

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

**SCHOOL BOARD MEETING MINUTES**  
**October 5, 2020**

The South Middleton Board of School Directors met on October 5, 2020. The South Middleton Board of School Directors met via Zoom. Mr. Greenbaum called the meeting to order at 7:00 pm.

**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 - Absent

Mr. Jonathan Still

**Administrative Staff**

Dr. Matthew Strine, Superintendent

Mrs. Trisha Reed, Principal, IFES

Mrs. Kimberly Spisak, Director of Student Services

Mrs. Melanie Shaver-Durham, Director of Curriculum

**Student Representatives**

Gibran Varahrami – Absent

Ajla Salkic- Absent

**Visitors**

**Board Secretary**

Nicole Weber

**Solicitor**

Chris Harris

Gareth Pahowka – joined 7:35 pm

## **INTRODUCTIONS AND RECOGNITION**

Dr. Strine recognized the retirement of Beth Scott, Administrative Assistant to the Superintendent. The Board members thanked Mrs. Scott for her years of service.

## **CITIZENS PARTICIPATION – None**

Mr. Greenbaum announced that the public comments already submitted would be read and reviewed at the second citizens participation portion of the agenda. Members of the public can continue to submit comments via email at [smsdschoolboardcomment@smsd.us](mailto:smsdschoolboardcomment@smsd.us) or if they are joining the zoom meeting, they can indicate with an emoji that they wish to comment during the second citizens participation portion of the meeting.

## **ACCEPTANCE OF MINUTES**

Mrs. Rob made a motion, seconded by Mrs. MacIvor, that the Board approves the minutes of the following meeting: 9/21/20 – Planning/Regular Board Meeting.

**The motion passed unanimously.**

## **FINANCIAL REPORT**

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

7.1 That the Board approves payment of General Fund bills represented by check 60480 to check 60521 in the amount of \$792,751.00 as represented in the attached summary.

7.2 That the Board approves payment of Activity Fund bills represented by check 16660 to 16667 in the amount of \$2,357.75 as represented in the attached summary.

7.3 That the Board approves payment of Athletic Fund bills represented by check 22123 to check 22125 in the amount of \$616.28 as represented in the attached summary.

7.4 That the Board approves payment of Cafeteria Fund bills represented by check 7233 to check 7234 in the amount of \$432.05 as represented in the attached summary.

7.5 That the Board approves payment of Construction Fund bills represented by check 1279 to check 1281 in the amount of \$305,440.10 as represented in the attached summary.

7.6 No checks disbursed from Capital Reserve Fund bills during this time period.

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

**The motion passed unanimously.**

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

Dr. Strine reported that there is currently only one positive student case and one positive staff case, the district has taken appropriate precautions with contact quarantines and continuing to monitor out of state travel lists.

Governor's orders on gatherings is back in effect of indoor gathers of 25 indoor and 250 outdoor affecting sporting events. Information has been disseminated through coaches and working on making a public statement. Dr. Strine reported that Karl Heimbach is communicating with other athletic directors so visiting teams are aware.

Mrs. Meikrantz and Mrs. Knavel inquired about the quarantining after travel. Should families be reminded?. Dr. Strine answered that he will put out guidance as a reminder during the holiday season. Mr. Greenbaum suggested link on website to include information about the capacity limits and travel quarantines. Dr. Strine will work to get those messages out and link for website. Mrs. Rob suggested guidance on attending large gathers and wearing masks. Mr. Hartman inquired about homecoming on Friday and if parents will be allowed at homecoming and in the stadium. Dr. Strine answered that the district is planning to acknowledge the homecoming court.

Mr. Greenbaum reminded everyone that all the guidelines are to keep our kids in school. Staff and students are doing a great job of wearing masks.

Mrs. Shaver-Durham, Director of Curriculum/Instruction reported that she has been planning for ELA Curriculum Mapping Days which will be conducted virtually and is critical to supporting students. Upcoming in-service day on Tuesday, October 13 for staff. MTSS committee work is continuing on behalf of students. Recognized that some students were struggling with remote learning in the spring and have some students who continue with the hybrid schedule. Working on data team to ensure that students have a safety net and have a good response to meeting the needs of any students struggling with remote learning. Working with Title 1 teachers on virtual parent meeting for fall.

Technology department has two new members and working to onboard them into workflow and transition plan for Mr. Trimble into new role. Diversity work with Dr. Sessoms has first steering committee on October 20.

Mr. Greenbaum inquired about any teachers who cannot be in classroom if they are assisting with the students struggling with remote learning. Mrs. Shaver-Durham answered that she and Mrs. Spisak have had several teachers working as remote learning liaisons to help those students. Mrs. Knavel inquired about plans to survey parents, students, and teachers to see how beginning of school year is going and if process can be improved. Mrs. Shaver-Durham responded that that is part of the agenda for next administrative meeting. Mrs. Rob inquired about different grade levels receiving different amounts of work. Mrs. Shaver-Durham responded that typically in those types of survey is done by building level but is open to that type of survey, encouraged parents to reach out to teachers if there are issues. Mrs. Meikrantz suggested pushing that message out to help families. Mrs. Shaver-Durham agreed.

