

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

**SCHOOL BOARD MEETING MINUTES
December 7, 2015**

The South Middleton Board of School Directors met on December 7, 2015, in the Boiling Springs High School Cafeteria for a Regular School Board Meeting. The President, Mr. Michael Berk, called the meeting to order at 7:15 p.m.

ROLL CALL (Completed during the Organization Meeting)

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

School Directors

Mr. Steven Bear

Mr. Michael Berk

Mrs. Elizabeth Meikrantz

Mr. Thomas Merlie

Mr. Christopher Morgan

Mr. Randy Varner

Mr. Robert Winters

Mr. Scott Witwer

Administrative Staff

Dr. Alan Moyer, Superintendent

David Bittner, Asst. Prin. – YBMS – **Absent**

Connie Connolly, Dir. Spec. Ed.

Patrick Dieter, Athletic Dir.

Joel Hain, Prin. – BSHS

Trisha Reed, Principal – IFEC

Nicole Weber, Asst. Bus. Mgr.

Sharonn Williams, Dir of Tech Inst.

Dr. Joseph Mancuso, Asst. Super.

David Boley, Principal – Rice

Mark Correll, Asst. Prin. – BSHS – **Absent**

Andrew Glantz, Dir. Buildings/Grounds

Chris Monasmith, Network Admin. – **Absent**

Kim Spisak, Asst. Prin. – Rice

Dr. Jessie White, Prin. – YBMS

Student Representatives

Max D. Leo

William T. Webber

Visitors

See attachment to the minutes.

Board Secretary

Matthew Ulmer

Solicitor

Gareth Pahowka

INTRODUCTIONS AND RECOGNITION

Dr. Moyer recognized two 5th grade students, Steve Haga and Anthony Bartola, for having their art work selected for the District Holiday Card Design Award. Both students introduced their family members that were with them in the audience.

Dr. Moyer and Mrs. Connelly welcomed the DeCou family to speak to the Board about their touching story. The family announced that they would be donating \$10,200 to the District in honor of their lost child, Mac DeCou. The money will be utilized by the Life Skills Class and the **Multiple Abilities Class**.

CITIZENS PARTICIPATION – None

ACCEPTANCE OF MINUTES

Mr. Winters made a motion, seconded by Mr. Baer, that the Board approves the minutes from the following meeting: November 16, 2015 – Planning/Regular Board Meeting. **The motion passed unanimously.**

FINANCIAL REPORT

Mr. Merlie made a motion, seconded by Mr. Winters, that the Board approves item 7.1 through 7.7 in New Business. **The motion passed – Mr. Varner abstained**

7.1 That the Board approves payment of General Fund bills represented by checks #53123 to #53217 in the amount of \$524,819.21; direct deposit represented by PYRL1120 and PYRL1204 in the amount of \$1,547,105.93 represented in attached summary.

7.2 That the Board approves payment of Student Activity Fund bills pursuant to Section 511 of the Public School Code, represented by checks #15166 to #15174 in the amount of \$6,892.09 represented in attached summary.

7.3 That the Board approves payment of Athletic Fund bills represented by checks #19254 to #19294 in the amount of \$20,547.05 represented in attached summary.

7.4 That the Board approves payment of Cafeteria Fund bills represented by checks #6871 to #6872 in the amount of \$366.12 represented in attached summary.

7.5 That the Board approves payment of Capital Reserve Fund bills represented by checks #22353 to #22354 in the amount of \$35,900.00 represented in attached summary.

7.6 That the Board approves payment of Construction Fund bills represented by checks #1123 to #1134 in the amount of \$2,148,715.45 represented in attached summary.

7.7 That the Board approves the Treasurer's Report for November 2015.

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

Mr. Leo addressed the Board with information on the High School Debate Team, holiday food drive, FBLA competition, Mini-Thon, and holiday babysitting event.

Mr. Webber addressed the Board with information on auditions for the spring musical, Cross Country 5k Run/walk, and the scholastic writing assignment deadline.

Dr. Moyer addressed the Board with information on Stock & Leader School Law seminar invitation and an outline of the December 21 meeting requirements.

