

The Steelton-Highspire School Board met on the above date with the following members present: Ms. Mary J. Carricato, President; Ms. Natalie Bowman; Ms. Janice Elliott; Mr. Derek Lewis; Mr. Samuel Petrovich; Mr. John Salov; Ms. Rachel Slade and Ms. Natashia Woods. Absent was Mr. Robert Spizzirri, Vice President. Also present were Mr. Travis Waters, Interim Active Superintendent; Ms. Cynthia Craig, Business Manager; Mr. Michael Iskric, High School Principal; Ms. Rachel Gonzalez-Montiel, Elementary Principal; Mr. Willie Slade, Athletic Director; Mr. Joseph Zimmerman, Director of Buildings and Grounds and 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 6:35 P.M.

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

ANNOUNCEMENT OF EXECUTIVE SESSION

Ms. Carricato announced an Executive Session was held prior to tonight’s meeting to discuss personnel and litigation.

PRESENTATION

Mr. Waters introduced Ms. Cynthia Craig to give the budget presentation. Ms. Craig’s power point illustrated the multi-year presentation for 2016-2017 school year budget. Ms. Craig reported the State will not release the \$220,000.00 as expected from Plan Con and there is no way to know when this money will be released. In order to balance the budget, the parking lot project has been put on hold, as well as eliminating \$80,000 in books and supplies. Increased expenses from last year, compensating costs associated with special education, charter, medical and PSER’s. Year-end balance will leave a \$17,000 reserve, which administration is recommending a 1.5 millage increase in taxes, equaling \$85.12 per household or commercial entity. Steelton-Highspire average assessment was taken from the Dauphin County data. Different avenues are being investigated, but stagnate costs have been discovered; Felton Building was reassessed and were reduced to \$1.6 million, a loss of school taxes. Assessment history shows uncollected delinquencies are increasing and assessments are dropping. Original sewer pipes have to be repaired, as well as leaks in both buildings; there is no way to get around the roof renovation or there is the possibility of a mold issue in the next twenty four months. Occupational taxes are still being collected from 2010. A new model for occupational tax is being reviewed, to increase 93%, but won’t be on the election ballot until next year, effective for 2018-2019. Mr. Petrovich requested the language to be reviewed in the collection bureau contract that the district is in currently; Ms. Craig will review this with Mr. Champion.

PUBLIC COMMENT (Agenda Items)

There was no Public Comment.

FOLLOW UP

Mr. Waters reported as follow-up from last meeting, his found the special education student for placement not living in the district, investigation process is ongoing to find if parents owe the district funds. Fundraising events will be posted on the website, the marquee will direct to the website and fliers will be on bulletin board.

APPROVAL OF MINUTES

Mr. Salov made a motion to approve the March 7, 2016 Planning Meeting minutes. Second by Mr. Lewis. All members present voted aye.
(8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Slade made a motion to approve the March 17, 2016 Legislative Board Meeting minutes. Second by Ms. Woods. All members present voted aye.
(8 ayes, 0 nays, 0 abstentions, 1 absent)

CURRICULUM REPORT

TWO HOUR DELAY FOR KEYSTONE EXAMS

Ms. Slade made a motion to approve two hour delays for the Jr./Sr. High School on May 17, 18, 19, 20, 24, and 25, 2016. The purpose of the delay is to provide a distraction free test environment for students who are required to take the Keystone exams. The Keystone exams are a graduation requirement for all students beginning with the current sophomore class. Students are tested in the areas of algebra I, literature, and biology. The cost of the additional transportation is \$1080.00. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

2016 SUMMER SCHOOL

Ms. Slade 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 27, 2016 through August 4, 2016. Cost will not exceed \$25,000.00. 12 professional staff will be needed. Students will be charged \$125.00 per course. Registrations received after the deadline will cost \$150. Course fees will not be refundable and must be paid in cash or money order. The program will be supplemented with Title I funds. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

EXTENDED SCHOOL YEAR (ESY)

Ms. Slade 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 6 through July 28, 2016 from 9:00 – 11:00 A.M., Monday through Thursday. Transportation as well as related services (Speech, OT/PT) must be provided. Three (3) professional staff (autism and learning support) and three (3) paraprofessionals will be needed. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

FINANCE REPORT

Mr. Salov made a motion to approve the following financial reports for March 2016. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

GENERAL FUND

March 2016	
Balance 3/01/16	\$2,583,263.46
Receipts	\$ 682,608.56
Disbursements	\$1,144,623.02
Balance 3/31/16	\$2,121,249.00

Accounts Payable/Estimated Expenditures Reports

March vendor payments in the amount of \$501,544.65 which include vendor checks #39474-39548 and wire payments 166W-198W.

