, while we optimistically hope that students might return to in-person instruction in Fall 2020, should that not be feasible, what discussions are on the table currently – possibly via C&I – about revisions to virtual instruction that might increase direct, interactive instruction and enhance student participation/engagement? If none, can you speak to some of the stumbling blocks to implementing virtual instruction that more closely approximates a classroom experience

(scheduled daily class times, opportunities for clarification and question/answer with teachers in real-time as instruction is delivered rather than by appointment, etc.)?

Finally, having mentioned the level of student engagement, can you speak to how “student engagement” is being measured in the current instructional environment?

Mrs. Melanie Shaver-Durham will respond to Mr. Harbst questions, via email.

ANNOUNCEMENTS/INFORMATION ITEMS

a. Enrollment Report

b. Board Calendar for May/June 2020

-Curriculum/Instruction Committee Meeting - 5/26/20 - 6:00 pm

-Planning/Regular Board Meeting - 6/1/20 - 6:00 pm

-Community Relations Committee Meeting - 6/3/20 - 6:00 pm

-Facilities Committee Meeting - 6/8/20 - 6:00 pm

-Regular Board Meeting - 6/15/20 - 7:00 pm

c. Special Education Contracts for 20-21 School Year: (For approval on 6/1/20)

-New Story - Extended School Year

-CAIU Special Education Services

-Yellow Breeches Education Center

DIRECTORS' DISCUSSION

Mrs. MacIvor requested a summary of grants received at the next meeting.

Mrs. Meikrantz is looking forward to the survey for families and reviewing for moving forward.

Mrs. Rob commented the online learning is not the same as a brick and mortar school.

Mr. Hartman commented on Policy #808 and the possible deletion of Policy #808.1 He also requested information about the virtual graduation ceremony.

Mrs. Knavel commented that the administration and professional transitioning to remote learning on short notice is a testament to our staff. She also inquired about an alternative instructional calendar for 2020-2021, due to the pandemic. An alternative calendar is planned. Mr. Greenbaum commented that for vo-tech purposes, the districts will work as a consortium and try to make planned calendar changes together.

ADJOURNMENT

Mrs. Sellers made a motion to adjourn the meeting. The meeting adjourned at 9:16 p.m.

Respectfully Submitted,

Nicole Weber
Board Secretary