Mrs. Rob encouraged parents to reach out to school if there are issues. Mr. Hartman expressed concern about number of students experiencing difficulty and Mrs. Knavel responded that there are many students doing well in the hybrid model. Mrs. Meikrantz acknowledged that everyone has done a good job but agrees with survey to take a pulse and address any problems. Mrs. MacIvor agreed that anonymous survey to both students and teachers would get that information.

Mrs. Spisak, Director of Student Services, reported on the Bubbler Cyber Academy and the remote learning liaisons. The remote learning liaisons are helping with both the cyber learners and hybrid students. Currently 337 full-time Bubbler Academy learners, down by 120 students, 67 who have returned to brick and mortar, 4 to homeschool, several have moved out of the district, and to other cyber schools. Ratio and retention have been excellent. Referred to CAOLA

expenditure savings of \$187,000 for those students. The district will continue to support families to decide to return to brick and mortar learning. K-5 learners are 5 days a week brick and mortar and hybrid for secondary has been going well. Student services has been supporting students with the Go Bubbler plan with assisting internet access, meal access, and instructional support. Upcoming K-12 emotional needs screening and addressing students' needs. Tiered process to track student engagement and plan supports for students.

QR code added to emails and building sign in sheets to survey visitors and families who visit district buildings. Regular updates to FAQs, home health screening updates, and website. These links include information on suggested travel quarantine.

Mrs. Weber, Director of Business/Operations reported that since that many students are participating in the meal program, free breakfast and lunch to all students. Thank you to Board for approving Act 93 and Support Staff agreements at the last meeting. Thanked Mr. Hurley and Mrs. Alwood for their help. Mr. Hurley scheduled a flu vaccine clinic which about 50 employees took advantage of. Continuing to work on grants, including CARES Grant of \$202,799 used for ipads at Rice. Submitted GEER Grant and received \$16,048.29 to spend on compensatory education costs to support special education students. Notified by county on several commercial assessment hearings, including a hotel, shopping center, farmers market, and warehouse. Local auditors will be in the district next week.

Mrs. Rob inquired about tuition reimbursement issue for Act 93 staff and Mrs. Weber responded she is working on an addendum. Mrs. MacIvor inquired if Mrs. Weber knows how it will affect those taxes. Mrs. Weber responded that she will not know until the assessment hearings. Mrs. MacIvor inquired about five-year budget outlook and what the overview is prior to making decision about the bond refinancing. Mrs. Weber answered that the administrative team should meet to review feasibility study and have that report prepared by end of October. Mrs. MacIvor asked Dr. Strine if the Board can hold off on refinancing bond vote until getting those reports.

## **NOTICES AND COMMUNICATIONS**

Dr. Strine announced that Jayne Korzi, YBMS Librarian was featured in a recent news School Library Journal article. Golf team has been doing very well.

Mrs. Paula Michalik, SMEA President shared news of teachers obtaining degrees and certifications:

Teacher Grade/Subject Degree

Kara Dayoff 6th Grade team Master's in literacy

Jennie Fralish 1st Grade Master's In STEM Education

Erin Pittman BSHS Science Department K-12 Principal Certification

Christopher Storrick BSHS Physics Master's in Educational Leadership with K-12 Principal certification

Nicole Wise 1st Grade Master's in STEM Education

Bethany Mohny - Life Skills Master's in Educational Leadership as well as obtaining her principal and special education director's certifications

Kristi Elder BSHS Science Department Moved from Master's to Master's +30

Kyle Weary BSHS – Music Department Took coursework towards his PHD this summer and he is in his final semester of coursework for that program this fall. Kyle will begin his dissertation in the spring of 2021.

Jen Chamberlain YBMS Jen earned Masters +30, completed Principal certification through Shippensburg Educational Leadership program and is currently working towards the Superintendent Letter of Eligibility also through Shippensburg's Educational Leadership program.

Mrs. Michalik also recognized the music, art, and library specialists who are traveling to classrooms with carts to educate students in their subject area. The core teachers at YBMS and 4<sup>th</sup> and 5<sup>th</sup> grade teachers at IFES are also teachers on carts, using creativity to plan and execute engaging lessons for students.

Two teachers made their Friday Zoom days special for their students by hosting guest speakers. Jaynie Korzi, the YBMS librarian brought in Lindsay Currie, author of Middle Grade novels *The Peculiar Incident on Shady Street* and *Scratch Scratch* talked about her writing process, research, revision, and the challenges of being a writer. She let students know that when they encounter difficulties writing it does not mean they are a bad writer.

Mike Breslin, who is part of the BSHS English department had Mr. Jeff Tomik, zoom with his AP seminar class. He is a Multiplatform Editor for the Washington Post.

