

STEELTON-HIGHSPIRE SCHOOL DISTRICT

LEGISLATIVE MEETING

January 13, 2021

MINUTES

VOTING MEMBERS PRESENT: Ms. Rachel Slade, President, Ms. Joyce Culpepper, Vice President (virtual), Mr. Calvin Johnson, Treasurer, Mr. Derek Lewis (virtual), Mr. Micheal Wanner, Ms. Karen Harris, Ms. Ashley Ward-McMullen, Ms. Hudaya House (arrived late) and Mr. Leonard Garfield.

VOTING MEMBERS ABSENT: None.

NON-VOTING MEMBERS PRESENT: Dr. Travis Waters, Superintendent, Mr. Mick Iskric, Assistant to the Superintendent, Mr. Vince Champion, Solicitor, Ms. Megan Armstead, Elementary Principal (virtual), Ms. Sam Neidlinger, Elementary Assistant Principal (virtual), Ms. Kate Gallagher, Jr./Sr. High School Principal (virtual) and Mr. Michael Simonetti, Business Manager/Board Secretary

CALL TO ORDER

Ms. Slade, President called the meeting to order at 6:05 p.m.

PLEDGE OF ALLEGIANCE

Audience

EXECUTIVE SESSION

No Executive session was held

PUBLIC COMMENT (Agenda items)

No public Comment

PRESENTATION

No presentation

FOLLOW UP

Dr. Waters made the following:

- Thanked the School Board for flowers sent for his sister passing.
- Swatarta Township Police Department will be using the Jr./Sr/ High School Auxiliary Gym on February 2, 9, 16, and 23, 2021 from 7:00a.m. – 12:00 p.m. for Officer Training
- Dr. Waters will be sending an email to the Board members with information about the district working with the state on issues with diversity. Dr. Waters want to inform Union and School Board Members of this project details

APPROVAL OF MINUTES

The Administration respectfully recommends that the Board approve the **November 4, 2020 Legislative Meeting Minutes.**

Motion by Mr. Johnson, Second by Ms. Harris; Ms. Culpepper, Ms. Ward-McMullen, Mr. Garfield, Mr. Wanner, Mr. Johnson and Ms. Slade. (8 ayes, 0 nays, 1 absent) Motion carried.

The Administration respectfully recommends that the Board approve the **December 2, 2020 Organizational Meeting Minutes.**

Motion by Ms. Ward-McMullen, Second by Mr. Wanner; Ms. Harris, Ms. Culpepper, Mr. Lewis, Mr. Garfield, Mr. Johnson, and Ms. Slade. *(8 ayes, 0 nays, 1 absent)* Motion carried.

REVIEW OF BOARD REPORTS

Reports are all listed individually

FINANCE REPORT ACTION ITEM

Finance Report

The Administration respectfully recommends that the Board approve the **October 2020** Finance Reports which includes the Treasurer's Report and Accounts Payable/Estimated Expenditures Reports for the General Fund, Cafeteria Fund, Athletic Fund, and the Student Activities Account.

Motion by Mr. Johnson, Second by Ms. Ward-McMullen; Ms. Harris, Mr. Lewis, Ms. Culpepper, Mr. Garfield, Mr. Wanner, and Ms. Slade. *(8 ayes, 0 nays, 1 absent)* Motion carried.

The Administration respectfully recommends that the Board approve the **November 2020** Finance Reports which includes the Treasurer's Report and Accounts Payable/Estimated Expenditures Reports for the General Fund, Cafeteria Fund, Athletic Fund, and the Student Activities Account.

Motion by Mr. Johnson, Second by Ms. Harris; Ms. Ward-McMullen; Mr. Lewis, Ms. Culpepper, Mr. Garfield, Mr. Wanner, and Ms. Slade. *(8 ayes, 0 nays, 1 absent)* Motion carried.

The Administration respectfully recommends that the Board approve the **December 2020** Finance Reports which includes the Treasurer's Report and Accounts Payable/Estimated Expenditures Reports for the General Fund, Cafeteria Fund, Athletic Fund, and the Student Activities Account.

Motion by Mr. Johnson, Second by Ms. Harris; Ms. Ward-McMullen; Mr. Lewis, Ms. Culpepper, Mr. Wanner, Mr. Garfield, and Ms. Slade. *(8 ayes, 0 nays, 1 absent)* Motion carried.

The Administration respectfully recommends that the Board approved the exoneration of property taxes for years 2020 and 2021 for 548 N. 3rd Street, Steelton PA. The property is being donated for land development.