Dr. Mancuso addressed the Board with information on the Comprehensive Education Plan and the update process, SMSD cohort with PSU Mont Alto, and W.G. Rice recognition of Distinguished High Achievement School.

Mr. Ulmer addressed the Board with information on the audit process that was discussed in the committee meeting at 6:30, and the timeline for the 16-17 budget process.

Mrs. Connelly addressed the Board with information on the Alternative PSSA test, YBMS life skills brunch, the DeCou family gift and future fundraising ideas.

Ms. Williams addressed the Board with information on technology staff certifications, vacant position in the tech department, and the upcoming IFES move.

Mr. Dieter addressed the Board with information on the start of the winter sports seasons.

Mr. Glantz addressed the Board with information on the IFES project, and the planning for the upcoming IFES move.

Mr. Boley addressed the Board with information on breakfast with Santa, and the secret Santa workshop at W.G. Rice.

Dr. White addressed the Board with information on the YBMS food drive, athletics, and holiday concerts.

Mr. Hain addressed the Board with information on the BSHS financial aid night, educational planning guide, and the upcoming budget process.

BOARD COMMITTEE REPORTS – None

NOTICES AND COMMUNICATIONS – None

NEW BUSINESS

Mr. Merlie made a motion, seconded by Mr. Bear, that the Board approves the agenda for December 7, 2015, with all corrections and addendums as indicated. **The motion passed unanimously.**

Mr. Winters made a motion, seconded by Mr. Merlie, that the Board approves item b. through d. in New Business this motion included items 12.d.1 through 12.d.11. **The motion passed unanimously.**

b. Second Reading (Final)

That the Board approves the Second Reading of the following policies:

- Policy #331 - Job Related Expenses
- Policy #332 - Working Periods

c. First Reading

- Policy #122.1 - Standards of Behavior During Season
- Policy #334 - Sick Leave
- Policy #335 - Family & Medical Leaves
- Policy #336 - Personal Necessity Leave
- Policy #337 - Paid Vacation
- Policy #338 - Sabbatical Leave
- Policy #338.1 Compensated Professional Leave
- Policy #339 - Uncompensated Leave
- Policy #340 - Responsibility for Student Welfare
- Policy #342 - Jury Duty
- Policy #343 - Paid Holidays
- Policy #347 - Workers' Compensation - Return to Work
- Policy #351 - Drug & Substance Abuse

d. Personnel Items

Professional Resignations

12.d.1 That the Board accepts the resignations of the following professional staff:

Jessica Weible - Full-Time English teacher at YBMS - Effective 1/15/16.

Kyle Dayhoff - Long-Term Business Teacher at IFEC/YBMS - Effective 11/24/15.

Employment - Extra Duty - Athletics

12.d.2 That the Board employs the following extra duty athletics:

Snook, Christopher - Volunteer Wrestling Coach

Martin, Joel - Assist. Boys' Basketball - Step 1, Exp. 1, Units 7.5, Salary: \$1,095

Snyder, Tyler - Assist. Boys' Basketball - Step 1, Exp. 1, Units 7.5, Salary: \$1,095

Ernst, Kathleen - Volunteer Conditioning Coach

Grace, Randi - Substitute Trainer (Replacing Tyler Lemmons) - \$25.00/hr.

Employment - Extra Duty - Boost Program

12.d.3 That the Board employs the following Boost Teachers (YBMS) for the second semester at \$35.00/hr.

Kara Dayhoff

Shayne Whitten

Laurie Gray

Kris Kline

William Bechtel

Brandon Deitch

Stephanie Snyder

Susan Reutter

Long-Term/Short-Term Substitutes - Employment

12.d.4 That the Board employs the following long-term/short-term professional substitutes:

Name: Nicole M. Wise

Position: Long-Term Elementary Teacher - IFEC - (Replacing Lindsay Graybill)

Salary: Bachelor's, Step 1 - \$43,508 (pro-rated)

Starting Date: 11/9/15 - 5/6/2016

Board Meeting Minutes, 12/7/15, Page 5

Name: Danielle N. Gibb
Position: Short-Term Physical Education Teacher - Rice - Replacing Rachael Reis
Salary: Bachelor's, Step 1 - \$43,508 (pro-rated)
Starting Date: 1/4/16 - 3/28/16 (approximately)