He tried to have the students understand how to evaluate sources in their research. Later in the year they will be conducting their own research on a topic of their choosing to be submitted to the College Board in order to earn the AP Capstone Diploma and understanding credibility of sources is a major part of the course.

Mrs. Michalik recognized the building nurses, making very tough decisions daily to keep all of us safe and healthy. They truly go above and beyond every day but we particularly need them now in the face of this pandemic.

Mrs. Michalik shared two upcoming SMEA events:

1. Member Appreciation Breakfast at the elementary schools and a luncheon at the secondary schools this Friday. This was belated from May due to COVID.
2. SMEA is scheduled to light the luminaries around children's lake on Friday, December 11th at 4:30pm. Any board members or administrators are welcome to attend.

Mr. Greenbaum thanked Mrs. Michalik for her report and thanked all administrators and staff for their effort this fall. Mrs. Knavel and Mrs. Rob also thanked Mrs. Michalik.

## **BOARD REPORTS - None**

## **TOPIC DISCUSSION – None.**

## **NEW BUSINESS**

### **Approval of Agenda**

Mrs. Meikrantz made a motion, seconded by Mr. Still, that the Board approves the agenda of October 5, 2020, with all corrections as indicated. **The motion passed unanimously.**

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

### **Personnel - Extra Duty Co-curricular - Employment**

That the Board approves the following Extra Duty positions:

#### **Co-Curricular**

- Co-Middle School Student Council Advisor (3 positions divided by two faculty)
  - Amber Reader – half of the position's responsibility at \$1,125.00
  - Jaynie Korzi – replaces prior board approval of \$750 for one-third of positions to half of the positions at \$1,125.00

Department Chair

- Angela Mentzer and Rebecca Kramer splitting the Health Services Dept. Chair role - \$1,325 each

**Mentor/Mentee**

- Angela Mentzer (Mentor) for Amanda Howard - \$515.00
- Angela Mentzer (Mentor) for Amy Auger - \$515.00
- Chris Storrick (Mentor) for David Boyle - \$515.00

**The motion passed unanimously.**

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

**Personnel - Employment - Classified**

The Board employed the following classified personnel:

Randall Dorman – PT Custodian, anticipated start date of 10/5/2020 - \$13.25/hour

**The motion passed unanimously.**

**Special Sick Leave Provision**

Mrs. Meikrantz made a motion, seconded by Mrs. Knavel, that the Board approves the Special Sick Leave Provision:

Mr. Hartman inquired if all districts are using this same statement. Dr. Strine responded yes and Mr. Pahowka agreed.

**The motion passed unanimously.**

**PLANNING/DISCUSSION: Regular Board Meeting: October 19, 2020**

The following items were presented for discussion purposes only:

**Memorandum of Understanding 2020-2021 CAIU #15 Title III Consortium**

**Amendment to Physician Services Agreement**

**Refinancing of 2016 Bond Series**

Dr. Strine explained that the CAIU MOU is for English Language Learner students. Mr. Still inquired what is current utilization. Mrs. Shaver-Durham responded around 30 students.

Mr. Greenbaum noted there is an update needed to one of the paragraphs in the Physicians agreement. Mrs. Knavel inquired about the wording of the document. Mrs. Weber and Mr. Pohowka responded they will update with the entire contract and all addendums.

Mr. Greenbaum noted the refinancing is for discussion only at this meeting and would need at least 5 to move forward or could be removed from the agenda. Introduced Mr. Brad Remig to review the bond refinancing.

Mrs. Rob inquired about timeline of refinancing bonds. Mr. Remig answered around 45 days until being able to lock interest rate and final decision would be made in November. Mrs.

MacIvor inquired about cost of district credit rating. Mr. Remig responded \$15,000 cost for credit rating. Mr. Greenbaum inquired if possible, to wait until May. Mr. Remig responded that the Board could wait until May for tax-exempt advantage.

**CITIZENS PARTICIPATION - None**

**ADVISORY COMMITTEE REPORTS**

**Cumberland-Perry AVTS - Mr. Greenbaum** – No personal tours, CPATVTS concerned about drop off in applicants for future years.

**South Middleton Parks & Recreation – Mr. Greenbaum**  
No Report

**PSBA Legislative Representative – Mr. Still**  
No Report

**Bubbler Foundation – Mrs. Meikrantz**—receiving interesting grant requests, need more funding.

**ANNOUNCEMENTS/INFORMATION ITEMS**

Enrollment Report – separate attachment for CAOLA numbers

Board Calendar for October 2020

October 19, 2020 - Regular Board Meeting - 7:00 p.m.

October 26, 2020 - Facilities Committee Meeting - 6:00 p.m.

**DIRECTORS' DISCUSSION**

Mrs. Rob thanked Beth Scott for registering board members for PSBA Leadership conference.

**ADJOURNMENT**

Mrs. MacIvor made a motion, seconded by Mrs. Knavel, to adjourn the meeting. The meeting adjourned at 8:47p.m

Respectfully Submitted,

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Nicole Weber  
Board Secretary