

Steelton, Pennsylvania  
January 22, 2015

The Steelton-Highspire School Board met on the above date with the following members present: President, Ms. Mary J. Carricato; Vice President, Ms. Rachel M. Slade; Mr. Derek E. Lewis Ms. Sarah F. Metallo; Mr. Samuel Petrovich; Mr. John Salov; and Mr. Robert Spizzirri. Mr. Barry L. Baumgardner and Mrs. Rosemary Tonkin were absent. Also present was Dr. Ellen Castagneto, Superintendent; Mr. Travis Waters, Assistant to the Superintendent; Mr. Vincent Champion, Solicitor; Mrs. Cynthia Craig, Business Manager; Mr. Mick Iskric, High School Principal; Mrs. Rachel Montiel, Elementary School Principal and Mrs. Debora Kagarise, Board Secretary. Attached is a copy of a list of names of the members of the public who were present.

Ms. Carricato called the meeting to order at 6:30 P.M.

The meeting opened with the "Pledge of Allegiance to the Flag".

Ms. Carricato called for a moment of silence for the passing of Mr. Brian Slade.

#### **ANNOUNCEMENT OF EXECUTIVE SESSION**

Ms. Carricato announced there was an Executive Session held on January 15, 2015 to discuss personnel.

#### **PUBLIC COMMENT (Agenda Items)**

There was no Public Comment.

#### **FOLLOW UP**

Dr. Castagneto reported the district kitchens passed inspection on Friday.

#### **APPROVAL OF MINUTES**

Mr. Salov made a motion to approve the December 4, 2014 Reorganization Meeting minutes. Second by Mr. Lewis. All members present voted aye.

Mr. Lewis made a motion to approve the December 4, 2014 Legislative Meeting minutes. Second by Mr. Spizzirri. All members present voted aye.

## CURRICULUM REPORT

### Harrisburg University Agreement

Ms. Metallo made a motion to approve a Steelton-Highspire partnership with WheelHouse and the Harrisburg University for student concurrent enrollment at the expense of WheelHouse (at no cost to the district). Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

## FINANCE REPORT

Mr. Salov made a motion to approve the following financial reports December 2014. Second by Ms. Slade. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

### **General Fund**

#### Treasurer's Reports

December 2014	
Balance 12/01/14	\$1,857,283.64
Receipts	\$2,646,841.95
Disbursements	\$1,074,497.88
Balance 12/31/14	\$3,429,627.71

#### Accounts Payable/Estimated Expenditures Report

Final approval of December 2014 vendor checks ##00038306-#00038389 in the amount of \$535,838.90.

### **Cafeteria Fund**

#### Cafeteria Reports

December 2014	
Balance 12/01/14	\$11,649.36
Receipts	\$2,184.62
Disbursements	\$0
Balance 12/31/14	\$13,833.98

**Athletic Fund**Athletic Association Financial Reports**November 2014**

Balance 11/01/14	\$1,327.94
Receipts	\$12,017.16
Disbursements	\$9,027.77
Balance 11/31/14	\$4,317.33

**December 2014**

Balance 12/01/14	\$4,317.33
Receipts	\$2,591.43
Disbursements	\$5,172.70
Balance 12/31/14	\$1,736.06

**Student Activities Account**Student Activities Financial Reports

## December 2014

Balance 12/01/14	\$45,318.04
Receipts	\$1,623.39
Disbursements checks #00002286-#00002291	\$7,178.25
Balance 12/31/14	\$39,763.18

**Pennsylvania Association Of School Business Officials Contract**

Mr. Salov made a motion to approve the PASBO contract for financial services provided at the expense of the Pennsylvania Department of Education (PDE) effective January 26, 2015 through June 30, 2015. PDE will submit funding to the school district specifically targeted for the purposes of this contract. Second by Mr. Lewis. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Service Continuation**

