

Steelton, Pennsylvania
February 20, 2014

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 Lewis; Ms. Sarah F. Metallo; Mr. Samuel Petrovich; Mr. John Salov; Mr. Robert Spizzirri and Mrs. Rosemary Tonkin. Mr. Barry L. Baumgardner was absent. Also present was Dr. Ellen Castagneto, Superintendent; Mrs. Susan Helms, Director of Accounting; Mr. Vincent Champion, Solicitor; Mr. Travis Waters, High School Principal; Mrs. Lisa Crum, Elementary School Principal and Mrs. Annie M. Long, 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 6:47 P.M.

The meeting opened with the “Pledge of Allegiance to the Flag”.

Ms. Carricato announced that there was an Executive Session held prior to this evenings meeting to discuss personnel.

BOARD PRESENTATION

Mr. John Bonowitz, from Brown, Schultz, Sheridan and Fritz, Certified Public Accountants & Business Advisors gave a presentation regarding the Independent Auditors report for the year ending June 30, 2013.

PUBLIC COMMENT (Agenda Items)

There was no Public Comment.

APPROVAL OF MINUTES

Mr. Spizzirri made a motion to approve the January 13, 2014 Planning Meeting minutes. Second by Mr. Salov. All members present voted aye.

Mrs. Tonkin made a motion to approve the January 23, 2014, Legislative Meeting minutes. Second by Mr. Spizzirri. All members present voted aye.

FINANCE REPORT

GENERAL FUND

Mr. Salov made a motion to approve the following financial reports for January 2014. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Treasurer's Report

January 2014 (Report #1)	
Balance 01/1/14	\$1,835,077.29
Receipts	\$1,963,471.83
Disbursements	\$2,232,891.44
Balance 01/31/14	\$1,565,657.68

Accounts Payable/Estimated Expenditures Report

February 2014 Estimated Expenditures in the amount of \$1,500,000.00 which include vendor checks #37540-#37650 totaling \$494,033.21. (Report #2)

CAFETERIA FUND

Cafeteria Report

January 2014 (Report #3)	
Balance 01/1/14	\$ 3,361.77
Receipts	\$ 79,728.07
Disbursements	\$ 79,031.63
Balance 01/31/14	\$ 4,058.21

ATHLETIC FUND

Athletic Association Financial Report

January 2014 (Report #4)	
Balance 01/1/14	\$ 4,356.24
Receipts	\$ 5,677.42
Disbursements	\$ 7,425.95
Balance 01/31/14	\$ 2,607.71

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report

January 2014 (Report #5)	
Balance 01/1/14	\$34,177.86
Receipts	\$ 4,538.86
Disbursements	\$10,159.47
Balance 01/31/14	\$28,557.25

CONSTRUCTION FUND ACCOUNT

Construction Fund Report

The Construction Fund was closed and the balance of \$3,840.61 was transferred to the General Fund on January 14, 2014.

REAL ESTATE AND PERSONAL TAXES

Tax Exonerations

Exonerations for personal taxes as presented on List #6, persons applying for exoneration of the \$200.00 Occupation Tax for 2013-2014, the \$200.00 Occupation Tax for 2012-13, the \$200.00 Occupation Tax for 2011-12, and persons applying for full exoneration/deletion of the Occupation, Per Capita and Residence Taxes for 2013-14, 2012-13, and 2011-12. (Report #6)

Annual Tax Collectors' and School District Tax Clerk's Settlements:

The Annual Steelton Tax Collector's and School District Tax Clerk's Settlements for Steelton Real Estate, Per Capital, Residence and Occupation Taxes for 2013, and Interim Taxes for 2012 and 2011. (Report #7)

The Annual Highspire Tax Collector's and School District Tax Clerk's Settlements for Highspire Real Estate, per Capital, residence and Occupation Taxes for 2013, and Interim Taxes for 2012 and 2011. (Report #8)

Financial Report Cont.

