

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

**SCHOOL BOARD MEETING MINUTES
December 3, 2013**

The South Middleton Board of School Directors met on December 3, 2013, in the Board Room of the Iron Forge Educational Center for a Regular School Board Meeting. The President, Mr. Thomas Merlie, called the meeting to order at 7:15 p.m.

ROLL CALL

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

School Directors

Mr. Steven Bear
Mr. Michael Berk
Mrs. Shelly Capozzi
Mr. Derek Clepper
Mr. Thomas Hayes

Mr. Thomas Merlie
Mr. Paul Slifko
Mr. Robert Winters
Mr. Scott Witwer

Administrative Staff

Dr. Alan Moyer, Superintendent
Janet Adams, Principal – Rice
David Bitner, Assist. Principal - YBMS
Connie Connolly, Director of Special Education
Tina Darchicourt, Accounting Specialist
Andrew Glantz – Director of Buildings/Grounds
Joseph Mancuso, Principal – BSHS
Sharonn Williams – Director of Instructional Technology

Student Representatives

Derek Snyder
Kathryn Webber

Visitors

See attachment to the minutes.

Board Secretary

Richard R. Vensel

Solicitor

Philip H. Spare

INTRODUCTIONS AND RECOGNITION

Dr. Moyer recognized and introduced Macy Trostle, a 2nd grade student at the Rice Elementary School, as the winner of the 2013 District Holiday Card Design.

Mr. Joel Kreider, CPA of Boyer & Ritter, Certified Public Accountants, reviewed the independent auditor's report for fiscal year 2012-2013 with the board and the public.

CITIZENS PARTICIPATION - None

ACCEPTANCE OF MINUTES

Mr. Berk made a motion, seconded by Mrs. Capozzi, that the Board accepts the minutes from the following meeting:

-November 18, 2013 – Regular Board Meeting

The motion passed unanimously.

REPORTS AND RECOMMENDATIONS OF THE SUPERINTENDENT, ASSISTANT SUPERINTENDENT, BUSINESS MANAGER AND ADMINISTRATORS

Dr. Moyer, Superintendent, welcomed Scott Witwer to the Board, as a newly elected board member. He also thanked Rick Vensel and Tina Darchicourt for a good audit report. He also thanked everyone for their assistance in the Assistant Superintendent search process.

Mr. Vensel thanked the district office staff for their work and the good audit report. He also reported that South Middleton Township has set aside \$20,000 in the budget to assist with the pool filter replacement.

NOTICES, COMMUNICATIONS AND ACKNOWLEDGEMENTS

The Board acknowledged receipt of \$3,000 from the Foundry Day Committee to be used for the enhancement and enrichment of talented students in the Art, Family & Consumer Science, and Technology Education Departments.

The Board acknowledged receipt of a letter from Gerald S. Martin, BSHS Class of 1967, U.S. Air Force Veteran, and member of the Cumberland County Honor Guard, dated November 11, 2013, thanking the South Middleton School District School Directors, Administration and staff for the outstanding Veteran's Day Breakfast held on November 10, 2013, and hosted by the BSHS Interact Club.

TOPIC DISCUSSION - None

BOARD COMMITTEE REPORTS

Athletic Committee Report

Mr. Hayes reported that the Athletic Committee met on November 25, 2013, and reviewed emergency/safety issues for practices and athletic events. The committee also discussed quarterly meetings.

NEW BUSINESS

Mr. Berk made a motion, seconded by Mrs. Capozzi, that the Board approves the December 3, 2013, agenda, with all corrections as indicated. (This motion included the modification of the motion for 12.4.10) **The motion passed unanimously.**

Mr. Berk made a motion, seconded by Mr. Slifko, that the Board accepts the results of the Audit Report from Boyer and Ritter, Certified Public Accountants, for the 2012-2013 school year. **The motion passed unanimously.**

Mr. Berk made a motion, seconded by Mrs. Capozzi, that the Board approves the First Reading of the following policies:

- Policy #302 – Employment of Superintendent/Assistant Superintendent
- Policy #308 – Employment Contract
- Policy #309 – Assignment and Transfer
- Policy #310 – Abolishing a Position
- Policy #311 – Suspensions and Furloughs

The motion passed unanimously.

Mr. Berk made a motion, seconded by Mr. Winters, that the Board approves the following personnel items:

The Board approved the following personnel items:

Professional

Leave of Absence - Childrearing

The Board approved the request from Christine M. Bozart, special education teacher at the Yellow Breeches Middle School, for a childrearing leave of absence, beginning on or about April 15, 2014 and returning on approximately September 29, 2014.

