

The Steelton-Highspire School Board met on the above date for the purpose of planning and developing the agenda for the regular meeting of March 21, 2018 with the following members present: The following members were present: Ms. Danae House; Ms. Karen Harris; Ms. Janice Elliott; Mr. Calvin Johnson; Ms. Rachel Slade; Mr. Derek Lewis; Ms. Mary Carricato; and Ms. Natalie Bowman. Also present were Mr. Travis Waters, Superintendent; Mr. Vincent Champion, School Solicitor; Mr. Mick Iskric, Jr., Assistant to the Superintendent; Mr. Michael Simonetti, Business Manager; Ms. ShaQuita Burton, Board Secretary; Mr. Scott Smith, Elementary School Principal; Ms. Nikki Moore, Accountant; and Ms. Kate Gallagher, High School Principal. Attached is a copy of a list of names of the members of the public who were present.

Ms. Slade called the meeting to order at 6:45 PM

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

ANNOUNCEMENT OF EXECUTIVE SESSION

Ms. Slade announced an Executive Session was held prior to the meeting to discuss personnel and litigation.

PUBLIC COMMENT

None

PRESENTATION

The first presentation was Mr. Joe Porter. Mr. Joe spoke about 2 programs in particular. The first program he spoke about was the Junior Achievement program. Right now the program includes kindergarten, 1st, 2nd, and 3rd grade, but we are looking to include the 4th grade. Also Mr. Porter stated that the teachers are looking for support. Junior Achievement helps with financial readiness, we are looking for more volunteers we have several around the community but we always can use more. 5 sessions a half hour per session, we are mandated by the state to push Career Readiness so with this program we are helping children learn different areas. We are currently the only school in this area that has an apprenticeship program, we currently have 7 students in it and if they finish the program they are guaranteed a job once they finish the program. Mr. Porter then spoke about Harrisburg Partnership Program we currently have 35 students in the program 7th-8th grade. If you go from 7th-12th in the program HACC will offer 2 years of free education. We need to get more engaged and more involved. We are proud of the children, but we need to get our parents more engaged. As a school we have given nothing to the program, but we need to show them that we are involved and engaged by donating money. The Harrisburg Student Body is giving us money for the program and we are not even from the school district.

The second presentation was given by John Hock, a 1962 Alumni, Vietnam Veteran, and a tax collector. Mr. Hock spoke about him being the elected official to collect property tax and he has been collecting tax for 18 years, but 3 years ago state of PA decided to stop treating tax collectors as

employees and making them 1099 employees. Last year I was paid \$14,090-\$14,940 which was agreed to by this board, but now the tax collectors are to receive a pay based upon what Keystone was going to pay 1.5% of what they collect. They get paid \$1-\$2.50 and then they get base pay on top of that and they are taking out taxes on top of that. We will be paid a \$1.50 per bill and that you guys will take taxes out. I asked them and I showed Cynthia. I emailed the solicitor's and he never got back to me, the solicitor's response was I cannot give you legal advice. The solicitor then asked several questions. Are you complaining that the school district should not be given you a 1099 instead of a W2 legally? No, is the issue that you are not issued a W2. This year did they issue a W2 or a 1099? W2. So what is the issue or what makes you think that you are an employee? What do you need or want from the school district? I want all taxes taking out not just some and I want to have a better communication.

The third presentation was given by Ms. Marianne Reider spoke about other things besides collecting taxes that they do such as explaining and mailing items out for different constituents who come in for different items, reports that have to be ran, and many other things. She also asked what hours should they be open and it was expressed by the board members that they should have hours that are more convenient for people who work. Ms. Reider stated that she doesn't like being open in the evening because she will be in the municipal building by herself at night and she did not want to get robbed. She ended her presentation by stating that she is trying to help.

Follow Up

Mr. Waters mentioned that there is an email that was sent out about a meeting that everyone is invited to. We recently joined a National Network of Partnership School to help increase parent involvement and we have framework to help us get more involvement. With this framework we should be able to increase education levels and parent involvement. The training is May 4, 2018 but the meeting is next week April 18, 2018.