Motion by Mr. Johnson, Second by Ms. Culpepper; Ms. Harris, Ms. Ward-McMullen; Mr. Lewis, Mr. Garfield, and Ms. Slade. *(7 ayes, 1 nays, 1 absent)* Motion carried.

PERSONNEL REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the Personnel Report.

Motion by Ms. Culpepper, Second by Ms. Harris; Mr. Johnson, Mr. Lewis, Ms. House, Ms. Ward-McMullen, Mr. Wanner, and Ms. Slade. *(8 ayes, 0 nays, 1 absent)* Motion carried.

The Administration respectfully recommends that the Board approved the Supplemental Contract positions for the 2020-2021 school year. Supplemental Contract positions will only be compensated for clubs, events or activities that take place.

Motion by Ms. Culpepper, Second by Mr. Johnson; Ms. Ward-Mullen, Ms. Harris, Mr. Lewis, Mr. Wanner, Mr. Garfield, Ms. House, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

The Administration respectfully recommends that the Board approve the attached Leadership position for 2020-2021 school year.

Motion by Ms. Culpepper, Second by Mr. Johnson; Ms. Ward-McMullen, Mr. Lewis, Ms. Harris, Mr. Garfield, Ms. House, Mr. Wanner, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

The Administration respectfully recommends that the Board approved the 2020-2021 Winter Sports.

Motion by Ms. Culpepper, Second by Ms. Ward-Mullen; Ms. Harris, Mr. Lewis, Mr. Johnson, Mr. Wanner, Mr. Garfield, Ms. House, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

PERSONNEL REPORT ADDENDUM ITEM

The Administration respectfully recommends that the Board approve the 2020 – 2021 Winter Sports Addendum.

Motion by Mr. Johnson, Ms. Culpepper; Second by Ms. Harris; Ms. Ward-McMullen, Mr. Lewis, Mr. Johnson, Mr. Garfield, Ms. House, Mr. Wanner, and Ms. Slade. *(8 ayes, 0 nays, 1 absent)* Motion carried.

The Administration respectfully recommends that the Board approve the Personnel Report Addendum.

Motion by Ms. Culpepper, Second by Ms. Harris; Mr. Lewis, Mr. Johnson, Ms. Ward-McMullen, Ms. House, Mr. Wanner, Mr. Garfield, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

PUPIL SERVICES REPORT ACTION ITEM

Dauphin County MH/A/DP

The Administration respectfully recommends that the Board approve the attached agreement between Dauphin County MH/A/DP and Steelton-Highspire School District for student services for the 2020 - 2021 school year.

Motion by Ms. House, Second by Mr. Wanner; Mr. Harris, Ms. Ward-McMullen, Ms. Culpepper, Mr. Lewis, Mr. Johnson, Mr. Garfield, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

Capital Area Intermediate Unit #15 (CAIU)

The Administration respectfully recommends that the Board approve the attached agreement between Capital Area Intermediate Unit and Steelton-Highspire School District for 48 CARATS program services for the 2020 - 2021 school year.

Motion by Ms. House, Second by Ms. Ward-McMullen; Mr. Harris, Mr. Wanner, Ms. Culpepper, Mr. Lewis, Mr. Johnson, Mr. Garfield, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

Penn State Harrisburg Residency Project Partner

The Administration respectfully recommends that the Board approve the attached updated agreement between Penn State and Steelton-Highspire School District for residency project partner program for 2020 - 2021 school year.

Motion by Ms. House, Second by Mr. Garfield; Mr. Ward-McMullen, Mr. Wanner, Ms. Harris, Ms. Culpepper, Mr. Lewis, Mr. Johnson, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

Graduation of 2021

The Administration respectfully recommends that the Board approve Trinity Hutchinson and Adam Miller for graduation effective January 13, 2021.

Motion by Ms. House, Second by Mr. Garfield; Ms. Ward-McMullen, Ms. Harris, Ms. Culpepper, Mr. Lewis, Mr. Johnson, Mr. Wanner, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

PUPIL SERVICES REPORT ADDENDUM ITEM

Dauphin County Juvenile Probation

The Administration respectfully recommends that the Board approve the attached agreement between Dauphin County Juvenile Probation and Steelton-Highspire School District for student services for the 2020 - 2021 and 2021 - 2022 school years.

Motion by Ms. House, Second by Ms. Ward-McMullen; Ms. Harris, Mr. Wanner, Ms. Culpepper, Mr. Lewis, Mr. Johnson, Mr. Garfield, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

STUDENT ACTIVITIES REPORT ACTION ITEM

Fundraisers

The Administration respectfully recommends that the Board approve the fundraisers.

