

STEELTON-HIGHSPIRE SCHOOL DISTRICT

LEGISLATIVE MEETING

June 14, 2023

MINUTES

VOTING MEMBERS PRESENT: Mr. Micheal Wanner President, Ms. Ashley Ward-McMullen, Vice President, Ms. Karen Harris, Ms. Joyce Culpepper, Ms. Julianna Paoletti, Ms. Jenna Condran, and.

VOTING MEMBERS ABSENT: Mr. Calvin Johnson, Treasurer, Ms. Vanessa Jenkins and Ms. Rachel Slade.

NON-VOTING MEMBERS PRESENT: 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. Tarah Gross, Jr./Sr. High School Assistant Principal, and Mark Carnes, II, Business Manager/Board Secretary.

CALL TO ORDER

Mr. Micheal Wanner called the meeting to order at 6:25 p.m.

PLEDGE OF ALLEGIANCE

Audience

EXECUTIVE SESSION

Executive Session was held prior to this meeting for board matters.

PUBLIC COMMENT (Agenda items)

PRESENTATION

None

FOLLOW UP

Mr. Mick Iskric, Jr.

School Spotlight

Elementary School, Ms. Armstead and Ms. Neidlinger

APPROVAL OF MINUTES

May 10, 2023 Legislative Meeting Minutes

The Administration respectfully recommends that the Board table the May 10, 2023 Legislative Meeting Minutes.

On a motion by Ms. Harris, second by Ms. Culpepper to table by Voice vote, all members voting Aye, Legislative Meeting Minutes Item A.1 was tabled.

May 22, 2023 Special Meeting Minutes

The Administration respectfully recommends that the Board table the May 22, 2023 Special Meeting Minutes.

On a motion by Ms. Harris, second by Ms. Ward-McMullen to table by Voice vote, all members voting Aye, all Legislative Meeting Minutes Item A.2 was tabled.

REVIEW OF BOARD REPORTS

Reports are all listed individually

FINANCE REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the attached **May 2023 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 and second by Ms. Ward-McMullen, by Voice vote, all voting Aye, Item B.1 was approved.

The Administration respectfully recommends that the Board adopt the **2023-2024 Steelton-Highspire School District Operational Budget and Resolution.**

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

PERSONNEL REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the attached **AFSCME 2023-2028 Facility Agreement.**

On a motion by Ms. Culpepper and second by Ms. Harris, by Voice vote, 1-abstain and 5 voting Aye, Item C.1 was approved.

The Administration respectfully recommends that the Board approve the attached **AFSCME 2023-2028 Paraprofessional/Secretary Agreement.**

On a motion by Ms. Culpepper and second by Ms. Harris, by Voice vote, 1-abstain and 5 voting Aye, Item C.2 was approved.

The Administration respectfully recommends that the Board approve the attached **Instructional Technology Specialist** job description.

On a motion by Ms. Culpepper and second by Ms. Ward-McMullen, by Voice vote, all voting Aye, Item C.3 was approved.

The Administration respectfully recommends that the Board approve the attached updated **ACT 93 Administrative Salary Ranges.**

On a motion by Ms. Culpepper and second by Ms. Harris, by Voice vote, all voting Aye, Item C.4 was approved.

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

On a motion by Ms. Culpepper, second by Ms. Harris and approved by Voice Call vote, voting Aye, Item C.5 was approved.

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

On a motion by Ms. Culpepper, second by Ms. Harris to table by Voice vote, all members voting Aye, Item C.6 was tabled.

PROPERTY AND SUPPLIES REPORT

The Administration respectfully recommends that the Board table the use of the Football field facilities for **Steelton Police Department Physical Agility Test** on April 11-27, 2023 and July 8, 2023 from 8:00 a.m. – 11:00 p.m. with Chief Shaub.

On a motion by Ms. Harris, second by Ms. Culpepper to table by Voice vote, all members voting Aye, Item D.1 was tabled.

The Administration respectfully recommends that the Board table the use of the High School Auditorium for **College Commitment ceremony** on July 14, 2023 with Mr. Erby.

On a motion by Ms. Harris, second by Ms. Ward-McMullen to table by Voice vote, all members voting Aye, Item D.2 was tabled.

The Administration respectfully recommends that the Board approve the use of the Baseball Field for **Dauphin County Drug & Alcohol** kickball game on August 27, 2023 2:00 p.m. with Mr. Rodriguez. Will donate to the SHSD Baseball and Softball programs.

On a motion by Ms. Harris, second by Ms. Ward-McMullen to approve by Voice vote, all members voting Aye, Item D.3 was approved.

PUPIL SERVICES REPORT ACTION ITEM

ARP ESSER Health and Safety Plan

The Administration respectfully recommends that the Board approve the attached **American Rescue Plan (ARP) Elementary and Secondary School Emergency Relief (ESSER) Health and Safety Plan** for Steelton-Highspire School District.

On a motion by Ms. Paoletti second by Ms. Ward-McMullen to approve by Voice vote, all members voting Aye, Item E.1 was approved.