CAFETERIA FUND

March 2016	
Balance 3/1/16	\$481,539.87
Receipts	\$ 80,242.20
Disbursements	\$ 70,376.50
Balance 3/31/16	\$491,405.47

ATHLETIC FUND

March 2016	
Balance 3/1/16	\$5769.00
Receipts	\$ 272.69
Disbursements	\$5,197.23
Balance 3/31/16	\$ 844.46

STUDENT ACTIVITIES ACCOUNT

March 2016	
Balance 3/1/16	\$56,173.69
Receipts	\$10,513.10
Disbursements	\$ 5,602.57
Balance 3/31/16	\$61,084.22

2015-2016 BUDGET TRANSFERS

Mr. Salov made a motion to approve the attached 2015-2016 Budget Transfers. Second by Ms. Bowman. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

PERSONNEL REPORT

RESIGNATION

Mr. Petrovich made a motion to accept the resignation of Ms. Tara Russo as Elementary Teacher, effective June 10, 2016. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

TENURE

Mr. Petrovich made a motion to grant tenure to Ms. Erin Drayer, Jr. High English Teacher. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SUBSTITUTE TEACHERS

Mr. Petrovich made a motion to approve Ms. Jacqueline Miller as an Emergency Permit PK-12 Day-To-Day substitute teacher for the 2015-2016 school year. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

APPOINTMENTS

Mr. Petrovich made a motion to approve the appointment of the following as Assistant Play Directors for the 2015-2016 school year. Each will share the stipend of \$1,148. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Rebekah Randolph - \$748.00

Ms. Alicia Klaus - \$400.00

INTERMITTENT FAMILY MEDICAL LEAVE (F.M.L.A.)

Mr. Petrovich made a motion to approve a request from Ms. Allison Mitchell Moyer to take intermittent FMLA starting February 16, 2016 through the end of the 2015-16 school year. Second by Ms. Slade. Mr. Lewis questioned if problem could occur with finding substitute teachers, Mr. Waters stated it would not. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

PROPERTY AND SUPPLIES REPORT

Mr. Petrovich presented the facilities usage requests for the school district as of April 2016 respectfully submitted by the Facilities Administrator. Does not require board action, these requests have been previously approved.

APRIL

Mr. Gaffey - HS Gym, Aux Gym, Concession Stand & Elementary Gym for PA Hoops Basketball Tournament, 7:00 AM – 9:30 PM beginning March 19; April 16 & 17 and April 23 & 24.

Ms. Shannon Bellamy, Harrisburg Sharks (Semi-pro football team) - To hold seven (7) games on Saturdays at Cottage Hill. Games: April 23, May 21, 28, June 4, 2016, *June 11, 2016 will be tentative date for play-off game.* Cost of \$50.00 per hour or \$500.00 for 5+ hours, including the facilities worker charge of \$25.00 per hour. At the present time they are only requesting 4.5 hours @ \$50.00 = \$225.00 + \$162.50 (facilities worker) = \$387.50 per game.

AUGUST

Mr. Jason Roach for the use of Cottage Hill for band camp from August 1-5, 2016 from 8:00 a.m. to 4:00 p.m.

SEWER LINES

Mr. Lewis made a motion to select Lobar for the sewer pipe inspection at the lower part of the building. Second by Mr. Salov. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

TRANSPORTATION

COOPERATIVE RFP FOR STUDENT TRANSPORTATION

Ms. Bowman made a motion to grant permission to the administration to open the RFP process for student transportation. This will be a cooperative with the Middletown Area School District and will be a multi-year proposal with an annual renewal option each year. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

RENEWAL CAIU TRANSPORTATION CONTRACT

Ms. Bowman made a motion to approve the renewal of the annual CAIU Transportation Contract, effective July 1, 2016. There are no changes in the language with last year's contract. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

