

**STEELTON-HIGHSPIRE SCHOOL DISTRICT**

**LEGISLATIVE MEETING**

**January 11, 2023**

**MINUTES**

**VOTING MEMBERS PRESENT:** Mr. Micheal Wanner President, Ms. Ashley Ward-McMullen, Vice President, Mr. Calvin Johnson, Treasurer, Ms. Karen Harris, Ms. Joyce Culpepper, Ms. Julianna Paioletti, Ms. Rachel Slade, Ms. Jenna Condran, and Ms. Vanessa Jenkins.

**NON-VOTING MEMBERS PRESENT:** Mr. Michael Iskric, Jr, Superintendent, Mr. Willie Slade, Assistant to the Superintendent, Mr. William Zee, Solicitor Representative, Ms. Megan Armstead, Elementary Principal, Ms. Leni Cordero, Jr./Sr. High School Principal, Ms. Tara Gross, Jr//Sr. High School Assistant Principal and Mark Carnes, II, Business Mamanger/Board Secretary.

**CALL TO ORDER**

Mr. Micheal Wanner called the meeting to order at 6:19 p.m.

**PLEDGE OF ALLEGIANCE**

Audience

**EXCUTIVE SESSION**

Executive Session was held prior to this meeting to discuss personnel.

**PUBLIC COMMENT (Agenda items)**

**PRESENTATION**

**FOLLOW UP**

**APPROVAL OF MINUTES**

**November 9, 2022 Legislative Meeting Minutes**

The Administration respectfully recommends that the Board approve the November 9, 2022 Legislative Meeting Minutes.

On a motion by Mr. Wanner, second by Ms. Harris and approved by Voice vote, 8 members voting Aye and 1 nay, Legislative Meeting Minutes Item A was approved.

**December 7, 2022 Reorganization Meeting Minutes**

The Administration respectfully recommends that the Board approve the December 7, 2022 Reorganization Meeting Minutes.

On a motion by Ms. Ward-McMullen, second by Ms. Harris and approved by Voice vote, 8 members voting Aye and 1 member voting nay, Legislative Meeting Minutes Item A.1 was approved.

## **REVIEW OF BOARD REPORTS**

Reports are all listed individually

### **BOARD POLICY REPORT ACTION ITEM: Ms. Culpepper**

#### **Batch 1 Policies**

The Administration respectfully recommends that the Board move to approve the second reading of the following **Batch 1 Policies**:

Policy 236.1 Threat Assessment

Policy 805.1 Relations With Law Enforcement Agencies

Policy 805.2 School Security Personnel

Policy 819 Suicide Awareness, Prevention and Response

Policy 824 Maintaining Professional Adult/Student Boundaries

Policy 832 Educational Equity

Policy 917 Parent/Family Involvement

On a motion by Ms. Culpepper, second by Ms. Ward-McMullen and approved by Voice vote, all voting Aye, Legislative Meeting Minutes Item B was approved.

## **FINANCE REPORT ACTION ITEM**

The Administration respectfully recommends that the Board approve the attached **November 2022 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.

On a motion by Mr. Johnson, second by Ms. Ward-McMullen and approved by Roll Call vote, all voting Aye, Item C.1 was approved: Roll Call Vote: Ms. Harris – Aye, Ms. Paoletti – Aye, Ms. Culpepper – Aye, Mr. Wanner – Aye, Ms. Slade – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye, Ms. Ward-McMullen – Aye and Mr. Johnson – Aye.

The Administration respectfully recommends that the Board approve the attached **December 2022 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.

On a motion by Mr. Johnson, second by Ms. Ward-McMullen and approved by Roll Call vote, all voting Aye, Item C.2 was approved: Roll Call Vote: Ms. Harris – Aye, Ms. Paoletti – Aye, Ms. Culpepper – Aye, Mr. Wanner – Aye, Ms. Slade – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye, Ms. Ward-McMullen – Aye and Mr. Johnson – Aye.

The Administration respectfully recommends that the Board approve the amendment and resolution with **Portnoff Law Associates, LTD.** and the Steelton-Highspire School District.

On a motion by Mr. Johnson, second by Ms. Ward-McMullen and approved by Roll Call vote, all voting Aye, Item C.3 was approved: Roll Call Vote: Ms. Harris – Aye, Ms. Paoletti – Aye, Ms. Culpepper – No, Mr. Wanner – Aye, Ms. Slade – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye, Ms. Ward-McMullen – Aye and Mr. Johnson – Aye.

**PUPIL SERVICES REPORT ACTION ITEM: Ms. Paoletti**

The Administration respectfully recommends that the Board approve the **Spirit Club** for 6<sup>th</sup> – 8<sup>th</sup> grade students.

