

**SOUTH MIDDLETON SCHOOL DISTRICT  
4 Forge Road, Boiling Springs, PA 17007**

**SCHOOL BOARD MEETING MINUTES  
September 6, 2016**

The South Middleton Board of School Directors met on September 6, 2016, in the Boiling Springs High School Cafeteria for a Regular School Board Meeting. The President, Mr. Michael Berk, called the meeting to order at 7:05 p.m.

**ROLL CALL**

The Secretary called the roll with all members present except as designated:

**School Directors**

Mr. Steven Bear	Mr. Christopher Morgan
Mr. Michael Berk	Mr. Randy Varner
Mrs. Stacey Knavel - Absent	Mr. Robert Winters
Mrs. Elizabeth Meikrantz	Mr. Scott Witwer
Mr. Thomas Merlie	

**Administrative Staff**

Dr. Alan Moyer, Superintendent	Dr. Joseph Mancuso, Asst. Super.
David Bitner, Asst. Prin. – YBMS -	David Boley, Principal – Rice
Connie Connolly, Dir. Spec. Ed.	Mark Correll, Asst. Prin. – BSHS
Patrick Dieter, Athletic Dir. - Absent	Andrew Glantz, Direct. Buildings/Grounds
Joel Hain, Prin. – BSHS	Chris Monasmith, Network Admin. - Absent
Trisha Reed, Principal – IFEC	Kim Spisak, Asst. Prin. – Rice - Absent
Nicole Weber, Asst. Bus. Mgr. - Absent	Dr. Jesse White, Prin. – YBMS
Sharonn Williams, Dir of Tech Inst.	

**Student Representatives**

Elaina M. Clancy  
William T. Webber

**Visitors**

See attachment to the minutes.

**Board Secretary**

Matthew Ulmer

**Solicitor**

Gareth Pahowka - Absent

**INTRODUCTIONS AND RECOGNITION**

Elaina M. Clancy, Student Representative to the Board, was introduced and recognized by Mr. Hain, Principal of BSHS.

**CITIZENS PARTICIPATION**

Mr. James Crowther addressed the Board regarding the village of Boiling Springs and transportation to school.

**ACCEPTANCE OF MINUTES**

Mr. Merlie made a motion, seconded by Mrs. Meikrantz, that the Board approves the minutes from the following meeting:

-8/15/16 – Regular Board Meeting

**The motion passed unanimously.**

**FINANCIAL REPORT**

Mr. Bear made a motion, seconded by Mr. Merlie, that the Board approves the financial reports as listed:

The Board approved payment of General Fund bills represented by checks #54196 to #54206 in the amount of \$35,715.64; and direct deposits represented by PYRL826 and PYRL0812 in the amount of 1,053,257.66 represented in attached summary.

The Board approved payment of Activity Fund bills represented by checks #15390 to #15396 in the amount of \$2,582.00 represented in the attached summary.

The Board approved payment of Cafeteria Fund bills represented by checks #6967 to #6968 in the amount of \$3,814.05 represented in the attached summary.

The Board approved payment of Capital Reserve Fund bills represented by check #22366 in the amount of \$7,615.00 represented in the attached summary.

The Board approved payment of Construction Fund bills represented by checks #102 to #112 and #1202 to #1209 in the amount of \$1,193,767.87 represented in the attached summary.

The Board approved payment of Athletic Fund bills represented by checks #19687 to #19714 in the amount of \$5,743.37 represented in the attached summary.

The Board approved payment of procurement card transactions for July 2016 in the amount of \$33,143.13 represented in the attached summary.

**The motion passed unanimously, with Mr. Varner abstaining.**

**REPORTS OF THE SUPERINTENDENT, ASSISTANT SUPERINTENDENT, BUSINESS MANAGER, ADMINISTRATORS, STUDENT REPRESENTATIVES**

William Webber, Student Representative to the Board, reported that the first day of school went well, and he would have a more detailed report at the next meeting since today was just the start of the school year.

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Elaina Clancy, Student Representative to the Board, reported that she was happy to be here, and she spoke about the internship program that some students completed this summer, assisting with laptops, etc.