2014-2015 CAPITAL AREA INTERMEDIATE UNIT GENRAL OPERATING BUDGET

Mr. Salov made a motion to adopt the proposed 2014-2015 Capital Area intermediate Unit General Operating Budget. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent) (Report #9)

PERSONNEL REPORT

Tenure

Mr. Petrovich made a motion to grant tenure to the following teachers: Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Shell Johnson, Special Education
Pharoah Vaughn, Health & PE

Job Description

Mr. Petrovich made a motion to approve the attached job description for the Career Preparation Counselor position. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

District Solicitor

Mr. Petrovich made a motion to approve the appointment of Vincent Champion Esq. and the Champion Law Office, LLC as the District Solicitor for the term beginning March 1, 2014 through June 30, 2015. Mr. Champion's fee will be \$150 per hour. The annual Board Solicitor appointment will be no later than July 1, of each upcoming school year thereafter. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Resignation

Mr. Petrovich made a motion to accept the resignation of the head varsity football coach, Mr. C. Thomas Hailey. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Appointment

Mr. Petrovich made a motion to appoint Mr. Andrew Erby as the new varsity head football coach. Mr. Erby will be placed on step 1 beginning February 21, 2014. Second by Mr. Salov. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

PROPERTY AND SUPPLIES REPORT

Facilities Usage

Mr. Lewis presented the following Facilities Usage Report for February.

Facilities Usage Report February 20, 2014

Listed below are the facilities usages for the school district as of February 18, 2014 respectfully submitted by Annie Long, Facilities Administrator.

- Coach Chisholm's request to use the High School Gym Mondays and Wednesdays from 6:00 P.M. to 8:00 P.M. and Sundays at 3:00 P.M. to 7:00 P.M.
- Joe Barbush's request to use the Elementary Gym on Tuesdays, and Thursday, from 4:00 P.M. to 6:00 P.M.
- Coach Hawthorn's request to use the High School Gym on Monday and Wednesdays, from 6:00 P.M. to 8:00 P.M.
- Pete Boyajian's request to use the Auditorium for Character Night on May 9th, 2014 from 6:00 to 7:00 P.M. with practice the 5th through the 8th.
- Eddie Albert's request to use the Elementary Gym for the Steelton Midget Basketball League on Mondays, Wednesdays, and Thursdays from 7:00 P.M. to 9:00 P.M. and Saturdays and Sundays from 11:00 P.M. to 8:00 P.M. beginning November 1, through April 2014.
- Andrew Erby's request to use the Elementary Gym Fridays from 4:30 p.m. to 6:00 p.m.
- Tristan Crawford's request to use the Elementary Gym on Mondays and Wednesdays from 5:30 p.m. to 7:30 p.m.

Facilities Usage Report cont.

- Iris Brown's request to use the High School Library on the following dates for the Leaders of Tomorrow Club.

10/10; 10/17; 11/7; 11/21; 12/5; 12/19; 1/23; 2/6; 2/20;
3/6; 3/20; 4/3; 4/17; 5/1; 5/15; 6/5
- Andrae Martin and Travis Water's request to use the High School Gym on Saturday mornings from 7:00 A.M. to 9:00 A.M., beginning Saturday, November 23, 2013. This will be a fundraiser for the Athletic Program. They will be paying \$150.00 a month for the use of the gym for approximately 20 adults including themselves to play basketball.
- Gail Romanofsky's request for the Keystone Concert Band to use the HS band room for Wednesday rehearsal during Lent, March 5, March 12, March 26, April 2, April 9 and April 16th from 7:00 P.M. to 9:30 P.M.
- Kenna Ryder's request to use the High School Auditorium for the annual High School Play on April 10th, 11th, and 12th. Practices will begin a week and a half prior to the show and striking the set and cleanup on Sunday and Monday April 13th and 14th.
- Jenifer Grimes's request to use the High School Auditorium for the Spring Elementary Talent Show. Rehearsals will be every Wednesday, beginning April 23, 2014 from 3:20 to 4:30 P.M. and the Talent Show on Friday May 30th from 12:30-to 2:45.
- Jason Roach's request to use the High School Auditorium for the Spring Concert, Sunday May 4th at 3:00 P.M.
- Gail Romanofsky's request to use the elementary band room for a few rehearsals over the summer. Dates and time to be determined. This is in preparation for the Highspire Bicentennial Celebration in September.
- Bobbie and Doug Malinak's request for the Ryan Lee Mohn Memorial Foundation to hold their annual Ryan Lee Mohn Walk on Saturday, August 9, 2014. The Walk will begin at 9:00 A.M. They are requesting the use of the football field, the hallway beginning at the entry to the basketball gymnasium through the main hallway and exiting out the main doors, and the baseball and football practice fields. The event should end around noon.