Mr. Salov made a motion to approve the service continuation with Diana M. Reed & Associate, PC for financial services provided at the expense of the Pennsylvania Department of Education (PDE) through June 30, 2015. PDE will submit funding to the school district specifically targeted for the purposes of this service. Second by Mr. Spizziri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Taxpayer Relief Act Resolution**

Mr. Salov made a motion to approve a resolution with regards to the Taxpayer Relief Act. This resolution certifies that the Board will not increase any school district tax for the 2015-16 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education. Second by Ms. Slade. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**PERSONNEL REPORT****Tenure**

Mr. Petrovich made a motion to recognize the following individuals to have tenure and authorize the Board President to sign contracts accordingly. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mandi Abernathy, Special Ed Teacher  
Frances Jackson, Special Ed Teacher  
Malari Kane, Special Ed/Cyber Teacher

**Uncompensated Leave**

Mr. Petrovich made a motion to approve uncompensated leave for two (2) days, January 27 and 28, 2015 for Clarence Watson. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to approve uncompensated leave for three (3) days, February 4, 5 & 6, 2015 for Samantha Neidlinger. Second by Mr. Lewis. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Childrearing Leave Of Absence Requests**

Mr. Petrovich made a motion to approve the anticipated Childrearing Leave of Absence for Kristy Panebaker, Second Grade Teacher, from April 1 to June 4, 2015. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to approve the anticipated Childrearing Leave of Absence for Allison Mitchell Moyer, Second Grade Teacher, from April 7 to May 19, 2015. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Athletic Appointments**

Mr. Petrovich made a motion to approve the following girls' softball coaches for the 2014-2015 season; at a cost not to exceed the Step 1, \$1,760.50 rate, split evenly between the coaches. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Keri Poston, Co-Head Coach  
 Brook Conjar, Co-Head Coach  
 Kara Schwenk, Co-Head Coach

**Resignation**

Mr. Petrovich made a motion to approve the resignation of Dean Porr, Facilities I Worker, effective January 31, 2015. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Team/Grade Level Coordinator Resignation**

Mr. Petrovich made a motion to approve the resignation of Rachelle Morgan as Team/Grade Level Coordinator for 11<sup>th</sup> Grade, effective January 21, 2015. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Appointments**

Mr. Petrovich made a motion to approve the appointment of the following. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Name</u>	<u>Position</u>	<u>Effective Date</u>	<u>Salary</u>
Lori Shoulak	Special Ed Para	1/23/15	\$9.00/hour, 30 hours per week
John Hunsinger	Elementary Teacher	2/23/15	\$38,670, Step 1B, pro-rated

**Team/Grade Level Coordinator**

Mr. Petrovich made a motion to approve the appointment of Adam Gable as Team/Grade Level Coordinator for 11<sup>th</sup> Grade, at a pro-rated rate, effective January 22, 2015. Second by Mr. Spizzirri. Ms. Carricato stated the salary should read pro-rated in minutes. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**PROPERTY AND SUPPLIES REPORT**

**Elevator Repair Work Order**

Mr. Lewis made a motion to approve a work order agreement with ThyssenKrupp Elevator in the amount of \$3,089.95 to repair the High School elevator. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Facilities Usage Report January, 2015**

Mr. Lewis presented the Facilities Usage Report for January, 2015.

- On behalf of Capital Area Extreme Regional Cheerleading Competitions, Tamy James and Marie Crawford request for High School facilities on February 22, 2015 from 8:00 a.m. to 5:00 p.m. and March 8, 2015 from 8:00 a.m. to 6:00 p.m. (Facilities request include Auxiliary Gym, Main Gym, locker rooms, Cafeteria, rest rooms at gym area, main lobby and the use of custodial services.)

