

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

**SCHOOL BOARD MEETING MINUTES**  
**November 1, 2021**

The South Middleton Board of School Directors met on November 1, 2021. The South Middleton Board of School Directors met in the District Office Board Room. Mrs. Knouse called the meeting to order at 7:01 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

Mrs. Denise MacIvor  
Mrs. Elizabeth Meikrantz- left at 7:55pm  
Mrs. Bethanne Sellers  
Mr. Jonathan Still- Absent

**Administrative Staff**

Mr. James Estep, Superintendent  
Mrs. Melanie Shaver-Durham, Director of Curriculum/Instruction  
Mr. Alex Smith, Director of Student Services

**Student Representatives**

Ajla Salkic  
Jacob Sokolofsky

**Visitors**

See Attached

**Board Secretary**

Cristeen Beck

**Solicitor**

Gareth Pahowka

Mrs. Knouse announced

## **APPROVAL OF AGENDA AND MINUTES**

### **Approval of Agenda**

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, to approve the agenda of October 18, 2021, with all corrections as indicated.

**The motion passed unanimously.**

### **Approval of Minutes**

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the minutes of the following meeting: 10/18/21– Regular Board Meeting

**The motion passed unanimously.**

**AWARDS AND RECOGNITIONS** – Mr. Estep recognized new staff – Director of Human Resources- Carlesha Halkias and Assistant Business Manager – Lindsay Kint.

Mr. Estep highlighted recent Rotary event where BSHS Anna Book was awarded Student of the Month.

## **CITIZENS PARTICIPATION (AGENDA ITEMS ONLY) –**

Letty McDonough- 1636 Leidigh Drive

Commented on reading list books. Noted that Land of the Cranes may be too much for an eleven-year-old child to read due to political and abuse themes. Difficult topics in books.

**SUPERINTENDENT REPORT-** None

**SUPPORT SERVICES REPORTS-** Mrs. Melanie Shaver-Durham- Director of Curriculum presented on status of curriculum mapping and recent Professional Development.

Mr. Estep commented that he was able to sit in on discussion and writing session and teachers were very engaged.

**DIRECTOR OF BUSINESS AND OPERATIONS-** Mr. Estep reported on business department – beginning of audit with Boyer and Ritter. Ms. Kint has begun improving processes.

**PRESIDENT’S REPORT- None**

**STUDENT REPRESENTATIVE REPORT –**

Ajla Salkic- Student Representative, reported on success of fall sports teams.  
Jake Sokolofsky- Student Representative, shared news about additional athletic wins.

Mr. Greenbaum announced an Executive Session to discuss Personnel held at 6pm prior to meeting.

**Consent Agenda**

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, to approve the Consent Agenda.

**Financial Reports**

That the Board approves payment of General Fund bills represented by check 62004 to check 62038 in the amount of \$499,772.91 as represented in the attached summary.  
That the Board approves payment of Activity Fund bills represented by check 16768 to check 16773 in the amount of \$2,373.40 as represented in the attached summary.  
That the Board approves payment of Athletic Fund bills represented by check 22541 to check 22549 in the amount of \$3,205.62 as represented in the attached summary.  
That the Board approves payment of Cafeteria Fund bills represented by check 7299 in the amount of \$112,636.22 as represented in the attached summary.  
That the Board approves payment of Construction Fund bills represented by check 1302 in the amount of \$5,960.00 as represented in the attached summary.  
No checks disbursed from Capital Reserve Fund during this time period.  
No checks disbursed from Trust Fund during this time period.

**DocuSign Agreement**

That the Board approves the 2021-2022 DocuSign Agreement.

**Personnel- Administration- Resignation**

That the Board approves the resignation of Jessica White – Supervisor of Special Education. The Board reserves the right to hold for 60 days.

**The motion passed unanimously.**

**Itemized Agenda:**

**Personnel - Employment – Crossing Guard**

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz that the Board approves the following Personnel - Employment- Crossing Guard:

- Bailey Smith- \$13.45/hour, anticipated start date – November 8, 2021

**The motion passed unanimously.**

### **Central Office Restructuring Plan**

Mr. Greenbaum made a motion, seconded by Mrs. Meikrantz, that the Board approves the Central Office Restructuring Plan. (See attached)

Mr. Estep noted that he is working to create succession plan and continuity in district. This plan would go into effect on July 1, 2022. The Assistant to the Superintendent position would be created by modifying the Director of Curriculum role.