ACTION ITEMS

FINANCE REPORT: February 2018 – Action Items

Mr. Lewis made a motion to approve the Finance Report 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. The motion was second by Mr. Johnson. All the members present voted yes and the motion carried

I. GENERAL FUND

A. Treasurer's Report:

February 2018	
Balance 2/01/18	\$1,425,763.38
Receipts	2,080,586.76
Disbursements	1,924,660.71
Balance 2/28/18	\$1,581,689.43

B. Accounts Payable/Estimated Expenditures Reports:

Final approval of February vendor payments in the amount of \$900,376.76 which includes vendor checks #42794 - #42940 and wire payments #870W - #890W for \$633,436.80. Payroll amount \$390,847.15. Wire transfers this month for General Fund are \$84,162.57 to the Cafeteria Fund.

II. CAFETERIA FUND

A. Cafeteria Report:

February 2018	
Balance 2/01/18	\$160,518.81
Receipts	85,924.14
Disbursements	85,403.60
Balance 2/28/18	\$161,039.35

B. Accounts Payable/Estimated Expenditures Reports: Final approval of February vendor payments in the amount of \$85,403.60 which includes vendor checks #2022-2025. No wire payments for Cafeteria Fund this month. No transfers this month for Cafeteria Fund.

III. ATHLETIC FUND

A. Athletic Association Financial Report:

February 2018	
Balance 2/01/18	\$9,146.09
Receipts	4,916.91
Disbursements	8,398.13
Balance 2/28/18	\$5,664.87

B. Accounts Payable/Estimated Expenditures Reports:

Final approval of February vendor payments in the amount of \$8,398.13 which includes vendor checks #6674 - #6749. No wire payments for Athletic Fund this month. No transfers this month for Athletic Fund.

IV. STUDENT ACTIVITIES ACCOUNT

A. Student Activities Financial Report:

February 2018	
Balance 2/01/18	\$40,573.88
Receipts	2,531.54

Disbursements	3,047.72
Balance 2/28/18	\$40,057.70

B. Accounts Payable/Estimated Expenditures Reports:

Final approval of February vendor payments in the amount of \$3,047.72 which includes vendor checks #2864 - #2874. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund.

Accounts Payable/Estimated Expenditures Reports:

Final approval of February vendor payments in the amount of \$3,047.72 which includes vendor checks #2864 - #2874. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund.

CURRICULUM REPORT- Action Item

Two Hour Delay For Keystone Exams

Mr. Harris made a motion to approve the two a hour delays for the Jr./Sr. High School on May 14, 15, and 16, 2018. The purpose of the delays is to provide a distraction free test environment for students and to allow for students to be tested in smaller groups to aid in concentration. The Keystone exams are a mandatory 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 approximately \$1000.00. The motion was second by Mr. Lewis. All the members present voted yes and the motion carried.

Personnel

Appointments

Ms. Carricato made a motion to approve the appointment of Ms. Megan Byrnes as Elementary School Principal grades (K-3) at a salary \$82,000 per year beginning March 6, 2018. The motion was second by Mr. Johnson. All the members present voted yes and the motion carried.

Mr. Johnson made a motion to approve the appointment of Mr. Brian Mathers to the position of Long-Term Substitute Secondary Science Teacher at a salary of \$40, 272 (prorated) effective March 21, 2018. The motion was second by Ms. Carricato. All the members present voted yes and the motion carried.

Athletic Appointments

Mr. Johnson made a motion to approve the appointment of Mr. Mikah Johnson as a volunteer varsity track coach for the 2017-2018 season. The motion was second by Mr. Lewis. 1 abstention and all other members present voted yes, and the motion carried.

F.M.L.A

Mr. Johnson made a motion to approve the request from Ms. Mrs. Leann Cox, for F.M.L.A. to begin February 27, 2018. The motion was second by Ms. Harris. All the members present voted yes and the motion carried.

Ms. House made a motion to approve the request from Ms. Brooke Conjar, High School Teacher, for F.M.L.A. to begin January 1, 2018. The motion was second by Ms. Bowman. All the members present voted yes and the motion carried.

Ms. House made a motion to approve the request from Ms. Nicole Koller, High School Secondary Science Teacher, for Intermittent F.M.L.A. to begin February 24, 2018. The motion was second by Mr. Johnson. All the members present voted yes and the motion carried.

TRANSPORTATION REPORT

Field Trips

Ms. Carricato made a motion to approve the field trips for the 2017-2018 school year for the 9th and 12th grade students to travel to Washington DC for March for our Lives March 24, 2018 and Stem Class to go to Penn State University on March 28, 2018. The motion was second by Ms. Harris. All the members present voted yes and the motion carried.

