

Steelton, Pennsylvania  
April 24, 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. Barry L. Baumgardner; Mr. Derek Lewis; Ms. Sarah F. Metallo; Mr. Samuel Petrovich; Mr. John Salov; Mr. Robert Spizzirri and Mrs. Rosemary Tonkin. Also present was Dr. Ellen Castagneto, Superintendent; Mr. Vincent Champion, Solicitor, Mr. Scott McGrady, High School Assistant 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 6:37 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 tonight's meeting to discuss personnel.

Dr. Castagneto introduced a few of the 2013-14 Junior Class students who came dressed in character to invite everyone to the Character Night presentation on May 9<sup>th</sup>, 2014 at 6:00 P.M. in the High School Auditorium.

## **BOARD PRESENTATION**

Dr. Castagneto gave a brief budget overview.

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

There was no Public Comment.

## **APPROVAL OF MINUTES**

Mr. Spizzirri made a motion to approve the March 10, 2014 Planning Meeting minutes. Second by Mr. Lewis. All members present voted aye.

Ms. Slade made a motion to approve the March 20, 2014, Legislative Meeting minutes. Second by Mr. Spizzirri. All members present voted aye.

**CURRICULUM REPORT**

**Grant**

Ms. Metallo made a motion to accept the Promoting Adolescent Health through School Based HIV/STD and Teen Pregnancy prevention Initiative Grant totaling \$22,500 over five years from the Pennsylvania Department of Education. Second by Mr. Petrovich. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

**2014-2015 Summer School**

Ms. Metallo made a motion to approve the following tentative Secondary Summer School program. Summer School will run Monday through Thursdays, 8:00 a.m. to 12 noon, from June 30, 2014 through August 7, 2014. The cost will not exceed \$27,000.00. 11 professional staff will be needed. Students will be charged \$25.00 per course to be paid by the 1<sup>st</sup> day of summer school. Course fees will not be refundable and must be paid in cash or money order. We will not offer Physical Education. The program will be supplemented with Title I funds. Second by Mr. Spizzirri. Eight members voted aye on roll call. Mr. Baumgardner voted no. (8 ayes, 1 nay, 0 abstention, 0 absent)

**Extended School Year (ESY)**

Ms. Metallo made a motion to approve an Extended School Year (ESY) program for complex special needs students as per their IEP, following state criteria. Classes will be held July 7, through August 1, 2014 at the Steelton-Highspire Elementary School. Transportation as well as related services (Speech, OT/PT) must be provided by law. We will need 2 teachers, 2 aides and nursing coverage. The program will be two hours per day, four days per week. This program will be IDEA and Title I supplemented. Second by Mr. Spizzirri. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

**FINANCE REPORT**

**GENERAL FUND**

Mr. Salov made a motion to approve the following financial reports for March 2014. Second by Mrs. Tonkin. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

Treasurer's Report

March 2014 (Report #1)

Balance 03/1/14	\$1,289,365.05
Receipts	\$1,070,713.34
Disbursements	\$1,160,549.34
Balance 03/31/14	\$1,199,529.05

Accounts Payable/Estimated Expenditures Report

Final approval of the March 2014 vendor payments in the amount of \$103,009.92 which included vendor checks #00037711-#00037716 (Report #2)

April 2014 estimated expenditures in the amount of \$1,500,000.00 which included vendor checks #00037759-#00037800 totaling \$89,936.25. (Report #3)

**CAFETERIA FUND**

Cafeteria Report

March 2014 (Report #4)

Balance 03/1/14	\$ 3,625.53
Receipts	\$ 8,272.85
Disbursements	\$ 54.25
Balance 03/31/14	\$ 11,844.13

**ATHLETIC FUND**

Athletic Association Financial Report

March 2014 (Report #5)

Balance 03/1/14	\$ 5,473.99
Receipts	\$ 1.59
Disbursements	\$ 1,725.69
Balance 03/31/14	\$ 3,749.89

**STUDENT ACTIVITIES ACCOUNT**

Student Activities Financial Report

March 2014 (Report #6)