FIELD TRIPS

Ms. Bowman made a motion to approve the field trip for Mr. Chyr and 4 chaperones to take Middle and High School special education students on a CAT bus from school to Hershey Park and return on April 15, 2016. This is an educational trip to instruct students how to use public transportation and to familiarize them to the route for their summer employment. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent) Mr. Petrovich made a motion to amend the motion to state Mr. Spogli in place of Mr. Chyr. Second by Ms. Slade. Mr. Lewis questioned the route. Mr. Iskric explained the bus will be brought to the school and it's an educational trip. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Bowman made a motion to approve the field trip for Mr. Chyr and Mr. Boyajian to take 12th Grade Voting Students to Steelton and Highspire Polling Locations on April 26, 2016. Second by Ms. Slade. Mr. Salov and Ms. Woods questioned if they will be using the new vans and the number of students. Mr. Waters confirmed, but was not sure of the count. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Bowman made a motion to approve the field trip for Ms. Bernadette Rhodes to take Science Club students to Infinito's on April 27, 2016. Second by Ms. Woods. Mr. Iskrac reported this is after school. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Bowman made a motion to approve the field trip for Ms. Bernadette Rhodes and 16 chaperones to take 100 Seventh Grade students to Penn State University, Harrisburg Campus on May 10, 2016. This trip is funded by Penn State. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Bowman made a motion to approve the field trip for Ms. Michelle Stewart to take First Grade students to the High School Auditorium on May 19, 2016. Second by Ms. Slade. Ms. Bowman questioned the purpose of trip, Mr. Waters stated for a PBIS awards ceremony. Ms. Montiel stated teachers take students to the high school throughout the year and wasn't sure of this request. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Bowman made a motion to approve the field trip for Ms. Tracy Hipple to take Autism Support Grades 7-9 to City Island on May 26, 2016. Second by Ms. Woods. Ms. Carricato questioned if chaperones will be on the trip. Mr. Iskrac stated paraprofessionals will go, only 4 students will be going. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

STUDENT ACTIVITIES REPORT

FUNDRAISERS

Ms. Elliott made a motion to approve the following fundraisers. Second by Ms. Woods. Mr. Salov questioned if summer league will be held here. Mr. Petrovich questioned the length of the summer league fundraiser. Mr. Slade wasn't certain of time length. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
Steel-High Softball	April 15-22, 2016	T-shirt sales (uniform & equipment)
Roller Cheerleading	May 9-16, 2016	Coupon Books
Roller Cheerleading	May 21, 2016	Car Wash
Roller Cheerleading	June 18, 2016	Car Wash
Roller Boys Basketball	June 13, 2016	Summer League Basketball

PUPIL SERVICES REPORT

SPECIAL EDUCATION PLAN REPORT

Ms. Woods made a motion to adopt the 2016-2019 Special Education Plan Report, pending any questions. Second by Ms. Bowman. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

ELIGIBILITY FOR PROM ATTENDANCE

Ms. Woods made a motion to approve the eligibility for prom for the student must be passing at last four (4) full-credit subjects, or the equivalent. In cases where a student's cumulative work from the beginning of the grading period does not as of any Friday meet eligibility standards, s/he shall be ineligible from the immediately following Sunday through the Saturday immediately following the next Friday as of which his/her cumulative work meets the eligibility standards. Second by Ms. Slade. Mr. Petrovich asked for clarification of the time period, not the entire year. Ms. Slade commented the grades can not be failing through the year. Mr. Iskric reported this is mirroring the same policy as athletics. Students will know one week in advance. Mr. Iskric reported communication with parents and students will begin as soon as the motion is approved, for the next two weeks. Ms. Bowman questioned if dress code will be addressed. Mr. Waters reported dress issues have been addressed in years past. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SUPERINTENDENT'S REPORT

CONFERENCE REQUESTS

Ms. Slade made a motion to approve Mr. Travis Waters to register to attend the Secretary of Education's Poverty and Student Achievement Initiative. (This is a 2 year commitment beginning May 15-17, 2016. Additional sessions are 3 two-day sessions in 2016-2017)

school year and 3 two-day sessions in 2017-2018 school year. Mr. Waters will receive 180 Act 45 PIL hours, at no cost.) Second by Ms. Bowman. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Slade made a motion to approve the following conference requests. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<u>Conference</u>	<u>Name</u>	<u>Date</u>	<u>Amount</u>
Taking Steps to Improve Schooling for Refugee Students, CAIU	Elizabeth Skolnicki	May 4, 2016	\$0
Preparing Transition Age Youth w/ Autism for Employment, PaTTAN	Tracy Hipple	May 5, 2016	Sub for 1 day
2016 Pa Athletic Trainers Society (PATS), Grantsville	Joseph Spoli	June 2-3, 2016	\$280.00 (Athletic Fund)
Brigance Transition Skills, CAIU	Malari Kane	May 3, 2016	\$0

