

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

**SCHOOL BOARD MEETING MINUTES  
September 19, 2022**

The South Middleton Board of School Directors met on September 19, 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  
Mr. Jim Decker  
Mr. Terry Draper  
Mr. Brad Group  
Mr. Brandon Hall

Mr. Tony Lucido  
Mrs. Robin Scherer  
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. Brian Ronan, Director of Technology

**Student Representatives**

Jacob Sokolofsky  
Olivia Morgan

**Visitors**

See Attached

**Board Secretary**

Cristeen Beck

**Solicitor**

Gareth Pahowka- Absent

**APPROVAL OF AGENDA AND MINUTES**

**Approval of Agenda**

Mrs. Snyder made a motion, seconded by Mr. Lucido, to approve the agenda of September 19, 2022, with all correction as indicated.

**The motion passed unanimously.**

**Approval of Minutes**

Mrs. Snyder made a motion, seconded by Mr. Berry, that the Board approves the minutes of the following meetings:

Planning/Regular Board Meeting-September 6, 2022

**The motion passed unanimously.**

**AWARDS AND RECOGNITIONS – None**

**CITIZENS PARTICIPATION (AGENDA ITEMS ONLY) – None**

**SUPERINTENDENT REPORT-** Mr. Estep outlined the upcoming board meeting presentations and noted plan to have McClure present at the October 17 meeting and Brad Remig from PFM at the November 14 meeting.

Mr. Draper inquired about process.

Mr. Estep responded that handouts on facility items would be provided to the board, noted that HVAC project at YBMS and BSHS projects estimated at around 9.9 million and that Brad Remig can present financing options.

**ASSISTANT TO THE SUPERINTENDENT REPORT-** Dr. O'Donnell congratulated girls golf team on qualifying for districts. Dr. O'Donnell commented on change from Pennsylvania Department of Education on teacher certification requirement. Information on testing will be provided at October 3 meeting.

**DIRECTOR OF BUSINESS & OPERATIONS REPORT-** Mrs. Darchicourt noted that beginning October 1, 2022, breakfast will be free for all students through state program.

Mr. Hall inquired about audit status.

Mrs. Darchicourt responded that auditors are continuing work and plan to present at first meeting in December.

**PRESIDENT'S REPORT- None**

**STUDENT REPRESENTATIVES REPORT-**

Jake Sokolofsky, Student Representative- shared report on upcoming homecoming activities, gold-out games, and fall play auditions.

Olivia Morgan, Student Representative- provided report on fall athletics.

**Consent Agenda**

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

**Financial Reports**

1. That the Board approves payment of General Fund bills processed from September 07, 2022 through September 16, 2022.
2. That the Board approves payment of General Fund bills processed September 19, 2022.
3. That the Board approves payment of Activity Fund bills processed from September 01, 2022 through September 14, 2022.
4. That the Board approves payment of Athletic Fund bills processed from September 01, 2022 through September 14, 2022.
5. No payments were disbursed from Cafeteria Fund from September 01, 2022 through September 14, 2022.
6. No payments are scheduled for disbursement from GO Bonds for September 19, 2022.
7. No payments were disbursed from Construction Fund from September 01, 2022 through September 14, 2022.
8. No payments were disbursed from Capital Reserve from September 01, 2022 through September 14, 2022.
9. That the Board approves payment of Trust Fund bills processed from September 01, 2022 through September 14, 2022.
10. That the Board approves Procurement Card transactions from July 26, 2022 through August 25, 2022.
11. That the Board approves the Treasurer's Report from August 2022.
12. That the Board approves the 2022-23 Financial Report through August 2022.

**Personnel- Professional- Employment**

That the Board approves the following Personnel- Professional- Employment:

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- Misty Weaver - Counselor at BSHS (replacing Emma Mummert) effective October 3, 2022, Salary Master's Step 1 - \$54,139.00
  - Education: Bachelors and Master's- Shippensburg University
  - Experience: N/A

### **Personnel- Support Staff- Employment**

That the Board approves the following Personnel-Support Staff-Employment:

- Adam Clugh - IT Technician (replacing Levi Potteiger) effective September 26, 2022, pay rate \$21.75/hour

### **Personnel- Resignations**

That the Board approves the following Personnel- Resignations:

- Barbara Kuhns - PT Administrative Assistant to Building & Grounds Supervisor, effective September 14, 2022
- Sierra Sizer - 4th Grade Teacher (K. Showers replacement, was to start 9/26/22), resigned prior to starting position.

