

Steelton-Highspire
April 13, 2017

The Steelton-Highspire School Board met on the above date with the following members present: Ms. Mary J. Carricato, President; Mr. Robert Spizzirri, Vice President; Ms. Janice Elliott; Mr. Derek Lewis; Mr. Samuel Petrovich; Ms. Rachel Slade and Ms. Natashia Woods. Absent were Ms. Natalie Bowman and Mr. John Salov. Also present were Mr. Travis Waters, Superintendent; Mr. Vincent Champion, School Solicitor; Ms. Cynthia Craig, Business Manager; and Ms. Debora Kagarise, Board Secretary.

Ms. Rachel Slade left the meeting at 8:47 p.m.

Attached is a copy of a list of names of the members of the public who were present.

Ms. Mary J. Carricato, President called the meeting to order at 6:40 p.m. and apologized for the delay in the start of the meeting.

ANNOUNCEMENT OF EXECUTIVE SESSIONS

Ms. Carricato announced an Executive Session was held after the meeting on April 3, 2017 to discuss personnel.

An Executive Session was held on April 13, 2017 from 6:42 p.m. to 7:14 p.m. to discuss personnel.

PUBLIC COMMENT (Agenda Items)

Ms. Danae House and Mr. Eddie Easter, Steelton Youth in Action Tenner League, brought their request to the board for facilities usage of the baseball field. Handouts with rules, routine exercise and game schedule were distributed to members. Practice and games will be from 5:30-8:00 on Tuesday, Wednesday, Friday, Saturday and Sunday. Mr. Waters requested for Mr. Harry House to contact him next Tuesday to discuss maintenance of the field for both practice and games. The board will make their decision at the next scheduled meeting.

PRESENTATIONS

Mr. Doug Brown, Steelton Borough updated the board of concerns and details on LERTA. Mr. Brown reported the concept of LERTA is to promote new commercial and residential development, as well as improvements to properties by easing in the tax burden that would come from increased tax assessment after the improvement takes place. He checked with a number of different sources including county tax assessment office and developers, as well as the Chair of the Subcommittee for Tax Finance for the City of Pittsburgh, all agreed there is no spot assessment on property prior to the improvement of the property, the assessment takes place on the improved property. Tax assessment would remain the same as today, the building permit would have to be submitted with the LERTA application, to be approved by the code office, sent to each, the borough council, school board and county. The improved value would have the new tax assessment with the tax break would be on the difference of current and new value of property. A draft ordinance was presented to the board showing two LERTA zones, commercial town center zone including the Adam Townhouse area and remaining borough residential zone. Commercial zone would be 100% for ten years. The post improvement property tax, first five

years 100% abatement on value of improvements, to phase out gradually, decrease 20% in order to pay full tax amount by year ten. The school board solicitor, Mr. Champion will review the ordinance. LERTA is a key piece of proposed development projects. The borough is hoping to move forward next month. A public meeting will be scheduled. Mr. Waters stated the school district is setting up a meeting with Mr. Henry to discuss his plans for development.

Ms. Cynthia Craig, Business Manager, presented a Power Point spreadsheet of the general budget update with projection of past years in order to view various ranges of tax increases to align with expenses for future years. Healthcare and the projected 32.57 for PSERS are big components. Ms. Craig reported some cyber students have returned to the district. Mr. Waters stated options of joint grants in the district. He announced the federal budget may affect the district for losing their Title II funding, but the district is working with the Salvation Army to apply. Ms. Craig stated how proud she is looking back a few years ago to where we are now; she goes to the state weekly for funding. The state requires the district to show viability to receive funding. In order to meet deadlines the board has to vote on the budget at their next meeting; after lengthy discussion on a necessary tax increase, board members unanimously agreed on an increase of .5% to be brought to the next meeting for a vote.