Dr. Moyer, Superintendent, reported that the first day of school went very well, and he also reported on the week of in-service activities that professional staff had prior to the start of school. He also spoke about the upcoming Jr. Achievement program scheduled for 9/23/16, and the need for volunteers. He also reported on the recent program held at the BSHS regarding the drug addiction problem throughout the Cumberland County.

Dr. Mancuso spoke about the new teacher induction days, and this year new teachers concentrated on the initiatives that the District is working on as well as technology training and integrating technology into the classroom.

Mr. Ulmer reported on the State audit, and this year SMSD will only have a limited engagement review. Also, preparations are underway for the local audit that will be starting in September. Matt is working on a timeline for the district regarding the Act 1 timeline for 2017-2018 budget.

### **NOTICES AND COMMUNICATIONS - None**

### **BOARD COMMITTEE REPORTS**

#### **Education Committee**

Mrs. Meikrantz reported that the Education Committee met earlier this evening and reviewed the following items:

- Enrollment for 16-17
- 2016-2017 Instructional Focus Areas
- PDE Act 1 Report – Graduation Requirements
- ESL Results

#### **Facilities Committee**

Mr. Merlie reported that the Facilities Committee met earlier this evening and reviewed following

- IFES Renovations/Additions Project Update
- Change Orders for IFES Project (if needed)
- Rice Renovations Update
- Capital Improvement List & Phase III Project for Approval

### **TOPIC DISCUSSION**

Mr. Mark Correll, Assistant Principal at the Boiling Springs High School, and Mr. David Bitner, Assistance Principal at the Yellow Breeches Middle School, reported on the Pennsylvania Youth Survey.

### **NEW BUSINESS**

Mr. Merlie made a motion, seconded by Mrs. Meikrantz, that the Board approves the agenda of the September 6, 2016, with all corrections as indicated. **The motion passed unanimously.**

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Mr. Merlie made a motion, seconded by Mr. Winters, that the Board approves the following in a block motion:

### **Personnel**

#### **Employment - Professional Staff**

The Board employed the following long-term professional staff for the 2016-2017 school year:

Name: Trisha L. Ceperich  
Position: Long-term 4th Grade Teacher - IFES - (Replacing Christa Souder) - From 8/22/16 through end of the 2016-2017 school year  
Salary: Bachelor's, Step 1 - \$45,161  
Starting Date: 8/22/16

The Board employed the following short-term professional staff for the 2016-2017 school year:

Name: Sara C. Benson  
Position - Short-Term Music Teacher (Replacing Robert Bennett)  
Salary: Master's, Step 1 - \$48,111 (pro-rated)  
Starting Date: From 9/1/16 through 10/28/16

The Board employed the following professional staff for the 2016-2017 school year:

Lisa N. Kuhns  
Position: 4th Grade Teacher, IFES (Replacing Bridgette Wickard)  
Salary: Bachelor's, Step 3, \$45,547 (pro-rated)  
Starting Date: 9/6/16

Kelsey R. Shanabrook  
Position: Third Grade Teacher, - Rice Elementary School  
Starting Date: 8/22/16  
Salary: Bachelor's, Step 2 - \$45,354

Kaitlin J. Smith  
Position: Third Grade Teacher, - Rice Elementary School  
Salary: Bachelor's, Step 2 - \$45,354  
Starting Date: 8/22/16

Name: Jason L. Roach  
Salary: Master's, Step 8, \$49,976 (pro-rated)  
Position: Music Teacher - YBMS - (Replacing Robert Bennett)  
Starting Date: Approximately 11/7/16

#### **Personnel - Employment - Classified Staff**

The Board employed the following classified staff for the 2016-2017 school year:

Name: Rebecca L. Metzger  
Position: Cafeteria Monitor - 3 hrs. day/180 days yr. - Rice - (Replacing Robin Biggs)  
Salary: \$10.80/hr.

Name: Tina L. Runk  
Position: Cafeteria Monitor - 3 hrs. day/180 days yr. - Rice - (Replacing Julie Starner)

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Name: Krista M. Henry

Position: Full-time Special Education Aide - BSHS - Multiabilities classroom (replacing Lori Hockenberry) - 182 days/7.5 hrs/day

Salary: \$12.00/hr.