On a motion by Ms. Paoletti, second by Ms. Culpepper and approved by Roll Call vote, 8 members voting Aye, Item D.1 was approved: Roll Call Vote: Ms. Slade – Abstain, Ms. Ward-McMullen – Aye, Ms. Harris – Aye, Mr. Wanner – Aye, Mr. Johnson – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye Ms. Culpepper – Aye and Ms. Paoletti – Aye.

The Administration respectfully recommends that the Board approve the agreement with Dauphin County Probation Office and the Steelton-Highspire School District for student services for the 2022-2024 school years.

On a motion by Ms. Paoletti, second by Ms. Ward-McMullen and approved by Roll Call vote, all voting Aye, Item D.2 was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Mr. Wanner – Aye, Mr. Johnson – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye Ms. Culpepper – Aye, Ms. Ward-McMullen – Aye, and Ms. Paoletti – Aye.

The Administration respectfully recommends that the Board approve the updated agreement with ESS Northeast LLC. and the Steelton-Highspire School District for substitute services for the 2022-2023 school year.

On a motion by Ms. Paoletti, second by Ms. Ward-McMullen and approved by Roll Call vote, all voting Aye, Item D.2 was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Mr. Wanner – Aye, Mr. Johnson – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye Ms. Culpepper – Aye, Ms. Ward-McMullen – Aye, and Ms. Paoletti – Aye.

**PERSONNEL REPORT ACTION ITEM**

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

On a motion by Ms. Culpepper, second by Ms. Ward-McMullen and approved by Roll Call vote, all voting Aye, Item E.1 was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye Mr. Johnson – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye and Ms. Culpepper – Aye.

The Administration respectfully recommends that the Board approve the **Supplemental Contracts positions** for 2022-2023 school year.

On a motion by Ms. Culpepper, second by Mr. Johnson and approved by Roll Call vote, all voting Aye, Item E.2 was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye, Mr. Johnson – Aye and Ms. Culpepper – Aye.

The Administration respectfully recommends that the Board approve the **Athletic** positions for the 2022-2023 school year.

On a motion by Ms. Culpepper, second by Mr. Johnson and approved by Roll Call vote, all voting Aye, Item E.3 was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye, Mr. Johnson – Aye and Ms. Culpepper – Aye.

The Administration recommends that the Board adopt a resolution approving the issuance of a Notice of Hearing/Statement of Charges against a professional employee, Ms. Brooke Conjar.

Motion is made to adopt the resolution approving the issuance of a Notice of Hearing/Statement of Charges against Ms. Brooke Conjar.

On a motion by Ms. Culpepper, second by Mr. Johnson and approved by Roll Call vote, all voting Aye, Item E.4 was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Ms. Jenkins – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye, Mr. Johnson – Aye and Ms. Culpepper – Aye.

**PROPERTY AND SUPPLIES REPORT**

The Administration respectfully recommends that the Board approve the use of the Elementary School for **African American Read-in event** on February 25, 2023 from 9:30 a.m. - 12:30 p.m. with Ms. Love and Ms. Brown.

On a motion by Ms. Jenkins, second by Ms. Culpepper and approved by Roll Call vote, all voting Aye, Item F was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye, Mr. Johnson – Aye, Ms. Culpepper – Aye and Ms. Jenkins – Aye.

**STUDENT ACTIVITIES REPORT ACTION ITEM**

The Administration respectfully recommends that the Board approve the **fundraising** request. On a motion by Ms. Ward-McMullen, second by Mr. Johnson – Aye and approved by Roll Call vote, all voting Aye, Item G was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye and Ms. Ward-McMullen – Aye.

<b>Club or Group /Advisor</b>	<b>Date</b>	<b>Type of Funding</b>
Grades 4th-6th grades/ Ms. Pugh	1/26/2023 - 2/18/2023	Eggroll and Fried Rice
Student Government/ Ms. Nissen	2/13/2022 - 2/17/2023	Bake Sale
Class of 2023/ Ms. Butts	3/1/2023 - 3/8/2023	R& K Sub Sale

**TRANSPORTATION REPORT ACTION ITEM**

The Administration respectfully recommends that the Board review **field trips for informational purposes only**, trips are less than 50 miles.

<b>Date</b>	<b>Class/Program &amp; Teacher/Coach</b>	<b>Location</b>
1/10/2023	Fifth Grade Class/Ms. Reigle	Biztown - Junior Achievement
2/2/2023	12th Grade/Ms. Winter-Davis	Gamut Theater

**SUPERINTENDENT'S REPORT ACTION ITEM**

Mr. Iskrick recognized all **School Board Members** for their service to the district and handed out certificates.

The Administration respectfully recommends that the Board approve the **Confidential Agreement for Student #13503**

On a motion by Ms. Slade, second by Ms. Harris – Aye and approved by Roll Call vote, all voting Aye, Item I was approved: Roll Call Vote: Ms. Condran – Aye, Mr. Wanner – Aye, Ms. Paoletti – Aye, Ms. Ward-McMullen – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Ward-McMullen – Aye, Ms. Harris – Aye and Ms. Slade – Aye.