FUNDRAISERS REPORT

Ms. Carricato made a motion to approve the following fundraisers:

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
Elementary	March – April or until all is sold out	Autism Awareness ribbons and pins
Softball	March	R&K Subs
9 th Grade	April 13, 2018	School Dance
Class of 2020	Mid April to beginning of May	Popcorn

The motion was second by Ms. Harris. All the members present voted yes and the motion carried.

PUPIL SERVICES REPORT**Expulsion**

Mr. Carricato made a motion to approve the admission of fact and waiver for student #171801101, 171801202, 171800801, 171800904, and 171801203. The motion was second by Mr. Johnson. All the members present voted yes and the motion carried.

Mr. Carricato made a motion to approve the admission of fact and waiver for student #171801101, 171801202, 171800801, 171800904, and 171801203. The motion was second by Mr. Johnson. All the members present voted yes and the motion carried.

Mr. Johnson made a motion to approve the expulsion recommendation for student #171801204. The motion was second by Ms. Bowman. All the members present voted yes and the motion carried.

SPECIAL PROJECTS REPORT**Greenhouse**

Ms. Carricato made a motion to approve the School District's purchase of the aquaponics green house from the Roller Education Foundation with the intention on leasing the facility to Harrisburg University to maintain the school of table program. The purchase price is \$1. The motion was second by Ms. Bowman. All the members present voted yes and the motion carried.

SCHOOL BOARD PRESIDENT'S REPORT**2018-2019 School Calendar**

Ms. Carricato made a motion to approve the 2018-2019 School Calendar. The motion was second by Mr. Johnson. All the members present voted yes and the motion carried.

SUPERITENDENT'S REPORT**Conference Request**

Ms. Carricato made a motion to approve the following conference requests:

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Elayne Thomas	Dr, David Kilpatrick: Recent Advances in Understanding Word	3/2/2018	\$50
Krystal Murphy	Capital Area Science & Engineering Fair	3/6/2018	\$132
Nicole Koller	Capital Area Science & Engineering	3/6/2018	\$132
Brian Mathers	Learn STEM workshop	3/7/2018	\$75
Larry Bragg	AEDY: Making Positive Connections	3/12/2018	\$132
Brooke Conjar	Central PA Transition Coordinators Luncheon & Training Meeting	3/21/2018	\$132
Brian Woodfill	NNPS Leadership Institute on Family & Community Engagement	3/22-23/2018	\$355

George Czar	NNPS Leadership Institute on Family & Community Engagement	3/22-23/2018	\$774
Kathryn Gallagher	NNPS Leadership Institute on Family & Community Engagement	3/22-23/2018	\$400
Jennifer Morrison	NNPS Leadership Institute on Family & Community Engagement	3/22-23/2018	\$264
Samantha Neidlinger	NNPS Leadership Institute on Family & Community Engagement	3/22-23/2018	\$355
Elizabeth Skolnicki	ESL Networking	3/28/2018	\$0
Travis Waters	CAIU Spring Leadership Conference	4/4-6/2018	\$600

The motion was second by Ms. Bowman. One question was asked why there are some amounts different for the same conference. The answer was given because 2 are not covered by the grant. All the members present voted yes and the motion carried.

Donations

Ms. Carricato made a motion for the Board to accept the following donations:

Name	Fund	Amount
LCBC	Landscaping Supplies and Installment /Operational Cost for 2018	\$2,500.00

The motion was second by Mr. Johnson. All the members present voted yes and the motion carried.

Supplies

Ms. Elliott made a motion to approve the agreement between Comcast Cable Communications Management, LLC and SHSD for telephone service renewed every 3 years. The motion was second by Ms. Carricato. All the members present voted yes and the motion carried.

Proposal

Mr. Johnson made a motion to approve the proposal with NRG Building Service, Inc. to the building automation system at both the elementary and high school at a cost \$42,345. The motion was second by Ms. Harris. All the members present voted yes and the motion carried.

Conference Request

Ms. Carricato made a motion to approve the Conference Request for Mr. Mick Isrick and Ms. Nikki Moore to attend the Federal Program Correlation Conference. The motion was second by Ms. Harris. All the members present voted yes and the motion carried.

Mr. Water mentioned a couple of things that are going on:

1. This summer we will be having a 3D Printing camp and it is being funded by a grant and is being hosted by HACC on June 18, 2018 through June 22, 2018.
2. We had 6 of our students received scholarships to Harrisburg University.