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

<b>Mrs. Meikrantz-No</b>	<b>Mr. Hartman-Yes</b>
<b>Mrs. Sellers-Yes</b>	<b>Mrs. Knavel-No</b>
<b>Mr. Still-Absent</b>	<b>Mrs. Knouse-Yes</b>
<b>Mr. Greenbaum-Yes</b>	<b>Mrs. MacIvor-Yes</b>
<b>Mr. Group-Yes</b>	

**Yes –6, No –2, Abstentions- 0, Absent -1**

### **Job Description- Assistant to the Superintendent**

Mr. Greenbaum made a motion, seconded by Mrs. Sellers, that the Board approves the Job Description- Assistant to the Superintendent.

Mrs. MacIvor proposed changing the language in the job description about meeting attendance, which was approved by the board. Final language in the job description in the job description was approved to read: *When directed by the Superintendent, may attend regular, committee, and executive sessions of the Board to advise on matters relating to non-instructional services of the district.*

Mr. Group inquired about timing and filling of position.

Mr. Estep responded that the Board has two options – publicly post or have superintendent recruit.

Mrs. Knavel commented she would prefer a public posting.

Mrs. Meikrantz clarified that Board does not typically interview these roles but due to succession plan that would apply

Mrs. Sellers commented that time is of the essence and should work to get in place as soon as possible.

Mr. Estep noted this will allow new Board to select candidate.

Mr. Group commented on also hiring Supervisor of Special Education.  
Mrs. Sellers commented on job market.  
Mr. Estep shared information about less students entering teaching programs.  
Mr. Group inquired about timeline of posting this week.  
Mr. Estep confirmed and will post statewide.  
Mr. Greenbaum inquired about posting and succession plan.  
Mr. Estep responded that the information will be noted in posting, explained difference in Assistant Superintendent- commission officer, contract length vs Assistant to the Superintendent- no required contract.

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

<b>Mrs. Meikrantz-No</b>	<b>Mr. Hartman-Yes</b>
<b>Mrs. Sellers-Yes</b>	<b>Mrs. Knavel-Yes</b>
<b>Mr. Still-Absent</b>	<b>Mrs. Knouse- Yes</b>
<b>Mr. Greenbaum-Yes</b>	<b>Mrs. MacIvor-Yes</b>
<b>Mr. Group-Yes</b>	

**Yes –7, No –1, Abstentions- 0, Absent -1**

**Planning/Discussion- for Approval at 11/15/21 Meeting**

### **Curriculum**

#### **Math Courses**

That the Board approves the following Math Curriculum Maps:

[https://smsd-public.rubiconatlas.org/Atlas/Browse/View/Calendars?BackLink=Atlas\\_Browse\\_View\\_Calendars&Page=1&SubjectFilter%5B%5D=2&NowViewing=Atlas\\_Browse\\_View\\_Calendars](https://smsd-public.rubiconatlas.org/Atlas/Browse/View/Calendars?BackLink=Atlas_Browse_View_Calendars&Page=1&SubjectFilter%5B%5D=2&NowViewing=Atlas_Browse_View_Calendars)

- Algebra II
- Pre-Calculus
- Calculus
- Trigonometry

#### **Resources**

That the Board approves the following curriculum resources:

Link: <https://drive.google.com/drive/folders/1WZRU2EYjVw74NoD-iK6mv9w1uT3LKREU?usp=sharing>

- Inside Out and Back Again -Thanhha Lai
- Before the Ever After -Jacqueline Woodson
- Garvey's Choice - Nikki Grimes
- Land of the Cranes - Aida Salazar
- Other Words for Home - Jasmine Warga
- The Crossover - Kwame Alexander
- Newslit Checkology

### **Policies- First Reading**

Mr. Group commented on policies and follow up at last committee meeting.

Mr. Hartman suggested that Mr. Group and administration reach out to Mrs. Boyle about athletic tutoring. Mr. Group commented it may be in athletic policy.

### **First Reading- Policy 111 - Lesson Plans**

That the Board approves the First Reading of revised Policy 111- Lesson Plans.

(Includes PSBA updates to language and revised Job Titles)

### **First Reading- Policy 112 - School Counseling**

That the Board approves the First Reading of revised Policy 112- School Counseling.

(Revised language and title change)

### **First Reading- Policy 113.3 - Screening and Evaluations for Students with Disabilities**

That the Board approves the First Reading of revised Policy 113.3 - Screening and Evaluations for Students with Disabilities.

(Revised legal language)

### **First Reading- Policy 116- Tutoring**

That the Board approves the First Reading of revised Policy 116- Tutoring.

