

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

SCHOOL BOARD MEETING MINUTES
November 16, 2020

The South Middleton Board of School Directors met on November 16, 2020. The South Middleton Board of School Directors met via Zoom. Mrs. Knouse announced an Executive Session prior to the meeting. Mrs. Knouse called the meeting to order at 7:05 p.m.

ROLL CALL

The President 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. Matthew Strine, Superintendent

Melanie Shaver-Durham, Director of Curriculum & Instruction

Student Representatives

Gibran Varahrami

Ajla Salkic

Visitors

Board Secretary

Nicole Weber – Absent

Solicitor

Gareth Pahowka – Absent

Board Recording Secretary

Cristeen Beck

INTRODUCTIONS AND RECOGNITIONS

Dr. Strine introduced Mrs. Paula Michalik for an SMEA update.

Mrs. Michalik thanked Dr. Strine to being responsive to needs of staff and always is willing to meet and be available for staff. Thank you to teachers for all their efforts. Thank you to School Board, and Administration for doing the right thing during this time. Proud to work for Dr. Strine and district.

Dr. Strine announced he will report on the fall sports season at the December meeting.

CITIZENS PARTICIPATION –

Randy Evans 205 Oak Holly Dr. Mt. Holly Springs – Four children attending district. Thanked everyone for hard work in navigating kids through these times. Impressed with teachers and leaders at Rice and Iron Forge. Aside from the social distancing/mask requirements, our kids there haven't missed a beat and their teachers are wonderful. There have also been zero confirmed cases at the middle school and very few at the elementary schools. Questioned why schools are being shut down and decision to move to fully remote learning. Understands its not an easy decision but would like have explanation on statistics and state has not shut down schools. What is the number and how did you arrive at that for decision to close? In your response please explain side effects of remote learning outweigh low risks of COVID. Also concerned about students not getting education they need and side effects such as depression. Has a hard time understanding why district is moving to remote learning, especially at elementary and middle schools where there have been few interruptions with COVID. Thanked teachers and leaders.

Dr. Strine responded that it is not a county numbers game, looking at both cases and how they affect both students and adult staff members. We have 17 administrators and 6 had to quarantine leading to very thin staffing. It does not outweigh side effects, but right now looking at 3 days prior to Thanksgiving to prevent spread of illness to family members over holidays. There are several factors that go into these decisions, looking at students, adults, and what's happening in the community and guidance from PDE.

Doug & Kelly Miller- 130 Sunset Drive Mt. Holly Springs

According to PA Department of Health, no children have died from COVID in Cumberland County and according to American Academy of Pediatrics, transmission of this virus from children to adults is low and strongly advocate for students to be present in school due to negative effects of not when not physically present in school. PA health officials have recently stated that lockdowns are not correct response to increasing cases. Cases in county remain low, number of positive test results increased recently, and number of tests being conducted and rate of hospitalizations and deaths low. The reported increase in rest from high school with only 6. District should not rely on rumors of positive results. Concerned parents have had option of remote learning, and parents have structured work schedule around hybrid learning. District should take cautious and reasoned approach.

Dr. Strine responded to the rumors comment, they will follow up with recommending testing and will follow up if positive result. We have taken and cautioned and reasoned approach. Checks updates on COVID numbers every day and speaks frequently with area superintendents. No longitudinal studies on long term effects of virus. A lot goes into these decisions are they are not taken lightly.

Board Meeting Minutes, 11/16/20, Page 3

Mrs. Knouse commented that Dr. Strine works together with other area superintendents to try and make best decisions for school district.

Heidi Magnani - 10 Jenny Drive Boiling Springs PA- asked for confirmed percentage of cases in district including students and staff. Dr. Strine will provide the data during his report and can follow up with percentages. Ms. Magnani inquired of criteria to reopen schools. Dr. Strine responded that PDE provided a recommendation that the county should return to moderate spread and use documents as a guide. Ms. Magnani asked if PDE mandated anything. Dr. Strine responded they have only made recommendations. Ms. Magnani wants to know what the criteria to have students back in school 5 days a week.

Mrs. Knavel inquired if there is a decision matrix available. Dr. Strine responded that yes, and that has guided administration but there have been many changes considering recent developments. Face to face instruction is the best, but sometimes remote learning is necessary

Ajla Salkic responded that teachers have been very responsive, helpful, and flexible.

