

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

**SCHOOL BOARD MEETING MINUTES
May 2, 2022**

The South Middleton Board of School Directors met on May 2, 2022. The South Middleton Board of School Directors met in the District Office Board Room. Mr. Group 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. Eric Berry- Absent
Mr. Terry Draper
Mr. Brad Group
Mr. William Hartman- Absent
Mr. Tony Lucido

Mrs. Robin Scherer
Mrs. Bethanne Sellers
Mrs. Shannon Snyder
Mr. Rodney Wagner

Administrative Staff

Mr. James Estep, Superintendent
Dr. Kevin O'Donnell, Assistant to the Superintendent
Mrs. Tina Darchicourt, Director of Business & Operations
Mr. Alex Smith, Director of Student Services
Mr. Brian Ronan, Director of Technology

Student Representatives

Ajla Salkic- Absent
Jacob Sokolofsky

Visitors

See Attached

Board Secretary

Cristeen Beck

Solicitor

Gareth Pahowka

APPROVAL OF AGENDA AND MINUTES

Approval of Agenda

Mrs. Sellers made a motion, seconded by Mrs. Snyder, to approve the agenda of May 2, 2022, with all correction as indicated.

The motion passed unanimously.

Approval of Minutes

Mrs. Snyder made a motion, seconded by Mrs. Sellers, that the Board approves the minutes of the following meeting:

04/19/2022 – Regular Board Meeting.

The motion passed unanimously.

AWARDS AND RECOGNITIONS – Mr. Yinger and Mr. Estep recognized two students-juniors Claire Heller and Conner Dieck who were awarded at the All-State Music Festival. Both students showcased their hard work and commitment to music.

Connor Dieck spoke about his experience at the competition. Claire Heller noted she is thankful for the opportunity. Mr. Estep presented certificates of excellence to the students.

Mr. Yinger noted several Bubbler alumni that are now music directors in other PA school districts.

Mr. Draper commented on various awards on music uniforms and congratulated students.

Mrs. Sellers commented on impressive music alumni.

Mr. Group noted great balance of extra-curricular activities in district.

Mr. Estep recognized middle and high school students and advisors who attended the TSA state conference.

CITIZENS PARTICIPATION (AGENDA ITEMS ONLY) – None

SUPERINTENDENT REPORT-

Mr. Estep provided information on recent issue with supplemental resource posted in google classroom. Noted that faculty has been advised to use Board approved content and outlined process for resource approvals through administration and Curriculum Committee. Mr. Estep commented on effort for transparency and highlighted teacher effort to enhance learning.

Mr. Estep welcomed Dr. O'Donnell and commented on work done so far. Dr. O'Donnell thanked Mr. Estep and outlined plan to meet with staff and visit classrooms.

DIRECTOR OF BUSINESS & OPERATIONS REPORT- Mrs. Darchicourt provided information about recommended rate change for ESS SMSD retirees. Plan will be to monitor for upcoming school year. District was awarded \$44,931.97 for Supply Chain Assistance funds. Noted 22-23 property tax reduction allocation from PDE of \$678,639.60 which is an increase of \$140,132.64 from last year. This affects taxpayers who receive the homestead/farmstead approval. District will receive \$129,466 in contingency funds thanks to Supervisor of Special Education Jen Chamberlin for working on that application. Mr. Estep thanked Jen Chamberlin for her work.

PRESIDENT'S REPORT- Mr. Group announced Executive Session for Personnel immediately following the meeting. Noted that this is National Teachers Week and recognized teachers for their hard work in the classroom. Encouraged support for teachers.

STUDENT REPRESENTATIVE REPORT –

Jake Sokolofsky- Student Representative, congratulated Connor and Claire for their music achievements and the TSA students. Noted that AP exams are being held this week. Prom is coming up soon and court is finalized. Highlighted spring sports. Mrs. Sellers noted concern with prom venue and limit of tickets. Dr. Hain is able to assist with anyone who was not able to purchase a ticket.

Consent Agenda

Mrs. Sellers made a motion, seconded by Mrs. Snyder to approve the Consent Agenda.

Mr. Draper inquired about the Employee Agreement and rectifying past issue. Mr. Estep noted it's been resolved since his arrival. Mrs. Sellers commented on recent inclusion of nurses into collective bargaining agreement.

Mr. Wagner inquired about recruiting for substitutes. Mr. Estep commented on several administrators attending a recruitment fair at Millersville. Also noted possible job fairs in future and that most districts are facing this issue. Mr. Wagner encouraged looking into community for substitutes.

Financial Reports

1. That the Board approves payment of General Fund bills processed from April 20, 2022 through April 29, 2022.
2. That the Board approves payment of General Fund bills processed May 02, 2022.
3. That the Board approves payment of Activity Fund bills processed from April 13, 2022 through April 26, 2022.
4. That the Board approves payment of Athletic Fund bills processed from April 13, 2022 through April 26, 2022.
5. That the Board approves payment of Cafeteria Fund bills processed from April 13, 2022 through April 26, 2022.
6. No payments were disbursed from Construction Fund from April 13, 2022 through April 26, 2022.
7. No payments were disbursed from Capital Reserve from April 13, 2022 through April 26, 2022.
8. No payments were disbursed from Trust Fund from April 13, 2022 through April 26, 2022.

Policies

Second/Final Reading- Retire- Policy 122.2 - Random Drug Testing

That the Board approves retiring Policy 122.2 - Random Drug Testing.

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

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

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

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

Second/Final Reading - Revised Policy 124- Summer School

That the Board approves revised Policy 124- Summer School.