APPROVAL OF MINUTES

Mr. Lewis made a motion to approve the February 6, 2017 Planning Board Meeting Minutes. Second by Ms. Slade. All members present voted aye on voice call.
(7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Spizzirri made a motion to approve the February 16, 2017 Legislative Board Meetings Minutes. Second by Ms. Woods. All members present voted aye on voice call.
(7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Spizzirri made a motion to approve the March 6, 2017 Planning Board Meeting Minutes. Second by Ms. Woods. All members present voted aye on voice call.
(7 ayes, 0 nays, 0 abstentions, 2 absent)

CURRICULUM REPORT

Ms. Elliott made a motion to approve the two hour delays for the Jr./Sr. High School on May 15, 16, 17, 18, 23, and 24, 2017. 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. Second by Ms. Woods. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Ms. Elliott made a motion to approve the high school's 2017-2018 Curriculum Planning Guide for Students and Parents. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri,

Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Ms. Elliott made a motion to approve the following Junior/Senior High School Summer School Program. Summer School will be running classes beginning June 26, 2017 through August 3rd 2017. Dates of attendance will be Monday through Thursday with July 4th as a holiday. Students registering for summer school by June 22nd at 3:00 p.m. will pay nonrefundable \$125 per class. Students registering after June 22nd will pay a late registration nonrefundable price of \$150 per class. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

FINANCE REPORT

Ms. Woods made a motion to approve the following financial reports. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

GENERAL FUND

February 2017	
Balance 2/01/17	\$726,431.46
Receipts	\$2,387,673.07
Disbursements	\$1,493,212.28
Balance 2/28/17	\$1,620,892.25

March 2017	
Balance 3/01/17	\$1,620,892.25
Receipts	\$727,941.45
Disbursements	\$1,894,078.16
Balance 3/31/17	\$462,957.13

The following Accounts Payable/Estimated Expenditures Reports:

Final approval of February vendor payments in the amount of \$513,709.48 which includes vendor checks #41019-#41137 and wire payments #588W-#601W for \$613,504.69.

Final approval of March vendor payments in the amount of \$859,502.32 which includes vendor checks #41138-#41282 and wire payments #602-#618 for \$673,649.15.

CAFETERIA FUND

February 2017	
Balance 2/01/17	\$479,921.57
Receipts	\$6,885.60
Disbursements	\$73,062.43
Balance 2/28/17	\$413,744.75

March 2017	
Balance 3/01/17	\$413,744.75
Receipts	\$101,460.22
Disbursements	\$74,422.50
Balance 3/31/17	\$440,782.46

The following Accounts Payable/Estimated Expenditures Report:

Final approval of February vendor payments in the amount of \$73,062.43 which includes vendor check #1988.

Final approval of March vendor payments in the amount of \$74,422.50 which includes vendor checks #1989.

ATHLETIC FUND

February 2017	
Balance 2/01/17	\$7,983.23
Receipts	\$1044.15
Disbursements	\$3841.08
Balance 2/28/17	\$5,186.30

March 2017	
Balance 3/01/17	\$5,186.30
Receipts	\$1.39
Disbursements	\$1,382.20
Balance 3/31/17	\$3,805.49

The following Accounts Payable/Estimated Expenditures Report:

Final approval of February vendor payments in the amount of \$3841.08 which includes vendor checks #6370-#6399.

Final approval of March vendor payments in the amount of \$1,382.20 which includes vendor checks #6400-#6403.

STUDENT ACTIVITIES ACCOUNT

February 2017	
Balance 2/01/17	\$49,767.91
Receipts	\$5,597.73
Disbursements	\$2,112.94
Balance 2/28/17	\$53,252.70

March 2017	
Balance 3/01/17	\$53,252.70
Receipts	\$11,838.51
Disbursements	\$7,683.62
Balance 3/31/17	\$57,407.59

The following Accounts Payable/Estimated Expenditures Report:

Final approval of February vendor payments in the amount of \$2,112.94 which includes vendor checks #2654-#2664.

Final approval of March vendor payments in the amount of \$7,683.62 which includes vendor checks #2665-#2684.

Ms. Woods made a motion to approve the Provident Energy Consulting (PEC) Fuel Supplies Award for heating oil #2 for the 2017-2018 school year at \$1.5993 per gallon. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Ms. Woods made a motion to approve the Provident Energy Consulting (PEC) Fuel Supplies Award for electric for the 2017-2018 school year at .005250 KWH. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

PERSONNEL REPORT

Mr. Petrovich made a motion to approve the request from Ms. Samantha Roedts to return to work from FMLA, effective the beginning of the 2017-2018 school year. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to approve the request from Ms. Elayne Thomas to return to work from FMLA, effective the beginning of the 2017-2018 school year. Second by Mr. Spizzirri. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to approve the job descriptions for the following Athletic positions. Second by Ms. Elliott. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Announcer	Game Manager	Official Scorekeeper	Security
Ticket Taker	Ticket Seller	Timer/Scorekeeper Operator	