Motion by Ms. Ward-McMullen, Second by Ms. Harris; Mr. Lewis, Mr. Wanner, Ms. Culpepper, Mr. Johnson, Ms. House, Mr. Garfield, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

Club or Group /Advisor	Date	Type of Funding
10 th Grade/ Ms. Killian	2020-2021 school year	Candle Fundraiser

TRANSPORTATION REPORT

First Student Drivers

The administration respectfully recommends that the Board approve the attached First Student additional drivers list for the 2020-2021 school year.

Motion by Mr. Garfield, Second by Mr. Lewis; Mr. Wanner, Ms. Harris, Ms. Culpepper, Mr. Johnson, Ms. Ward-McMullen, Ms. House, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

SUPERINTENDENT'S REPORT ACTION ITEM

Conference Request

The Administration respectfully recommends that the Board approve the conference request.

Motion by Mr. Johnson, Second by Mr. Garfield; Mr. Wanner, Ms. Harris, Ms. Culpepper, Ms. Ward-McMullen, Ms. House, Mr. Lewis, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

Name	Conference	Date	Cost
Jennifer Rash	Restorative Practices for Educators	1/7/2021 – 1/8/2021	\$450/Title II Funding
Jennifer Rash	Restorative Practices for Educators	1/11/2021 – 1/12/2021	\$450/Title II Funding

Donations

The Administration respectfully recommends that the Board approve the following donations. Motion by Mr. Garfield, Second by Mr. Wanner; Ms. Ward-McMullen, Mr. Johnson, Ms. Harris, Ms. Culpepper, Ms. House, Mr. Lewis, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

Name	Fund	Amount
Giant Foods, 6302 Grayson Rd 17111	Title I Night	\$50.00 gift card
McInroy-Sheffer People Trust	Interscholastic Academic programs	\$600
Shirley Swigart	Special Education Dept.	\$50.00
The Steelton Italian Club	Athletics/live stream of the football game	\$300.00
The 5 th Ward Republic Club	Athletics/live stream of the football game	\$300.00
Emanuel Aponte`	Athletics/live stream of the football game	\$100.00
Glenn Croman Enterprise Rental	Athletics/live stream of the football game	\$350.00
The Highspire Diner	Athletics/live stream of the football game	\$100.00
Hope for Angle, Inc.	Athletics/live stream of the football game	\$100.00
Michael Solomon	Athletics/live stream of the football game	\$100.00
Tami & Randy Wilson	Athletics/live stream of the football game	\$250.00
Mayor Maria Marcinko	Athletics/live stream of the football game	\$100.00
Nehemiah & Teddi Clea	Athletics/live stream of the football game	\$100.00
Anonymous donor	Athletics/live stream of the football game	\$1500.00
El Slothour & Fredrick Slothour	Football Championship Hoodies	\$500.00

Organizational Chart

The Administration respectfully recommends that the Board approve the attached updated Steelton-Highspire School District Organizational Chart.

Motion by Mr. Garfield, Second by Mr. Johnson; Ms. Harris, Mr. Lewis, Ms. Culpepper, Ms. Ward-McMullen, Mr. Wanner, Ms. House, and Ms. Slade. *(9 ayes, 0 nays, 0 absent)* Motion carried.

CURRICULUM REPORT

No report at this time.

PROPERTY AND SUPPLIES REPORT

No report at this time.

SPECIAL PROJECTS REPORT

No report at this time.

SCHOOLBOARD PRESIDENT'S REPORT

Ms. Slade thanked Administration and School Board Members for the many phone calls, card and flowers for the passing of her father.

SOLICITORS' REPORT

Mr. Champion stated received notification from PA Supreme Court, video conference will be held on March 9, 2021. Highspire Coalition field their briefing and the district filed a responsive brief well.

SUB-COMMITTEE REPORTS

Athletics:

Mr. Lewis (Chairperson)

Congratulations to the Football team for winning the State Championship. Mid-Penn Bank and George Hartwick, Commissioner will be picking up most of the cost for championship memorabilia for the team.

Winter Sports only parents can come to the home games

Dr. Waters will be on sitting on the PIAA Mid-Penn Board of Directors

Budget:

Mr. Johnson (Chairperson)

No report at this time.

Buildings and Grounds:

Mr. Lewis (Chairperson)

The solar project will be up and running in March 2021 and McClure has donated an interactive monitor for students to view. A decision hasn't been made on where the monitors will be placed yet.