<b>February 22, 2015</b>	<b>Total</b>	<b>March 8, 2015</b>	<b>Total</b>
	<b>\$1775.00</b>		<b>\$1800.00</b>
HS Gym	\$600.00	HS Gym	\$600.00
HS cafeteria	\$500.00	HS cafeteria	\$500.00
Auxiliary gym	\$400.00	Auxiliary gym	\$400.00
Custodial	\$275.00	Custodial	\$300.00

- Coach Pilsitz’s request for the use of the High School Aux. Gym and Weight Room for baseball practice on Monday, Wednesday and Thursdays from 6:30 p.m. until 8:30 p.m. until the end of February.
- Coach Conjar’s request for the use of the High School Auxiliary Gym beginning Saturday January 17<sup>th</sup> through March 14<sup>th</sup> from 8:00 – 10:00 a.m., for the girls softball team practice.

**\*\* All groups will coordinate times for building usage if necessary\*\***

**STUDENT ACTIVITIES REPORT****Field Trips**

Ms. Slade presented the list of approved field trips. These trips do not require Board approval as they are within a 50 mile radius of the district.

<b><u>Date Of Trip</u></b>	<b><u>Group</u></b>	<b><u>Destination</u></b>	<b><u>Advisor/Chaperones</u></b>	<b><u>Paid</u></b>	<b><u>Substitute For Classroom Coverage</u></b>
1/15/15	Science Club	PA Farm Show	Ms. Rhodes	Science Club	Yes
1/23/2015	Band Members	Lebanon Valley College (Leb. Valley College Honor Band)	Jason Roach	No cost	No
1/24/15	Science Club	PA State Museum	B. Rhodes F. Jackson	Science Club	No
2/13/15	HS & 5/6 grades Emotional Support students	Ski Roundtop	P. Johnson J. Yarnevich	School Vans	No
2/20/15	K-4 Emotional Support	Ski Roundtop	C. Trapp	School Vans	No
3/11/2015	9th Grade Honor Students	STEM Program, Penn State, Harrisburg	20 students w/ A. Wolfe	Curr/ Student Trans	Yes
3/11/15	6 <sup>th</sup> Grade Music	Martin Guitar, Nazareth	G. Romanofsky	Student Act Fund & Band Boosters	Yes
4/10/15	Jr. Achievement (10 <sup>th</sup> & 11 <sup>th</sup> )	Clarion Hotel, New Cumberland	Ms. Morgan Ms. St. Hilaire	HS Student Activities	Yes
5/27/2015	Grades 5-6 Emotional Support	Pinchot Park	8 students 4 adults w/ J. Yarnevich	IDEA Special Ed	No
5/13/15	Elementary Band	Harrisburg Mall	G. Romanofsky	Band Boosters	Yes

**Fundraisers**

Mr. Spizzirri made a motion to approve the following fundraisers. Second by Mr. Salov. The question was raised about the price that will be charged per person for the April 17 dinner. Dr. Castagneto will find out and report back. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
4 <sup>th</sup> Grade	February 10, 2015	Chili's Night (10% profit) for spring field trip
Junior High	February 2 through March 31, 2015	T-Shirt and Sweat Shirt Sales for junior high field trips
Senior Class	February 2015	Flower bulb sale
2 <sup>nd</sup> Grade	February 23 through March 6, 2015	Popcorn Palace Gourmet Popcorn for end of year activities/trip
Steelton Highspire Band Booster	April 17, 2015 3:00- 8:00 p.m.	Jazz Band Spaghetti Dinner

**PUPIL SERVICES REPORT****Wellness Center Grant**

Ms. Metallo made a motion to accept the Penn State Hershey Pro Wellness Center Grant in the amount of \$1,000 for the SY 14-15 with the potential of up to \$10,000 during year 2. This grant will assist with the programming and supplies necessary to our physical activity and health and nutrition initiatives. Second by Ms. Slade. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Collaboration Agreement**

Ms. Metallo made a motion to accept the Collaboration Agreement between Steelton-Highspire High School and the Greater Harrisburg Healthy Start Program of Hamilton Health Center for the 2014-2015 school year. Second by Mr. Spizzirri. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**Radiological Emergency Response Plan**

Ms. Metallo made a motion to accept the attached Steelton-Highspire School District Radiological Emergency Response Plan. Second by Ms. Slade. Mr. Spizzirri questioned the re-location point. Mr. Petrovich questioned if procedure was in place for parents who pick-up their children. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

**SOLICITOR'S REPORT**

Attorney Champion reported the paperwork has been filed with the Department of State for the Roller Education Foundation. He is providing this service free of charge to the district.