Balance 03/1/14	\$29,173.52
Receipts	\$ 8,242.00
Disbursements	\$ 6,139.36
Balance 03/31/14	\$31,276.16

## **HEALTH INSURANCE**

Mr. Salov made a motion to approve the switch of health care providers from Health America to Highmark Blue Shield with the contract year beginning July 1, 2014. The first 50% of the deductible will be paid by the school district. Second by Mr. Spizzirri. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

## **PERSONNEL REPORT**

### **APPOINTMENTS**

Mr. Petrovich made a motion to post approve the appointment of Ann Knorr as the Play Director for the 2013-2014 school year. Ms. Knorr will be paid a stipend of \$2,207.00. Second by Mr. Spizzirri. Eight members voted aye on roll call. Mrs. Tonkin voted no. (8 ayes, 1 nay, 0 abstentions, 0 absent)

Mr. Petrovich made a motion to post approve the appointment of Kenna Ryder as the Assistant Play Director for the 2013-2014 school year. Mrs. Ryder will be paid a stipend of \$1,148.00. Second by Mr. Spizzirri. Eight members voted aye on roll call. Mrs. Tonkin voted no. (8 ayes, 1 nay, 0 abstentions, 0 absent)

### **CREATION OF POSITION**

Mr. Petrovich made a motion to approve the creation of a Long Term Special Education substitute position to replace Malarie Kane from August 18, through December 23<sup>rd</sup>, 2014 while she is on FMLA. Second by Mr. Spizzirri. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

### **APPOINTMENT**

Mr. Petrovich made a motion to appoint Kania Jackson as a 9<sup>th</sup> grade Long Term Substitute English Teacher, pending the completion of all PDE requirements for proper emergency certification. The certificate is a Type 04 Emergency Permit exception case waiver, English 3230, effective May 1, 2014 through June 12, 2014. PDE has stated that no fine will occur under this permit. Second by Ms. Slade. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

Personnel Report Cont.

## **EARLY RETIREMENT INCENTIVE**

Mr. Petrovich made a motion to offer an Early Retirement Incentive for school district employees age 50+ with 25+ year of documented PSERS service. The incentive is district medical coverage until Medicare age at a cost of the annual contractual percentage of the premium. Employees who meet this requirement must submit a retirement resignation letter no later than June 1, 2014 with an effective retirement date of no later than June 30, 2014. Second by Mr. Spizzirri. Mr. Lewis asked if the coverage is for spouse and family or just retiree. Mr. Petrovich stated that how the employee is paying now is how they pay when they retire, they may not add any one once they retire, If they are paying a spouse or family rate now, that is what they will pay for when they retire, except for the annual increases. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

## **PROPERTY AND SUPPLIES REPORT**

### **Facilities Usage**

Mr. Spizzirri presented the following Facilities Usage Report for April.

#### Facilities Usage Report April 24, 2014

- Jason Roach's request to use the High School Auditorium for the Spring Concert, Sunday May 4<sup>th</sup> at 3:00 P.M.
- Pete Boyajian's request to use the Auditorium for Character Night on May 9<sup>th</sup>, 2014 from 6:00 to 7:00 P.M. with practice the 5<sup>th</sup> through the 8<sup>th</sup>.
- Jenifer Grimes 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 30<sup>th</sup> from 12:30-to 2:45.
- Gail Romanofsky's request to use the elementary band room for a few rehearsals over the summer. Dates and times to be determined. This is in preparation for the Highspire Bicentennial Celebration in September.
- 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.

Property and Supplies Report Cont.

