

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

SCHOOL BOARD MEETING MINUTES
September 29, 2021

The South Middleton Board of School Directors met on September 29, 2021. The South Middleton Board of School Directors met in the District Office Board Room. Mr. Greenbaum 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. Brad Group

Mr. William Hartman

Mrs. Stacey Knavel

Mrs. Elizabeth Knouse- Absent

Mrs. Denise MacIvor

Mrs. Elizabeth Meikrantz

Mrs. Bethanne Sellers- Absent

Mr. Jonathan Still

Administrative Staff

Mr. James Estep, Superintendent

Student Representatives

Ajla Salkic- Absent

Jacob Sokolofsky- Absent

Visitors

See Attached

Board Secretary

Cristeen Beck

Solicitor

Gareth Pahowka- Absent

APPROVAL OF AGENDA

Approval of Agenda

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, to approve the agenda of September 29, 2021, with all corrections as indicated.

The motion passed unanimously.

CITIZENS PARTICIPATION (AGENDA ITEMS ONLY) –

Letty McDonough – 1636 Leidigh Drive

Ms. McDonough inquired about timing of the meeting.

Mr. Estep responded that meeting and approval of the candidate is time sensitive.

Ms. McDonough inquired if the job was advertised.

Mr. Estep confirmed it was advertised.

Mrs. McDonough commented that it's hard to hear the meetings when viewing on YouTube.

Itemized Agenda:

Job Description- Assistant Business Manager

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the Assistant Business Manager Job Description.

The motion passed unanimously.

Personnel - Employment- Assistant Business Manager

Mrs. Knavel made a motion, seconded by Mrs. Meikrantz, that the Board approves the employment of Lindsay Kint as Assistant Business Manager- \$71,000/year, anticipated start date 10/18/2021.

Mrs. Meikrantz thanked Mr. Estep for working quickly to get the position filled.

Mrs. MacIvor commented on the timeline of approval and will the candidate to start earlier.

Mrs. Knavel inquired about timeline for new Director of Business.

Mr. Estep responded that November 8 is the start date.

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

Mrs. Knouse-Absent Mr. Greenbaum-Yes

Mrs. Maclvor-Yes Mr. Group-Yes

Mrs. Meikrantz-Yes Mr. Hartman- Yes

Mrs. Sellers-Absent Mrs. Knavel- Yes

Mr. Still- Yes

Yes -7, No -0, Abstentions-0, Absent -2

Mr. Estep commented on plan for start of this position and assistance to new Director of Business.

Mr. Greenbaum inquired about the status of the outside audit.

Mr. Estep responded that its time sensitive and concerned about recent staff changes. AFR may not be finished until December 31 and may require an extension. District need staff working to reconcile financials.

Mrs. Maclvor inquired on the start date of the interim Business Manager and length of time.

Mr. Estep responded he will start tomorrow and is temporary assistance.

Mr. Still inquired about Mr. Estep's concerns with department.

Mr. Estep responded that he is concerned with certain aspects of payroll process, verifying proper payments and getting corrections completed quickly. PSERS reporting process and ensuring checks and balances. Focus on next several months is putting systems into place and continuing functionality.

Mr. Group commented on PSERS changes in recent years and is very complicated for payroll departments.

Mr. Estep confirmed this information and different PSERS classifications.

CITIZENS PARTICIPATION- None

BOARD COMMENTS

Mr. Hartman announced that its Homecoming weekend and Mrs. Boyle's plan for activities for athletes. Grounds team is working on stadium in preparation. Noted that there are 4 class reunions this weekend at local area venues.

ANNOUNCEMENTS/INFORMATION ITEMS

October Board Calendar

October 4, 2021 - Planning/Regular Board Meeting - 7:00 pm

October 18, 2021- Regular Board Meeting - 7:00 pm

October 25, 2021 - Policy Committee Meeting - 6:00 pm

October 25, 2021- Curriculum & Instruction Committee Meeting - 6:00 pm

ADJOURNMENT

Mr. Still made a motion, seconded by Mrs. Knavel, to adjourn the meeting. The meeting adjourned at 7:17 p.m.

Respectfully Submitted,

Cristeen Beck
Board Secretary

Public Attendance

Letty McDonough