Discipline:

Mr. Lewis (Chairperson)

No report at this time.

Negotiations:

Ms. Culpepper (Chairperson)

No report at this time.

Policy:

Mr. Lewis (Chairperson)

Policies when needed are updated by PSBA

Strategic Planning:

Ms. Culpepper (Chairperson)

No report at this time.

HACC:

K. Harris (Representative)

No report at this time.

PSBA:

J. Culpepper (Representative)

No report at this time.

Roller Education Foundation (REF):

Mr. Johnson (Representative)

Membership has increased on the board, elections of officers was completed and sub-committees are being organized. Discussed trademarks and working jointly with the school and there will be more information to follow.

BOARD ROUNDTABLE

PUBLIC COMMENT

ADJOURNMENT

The meeting adjourned at 6:55 p.m. on a Motion by Mr. Wanner and Second by Ms. Ward-McMullen. All members present voted aye.

Respectfully Submitted,
Michael Simonetti
Board Secretary

ms

Finance Report
General Fund

Treasurer's Report:

Balance October 01, 2020	\$ 4,360,239
Receipts	1,225,536
Disbursements	1,338,818
Balance October 31, 2020	\$ 4,246,957

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$670,421. which includes vendor checks #6473 - 6512 and wire payments \$50,056 .

Payroll amount \$618,341.

There were no transfers out of General Fund. There were no journal entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

Balance October 01, 2020	\$ 185,210
Receipts	22,940
Disbursements	56,784
Balance October 31, 2020	\$ 151,366

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$56,784. which includes vendor checks 7002. There was no wire payments for the Cafeteria for the month of September. There was no transfers out of the Cafeteria Fund.

ATHLETIC FUND

Athletic Association Financial Report:

Balance October 01, 2020	\$	13,793
Receipts		11,501
Disbursements		8,193
Balance October 31, 2020	\$	17,101

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$8,193 which includes vendor checks #7007 - 70052. No wire payments this month. No transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

Balance October 01, 2020	\$	36,926
Receipts		409
Disbursements		1,460
Balance October 31, 2020	\$	35,875

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$1460 which includes vendor checks #7005 - 7013. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of September out of the Activity Fund.

Finance Report

General Fund

Treasurer's Report:

Balance November 01, 2020	\$	4,246,957
Receipts		1,202,394
Disbursements		2,149,703
Balance November 30, 2020	\$	3,299,649

Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$1,479,962. which includes vendor checks #6533 - 6608 and wire payments \$17,461.

Payroll amount \$652,280.

There were no transfers out of General Fund. There were no journal entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

Balance November 01, 2020	\$	151,366
Receipts		17,279
Disbursements		27,789
Balance November 30, 2020	\$	140,855

Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$27,789. which includes vendor checks 7003. There was no wire payments for the Cafeteria for the month of September. There was no transfers out of the Cafeteria Fund.

ATHLETIC FUND

Athletic Association Financial Report:

Balance November 01, 2020	\$	17,101
Receipts		18,010
Disbursements		17,245
Balance November 30, 2020	\$	17,866

Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$8,193 which includes vendor checks #7043 - 70051. No wire payments this month. No transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

Balance November 01, 2020	\$	17,101
Receipts		417
Disbursements		856
Balance November 30, 2020	\$	16,662

Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$1,460 which includes vendor checks #7014 - 7017. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of September out of the Activity Fund.

Finance Report

General Fund

Treasurer's Report:

Balance December 01, 2020	\$	3,299,649
Receipts		2,289,582
Disbursements		1,667,561
Balance December 31, 2020	\$	3,921,669

Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$645,839. which includes vendor checks #6628 - 6755 and wire payments \$21,094.

Payroll amount \$1,000,627.

There were no transfers out of General Fund. There were no journal entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

Balance December 01, 2020	\$	140,855
Receipts		7,216
Disbursements		30,032
Balance December 31, 2020	\$	118,039

Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$30,032 which includes vendor checks 7004. There was no wire payments for the Cafeteria for the month of September. There was no transfers out of the Cafeteria Fund.

ATHLETIC FUND

Athletic Association Financial Report:

Balance December 01, 2020	\$	17,866
Receipts		400
Disbursements		7,718
Balance December 31, 2020	\$	10,548

Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$7,718 which includes vendor checks #7053 - 7055. No wire payments this month. No transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

Balance December 01, 2020	\$	16,662
Receipts		640
Disbursements		863
Balance December 31, 2020	\$	16,439

Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$863 which includes vendor checks #7019 - 7021. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of September out of the Activity Fund.