Mr. Petrovich made a motion to approve the appointment of Mr. Mikah Isaiah Johnson, as volunteer Track and Field coach for the 2017 season and to assist with Character Night. Second by Mr. Spizzirri. Ms. Carricato questioned when Character Night is scheduled, Mr. Waters will check. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to accept the retirement of Ms. Mary Harris, Paraprofessional, effective the end of the 2016-2017 school year. Second by Ms. Woods. Ms. Slade abstained for a family member. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, and Ms. Woods voted aye on roll call. (6 ayes, 0 nays, 1 abstention, 2 absent)

Mr. Petrovich made a motion to approve the request from Ms. Chelsea Bauer, LTS Elementary Teacher, for two days uncompensated leave on April 13 and April 18, 2017. Second by Mr. Spizzirri. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to accept the change in status for Mr. Clarence Watson, Jr. High Girls Volleyball Head Coach, from volunteer to a rate of pay of Step 1, \$1550.00. Second by Ms. Elliott. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

PROPERTY AND SUPPLIES REPORT

FACILITIES USAGE REPORT APRIL 2017

Ms. Slade presented the facilities usage requests for the school district as of April 2017 respectfully submitted by the Facilities Administrator. All groups have followed facilities usage guidelines in obtaining required insurance coverage for events including presented to the board. All are responsible to coordinate times for building/field usage, as well as field maintenance approval due to inclement weather, if necessary.

- April 8 & 29 and May 6 from 11:00 am to 3:30 pm; June 3, 10 & 17 1:00 pm to 9:30 pm, Harrisburg Sharks, Cottage Hill, pressbox & scoreboard.
- April 15, 2017 from 10:00 to 11:00 am, Steelton Borough, fields by the baseball and softball fields
- April 22&23; April 29&30 from 7:00 am to 9pm - AAU Basketball Tournament, on Saturdays and 7:00 to 5pm on Sundays in the High School Gym and Auxiliary Gym.

- May 13, 2017 from 10:00 am to 2:00 pm, Hamilton Health and Dauphin Co Dept of Drugs & Alcohol, Cottage Hill field.
- Saturday, August 12, 2017 from 9:00 am to 1:00 pm, Ryan Lee Mohn Memorial Foundation, Cottage Hill field, HS Gym, practice and baseball fields.

TRANSPORTATION REPORT

Mr. Lewis made a motion to approve the request from Ms. Kara Schwenk for a field trip on May 22, 2017 for 9th Grade students to go to Gettysburg. Second by Ms. Woods. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Lewis made a motion to approve the request from Mr. Neal to change the approved band field trip to Cleveland, Ohio on May 11 and 12, 2017 for the band to perform at Hershey Park on May 12. Second by Ms. Elliott. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Lewis presented the field trips under 50 miles that fall under the board travel policy not requiring board approval.

Date	Students and Teachers	Location
3/6/17	K-4 and 5-6 ES program students (Ms. Trapp/Ms. Yarnevich)	Red Crown Bowling
3/8/17	Select 10-11 grade students (Ms. Conjar)	HACC, Midtown
3/10/2017	Select Junior and Seniors (Ms. Greenawalt)	Penn State Harrisburg
3/22 & 3/23/17	Honor Chemistry & Select Students (Ms. Koller)	Science Fair, Whitaker Center
4/10/17	Autism Support HS students Grade 7-12 (Ms. Hipple)	Camp Curtin, Special Olympics
4/10/17	Supplemental Learning Grades 4-6 (Ms. Cross)	Harrisburg Special Olympics
4/13/17	4 th Grade Students (Ms. McCutcheon)	PA State Museum & Capitol Bldg.
4/14/17	Elementary Autism Support (Ms. Tursunovic)	Chuck E Cheese, Harrisburg
4/20/17	Autism Support HS students Grade 7-12 (Ms. Hipple)	Messiah College, Special Olympics
4/20/17	Elementary Autism Support (Ms. Hipple)	Messiah College, Special Olympics

STUDENT ACTIVITIES REPORT

Mr. Spizzirri made a motion to approve the following fundraisers. Second by Ms. Elliott. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Club/Group, Contact</u>	<u>Date</u>	<u>Type of Funding</u>
Honors Math, <i>K. Schwenk</i>	April 2017	R&K Subs (field trip)
Softball, <i>K. Schwenk</i>	April – May	Popcorn Sale (uniforms & equipment)