- 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.
- A request from a resident, Ms. Candice Smith, to use the high school parking lot to park a few cars while they are on a bus trip to New York City on June 14, 2014. They will be parked from 6:45 A.M. until 12:00 midnight.
- **Mr. Andrew Erby's request to use the High School Main Gym and possibly the Elementary Gym to hold a 3 on 3 basketball tournament. All proceeds will go to the Steelton-Highspire Football Activity Fun. The date would be Sunday May 25<sup>th</sup>.**
- **Mrs. Vicki Glenn's request to use the High School Auditorium on Thursday May 29, 2014 from 7:00 P.M. to 9:00 P.M. for the annual Senior Awards Ceremony.**
- **Ms. Cynthia Goles', 6<sup>th</sup> grade teacher, request to use the football field for the 6<sup>th</sup> grade field day on June 2 and June 3 from 1:00 P.M. to 2:00 p.m.**
- **Ms. Goles' request to use the High School Auditorium on June 11<sup>th</sup> from 9:00 A.M. to 11:00 A.M. for the 6<sup>th</sup> Grade Promotion. Practice will be on June 6<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> from 10:00 A.M. to 12 A.M.**
- **Mr. Andrew Erby's request to use the Elementary Gym on Monday, Wednesday and Friday's from 4:00 P.M. to 5:30 P.M. for free sports performance and basketball skills and drills for student in 3<sup>rd</sup> through 6<sup>th</sup> grade.**
- **Steelton Midget Football Association's request to use the high school facilities as follows:**

**Football Field –            Sunday, August 31, 2014  
   Sunday, September 21, 2014  
   Sunday, October 4, 2014  
   Sunday, October 11, 2014  
   Saturday, October 25, 2014  
   Sunday, October 26, 2014**

**Use of the old locker room, new concession stand, restrooms, public announcement system and score clock.**

Property and Supplies Report Cont.

**Use of the Upper field and field behind the high school for daily football practices from July 30, 2014 to November 11, 2014.**

**Use of the field behind the high school for cheerleader's practices from June 1, 2014 to November 11, 2014.**

**Use of the Elementary School's Gym for Cheerleading Practices and try-outs on the following dates and times:**

**Tuesday-Thursday, May 13, 14, 15, 2014 – 6:00 P.M. – 8:00 P.M.**

**Tuesday-Thursday, May 20, 21, 22, 2014 – 6:00 P.M. – 8:00 P.M.**

**Use of the Auxiliary Gym for Cheerleading Practices on the following dates and times: (Will coordinate with the Basketball and H.S. Cheerleading Coaches)**

**Tuesday and Thursdays, May 21, 2014 thru November 14, 2014 from 6:00 P.M. – 8:00 P.M. and Sundays from 4:00 P.M. -6:00 P.M. while the girls' basketball team is in the main gym.**

**\*\* 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

<b>Trip Date</b>	<b>Building</b>	<b>Group</b>	<b>Destination</b>	<b>Advisor</b>
<b>April</b> 4/23/14	Elementary	4-6 ES Students	Strawberry Square & Hbg. Police Department	Jacqueline Deppen
4/28/14	Secondary	Forensic Science Class	Medical Examiners Office 1271 S. 28 <sup>th</sup> St., Hbg.	Barbara Nicholas
<b>May</b> 5/2/14	Secondary	Honors Science & Science Club	Hershey Park Science Day	Barbara Nicholas

Student Activities Report Cont.

5/07/14	Elementary	6 <sup>th</sup> Grade	Education Days City Island, Hbg.	Megan Byrnes
5/14/14	Elementary	Band	Food Court Perform Harrisburg East Mall	Gail Romanofsky
5/15/14	High School	Select SE Students	Buskey luncheon – CART Student Achievement	Shell Johnson
5/28/14	Elementary	1 <sup>st</sup> Grade	Turkey Hill Experience, Columbia	Allison Klugh
5/28/14	Elementary	6 <sup>th</sup> Grade	Zoo America, Hershey	Megan Byrnes
<b>June</b>				
6/05/14	Elementary	6 <sup>th</sup> Grade	Whitaker Center, Hbg.	Megan Byrnes

**SCHOOL BOARD PRESIDENT’S REPORT**

Ms. Carricato stated that the Board Legislative Meeting scheduled for June 19<sup>th</sup> has been moved to June 26<sup>th</sup>, in order to accommodate the budget.

**SUPERINTENDENT’S REPORT**

**Conference Requests**

Ms. Slade made a motion to approve the following Conference Request. Second by Mr. Spizzirri. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Colleen Ingersoll	ALIO Training @ CAIU 15	5/1-5/2 2014	\$30
Susan Helms			\$30

Superintendent's Report Cont.