ACCEPTANCE OF DONATION

Ms. Slade made a motion to accept the following donations. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<u>Name</u>	<u>Amount</u>	<u>Program</u>
Ryan Lee Mohn Foundation	\$425.00	Baseball and softball – 2016 spring season field lines painting
Ryan Lee Mohn Foundation	\$500.00	Cheerleading – camp attendance
Ryan Lee Mohn Foundation	\$500.00	Football – purchase cleats & provide meals during summer camp
Steelton Italian Club	\$100.00	Cheerleading
J.M. Davis & Class of 1969	\$50.00	Adopt a Classroom – Mr. Davis HS Science

Mr. Waters congratulated students on the Spring Play and Jazz Band for their outstanding performances last week, he pointed out the staff, board members and Mayor Hoerner attended. He also announced students to be highlighted in the Artistic Expressions Art Exhibit in Harrisburg beginning May 1 are Paulina Estrada, 10th; Marlise Yameogo, 11th; Jamesha Laster, 11th; Katie Jorich, 12th; Jessica King-Cunningham, 12th and Iquan Summers, 12th.

Mr. Waters reported a link has been established on the website for all fundraiser events and a new refrigerated van was provided through a grant by Mr. Bob Welsh, Jump Street, for greenhouse produce to be delivered to restaurants.

SPECIAL REPORTS

ATHLETIC ASSOCIATION

Mr. Willie Slade, Athletic Director, reported all spring sports have begun, he said Coach Watson was encouraged with the volleyball team. The Jack Carnes Press Box fundraiser at the St. Lawrence Club and other fundraisers have exceeded \$14,000. Mr. J.J. Carnes was present and expressed his family's gratitude to the School Board and the district community for their support. He reported donations of supplies and contractors to build the press box are on-going. T-shirts are also available for this fundraiser at \$15.00 each. Mr. Slade announced the football programs will be printed in-house next year to save money. Schedules will be printed for free by the same company as last year. The first football game, August 26 will be in Morrisville, it was hard to find games with Single A schools, that are close. Only one scrimmage will be held this year. Mr. Slade reported insurance coverage for vans and the drivers and scheduling have been set up. Mr. Waters and Mr. Zimmerman stated quotes have come in for signage on the vans and Mr. Iskric presented the design.

PSBA REPRESENTATIVE

There was nothing to be reported.

HACC

There was nothing to be reported.

CAIU

Mr. Salov reported a meeting will be held at the end of the month.

STRATEGIC PLANNING

Ms. Woods and Ms. Slade reported a meeting is scheduled for April 26.

BUILDINGS AND GROUNDS

Mr. Lewis reported the quotes for sewer lines came in with Lobar at lowest bid. He requests Officer Reinhart to contact someone to observe those violating the traffic patterns.

DISCIPLINE COMMITTEE

There is a meeting scheduled.

BUDGET COMMITTEE

A meeting is scheduled for next week.

BOARD ROUND TABLE

Mr. Petrovich reported there were people practicing on the softball and baseball fields. No one has been given permission to practice on the fields. Mr. Lewis stated the Teener League be instructed to ask permission as required. Mr. Iskric stated the field was torn up after maintenance was completed. Mr. Zimmerman reported the facility workers found thirteen baseballs were found on the field when they were to begin mowing, a hazard to the equipment and people in area. He also reported signage for no parking has to be installed around the field. Mr. Petrovich stated proper steps are necessary before anyone is allowed on the fields. This is causing extra work for maintenance staff.

Mr. Lewis stated it is a pleasure working with everyone and when leaving everyone is laughing.

Ms. Woods reported on the Town Hall Meeting next week. Speakers will be the youth. The Steelton police chief will be there, Highspire police chief has been invited.

Ms. Carricato reported information at seats for P.S.B.A. visiting the district next week for those who would like to attend.

Ms. Carricato instructed the board members to fill out the Capital Area board ballots, at their seats.

PUBLIC COMMENT

There was nothing to be reported.

ADJOURNMENT

The meeting adjourned at 7:55 p.m. on a motion by Mr. Lewis. Second by Ms. Slade. All members voted aye.

Debora Kagarise
Debora Kagarise, Board Secretary