### **Personnel- Extra Duty- Homework Help**

That the Board approves the following Personnel- Extra Duty- Homework Help:

- Heather Kuffa
- Marilyn Julius
- Kristine Kline
- Kara Dayhoff

(Pay rate for Homework Help staff is \$40.00/hour)

### **Personnel- Extra Duty - Detention Monitors**

That the Board approves the following Personnel- Extra Duty- Detention Monitors:

- Kristine Kline
- Andrew Wehner

(Pay rate for Detention Monitor staff is \$22.00/hour)

**The motion passed unanimously.**

**Itemized Agenda:**

Mr. Draper made a motion, seconded by Mr. Lucido to move PSBA agenda items in block vote.

**PSBA Officer Elections**

That the Board approves the following PSBA Officer Elections as listed:  
<https://www.psba.org/psba-officer-elections/>

**2023 President-Elect (one-year term)**

- Michael Gossert\*, Cumberland Valley School District

**2023 Vice President (one-year term)**

- Allison Mathis\*, North Hills School District

**2023-2025 Central Zone Representative (three-year term)**

- Julie Preston, Northern Tioga School District

**2023-2024 Section C1 Advisor (two-year term)**

- Thomas Kerek, Kane Area School District

**2023-2024 Section E2 Advisor (two-year term)**

- Karen Beck Pooley\*, Bethlehem Area School District

**2023-2024 Section E4 Advisor (two-year term)**

- Amy Goldman\*, Radnor Township School District

\*Any slated candidate that demonstrates exceptional leadership at the local and state level shall be considered for “endorsement” by the Nominating Committee and the determination shall be noted on the slate of candidates. (PSBA Bylaws, Section 300 – Policy 303)

**PSBA Insurance Trustees**

**Trustee (term ends Dec. 31, 2025) – Includes two candidates (three-year term)**  
*Choose up to two candidates for a three-year term.*

- Kathy K. Swope
- Roberta M. Marcus

**The motion passed unanimously.**

**Banner Sponsorship**

Mr. Wagner made a motion, seconded by Mr. Berry that the Board approves the Banner Sponsorship, in accordance with Policy #714.

**The motion passed unanimously.**

**Request for Qualifications**

Mr. Wagner made a motion, seconded by Mrs. Snyder that the Board recommends approval to seek Guaranteed Energy Savings Act (GESA) request for proposals, pending Solicitor review and approval.

Mr. Estep noted that this does not commit board to any specific project at this time.

Mr. Draper inquired about scope of project.

Mr. Estep discussed potential areas in which energy savings may occur.

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

**Mr. Decker-Yes**

**Mrs. Scherer- Yes**

**Mr. Draper-Yes**

**Mrs. Snyder- Yes**

**Mr. Group- Yes**

**Mr. Wagner- Yes**

**Mr. Hall- Yes**

**Mr. Berry- Yes**

**Mr. Lucido- Yes**

**Yes-9, No-0, Abstentions-0, Absent –0**

**Committee Reports**

**Facilities Committee- Mrs. Scherer:** Provided report on recent meeting and discussion of McClure report, summer building projects, and banner sponsorships. Mrs. Scherer noted discussion on aging vehicle fleet and procurement of vehicle.

**BOARD COMMENTS-**

Mr. Wagner commented on student events on campus and teacher recognition evenings at sporting events.

Mr. Hall welcomed Mr. Decker to board. Congratulated girls golf team and highlighted Bubble-Thon.

Mrs. Scherer welcomed Mr. Decker and noted enjoyment with sporting events.

Mr. Decker thanked board for opportunity to serve.

Mr. Draper commented on recent visit to teacher Amber Stewart's class and classroom activities. Highlighted that new classroom equipment was funded by grants written by her and students.

Mr. Group noted upcoming changes with committees and to notify him of preferences prior to reorganization meeting. Welcomed Mr. Decker.

### **CITIZENS PARTICIPATION-**

Anna Foster – 120 Spring Farm Circle  
Commented on board member appointment.

### **ANNOUNCEMENTS/INFORMATION ITEMS**

#### **Board Calendar – October 2022**

Planning/Regular Board Meeting- Monday, October 3, 2022- 7:00 PM

Technology Committee Meeting- Tuesday, October 4, 2022- 6:00 PM\*\*

Policy Committee Meeting- Monday, October 10, 2022 - 6:00 PM

Regular Board Meeting- Monday, October 17, 2022- 7:00 PM

Athletics & Student Activities Committee Meeting- Monday, October 24, 2022- 6:00 PM

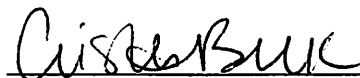
\*\*Rescheduled from 9/26/22

#### **Enrollment Report**

### **ADJOURNMENT**

Mrs. Snyder made a motion, seconded by Mr. Berry, to adjourn the meeting. The meeting adjourned at 7:27 p.m.

Respectfully Submitted,



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Cristeen Beck  
Board Secretary

**Public Attendance**

Kimberley Ronan

Anna Foster

Tina Gutshall

Dean Clepper

Vicki Clepper