Mrs. Knouse commented that we all want to stay in school and in order to do so, stay home if sick, wash hands, wear masks, and social distance.

ACCEPTANCE OF MINUTES

Mr. Greenbaum made a motion, seconded by Mrs. Knavel, that the Board approves the minutes of the following meeting: 11/02/2020 – Planning/Regular Board Meeting. **The motion passed unanimously.**

FINANCIAL REPORT

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

That the Board approves payment of General Fund bills represented by checks 60654 to 60703 in the amount of \$564,475.35, as represented in the attached summary.

That the Board approves payment of Activity Fund bills represented by checks 16675 to 16677 in the amount of \$875.95, as represented in the attached summary.

That the Board approves payment of Athletic Fund bills represented by checks 22145 to 22225 in the amount of \$13,833.03, as represented in the attached summary.

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

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

No checks disbursed from Construction Fund bills during this time period

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

That the Board approves payment of Visa represented by transaction 1 to 109 in the amount of \$16,718.20, as represented in the attached summary.

That the Board approves the Treasurer's Report for October 2020.

The motion passed unanimously.

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

Dr. Strine thanked all the members of the public for being here and spoke of the 6 pillars. Wellness Health and Safety, Educational Delivery, Results Orientation, Open Communication and Customer Services, Collaborative Culture and Coaching, and Knowledge, begin report with Wellness Health and Safety – all Cumberland & Perry County Superintendents met with PDE representatives this morning regarding rise in COVID cases, this week 185 per 100,000 with community spread of 10.6%. This is considered substantial spread. At SMSD there have been 12 cases within the past two weeks. Most cases (9) are at high school level. This has impacted operations at SMSD as several staff members have also quarantined. Approximately 105 quarantined students due to contact or travel. Open Communication and Customer Service – working to communicate to all school board members, staff, families, and public with communication protocols. Collaborative Culture- met last week with Diversity Steering Committee and participated in Book Study for “White Fragility” through Shippensburg University. Working on Strategic Planning. Weekly emails to staff and families to keep everyone informed. Fall sports season has ended and Winter sports season beginning.

Mrs. Melanie Shaver-Durham, Director of Curriculum/Instruction, presented Staff Survey slides, this data was reviewed with principals, Dr. Strine, and Mrs. White. Clear that teachers are feeling stressed and overwhelmed. Working to review data and improve to try and support staff during this time.

I understand my school’s COVID procedures – majority agreed, continue to reinforce procedures

COVID procedures are properly enforced in my school during transition times- more so at elementary level than secondary

I am able to properly reinforce safety procedures in classroom – majority agreed

I feel safe working at SMSD under our current COVID procedures – many staff are concerned due to rising cases

Frequency and clarity of communication from principal- recognized IFES- Mrs. Reed had high strength of communications

Frequency and clarity of communication from District Office – room for improvement and will work on communication in upcoming meeting.

I am able to use our LMS to support my students – majority always/most of the time, teachers use SeeSaw, Google Classroom, Canvas.

I understand our school’s revised grading policies for the 2020-2021 school year –

Mrs. Knavel asked about grading policies. Mrs. Shaver-Durham responded its tied to Remote Plan and she will review.

Should we go fully remote, I know what is expected of me – Majority agreed.

Mrs. Knouse inquired if numbers are known of how many responded. Mrs. Shaver Durham responded the biggest difference is that high school has largest number of staff. Mid-30 range for other schools.

YBMS/BSHS questions:

I have been able to provide meaningful assignments to my students on asynchronous workdays. – majority agreed

My students are submitting quality work on asynchronous days – most of the time/some of the time

On Friday remote days, I have been able to provide my students with meaningful instruction via Zoom. – Always/most of the time

On Friday remote days, my students are regularly attending their classes – most of the time

Sufficient processes have been put into place to support students since last spring – agreed

I am able to provide additional support when needed during the 2:15-3:00 time slot-

Always/Most of the time YBMS – Most of the time/Some of the time – BSHS

Mrs. Knavel inquired about teachers providing feedback on using that time. Mrs. Shaver-Durham responded that teachers reported students are not using that time. Mrs. Sellers responded that

Board Meeting Minutes, 11/16/20, Page 5

students may not be using that time effectively. Ajla Salkic commented that its whether students were using the time as directed.