The Administration respectfully recommends that the Board approve the **donation**.  
 On a motion by Ms. Ward-McMullen, second by Mr. Johnson – Aye and approved by Roll Call vote, all voting Aye, Item G was approved: Roll Call Vote: Ms. Slade – Aye, Ms. Harris – Aye, Ms. Condran – Aye, Mr. Wanner – Aye, Ms. Paioletti – Aye, Ms. Ward-McMullen – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye and Ms. Ward-McMullen – Aye.

<u>Donation</u>	<u>Name</u>	<u>Fund</u>	<u>Amount/Other</u>
	First Student	SHSD Student fan bus	\$724.67
	John C. Clark Sr. American Legion Post 420	Athletics/chairs	\$300.00
	Mr. & Mrs. Steve Ogden	Football program	\$50.00

<b>Steelton-Highspire School District Monthly Enrollment</b>							
<b>Date</b>	<b>Elementary Brick &amp; Mortar</b>	<b>Elementary Caola</b>	<b>Elementary Total</b>	<b>Jr/Sr HS Brick &amp; Mortar</b>	<b>Jr/Sr HS Caola</b>	<b>Jr/Sr HS Total</b>	<b>District Total</b>
9/1/2022	718	8	726	576	20	596	1322
10/1/2022	745	7	752	575	35	610	1362
11/1/2022	738	9	747	564	42	606	1353
12/1/2022	744	10	754	556	54	610	1364
1/1/2023	735	13	748	536	63	599	1347

**CURRICULUM ACTION ITEM**

No report at this time.

**SPECIAL PROJECTS REPORT ACTION ITEM**

No report at this time.

**SCHOOL BOARD PRESIDENT’S REPORT**

No report at this time.

**SOLICITORS’ REPORT**

No report at this time.

**SUB-COMMITTEE REPORTS**

All sub-committees should meet 4 times a year

**Athletics:**

Ms. Slade (Chairperson)

**Budget:**

Mr. Johnson (Chairperson)

**Buildings and Grounds:**

Ms. Harris (Chairperson)

**Negotiations:**

Ms. Condran (Chairperson)

**Policy:**

Ms. Culpepper (Chairperson)

**Strategic Planning:**

Ms. Paoletti (Chairperson)

No report at this time.

**Superintendent Evaluation Committee**

Ms. Harris (Chairperson)

**Capital Area Intermediate Unit (CAIU)**

Mr. Wanner (Representative)

No report at this time.

**HACC:**

Ms. Condran (Representative)

No report at this time.

**PSBA:**

Ms. Culpepper (Representative)

Meeting with new representative on 1/19/2023 at 11:30 a.m. via Zoom.

**Inner Government**

Mr. Wanner

**BOARD ROUNDTABLE**

Mr. Wanner has seen so much improvements with the district as a whole.

**PUBLIC COMMENT**

Johan Bonilla from Mid-Penn Bank spoke about the First Time Homebuyers class and requesting to use the district facility there will be no solicitation at these classes.

**ADJOURNMENT**

The meeting adjourned at 6:20 p.m. on a motion by Ms. Slade and second by Ms. Ward-McMullen. All members present voted Aye.

*Respectfully Submitted,*

Mr. Mark Carnes

Board Secretary



## Finance Report

### General Fund

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#### Treasurer's Report:

Balance November 01, 2022	\$	3,511,782
Receipts		1,765,955
Disbursements		2,008,992
Balance November 30, 2022	\$	3,268,745

#### Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$1,079,955 which includes vendor checks #8504 - #8816. and wire payments \$-0-.

Payroll & Benefits amount \$929,037.

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, 2022	\$	455,461
Receipts		121,657
Disbursements		171,473
Balance November 30, 2022	\$	405,645

#### Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments total in the amount of \$171,472 which includes vendor checks #9012 - 9016. There were no wire payments this month. There were no transfers out of the Cafeteria Fund.

## **ATHLETIC FUND**

### Athletic Association Financial Report:

Balance November 01, 2022	\$	11,675
Receipts		40,304
Disbursements		32,123
Balance November 30, 2022	\$	19,856

### Accounts Payable/Estimated Expenditures

#### Reports:

Final approval of November vendor payments in the amount of \$32,123 which includes vendor checks #11096 - 11137.

No wire payments this month. \$-0- total transfers this month for Athletic Fund.

## **STUDENT ACTIVITIES ACCOUNT**

### Student Activities Financial Report:

Balance November 01, 2022	\$	45,930
Receipts		2,497
Disbursements		1,069
Balance November 30, 2022	\$	47,358

### Accounts Payable/Estimated Expenditures

#### Reports:

Final approval of November vendor payments in the amount of \$1,069. which includes vendor checks #120023 - 120027.