**SUPERINTENDENT'S REPORT****Conference Requests**

Mr. Spizzirri made a motion to approve the following conference requests, totaling \$2500.00, Title II Grant funded. Second by Mr. Lewis. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<b><u>Conference</u></b>		<b><u>Name</u></b>	<b><u>Date</u></b>
PA Education Technology Expo	Byron Kiehl Tara Russo Brian Woodfill	Josh Porr Todd Troutman Tony Wolfe	Feb. 8, 9 &10, 2015
PDE Data Summit	Byron Kiehl		March 22, 23 & 24, 2015
IU 13 Tech Talk	Josh Porr Byron Kiehl		May 5 & 6, 2015

Mr. Spizzirri made a motion to approve the following conference requests. Second by Mr. Lewis. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<b><u>Conference</u></b>	<b><u>Name</u></b>	<b><u>Date</u></b>	<b><u>Cost</u></b>
PA Project	Susan Parry	1/29/15	Sub cost (to be
Excellence	Lisa Grob	1/29/15	reimbursed by
Co-teaching	Rachel Montiel	1/29/15	Messiah College)
			No cost

**Acceptance Of Donations**

Ms. Slade made a motion to accept the following donations. Second by Mr. Spizzirri. Ms. Slade questioned if this was over and beyond the expenses to be paid to school. Ms. Craig will research and report to the board. All members present voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<b>Name</b>	<b>Group</b>	<b>Amount</b>
Milk N Mor, LLC	Cheerleaders	\$30.00
Taste of Heaven/Famous Kettle Corn LLC	Cheerleaders	\$30.15
Travis Waters	Football	\$300.00

**SPECIAL REPORTS****Athletic Association**

Mr. Salov reported the baseball fundraiser is continuing. There are 15 vendors providing discounts on the coupon tickets.

Mr. Salov suggested the consideration of Steelton-Highspire change the PIAA classification.

**PSBA Representative**

There was nothing to report.

**HACC**

There was nothing to report.

**Strategic Planning Team**

There was nothing to report.

**Buildings and Grounds**

There was nothing to report.

**Discipline Committee**

Ms. Slade reported a meeting is to be scheduled for next month.

**Budget Committee**

Mr. Petrovich reported the scheduled meeting had been cancelled due to bad weather.

**BOARD ROUND TABLE**

Ms. Slade stated the family of Mr. Brian Slade wanted her to say how very appreciative they were of all the calls, texts, visits, cards of sympathy and caring expressed by the community, district employees and students in the passing of her cousin.

**PUBLIC COMMENT (ANY TOPIC)**

Natasha Wood, 181 South Front Street, Steelton reported in the place of Ms. Danae House who was unable to attend, the progress on the SYIA after school program. At this time approximately sixty (60) students attend the Monday, Tuesday and Wednesday sessions, they are expecting another thirty (30) applicants who have communicated interest. She stated they are continuing to recruit for volunteers. The program has a meal for the students, provided by Channels. Mr. Spizzirri stated that most of the volunteers are not from the school community. Parent participation is very low in general. Dr. Castagneto added SYIA is beneficial to students and appreciates the support to get up and running. Notifications were communicated to parents regarding the after school program, SHIRT meetings and PAC meetings.

Mr. Mick Iskric added his gratitude of how the staff stepped up with the passing of Mr. Slade. He was amazed how the staff can be in times of grief.

**ADJOURNMENT**

The meeting adjourned at 7:08 p.m. on a motion by Ms. Slade. Second by Mr. Petrovich. All members present voted aye.

*Debora Kagarise*

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Debora Kagarise, Board Secretary