Workload of face to face classes, asynchronous assignments and Friday synchronous days- majority - Most of the time/Some of the time

Mrs. Shaver-Durham reviewed survey takeaways: Re-review masking procedures (students, custodial staff, cafeteria staff) Concern from teachers on how to support students who struggle in this setting and work to improve processed through team approach. Recommendation to Board – when able to return to blended model, lengthen to original length to build back in resource periods to support students. On Fridays instead of Zooms make Flex days.

Mrs. Meikrantz thanked Mrs. Shaver-Durham, inquired if suggested Friday plan is across the board. Mrs. Shaver-Durham answered that that still needs discussed with teachers.

Mrs. Sellers inquired if less instructional time, Mrs. Knavel responded that Flex time does not equal instructional time and has concerns with that.

Gibran Varahrami responded to Friday Zooms, that some teachers do not take attendance and conduct Zooms.

Mrs. Knouse suggested delving into deeper in Curriculum Committee Meeting next week.

Mrs. Shaver-Durham reviewed Remote Learning Plan, Go Bubbler Plan that was developed this summer. K-5 Brick and Mortar and Hybrid 6-12 to begin school year with Remote Plan if needed. The Go Bubbler Plan outlines schedules for K-12.

Mrs. Sellers thanked Mrs. Shaver-Durham. Mrs. Knavel noted there is a lot of information on the website. Mrs. MacIvor inquired if Mrs. Shaver-Durham will bring this up at Curriculum Committee. Mrs. Shaver-Durham confirmed she will review with Curriculum Committee and welcomes anyone to attend – Monday, 11/23.

Mrs. Knouse noted that work is going to be pushed to committee levels. Thanked Mrs. Shaver-Durham.

Dr. Strine shared the Student Services update, over the past two weeks the department has worked to promote health of our students. With assistance from principals, nurses worked to make sure students were update to date with immunizations. School counselors have been working with students and student assistance teams. Mrs. Jessica White working with Kathy Ryan to upload PIMS data for special education. Angie Edwards, Cyber Academy Coordinator has worked very hard to transfer data for cyber students.

Gibran Varahrami, Student Representative reported that he would like to begin by thanking Mrs. Howard for her concerns during his illness last week. Mini-Thon Powderpuff game cancelled but hosting fundraiser at Sweet Frog. Reported on virtual learning that started today.

Ajla Salkic, Student Representative recognized BSHS Kindness Club, students drew messages on sidewalks around school building. During remote learning today there were issues with attendance. Mrs. Knavel responded that Mr. Hain has addressed those issues.

NOTICES AND COMMUNICATIONS – None

BOARD REPORTS - None

NEW BUSINESS

Approval of Agenda

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the agenda of November 16, 2020, with all corrections as indicated. **The motion passed unanimously.**

Mr. Greenbaum made a motion, seconded by Mr. Still, that the Board tables one information item (Alex Smith employment) and approves the following items in a block motion:

SMSD Recommendation Briefing Form - K-12 Gifted Support Specialists Chair

That the Board approves the creation of a K-12 Gifted Support Specialists Chair.

Personnel - Classified - Retirement/Resignation

That the Board approves the following classified resignations/retirements:

- Kathy Alwood – For the purpose of retirement - Payroll & Benefits Coordinator – effective 12/31/2020
- Linda Jumper – Resignation - 1:1 Aide, effective beginning of SY 2020-2021

Personnel - Extra Duty Co-curricular - Employment

That the Board approved the following Extra Duty Co-Curricular (SY 2020-2021) positions:

- Ellen Schin – Rice Elementary Yearbook Advisor - \$750.00
- Seth Eck – IFES Yearbook Advisor - \$750.00
- Dorri Herrmann and Brooke Clugh – HS Yearbook Advisors, splitting stipend, each will receive \$750.00
- Debra Mowe (Replacing Megan Capuano) – 2023 Class Co-Advisor - \$300.00
- Jennifer Chamberlin – K-12 Gifted Support Specialists Chair for SY 2020-2021- (position listed above in Recommendation Briefing Form), \$2,650.00
- Jennifer Chamberlin – MS Gifted Ed Case Manager from October 19, 2020 thru the end of the 1st semester, \$1,080.00
- Elizabeth Anderson - Middle School Musical (Set painting, stage manager, costumes, choreographer) - Spring \$1254.00
- Elizabeth Anderson - High School Musical (Drama set design, construction, stage manager)- Spring \$2101.00

Personnel - Extra Duty Co-curricular - Resignation

That the Board approves the following Extra Duty Co-curricular - Resignation:

- Megan Capuano – 2023 Class Co-Advisor Co-Curricular Contract

Personnel - Extra Duty - Athletics - Employment

That the Board approves the following Extra Duty Athletic employment:

- Eric Collins – Assistant JH Boys Basketball Coach (replacing John Walton) - \$2,400.00
- SY 2020 Winter Coach List
- Madison Hemler- Women's Basketball Coach (Volunteer)

Personnel - Extra Duty - Athletics - Resignation

That the Board approves the following athletic resignations:

- Fred Menke – Head JV Baseball Coach – effective 11/5/2020

Board Meeting Minutes, 11/16/20, Page 7

- Tyler Kauffman – Assistant Junior High Wrestling Coach – effective 11/4/2020

Personnel - Administration - Resignation

That the Board approves the following Administration resignation:

- Jessica Petronis - School Psychologist - effective 01/04/2021

Applications - School Psychology Internship for 2021-2022 School Year

That the Board authorizes the Administration to proceed with advertising for a school psychology intern for the 2021-2022 school year.

Personnel - HR Generalist Job Description

That the Board approves the HR Generalist Job Description.

District Title IX Coordinator

That the Board approves Mrs. Melanie Shaver-Durham as South Middleton School District's Title IX Coordinator.

Contract - Favorite Staffing

That the Board approves the Favorite Staffing Contract for purposes of Nursing Substitutes should there be no district nurse available.

Agreement for Cofense PhishMe Services

That the Board approves the Agreement for Cofense PhishMe Services.

Addendum to SMSD - ESS Agreement

That the Board approves the Addendum to the Agreement between South Middleton School District and ESS Northeast, LCC.

Amendment to Act 93 Agreement

That the Board approves the following amendment to the Act 93 Agreement:

It is recommended that the Board amend the Administrative Compensation Plan by removing Section 2.6 and replacing it with the language from Article X(C)(9) of the collective bargaining agreement with the South Middleton Education Association. This Amendment is intended to make the tuition reimbursement language in the Administrative Compensation Plan consistent with the same language in the collective bargaining agreement.

Final Reading - Policy 103 - Discrimination/Title IX Sexual Harassment Affecting Students

That the Board approves the Final Reading - Policy 103 - Discrimination/Title IX Sexual Harassment Affecting Students.

Final Reading - Policy 104 - Discrimination/Title IX Sexual Harassment Affecting Staff

That the Board approves the Final Reading - Policy 104 - Discrimination/Title IX Sexual Harassment Affecting Staff.

Retire Policy 248

That the Board approves retiring policy 248, as the updates to Policy 103 align to updated Title IX regulations eliminate the need for Policy 248.

Retire Policy 348

That the Board approves retiring Policy 348, as the updates to Policy 104 align to updated Title IX regulations eliminate the need for Policy 348.

Update to Health & Safety Plan

That the Board approves amendments to the language on pages 18, 19, and 24 in the SMSD Health & Safety Plan.

The motion passed unanimously.

CITIZENS PARTICIPATION

Chad Kimmel- 212 Hope Drive Boiling Springs – Completed parent survey, would like to see survey results. How can St. Pats meet for 5 days a week in person?

Dr. Strine responded that Mrs. Shaver-Durham has reviewed survey results and will reach out to St. Pats on their procedures.

Final question is that some teachers cancel Zooms and affects students. Dr. Strine responded he will investigate that and follow up.

Mrs. Shaver-Durham responded that decision was made to not schedule subs on remote day Fridays due to sub shortages. Dr. Strine confirmed the district is working to retain subs. Parent Survey results were recorded and available from last meeting.