Extra Duty – Co-Curricular

The Board approved Joshua Gutacker as a volunteer TSA Advisor for the Yellow Breeches Middle School for the 2013-2014 school year. (This replaces his extra duty contract approved on 9/16/13 with a salary of \$414.)

Employment – Substitute

The Board approved adding the following personnel to the substitute teacher list for the 2013-2014 school year:

Name: Katelin Bittinger
Certification: Elementary

Employment – Guest Teacher

The Board approved adding the following personnel to the guest teacher list for the 2013-2014 school year:

Name: April Forster
Interests: All grade levels

Employment – Detention Monitor

The Board employed the following detention monitor for the 2013-2014 school year at \$21.96/hr.

Kristine Bohn – YBMS

CLASSIFIED

Retirement

The Board accepted the resignation for the purpose of retirement of Otis Lupfer, custodian at the W.G. Rice Elementary School, effective December 4, 2013.

Employment

The Board approved the employment of the following personnel:

Name: Michele L. Marsico
Position: Full-Time District Office Secretary
(Replacing Ann Failor)
Salary: \$14.36/hr.
Starting Date: December 4, 2013

The motion was unanimously approved.

Mr. Berk made a motion, seconded by Mrs. Capozzi, that the Board removes from the table, the following motion: That the Board approves the change of title and assignment of Tina Darchicourt from Accounting Specialist to Assistant Business Manager, with a base salary of \$64,118. **On a roll call vote, the motion passed as follows:**

Mr. Bear:	No	Mr. Merlie:	Yes
Mr. Berk:	Yes	Mr. Slifko:	No
Mrs. Capozzi:	Yes	Mr. Winters:	No
Mr. Clepper:	No	Mr. Witwer:	Yes
Mr. Hayes:	Yes		

Yes – 5, No – 4, Abstentions – 0, Absent - 0

Mr. Berk made a motion, seconded by Mr. Hayes, that the Board approves the change in title and assignment of Tina Darchicourt from Accounting Specialist to Assistant Business Manager, with a base salary of \$64,118, effective December 4, 2013. On a roll call vote, the motion passed as follows:

Mr. Bear:	Yes	Mr. Merlie:	Yes
Mr. Berk:	Yes	Mr. Slifko:	No
Mrs. Capozzi:	Yes	Mr. Winters:	No
Mr. Clepper:	Yes	Mr. Witwer:	Yes
Mr. Hayes:	Yes		

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

Mr. Winters made a motion, seconded by Mr. Berk, that the Board authorizes the Board President, Board Secretary, and the District Solicitor to discuss with Dr. Joseph Mancuso, an employment agreement for the position of Assistant Superintendent. **The motion passed unanimously.**

ADVISORY COMMITTEE REPORTS - None

CITIZENS PARTICIPATION - None

RECOMMENDATIONS OR QUESTIONS FROM SCHOOL DIRECTORS

All of the Board members congratulated Dr. Joseph Mancuso on his new position of Assistant Superintendent.

Mr. Hayes welcomed Scott Witwer as a new board member and thanked Rick Vensel and Tina Darchicourt for a good audit.

Mr. Berk also thanked Rick Vensel and Tina Darchicourt for a good audit report.

Mr. Clepper welcomed Scott Witwer.

Mr. Slifko welcomed Scott Witwer.

Mr. Winters thanked Tina for the good audit report.

Mr. Bear congratulated Tina on her new position.

Mr. Witwer thanked everyone for welcoming him to the Board.

Mrs. Capozzi welcomed Scott Witwer and congratulated Rick Vensel and Tina Darchicourt on a good audit report.

Mr. Merlie congratulated Tina Darchicourt and thanked everyone for their support.

FOR THE RECORD

Mr. Merlie announced that there was an Executive Session held from 6:52 p.m. to 6:58 p.m. this evening to discuss a personnel matter. The Board also met in Executive Session on November 25, 2013, from 6:00 p.m. to 6:15 p.m. to discuss a personnel matter.

COMMITTEE OF THE WHOLE

The Board also met this evening at 6:15 p.m. as a Committee of the Whole and reviewed the audit report for the 2012-2013 school year. The audit report is posted on the District's website for public review.

ADJOURNMENT

Mr. Slifko made a motion, seconded by Mr. Hayes, to adjourn the regular meeting at 7:51 p.m. **The motion was unanimously approved.**

Respectfully Submitted,

Richard R. Vensel
Board Secretary