(Updated language and removed home education section)

### **First Reading- Policy 916- Volunteers**

That the Board approves the First Reading of revised Policy 916- Volunteers.

(Updated definition of Volunteers to include additional roles and clearances)

### **GSA Club Activity Account**

That the Board approves the establishment of a high school student activity account for the Boiling Springs High School. The By-Laws are attached.

Mr. Estep commented that this club has been in existence for several years and need to set up an account. Mr. Estep noted that this is the Gay-Straight Alliance Club.

### **Revised 2022-2023 Calendar**

That the Board approves the revised 2022-2023 School Calendar.

Mr. Estep noted there are added built in inclement weather days.

Mrs. Knavel thanked Mr. Estep for being responsive to parents and including snow days.

### **School Psychologist Intern for 2022-2023 School Year**

That the Board authorizes the Administration to proceed with advertising for a school psychologist intern for the 2022-2023 school year.

## **Committee Reports**

**Policy Committee- Mr. Group** – Shared report on committee meeting- Policy 910 will be reviewed by Mr. Estep. Committee made updates on Policy 916 and defining volunteer.

Mrs. Knavel commented on job title changes in several policies.

Mrs. MacIvor commented in agreement with Mrs. Knavel and had noted including several job titles in policy language.

**Curriculum & Instruction Committee- Mrs. Sellers-** Shared that Mr. Beardmore attended committee meeting and provided information about AP courses. Mrs. Sellers noted there was a public comment question on where to locate course guide which was answered. The ELA resources listed on agenda are choice novels that students may choose. Recognized Mrs. Shaver-Durham's effort in bringing forth resources for approval.

## **Advisory Committee Reports**

**Cumberland Perry Area Career & Technical Center – Mr. Greenbaum** – Reported on recent CTC meeting – discussed budget. New representative from new Board will need to be appointed as soon as possible.

Mrs. Knouse commented on Open House later this week at CTC.  
Mr. Greenbaum highlighted new health occupations wing.

**PSBA Legislative Report – Mr. Still** – Mrs. Knouse noted that Mr. Still is absent but highlighted the PA Schools Work document.

**South Middleton Township- Mrs. MacIvor** – Met with Mr. Estep, Cory Adams- township manager, and Shelly Capozzi- township board member last week. Discussed continued cooperation between district and township. Thanked Mr. Estep.

**South Middleton Parks and Recreation- Mr. Greenbaum** – Were not able to hold meeting last week due to parade.

**Bubbler Foundation- Mrs. Meikrantz** – No Report

Mr. Estep requested that Jake and AJ collaborate with Mr. Hain on dress code and potential changes for fall 2022.

## **BOARD COMMENTS**

Mr. Greenbaum thanked all candidates running for school board- allows you to see how things work.

Mr. Hartman thanked fall sports parents – allows students to be successful. Highlighted successful Halloween parade. On November 11 Interact Club will host Veteran's Day breakfast. Noted that tomorrow is Election Day and urges everyone to vote.

Mr. Estep shared update to Board on correcting recent payroll concerns.

## **CITIZENS PARTICIPATION-**

Katrina Scavone- 13 Meadowood Place

Commented on 6<sup>th</sup> grade book list and noted that last year there were no parental consent forms. Inquired about PSBA dues after withdrawing from NSBA.

Julie White- 307 Forge Road Rear

Thanked for use of livestream. Commented on recent Policy Committee meeting.

Commented on book list – need more parent involvement. Inquired about public review of textbooks prior to purchase.

Letty McDonough- 1636 Leidigh Drive

Commented on book list and concerns with political bias. Encouraged parents to read these books.

Joy Bowman – 46 South Pin Oak Drive

Commented on finding curriculum on website. Question about finding curriculum resources.



Mrs. Sellers responded that she or Mrs. Shaver-Durham will follow up on that question.

**ANNOUNCEMENTS/INFORMATION ITEMS**

**Board Calendar November 2021**

Safety & Security Committee Meeting- November 10, 2021 - 6:00 pm

Planning/Regular Board Meeting- November 15, 2021 - 7:00 pm

Facilities Committee Meeting - November 18, 2021 - 6:00 pm

**Enrollment Report**

**ADJOURNMENT**

Mrs. Knavel made a motion, seconded by Mrs. Sellers, to adjourn the meeting. The meeting adjourned at 8:19 p.m.

Respectfully Submitted,

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Cristeen Beck  
Board Secretary

Public Attendance

Tanya Morret

Mackenzie Morret

Julie White

Letty McDonough

Terry McDonough

Joy Bowman

Rodney Wagner

Katrina Scavone

Jacob Pierce