Mrs. Meikrantz inquired if teacher's Zoom classes could be combined and noted that St. Pats is 5 days a week as well at our elementary.

Mrs. Rob inquired if Parent Survey could be reopened. Mrs. Shaver-Durham responded that it was discussed and plan to talk about with Curriculum Committee and resend in January.

Corrine Bennet -89 Ladnor Lane Carlisle -Would like to commend and thank faculty, staff, and administration of SMSD. Started off in Bubbler Cyber Academy and transferred back to Brick and Mortar and pleased with how district has managed safety for children. As of today (11/16) Cumberland County has moved into the substantial phase through the Department of Health and Department of Education. Aware it was mentioned tonight that through PDE, it's up to the individual districts after 2 weeks in substantial to move remote, but, wonder if schools will close this week if cases keep trending? What matrix will be used to assess reopening on December 1st with concern of people traveling and gathering during the holidays?

Dr. Strine responded he will follow up with both Ms. Magnani and Ms. Bennett on reopening matrix.

Comment from Barbara Kuhn, support staff, on agreement on longer school day, better for kids to be in school all day. Concerned that curriculum focuses on AP and high performing students. Not enough attention on students who need help. Likes the idea of teacher/student meetings on Fridays.

Gibran inquired of time/date of Curriculum Committee Meeting. Mrs. Sellers responded 11/23 at 6 p.m.

Mr. Greenbaum responded to Barbara that it's important for teachers to interact one on one with students, agrees with students needing mentorship.

Mrs. Sellers shared that she has been teaching virtually since August. Emphasized protecting instructional time and supporting marginalized students.

Mr. Still noted he needs to leave the meeting – 8:53 p.m.

Mrs. Rob apologized to Barbara that she has never intended to give one-sided approach to those students and that Mrs. Sellers ensures they are educated on marginalized students.

ANNOUNCEMENTS/INFORMATION ITEMS

Enrollment Report – separate report for CAOLA numbers

Board Calendar for November/December 2020

November 23, 2020 - Curriculum/Instruction Committee Meeting - 6:00 p.m.

December 1, 2020 - Board Reorganization/Planning/Regular Board Meeting (Tuesday) - 7:00 p.m.

December 2, 2020 - Community Relations Committee Meeting - 6:00 p.m.

December 7, 2020 - Athletic Committee Meeting - 6:00 p.m.

December 14, 2020 - Regular Board Meeting - 7:00 p.m.

JOC Representative – Mr. Greenbaum confirmed he will be the JOC Representative

Personnel- FMLA leave

Informational:

- Kristen Trout – FMLA – anticipated December 1, 2020 through March 1, 2021
- Sally Heberlig – FMLA – anticipated December 16, 2020 through March 10, 2021

Dr. Strine noted subs will be in place for these absences.

Informational – Personnel – Employment Administration- Alex Smith – tabled

DIRECTORS' DISCUSSION

Mrs. Rob – shoutout to Jen Chamberlin, Marli Stephens, Emma English, and all the students who participated at Dallastown Speech and Debate event. It was a great event and well-done speeches by students. Speeches were given via Zoom.

Mr. Hartman – Happy Thanksgiving to everyone.

Mr. Greenbaum – Thank everyone for their hard work, teachers, administrators, and students.

Mrs. Knavel – Deep appreciation for teachers, tough year for teachers, staff, maintenance, administrators.

Mrs. Sellers – I know we can do it.

Mrs. Meikrantz – Follow up on email regarding going remote next week. Should remote go longer than December 1st – considerations for plan for life skills and special needs students.

Mrs. MacIvor – Thank you to teachers, administrators, students, and parents. Stay safe, stay healthy and continue to support each other.

Mrs. Knouse noted the Executive Session at 6 p.m. prior to the Board meeting. Mrs. Knouse thanked families for flexibility. Thanked Dr. Strine for his work, decision making, and leadership.

Mrs. Knavel noted the feedback from SMEA that their leadership feels they are heard.

ADJOURNMENT

Mrs. Sellers made a motion, seconded by Mrs. Knavel, to adjourn the meeting. The meeting adjourned at 9:07 p.m.

Respectfully Submitted,

Cristeen Beck
Board Recording Secretary