Name: Christy Y. Higinbotham
Position: Short-Term Business Ed. Teacher - IFEC/YBMS - (Replacing Kyle Dayhoff)
Salary: Bachelor's, Step 1 - \$43,508 (pro-rated)
Starting Date: 12/7/15 - approximately 1/15/16

Extra Duty - Mentor Teacher

12.d.5 That the Board approves the following extra duty, mentor teacher for the 2015-2016 school year:

Joetta Sunday - (Nicole Wise - Inductee) - From 11/9/15 – 5/6/16
Salary: \$386.25 (pro-rated - 3/4 of year)

Extra Duty - Department Chair - Employment

12.d.6 That the Board approves Kim Herman in the extra duty position of department chair (nursing) for the 2015-2016 school year. (replacing Susan Brown)
Rate: \$1,689 (pro-rated for 3/4 yr.)

Employment - Professional Staff

12.d.7 That the Board employs the following professional personnel:

Name: Karen L. Ryan
Position: Full-Time English Teacher - YBMS (Replacing Jessica Weible)
Starting Date: Effective 1/14/16
Salary: \$48,622 (pro-rated), Bachelor's, Step 11

Childrearing Leave Request

12.d.8 That the Board approves the childrearing leave request of Melissa Vincent, Kindergarten teacher at Rice Elementary School, beginning approximately 3/4/16 and ending approximately 6/1/16.

Classified - Employment

12.d.9 That the Board approves the employment of the following classified employees:

Name: Allison M. Samella
Position: Full-Time Paraprofessional - Rice Elementary (Replacing Elaine Ludt)
Effective Date: January 4, 2016
Salary - \$10.63/hr., 7.5/hrs/day - 182/days

Name: Ronna Mason
Position: Part-Time Cafeteria Aide - IFEC (replacing Karen Cacciatore)
Starting Date: 12/1/15
Salary: \$10.55/hr. - 2 hrs./day

Resignation - Classified

12.d.10 That the Board accepts, with regret, the resignation of Adam Clugh, from the position of computer technician, effective December 11, 2015.

Resignation - Extra Duty Athletics

12.d.11 That the Board accepts the resignation of Ron Elliott from the extra duty, athletic position of 9th grade football coach, effective immediately.

**** At 8:21pm the Board went into Executive Session to discuss matters of personnel, the Board returned at 8:37pm.**

Mr. Merlie made a motion, seconded by Mr. Baer, that the Board approve item 12.e as outlined on the addendum. **The motion passed unanimously.**

12.e. That the Board authorizes the administration to negotiate a contract with PASBO for Audit Preparation Services. This agreement will not exceed 17,000.00 and will be concluded by December 31, 2015.

Mr. Merlie made a motion, seconded by Mr. Witwer, that the Board open the floor for nominations to fill the vacated Board Treasurer position through June 30, 2016. **Motion passed unanimously.**

Mr. Merlie made a motion that Mrs. Meikrantz be nominated for Treasurer of the Board. There were no other nominations and nominations were closed. **Motion passed unanimously.**

CITIZENS PARTICIPATION

Representatives from the Cumberland Dodgers addressed the Board to discuss use of facilities. Dr. Moyer encouraged the group to submit a facilities use request so that it could go through the proper process for approval.

ADVISORY COMMITTEE REPORT

Cumberland-Perry Vocational Joint Operating Committee - Mr. Winters –

The Vo-Tech had their organizational meeting at 7:00am on Dec. 7th. They discussed the following items: distribution of excess funds, school capacity, January open house, and approval of 16-17 Budget and Audit Report.

ANNOUNCEMENTS & INFORMATION ITEMS

Transfer – Mrs. Amy Spears, 5th Grade teacher at IFES, to Reading Teacher at YBMS – Effective 1/4/2016.

Mr. Winters shared a copy of the PSBA Principles for Governance and Leadership and asked the Board to vote for adoptions of these principles at the next meeting.

ADJOURNMENT

Mr. Baer made a motion, seconded by Mr. Meikrantz, to adjourn the regular meeting at 9:01 p.m. **The motion was unanimously approved.**

Respectfully Submitted,

Matthew Ulmer
Board Secretary