

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

**SCHOOL BOARD MEETING MINUTES  
January 17, 2017**

The South Middleton Board of School Directors met on January 17, 2017, in the Boiling Springs High School Cafeteria for a Regular School Board Meeting. The President, Mr. Michael Berk, called the meeting to order at 7:00 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         | Mr. Robert Winters     |
| Mrs. Elizabeth Meikrantz   | Mr. Scott Witwer       |
| Mr. Thomas Merlie - Absent |                        |

**Administrative Staff**

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

**Student Representatives**

William T. Webber - Absent  
Elaina Clancy

**Visitors**

See attachment to the minutes.

**Board Secretary**

Matthew Ulmer

**Solicitor**

Gareth Pohawka

**INTRODUCTIONS AND RECOGNITION**

Karen Devine, Member Services Manager of PSBA, recognized Mr. Michael Berk for his 12 years of service as a Board Member at South Middleton School District. She also reviewed the many programs and services PSBA offers to school boards in Pennsylvania. She also recognized and thanked all the board members for their volunteer service to the District.

**CITIZENS PARTICIPATION – None**

**ACCEPTANCE OF MINUTES**

Mr. Bear made a motion, seconded by Mr. Winters, that the Board approves the minutes of the following meeting:

-Planning/Regular Board Meeting – 1/9/17 – Record to reflect that the Board is forming a Finance committee.

**The motion passed unanimously.**

**FINANCIAL REPORT**

The Board approved payment of General Fund bills represented by checks #54775 to #54795 in the amount of \$417,012.90; and direct deposits represented by D0050033 to D0050054 in the amount of \$2,640.00 represented in attached summary.

The Board approved payment of Activity Fund bills represented by checks #15490 to #15493 in the amount of \$3,193.56 represented in the attached summary.

The Board approved payment of Construction Fund bills represented by checks #159 to #167 in the amount of \$392,659.58 represented in the attached summary.

The Board approved payment of Athletic Fund bills represented by checks #19974 to #20002 in the amount of \$7,119.31 represented in the attached summary.

The Board approved payment of procurement card transactions for November 2016 in the amount of \$71,031.92 and December 2016 in the amount of \$39,229.35 represented in the attached summary.

The Board approved the November 2016 and December 2016 Treasurer's Report as attached.

**The motion passed as follows:**

**Mr. Steven Bear - Yes  
Mr. Michael Berk -Yes  
Mrs. Stacey Knavel - Yes  
Mrs. Elizabeth Meikrantz - Yes  
Mr. Thomas Merlie - Absent**

**Mr. Christopher Morgan - Yes  
Mr. Randy Varner - Abstain  
Mr. Robert Winters - Yes  
Mr. Scott Witwer - Yes**

**7 – Yes, 0 – No, 1 – Absent, 1 – Abstention**

**REPORTS OF THE SUPERINTENDENT AND STUDENT REPRESENTATIVES**

Elaina Clancy, Student Representative to the Board, updated the Board members on a variety of happenings at the high school, including Keystone exams, final exams, upcoming band concert, and MiniThon.

Dr. Moyer thanked the Board members for their service to the District and their support. He also reviewed items listed on the agenda for approval such as the head track and field coach and thanked Mr. Brenner for his service to the District in this position. He also reminded Board members of the Key Communicators meeting on February 14, 2017 and reported that Dr. Mancuso has worked diligently to have the curriculum posted on the District's website.

**NOTICES AND COMMUNICATIONS - None**

**BOARD COMMITTEE REPORTS**

**Policy Committee – Dr. Moyer**

Dr. Moyer reported that the Board reviewed several financial policies in the 600 series, and almost all of the polices in the 800 series. These policies will be brought before the Board for a first reading in February. A new policy regarding communication and conduct for staff with students will be reviewed with all staff for questions and/or revisions.

**Technology Committee – Mr. Bear**

No Report

**NEW BUSINESS**

Mr. Bear made a motion, seconded by Mr. Morgan, that the Board approves the agenda of January 2017, with all corrections as indicated. **The motion passed unanimously.**

Mr. Winters made a motion, seconded by Mr. Bear, that the Board appoints Nicole L. Weber, Assistant Business Manager, as Board Treasurer, effective January 18, 2017 through June 30, 2017. **The motion passed unanimously.**

Mr. Winters made a motion, seconded by Mr. Bear, that the Board approves the budget for the Cumberland-Perry Vocational Technical School in the amount of \$8,219,546 for fiscal year 2017-2018 and agrees to accept its share of \$354,205 as set forth in the Articles of Agreement. **The motion passed unanimously.**

Mr. Winters made a motion, seconded by Mr. Bear, that the Board approve the following items in a block motion:

**ResCare Workforce Services - Paid Work Experience Program for In-School Youth**

The Board approved the agreement between South Middleton School District and ResCare to provide a Paid Work Experience Program for in-school youth, ages 15-18, and further authorizes the Administration to execute the agreement.