SUPERINTENDENT'S REPORT

Mr. Spizzirri made a motion to adopt the attached 2017-2018 school year District Calendar. Second by Mr. Lewis. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to adopt the attached 2017-2018 school year 12-Month Employee Calendar. Second by Ms. Elliott. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to approve the Board Policy Policy 008, Organization Chart. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Ms. Slade made a motion to approve the Admission of Fact and Waiver of Expulsion Hearing dated, March 1, 2017, for student # 161700402. A copy is on file in the Administration Office. Second by Mr. Spizzirri. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Spizzirri made a motion to approve the following conference requests. Second by Ms. Slade. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Ms. Stacey Winter-Davis	Google Apps for Ed Professional Development IU12 New Oxford	May 1, 2017	\$99 + cost of sub
Ms. Robyn St. Hilaire	PA Positive Behavior Support Implementers Forum, Hershey	May 16-17, 2017	\$75 + cost of sub
Mr. Terry Martin	PA Positive Behavior Support Implementers Forum, Hershey	May 16-17, 2017	\$75

Ms. Woods made a motion to approve the following conference request. Second by Ms. Elliott. Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
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Ms. Dorothy Schaffer	Google Apps for Ed Professional Development IU12 New Oxford	May 1, 2017	\$99 + cost of sub
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Ms. Slade made a motion to accept the following donations. Second by Ms. Woods.

Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and

Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Name	Fund	Amount
Ms. Linda Lohr	Operation Recognition	\$25.00
Ms. Stacey McCutcheon	4 th Grade	\$30.00
Ms. Debra Bonawitz	Football	\$50.00
Steelton Italian Club	Cheerleading	\$50.00
Steelton Police Assn.	Cheerleading	\$50.00
Fortney Printing, Inc.	Football	\$100.00
Steelton Italian Club	Football	\$100.00
Drs. Settino, Sheets & Keating Family Dentistry	Football	\$200.00
St. Lawrence Lodge Club #13	Football	\$200.00
Leighton Zema	Football	\$500.00
Ryan Lee Mohn Memorial Foundation	Football and Cheerleading	\$500.00 each

Mr. Spizzirri made a motion to accept the following donation. Second by Ms. Slade.

Ms. Carricato, Mr. Spizzirri, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Slade and

Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Name	Fund	Amount
Mr. & Mrs. William Gaffey	Football	\$1500.00

Mr. Waters invited everyone to the Spring Play, Almost Maine, will be April 20, 21 and 22, fliers are posted.

SPECIAL REPORTS

ATHLETIC ASSOCIATION

Mr. Petrovich reported on the Athletic Association meeting held last night. Mr. Spizzirri and Mr. Petrovich announced plans of the 125 year Roller Football anniversary. A commemorative books are being compiled; sponsors can buy page ads for \$50.00 for half page and \$100 for full page; contacts are Ms. Paula Sviben, Ms. Ryan House and Coach Erby. The commemorative books are to recognize past athletes and teams, hopefully a stepping stone to future Hall of Fame.

Mr. Petrovich reported a trial period of holding home football games at 1:00 p.m. on Saturdays, in response to a request from Steelton Police. Mr. Petrovich asks for coordination with the band and cheerleaders in the concession stands. Mr. Lewis will speak with Mr. Erby about the parking.

Mr. Lewis and Mr. Spizzirri gave an update of the renovation plans for the press box and grand stand. Mr. Petrovich stated taking down the press box will be necessary to renovate the

grandstand. Mr. Waters reported the original, built in the 40's by volunteers, is structurally sound to support a large structure.

PSBA REPRESENTATIVE

There was nothing to be reported.

HACC

There was nothing to be reported.

CAIU

There was nothing to be reported.

STRATEGIC PLANNING

There was nothing to be reported.

BUILDINGS AND GROUNDS

Update given in Athletic Association Report.

DISCIPLINE COMMITTEE

There was nothing to be reported.

POLICY COMMITTEE

Mr. Waters stated waiting on PSBA.

BOARD ROUND TABLE

Board members expressed their Easter wishes to all.

PUBLIC COMMENT (ANY TOPIC)

There were no public comments.

ADJOURNMENT

The meeting adjourned at 9:27 p.m. on a motion by Mr. Petrovich. Second by Mr. Spizzirri. All members present voted aye.

Debra Kagarise

Debra Kagarise, Board Secretary