The Administration respectfully recommends that the Board approve the attached agreement for updated **All You Can Leadership Academy Summer Program** for student summer program.

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

The Administration respectfully recommends that the Board approve the attached agreement for **CAIU School-Based Access Program (SBAP) Services**.

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

The Administration respectfully recommends that the Board approve the **Jr./Sr. High School 2023-2024 Program of Studies (curriculum planning guide) for students**.

On a motion by Ms. Paoletti second by Ms. Ward-McMullen to approve by Voice vote, all members voting Aye, Item E.4 was approved.

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

Club or Group/Advisor	Date	Type of Funding
Class of 2025/Ms. Thorne	6/2023 - 8/2023	Wooden Pens from bleacher board

SUPERINTENDENT'S REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the **donation report**.

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

Name	Fund	Amount/Other
Prowell Family Fund/The Foundation for Enhancing Communities	Educational Programs	\$3,987.00

Steelton-Highspire School District Monthly Enrollment							
Date	Elementary Brick & Mortar	Elementary Caola	Elementary Total	Jr/Sr HS Brick & Mortar	Jr/Sr HS Caola	Jr/Sr HS Total	District Total
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
2/1/2023	739	13	752	537	58	595	1347
3/1/2023	748	14	762	532	64	596	1358
4/1/2023	743	17	760	522	65	587	1347
5/1/2023	737	14	751	524	60	584	1335
6/1/2023	733	15	748	524	62	586	1334

BOARD POLICY REPORT ACTION ITEM

No report at this time.

CURRICULUM ACTION ITEM

No report at this time.

PROPERTY AND SUPPLIES REPORT

No report at this time.

SPECIAL PROJECTS REPORT ACTION ITEM

No report at this time.

TRANSPORTATION REPORT ACTION ITEM

No report at this time

SCHOOL BOARD PRESIDENT'S REPORT

The Administration respectfully recommends that the Board approve the attached updated **district calendar** for 2023-2024.

On a motion by Ms. Harris, second by Ms. Ward-McMullen to table by Voice vote, all members voting Aye, item K.1 was tabled.

The Administration respectfully recommends that the Board approve the attached updated **2023 School Board Meeting Dates**.

On a motion by Ms. Ward-McMullen, second by Ms. Harris to approve by Voice vote, all members voting Aye, Item K.2 was approved.

SOLICITORS' REPORT

Solicitor reported on law changes.

SUB-COMMITTEE REPORTS

All sub-committees should meet 4 times a year

Athletics:

Ms. Slade (Chairperson)

No report at this time.

Budget:

Mr. Johnson (Chairperson)

Budget is complete.

Buildings and Grounds:

Ms. Harris (Chairperson)

Walk through are improving

Discipline:

Ms. Ward-McMullen (Chairperson)

No report at this time.

Negotiations:

Ms. Condran (Chairperson)

AFSME – both agreements are approved

Policy:

Ms. Culpepper (Chairperson)

No report at this time.

Strategic Planning:

Ms. Paoletti (Chairperson)

Meeting held on 4/11/2023

Superintendent Evaluation Committee

Ms. Harris (Chairperson)

No report at this time.

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)
No report at this time.

Inner Government

Mr. Wanner
No report at this time.

BOARD ROUNDTABLE

PUBLIC COMMENT

Ms. M. Culpepper stated Food Service about the food, and working on better options for meals for students. Administration stated will follow-up with these concerns.

ADJOURNMENT

The meeting adjourned at 7:40 p.m. on a motion by Ms. Condran and Ms. Harris on and second by. All members present voted Aye.

Respectfully Submitted,
Mr. Mark Carnes
Board Secretary



Finance Report

General Fund

Treasurer's Report:

Balance May 01, 2023	\$ 5,173,726
Receipts	399,050
Disbursements	1,185,044
Balance May 31, 2023	\$ 4,387,732

Accounts Payable/Estimated Expenditures Reports:

Final approval of May vendor payments in the amount of \$447,983 which includes vendor checks #9352 - #9358. and wire payments \$-0-.

Payroll & Benefits amount \$737,061.

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

CAFETERIA FUND

Cafeteria Report:

Balance May 01, 2023	\$ 432,818
Receipts	262,642
Disbursements	-
Balance May 31, 2023	\$ 695,460

Accounts Payable/Estimated Expenditures Reports:

Final approval of May vendor payments total in the amount of \$-0- which includes vendor checks #. There was no wire payments this month. There were no transfers out of the Cafeteria Fund.

ATHLETIC FUND

Athletic Association Financial Report:

Balance May 01, 2023	\$	14,060
Receipts		673
Disbursements		10,742
Balance May 31, 2023	\$	3,991

Accounts Payable/Estimated Expenditures

Reports:

Final approval of May vendor payments in the amount of \$10,742 which includes vendor checks #12328 - 12361.

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

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

Balance May 01, 2023	\$	52,006
Receipts		3,117
Disbursements		11,309
Balance May 31, 2023	\$	43,814

Accounts Payable/Estimated Expenditures

Reports:

Final approval of May vendor payments in the amount of \$11,309. which includes vendor checks #120073 - 120090.

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.