No wire payments for Student Activities Fund.

No transfers this month for Student Activities Fund. There were no journal entries this month out of the Activity Fund.



## Finance Report

### General Fund

#### Treasurer's Report:

Balance December 01, 2022	\$	3,268,745
Receipts		2,796,292
Disbursements		1,999,642
Balance December 31, 2022	\$	4,065,396

#### Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$405,987 which includes vendor checks #8817 - #8838. and wire payments \$-0-.

Payroll & Benefits amount \$1,593,655.

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, 2022	\$	405,645
Receipts		141,098
Disbursements		75,517
Balance December 31, 2022	\$	471,226

#### Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments total in the amount of \$75,517 which includes vendor checks #9017 - 9018. There were no wire payments this month. There were no transfers out of the Cafeteria Fund.

## **ATHLETIC FUND**

### Athletic Association Financial Report:

Balance December 01, 2022	\$	19,856
Receipts		11,646
Disbursements		22,622
Balance December 31, 2022	\$	8,880

### Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$22,622 which includes vendor checks #11138 - 11171.

No wire payments this month. \$-0- total transfers this month for Athletic Fund.

## **STUDENT ACTIVITIES ACCOUNT**

### Student Activities Financial Report:

Balance December 01, 2022	\$	47,358
Receipts		704
Disbursements		4,733
Balance December 31, 2022	\$	43,329

### Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$7,733. which includes vendor checks #120028 - 120035.

No wire payments for Student Activities Fund.

No transfers this month for Student Activities Fund. There were no journal entries this month out of the Activity Fund.

Finance Report  
General Fund

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Treasurer's Report:

Balance November 01, 2022	\$	3,511,782
Receipts		1,765,955
Disbursements		2,008,992
Balance November 30, 2022	\$	3,268,745

Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$1,079,955 which includes vendor checks #8504 - #8816. and wire payments \$-0-.

Payroll & Benefits amount \$929,037.

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, 2022	\$	455,461
Receipts		121,657
Disbursements		171,473
Balance November 30, 2022	\$	405,645

Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments total in the amount of \$171,472 which includes vendor checks #9012 - 9016. There were no wire payments this month. There were no transfers out of the Cafeteria Fund.

## **ATHLETIC FUND**

### Athletic Association Financial Report:

Balance November 01, 2022	\$	11,675
Receipts		40,304
Disbursements		32,123
Balance November 30, 2022	\$	19,856

### Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$32,123 which includes vendor checks #11096 - 11137.

No wire payments this month. \$-0-  
total transfers this month for Athletic Fund.

## **STUDENT ACTIVITIES ACCOUNT**

### Student Activities Financial Report:

Balance November 01, 2022	\$	45,930
Receipts		2,497
Disbursements		1,069
Balance November 30, 2022	\$	47,358

### Accounts Payable/Estimated Expenditures Reports:

Final approval of November vendor payments in the amount of \$1,069. which includes vendor checks #120023 - 120027.

No wire payments for Student Activities Fund.  
No transfers this month for Student Activities Fund. There were no journal entries this month out of the Activity Fund.

Finance Report  
General Fund

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Treasurer's Report:

Balance December 01, 2022	\$	3,268,745
Receipts		2,796,292
Disbursements		1,999,642
Balance December 31, 2022	\$	4,065,396

Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments in the amount of \$405,987 which includes vendor checks #8817 - #8838. and wire payments \$-0-.

Payroll & Benefits amount \$1,593,655.

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, 2022	\$	405,645
Receipts		141,098
Disbursements		75,517
Balance December 31, 2022	\$	471,226

Accounts Payable/Estimated Expenditures Reports:

Final approval of December vendor payments total in the amount of \$75,517 which includes vendor checks #9017 - 9018. There were no wire payments this month. There were no transfers out of the Cafeteria Fund.

## **ATHLETIC FUND**

### Athletic Association Financial Report:

Balance December 01, 2022	\$	19,856
Receipts		11,646
Disbursements		22,622
Balance December 31, 2022	\$	8,880

### Accounts Payable/Estimated Expenditures

#### Reports:

Final approval of December vendor payments in the amount of \$22,622 which includes vendor checks #11138 - 11171.

No wire payments this month. \$-0- total transfers this month for Athletic Fund.

## **STUDENT ACTIVITIES ACCOUNT**

### Student Activities Financial Report:

Balance December 01, 2022	\$	47,358
Receipts		704
Disbursements		4,733
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### Accounts Payable/Estimated Expenditures

#### Reports:

Final approval of December vendor payments in the amount of \$7,733. which includes vendor checks #120028 - 120035.

No wire payments for Student Activities Fund.

No transfers this month for Student Activities Fund. There were no journal entries this month out of the Activity Fund.