**Second (Final) Reading - Policies**

The Board approved the Second Reading (Final) of the following policies:

- Policy #607 - Tuition Income
- Policy #609 - Investment of District Funds
- Policy #611 - Purchases Budgeted

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- Policy #612 - Purchases Not Budgeted
- Policy #613 - Cooperative Purchasing
- Policy #614 - Payroll Authorization
- Policy #615 - Payroll Deductions
- Policy #616 - Payment of Bills
- Policy #617 - Petty Cash - Policy will be deleted
- Policy #916 - Volunteers

### **Listing of Graduating Seniors - Class of 2017**

The Board approved the listing of Seniors, as presented by the High School Principal, as candidates for graduation in June 2017 upon meeting the graduation requirements as established and adopted by the South Middleton School District Board of School Directors in compliance with the Commonwealth's guidelines.

### **Assets for Disposal**

The Board approved the attached list of assets for disposal pursuant to Policy #711.

### **Resignation - Extra Duty - Athletic**

The Board accepted, with regret, the resignation of Matthew Brenner, from the position of Track and Field Coach, effective immediately.

### **Employment - Extra Duty - Athletic**

The Board employed the following extra duty, athletic positions for the 2016-2017 school year.

### **Employment - Extra Duty - Drama**

The Board employed the following extra duty, co-curricular positions for the 2016-2017 school year:

Middle Level Drama:

Set Painting - Fern-Marie Dempsey - \$292

Set Construction - Fern-Marie Dempsey - \$840

High School Drama:

Conductor - Gina Moscato - \$840

Set Design - Fern-Marie Dempsey - \$548

Set Construction - Fern-Marie Dempsey - \$548

### **Professional - Employment - Short-Term Substitute - Fifth Grade Teacher**

The Board approved the employment of the following short-term substitute:

Name: Jennifer A. Hall, 1843 Bell Ave., Chambersburg, PA

Position: Fifth Grade Teacher (replacing Ellen Wilson)

Starting Date: Approximately 1/30/17 - For 12 weeks

Salary: \$45,161 (pro-rated)

### **Childrearing Leave - Christine Bozart**

The Board approved the childrearing leave of absence for Christine Bozart, Special Education teacher at Yellow Breeches Middle School, from approximately 4/16/17 through 9/17/17.

### **FMLA Leave - Amanda Ruane**

The Board approved the FMLA leave request of Amanda Ruane, mathematics teacher at Boiling Springs High School, from 1/26/17 through 4/26/17.

### **Classified - Employment - Full-Time Special Education Aide/Full-Time Instructional Aide**

The Board employed the following classified personnel:

Name: Jill M. Gettle, 215 Westgate Dr., Mt. Holly Springs, PA

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Position: Full-Time Instructional Aide -Impact Class - YBMS (Transferring from cafeteria monitor at IFES)

Salary \$10.80/hr, 180/days, 7.0/hrs. day

Starting Date: TBD

### **Classified - Substitutes**

The Board added the following names to the substitute classified list for the 2016-2017 school year:

Name: Mariah Silva, 10 Park Street, Mt. Holly Springs, PA

Position: Substitute Custodian

Starting Date: Approximately 1/23/17

Rate: \$11.29/hr.

Name: Tara Lucido, 6 Black Oak Court, Boiling Springs, PA

Position: Substitute Teacher Aide

Starting Date: 1/18/17

Rate: \$10.80/hr.

**The motion passed unanimously.**

**CITIZENS PARTICIPATION – None**

### **ANNOUNCEMENTS/INFORMATION ITEMS**

Tenure – Brian Rohm, special education teacher at YBMS, achieved tenure in January 2017.  
Employment date: January 2014.

### **ADJOURNMENT**

Mr. Winters made a motion, seconded by Mrs. Knavel, to adjourn the meeting at 7:20 p.m. **The motion passed unanimously**

Respectfully Submitted,

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Matthew Ulmer  
Board Secretary