3. Ms. Romanosky to a few kids to Baltimore to the Star Spangle Banner Museum. After they came back we received an email from the staff saying, “I just wanted to let you know that it is not often we have a tour guide who ends the tour with a large group as you have with a smile on their face. I just want to let you know how proud we are of your students and how well behaved they were.” We want to give our students credit and recognize them when they do a good job. She took the entire 4th grade down.
4. Nicole Koller brought back the Science Fair here. We had a Science Fair here and then we took several kids to HACC and we had kids who won 1st, 2nd, and 3rd place in the Capitol area.
5. STEM
 - a. We have to be able to read and we can look at our different test scores and see that we struggle
 - b. If we want kids to be on reading level we have to start early
 - c. Megan Byrnes will be working on that
 - d. We are starting full day kindergarten that will be the first step
 - e. Once they are in 1st grade we will have to do something, so we came up with a summer reading program for an intervention program for students who are in kindergarten through 3rd grade.
 - f. Our proposal was accepted
 - g. We received \$1million allotment and we are on the list to receive this money, it is not guaranteed but we do have a chance.
6. Finally last Monday when we had off I had a chance to meet with Chief Reider and Valerie Pritchett from ABC27 news and they want to do some positive news stories about the school district.

FINANCE REPORT

Financial reports for March 2018 General Fund, Cafeteria Fund, Student Activities Fund, and Athletic Fund will be brought forward for approval at the Legislative Meeting on April 18, 2018.

CURRICULUM REPORT

Summer School are for approval at the Legislative Meeting on April 18, 2018.

A discussion about graduation and prom was held, although there is not any definite answers as of yet they are still having meetings to figure out the final plans for both.

PERSONNEL REPORT

Athletic Appointments and Supplemental contracts will be brought forward for approval at the Legislative Meeting on April 18, 2018.

TRANSPORTATION REPORT

Field trips are for approval at the Legislative Meeting on April 18, 2018.

STUDENT ACTIVITIES REPORT

Fundraisers and Student Activity Manual will be brought forward for approval at the Legislative Meeting on April 18, 2018.

PUPIL SERVICES REPORT

No content.

SPECIAL PROJECTS REPORT

No content.

SCHOOL BOARD PRESIDENT'S REPORT

No content.

SUPERINTENDENT'S REPORT

Approval for conference request and summer office hours will be brought forward for approval at the Legislative Meeting on April 18, 2018.

Special Reports

- A. Athletic Association:
 - a. We're setting up another meeting, I will give you 2 dates.
- B. PSBA Representative:
 - a. Nothing
- C. HACC
 - a. Nothing
- D. CAIU
 - a. They offered numerous programs and tournament for children in computer programming, design, graphics and they had multiple children that won.
- E. Strategic Planning
 - a. Nothing
- F. Buildings and Grounds:
 - a. Getting quotes for curving sidewalks
 - b. Looking at quotes for redoing the entrance to the high school to make it safe, with a school safety grant.
 - c. Looking at adding fence for softball field for safety issues.
 - d. Please keep us updated with information regarding the solar panel installation.

G. Discipline

- a. We need to keep the school safe.
- b. Expulsion hearings.

H. Budget Planning:

- a. Meeting coming up
- b. Budget presentation next meeting

I. Policy

- a. Received some policies back
- b. Will set up a meeting to review before we vote

J. Negotiations:

- a. Two more meetings.
- b. Meet with Vince tomorrow about some language that we are going to send to them.

PUBLIC COMMENT

Paula Sviben 2841 South 3rd St last year the Bongardner wanted to have a banquet for 7th-12th grade but with his passing we could not do it, but they want to do it this year after the concert, May 6, 2018. We would like to host a reception in the cafeteria after the concert which is at 3:00pm. You should have Mr. Neal put in a cafeteria request by just revising his auditorium request.

Secondly we would like to do minor repairs to the band concession stand. We are looking at the CEO Bureau to do this project. Can you send me an email of the items that need work on or repaired?

Lastly there is a second alarm fire on 2nd Street.

ADJOURNMENT

The meeting adjourned at 8:36 PM on a motion by Ms. Harris. Second by Ms. Carricato. All members present voted aye.

ShaQuita Burton
ShaQuita Burton, Board Secretary