### **Classified - Resignation**

The Board accepted the resignation of Stacey Plante from the position of cafeteria monitor at the Rice Elementary School, effective immediately.

**The motion passed unanimously.**

### **PLANNING/DISCUSSION: REGULAR BOARD MEETING – 9/19/16**

The following items were discussed as items for approval at the September 19, 2016, meeting:

#### **-PSBA Officers - Electronic Ballot - 2017 PSBA Officers and PSBA Insurance Trust**

#### **-Policies - Second Reading (Final)**

- Policy #823 - Naloxone
- Policy #909 - Municipal Government Relations
- Policy #910 - Community Engagement
- Policy #911 - News Media Relations
- Policy #912 - Relations with Other Educational Institutions
- Policy #912.1 - Harrisburg Area Community College
- Policy #913 - Non-School Organizations/Groups/Individuals
- Policy #914 - Relations with Intermediate Units
- Policy #917 - Parent/Family Involvement
- Policy #919 - District/School Report Cards

#### **-Policies - First Reading**

- Policy #626 - Federal Fiscal Compliance
- Policy #626.1 - Travel Reimbursement
- Policy #808 - Food Services
- Policy #827 - Conflict of Interest
- Policy #103 - Nondiscrimination
- Policy #248 - Unlawful Harassment
- Policy #701 - Facilities Planning
- Policy #703 - Sanitary Management
- Policy #705 - Safety
- Policy #706 - Property Records
- Policy #710 - Use of Facilities by Staff
- Policy #715 - Use of Fax Machines - Recommend Deletion of Policy

#### **MH.IDD - Annual Letter of Agreement**

That the Board approves the annual Letter of Agreement for the 2016-2017 school year with the Cumberland-Perry Mental Health, Intellectual & Developmental Disabilities (MH.IDD) to provide CASSP Elementary School-Based Program to children and families of the South Middleton School District. There is no cost to the district for this service.

### **Personnel**

#### **Professional**

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### **Employment**

- Mentor Teachers
- Extra Duty, Athletic Positions
- Department Chairs

### **Childrearing Leave**

- Lauren Sadler - Kindergarten - Rice Elementary - From approximately 12/18/16 through end of the 2016-2017 school year
- Jalana Firestone - Family/Consumer Science - YBMS - From approximately 12/13/16 for 12 weeks

### **Resignations**

- Kyle Dayhoff - Assistant Wrestling Coach - Effective Immediately

### **Retirement**

- Sandy Slifko - Guidance Counselor - BSHS - Effective 10/7/16

### **Classified**

#### **Change of rate:**

- Substitute Nursing Pay Rate - \$16.00/hr. (\$112.00/day - 7.5 hrs. - not paid for lunch of 1/2 hr.)

### **Employment**

- Cafeteria Monitor
- Substitute classroom aide
- Additional aides for the Multiabilities classroom

**The motion passed unanimously.**

**CITIZENS PARTICIPATION - None**

## **ADVISORY COMMITTEE REPORT**

### **Cumberland-Perry Vocational Technical School – Mr. Winters**

Mr. Winters reported that the minutes from the 8/22/16 meeting are on the website and can be viewed there. Graphics communication course was not dropped.

### **PSBA Legislative Report – Mr. Merlie**

- No Report

### **South Middleton Township – Mr. Varner**

Mr. Varner reported that he did not have any further information about the Zion Road project. He also noted that Comcast Cable is negotiating the franchise with the township. A public access channel is available.

### **South Middleton Parks & Recreation – Mr. Morgan**

- No Report.

**Bubbler Foundation – Mrs. Meikrantz**

Mrs. Meikrantz reported on the success of the First Annual Bubbler Foundation Festival and on the upcoming Bubbler Foundation Golf Tournament, scheduled for September 16<sup>th</sup>.

**ANNOUNCEMENTS & INFORMATION ITEMS – None**

**ADJOURNMENT**

Mr. Merlie made a motion, seconded by Mrs. Meikrantz, to adjourn the regular meeting at 8:32 p.m. **The motion passed unanimously**

Respectfully Submitted,

Matthew Ulmer  
Board Secretary