Facilities Usage Report cont.

- Jason Roach's request to use the Auditorium for an Alumni Band concert commemorating 55 years, on March 2, 2014. Rehearsal at 1:30 and Concert at 3:00 P.M. They will hold a rehearsal on March 1, from 1:30 to 5:00 P.M. followed by a banquet in the High School Cafeteria. (Tentative - was rescheduled from February due to weather)
- Jason Roach's request to use the Cottage Hill Field for band camp August 4-8, 2014 from 8:00 A.M. to 4:00 P.M.

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

STUDENT ACTIVITIES REPORT

Approved Field Trips

Mr. Spizzirri presented the following Approved Field Trips and Fund Raisers. Second by Ms. Slade. All members present voted aye on roll call.

Trip Date	Building	Group	Destination	Advisor
February				
2/21-22/14	High School	Select Band Mbrs	County Band Halifax HS	Jason Roach
2/26/14	Elementary	5-6 Gr ES	Strawberry Square	J. Deppen
MARCH				
3/14/14	High School	Select Band Mbrs	Regional Band Fest. Boiling Springs HS	Jason Roach
3/22/14	High School	Marching Band	Harrisburg Parade St. Patrick's Day	Jason Roach
APRIL				
4/04/14	High School	Select Jr/Sr Girls	Junior Achievement Symposium, New Cumberland	Rachelle Morgan
4/07/14	High School	8 th Grade Students	Science symposium Hershey Med Center	Aislinn Benfield
4/10/14	High School	Special Ed Students	Special Olympics, Messiah College	Jody Yarnevich
MAY				
5/02/14	High School	Honors Science & Science Club	Hershey Park - Science Day	Barb Nicholas

Approved Field Trips cont.

5/02/14	High School	Learning Support Students	Senators Game Education Days-City Island	Keri Poston
5/23/14	Elementary	Third Grade	Indian Echo Caverns and Chocolate World, Hershey	Elayne Davis

Fund Raisers

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
French Club	3/13/14-3/17/14	Wolfgang Candy Sale
Science Club	Starting 4/28/14-5/9/14	Mother's Day Flowers
7 th & 8 th Grade	3/3/14-3/21/14	Change Drive (Leukemia & Lymphoma)

SUPERINTENDENT'S REPORT

Conference Requests

Ms. Slade made a motion to approve the following Conference Request. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Patrick Bircher	PBIS Maintenance Session CAIU 15 – Enola	3/11/14&5/15/14	-0-
Dr. Ellen Castagneto Keri Poston	PAPSA 2014 Annual Conference Lancaster, PA	4/23-4/25/14 4/25/14	\$250 \$200 Title II
Aislinn Benfield	8 th Grade Science Symposium Penn State Hershey Med. Center	4/7/14	Sub

Calendars

Mr. Spizzirri made a motion to adopt the attached 2014-2015 School District and 12 month employee calendars. Second by Mrs. Tonkin. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent.)

SPECIAL REPORTS

Athletic Association

Mr. Salov congratulated the girls' basketball team on their win last night.

PSBA Representative

There was nothing to report.

HACC

There was nothing to report.

Joint Local Government Association

Ms. Carricato stated the next meeting is scheduled for February 27, 2014 at 7:00 p.m. at the Steelton Borough Building. Ms. Slade informed the Board that the girl's next basketball game will be that same night.

Strategic Planning Team

There was nothing to report.

Buildings and Grounds

There was nothing to report.

Discipline Committee

There was nothing to report.

Budget Committee

There was nothing to report.

BOARD ROUND TABLE

There were no comments or discussions.

PUBLIC COMMENT (ANY TOPIC)

Marcus Millberry, of 100 S. 4th St. Apt. 2204, Steelton. Mr. Millberry told the Board that he would like to start a Middle School Track Program for the 6th through 8th grade.

Mr. Millberry also asked what the policy is for student's having phones in classrooms. He stated he sees a lot of postings from students on face book while they are in class. He feels that the policy should be a little tougher.

Ms. Carricato stated that the Board would have to meet and discuss the Middle School Track program, an answer could not be given at this time.

ADJOURNMENT

The meeting adjourned at 7:32 p.m. on a motion by Mr. Salov. Second by Mr. Petrovich. All members present voted aye.

Annie M. Long

Annie M. Long, Board Secretary