Second/Final Reading- Revised Policy 125- Adult Education

That the Board approves revised Policy 125- Adult Education.

Second/Final Reading- Revised Policy 126- Class Size

That the Board approves revised Policy 126- Class Size.

Second/Final Reading- Revised Policy 130- Homework

That the Board approves revised Policy 130- Homework.

Second/Final Reading- Adoption of Policy 011- Principles for Governance and Leadership

That the Board approves the adoption of Policy 011- Principles for Governance and Leadership.

Rescind Approval of Position Change

That the Board rescinds the approval of Diane Clugh's position change from Administrative Assistant to YBMS Principal to High School Counseling Administrative Assistant (replacing Laurie Strayer)- no salary change. Mrs. Clugh will remain in her current role.

Employee Agreement

That the Board approves the attached Employee Agreement.

ESS Rate Change for SMSD Retirees

That the Board approves the recommendation to increase the daily rate by \$25.00/day for SMSD retirees providing substitute teaching services through ESS. The district will work with ESS to implement this change.

The motion passed unanimously.

Itemized Agenda: No Items

Planning/Discussion- for Approval at 05/16/2022 Meeting

Care Solace Agreement

That the Board approves the Care Solace Agreement.

Mrs. Snyder inquired about website and HIPAA compliance.

Mr. Smith responded with information about referral process and noted that progress notes are not included. Students are not named during process.

Mrs. Snyder inquired about provider selection.

Mr. Smith confirmed that providers are required to have active licenses.

Mrs. Snyder inquired about district contact.

Mr. Smith responded he will be head contact and other contacts would be student assistance team trained staff.

Mr. Group inquired about Ms. Romano and past work with provider.

Mr. Smith confirmed her agreement and other colleagues have worked with this service with positive results.

Mr. Group inquired about referral process.

Mr. Smith responded that this would help expedite referral process.

Mr. Wagner inquired about monitoring.

Mr. Smith noted that website will have data and ability to measure success.

2022-2023 CAIU Special Education Services Agreement

That the Board approves the 2022-2023 CAIU Special Education Services Agreement.

Mr. Draper inquired if regular contract.

Mr. Estep noted it's for student with high needs.

2022-2023 Therabilities Agreements

That the Board approves the 2022-2023 Therabilities Agreements.

Mrs. Sellers inquired about speech language contract and end date.

Mr. Smith responded that extended school year will be taken into consideration if any students need that service. Confirmed this service for certain classrooms and is in addition to SMSD speech/language teachers.

Job Description- Administrative Assistant to the Assistant to the Superintendent

That the Board approves the Job Description- Administrative Assistant to the Assistant to the Superintendent.

Mrs. Sellers inquired about hours outside of normal school day.

Mr. Estep noted it would be provided during normal school hours and would be hourly employee.

Mrs. Sellers commented on concern with hours for data management and reporting.

Mr. Estep responded with explanation for division of duties.

Gavin Agreement

That the Board approves the Gavin Agreement.

Mr. Estep shared information on marketing/branding, possibility of creating video but will not be using website ADA monitoring.

Mrs. Sellers inquired about retainer.

Mr. Estep confirmed retainer fee and shared his vision on potential for marketing.

Committee Reports

Athletics & Student Activities- Report at May 16 meeting

Advisory Reports

Bubbler Foundation- Mr. Group: Noted two upcoming events- annual dinner and fundraising event at Foundry Day.

CPACTC- Mr. Draper: Community Day Project Sale will be held on May 14. Upcoming breakfast and tour for school directors.

PSBA- Mr. Berry: Absent/No Report

South Middleton Township- Mr. Wagner: Township approved update to Comprehensive Plan. Hearings on Georgetown Development have been postponed.

South Middleton Parks & Rec- Mr. Lucido: No Report

BOARD COMMENTS-

Mr. Wagner noted positive experience in speaking with community members and pride of school district and community.

Mr. Draper recognized Athletic Director and focus on leadership and service. Kudos to students and highlighted Teacher Appreciation Week.

Mrs. Sellers congratulated Connor and Claire on their achievements. Thanked teachers and thanked administration for answering questions this evening. Welcomed Dr. O'Donnell.

Mrs. Snyder thanked Mr. Estep for openness on supplemental resources.

CITIZENS PARTICIPATION-

Dave Yinger – 421 Glenn Ave

Thanked Mr. Group for his words about Teacher Appreciation Week.

ANNOUNCEMENTS/INFORMATION ITEMS

Board Calendar – May 2022

Curriculum & Instruction Committee Meeting- Monday, May 9, 2022- 6:00 pm

Regular Board Meeting- Monday, May 16, 2022- 7:00 pm

Safety & Security Committee Meeting- Monday, May 23, 2022- 6:00 pm

Policy Committee Meeting- Tuesday, May 24, 2022- 6:00 pm

Enrollment Report


Informational- FMLA

Erin Rech - Counselor at Rice- May 14, 2022-June 6, 2022, and August 22, 2022-
October 10, 2022.

ADJOURNMENT

Mrs. Sellers made a motion, seconded by Mrs. Scherer, to adjourn the meeting. The meeting adjourned at 8:08 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cristeen Beck". The signature is written in black ink and is positioned above a horizontal line.

Cristeen Beck
Board Secretary

Public Attendance

Kristen Dieck

Craig Dieck

Letty McDonough

Kimberly Ronan

Joy Bowman

Jamie Berrier

Anna Foster

Julie White

Dean Clepper

Andrew Fisher

Sandy Clouser