Susan Helms	Salary Schedule Basics - PASBO Best Western, Harrisburg	5/13/14	71.25
Willie Slade	HIV/STD Prevention Grant Mtg. Achievers College Tour	5/28/14	-0-
Elizabeth Skolnicki	The Common Core State Standards English Language Arts.	5/9/14	Sub

**MOU for Dauphin County Consortium Online Learning Co-op**

Mr. Spizzirri made a motion to approve the attached Memorandum of Understanding for the Dauphin County Consortium Online Learning Cooperation. Member Districts will be Central Dauphin School District, Dauphin County Technical School, Derry Township School District, Harrisburg School District, Lower Dauphin School District, Middletown Area School District, Millersburg Area School District, and Steelton-Highspire School District. There is no charge associated with this agreement. Second by Ms. Slade. All members voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent)

**Acceptance of Donations**

Ms. Slade made a motion to accept a donation of \$225.00 to the Steelton-Highspire School District from the Epsilon Sigma Omega Chapter of the Alpha Kappa Alpha Sorority Inc. and the AKA Foundation of Central Pennsylvania. This money will be used to offset student transportation and other travel expenses. Second by Mr. Spizzirri. All members present voted aye on roll call. (9 ayes, 0 nays, 0 abstentions, 0 absent.)

**SPECIAL REPORTS**

**Athletic Association**

Ms. Slade stated that the committee is going to have a meeting on May 1, at 6:00 p.m.

Mr. Salov stated the track team left today for Philadelphia. And the girls' softball team is having a good time and they are learning and getting better.

Athletic Association Cont.

Mr. Salov commended Mr. Martin, the Athletic Director on his budget for next year, Mr. Martin is handling the cuts and looking to raise funds to supplement the Athletic Budget.

Mr. Baumgardner asked how we are doing with the Boys Basketball Coaching position. Dr. Castagneto informed the board that we have posted the position and we have 6 or 7 applicants.

**PSBA Representative**

There was nothing to report.

**HACC**

Mr. Spizzirri stated there was a meeting on March 26<sup>th</sup> on the budget and Mrs. Long posted the minutes on the web if you're interested. HACC is suffering too. Tuition enrollment is down. They are hoping that new Legislation passes very, very soon.

**Joint Local Government Association**

Mr. Baumgardner stated the next Joint Local Government meeting is scheduled for Wednesday, April 30<sup>th</sup> at 6:30 P.M. in our Board Room.

**Strategic Planning Team**

There was nothing to report.

**Buildings and Grounds**

Mr. Lewis gave props to Mr. Zimmerman. He came by last week and there was paper all over the field, and next morning he had it all cleaned up. He has trash cans all around.

Mr. Spizzirri asked if we still have the no dogs allowed signs posted on the baseball field. Mrs. Long stated we have them posted all around the property, but people choose to ignore them. We have had some of our people say something too them, but they just keep doing it. Our next step is to start calling the police.

**Discipline Committee**

Ms. Slade stated that they had a meeting yesterday with the principals from both buildings, Dr. Castagneto and Ms. Carricato. It was a very productive meeting. We are going to meet again to go over the dress code, no uniforms, just dress code.

**Budget Committee**

Ms. Slade stated we are waiting to meet with the teachers on their contract.

Mr. Petrovich said there is a lot of if factors in the budget right now. Two of the biggest ones are, when will the State pass their budget and when will the Federal Government pass their budget. We can only guess at this point, and we are in the middle of negotiating a teacher's contract.

**BOARD ROUND TABLE**

Ms. Slade wanted to congratulate the cast, crew and directors of the play. They did a nice job.

**PUBLIC COMMENT (ANY TOPIC)**

There was no public comment.

**ADJOURNMENT**

The meeting adjourned at 7:31 p.m. on a motion by Ms. Slade. Second by Mr. Petrovich. All members voted aye.

*Annie M. Long*

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Annie M. Long, Board Secretary