

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. Natalie Bowman; Ms. Janice Elliott; Mr. Derek Lewis; Mr. Samuel Petrovich; Mr. John Salov; and Ms. Natashia Woods. Absent was Ms. Rachel Slade. Also present were Mr. Travis Waters, Superintendent; Mr. Mick Iskrac, Assistant to the Superintendent; Mr. Vincent Champion, School Solicitor; Ms. Cynthia Craig, Business Manager; High School Principal; Mr. Scott Smith, Elementary Principal and Ms. 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 6:43 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 litigation and personnel.

### **PUBLIC COMMENT (Agenda Items)**

There were no other public comments.

### **APPROVAL OF MINUTES**

Mr. Lewis made a motion to approve the June 6, 2016 Planning Meeting minutes. Second by Mr. Salov. All members present voted aye on voice vote. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Lewis made a motion to approve the June 16, 2016 Legislative Board Meeting minutes. Second by Mr. Spizzirri. All members present voted aye on voice vote. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Lewis made a motion to approve the July 14, 2016 Special Board Meeting minutes. Second by Ms. Elliott. All members present voted aye on voice vote. (8 ayes, 0 nays, 0 abstentions, 1 absent)

### **FINANCE REPORT**

Mr. Salov made a motion to approve the following financial reports for June and July 2016. Second by Mr. Lewis. Mr. Petrovich questioned balance of Athletic Fund, Ms. Craig stated fundraising allocations have not been moved into account at this time. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

**GENERAL FUND**

June 2016	
Balance 6/01/16	\$1,447,227.04
Receipts	\$1,881,663.88
Disbursements	\$1,673,799.36
Balance 6/30/16	\$1,655,091.56

July 2016	
Balance 7/01/16	\$1,655,091.56
Receipts	\$533,513.44
Disbursements	\$1,585,940.05
Balance 7/31/16	\$602,664.95

Final approval of June vendor payments in the amount of \$2,978,604.31 which include vendor checks #39787-#39930 and wire payments 273W-387W.

Final approval of July vendor payments in the amount of \$779,435.53 which include vendor checks #39931-#40036 and wire payments 388W-405W.

**CAFETERIA FUND**

June 2016	
Balance 6/01/16	\$537,861.14
Receipts	\$94,097.36
Disbursements	\$89,378.57
Balance 6/30/16	\$542,579.93

July 2016	
Balance 7/01/16	\$542,579.93
Receipts	\$4,039.36
Disbursements	\$22,423.25
Balance 7/31/16	\$524,196.04

**ATHLETIC FUND**

June 2016	
Balance 6/01/16	\$1,023.93
Receipts	\$80.22
Disbursements	\$550.00
Balance 6/30/16	\$554.15

July 2016	
Balance 7/01/16	\$554.15
Receipts	\$1,175.37
Disbursements	\$0
Balance 7/31/16	\$1,729.52

## **STUDENT ACTIVITIES ACCOUNT**

June 2016	
Balance 6/01/16	\$68,007.63
Receipts	\$6,682.01
Disbursements	\$11,888.65
Balance 6/30/16	\$62,800.99

July 2016	
Balance 7/01/16	\$62,800.99
Receipts	\$1,032.68
Disbursements	\$9,809.14
Balance 7/31/16	\$54,025.53

## **PERSONNEL REPORT**

### **RESIGNATIONS**

Mr. Petrovich made a motion to accept the resignation from Ms. Emilee Truitt, as Elementary Teacher, effective August 15, 2016. Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

### **APPOINTMENTS**

Mr. Petrovich made a motion to approve the appointment of Ms. Kaitlin Stetson, to the position of 7<sup>th</sup> Grade English Teacher, effective August 17, 2016, at a salary of Step 1, \$38,670.00. Second by Ms. Bowman Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Mr. Petrovich made a motion to approve the appointment of Ms. Nicole Roman, to the position of Paraprofessional, effective August 23, 2016, at a salary of \$9.00 per hour. Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Mr. Petrovich made a motion to approve the appointment of Nathaniel Williams, II, to the position of Facilities Worker I, effective August 22, 2016, at a rate of pay of \$8.00 per hour. Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Mr. Petrovich made a motion to approve the appointment of Mr. Terry Martin to the position of Jr./Sr. High School Assistant Principal contingent upon receipt of pending Principal Certification, effective pending release from current employer, at a pro-rated

salary of \$67,000.00. Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Mr. Petrovich made a motion to approve the appointment of Ms. Stacey Henderson to the position of Confidential Secretary to Business Office/Payroll, effective August 22, 2016, at a pro-rated salary of \$33,000.00. Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **MENTORS**

Mr. Petrovich made a motion to approve Mr. Brian Woodfill as mentor for Ms. Kaitlin Stetson, 7<sup>th</sup> Grade English, for the 2016-2017 school year. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **2015-2016 MENTOR STIPEND**

Mr. Petrovich made a motion to amend the following motion to read as follows. Second by Ms. Bowman. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Mr. Petrovich made a motion to approve a pro-rated stipend payment of \$500.00 to Malari Kane for the 2015-2016 school year. Ms. Kane was the mentor for Ms. Tara-Ann Wodkins. Second by Ms. Elliott. Ms. Woods questioned the reason, Ms. Craig stated the stipend had not been board approved. Ms. Carricato requested the stipend language to read prorated. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **TENURE**

Mr. Petrovich made a motion to grant tenure to Ms. Kara Schwenk, Secondary Math Teacher. Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **EXTENDED APPOINTMENT**

Mr. Petrovich made a motion to extend the part time summer technology position until September 30, 2016. This position was originally to end August 26<sup>th</sup>, but there are many technology projects that need to be completed by and during the first month of school, this extra help is essential. Second by Ms. Woods. Mr. Lewis questioned if someone would be assisting with technology in future. Mr. Waters confirmed two full time positions in technology and additional assistance is in development. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

**SUPPLEMENTAL CONTRACTS**

Mr. Petrovich made a motion to approve the following supplemental contracts for student activities for the 2016-17 school year, at a rate commensurate with the Collective Bargaining Agreement. Second by Mr. Spizzirri. Mr. Lewis abstained for a family member. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 1 abstention, 1 absent)

Co-Advisors Class of 2017 (Senior)	Ms. Kara Schwenk and Ms. Rebekah Randolph
Co-Advisors Class of 2018 (Junior)	Ms. Ryan House and Ms. Erin Drayer

**BAND STAFF**

Mr. Petrovich made a motion to approve the following Band Staff. The staff divides \$2080.00. Second by Mr. Spizzirri. Mr. Petrovich questioned the staff, Mr. Waters confirmed a resignation required restructure of the stipend amounts. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Ms. Rachel Roach	Assistant Director	\$1080.00
Ms. Stacey Winter-Davis	Woodwind Instructor	\$300.00
Mr. Weston Hawkins	Drum Line	\$700.00

**DEPARTMENT HEAD APPOINTMENTS**

Mr. Petrovich made a motion to approve the following Department Chairs for the 2016-2017 school year, at a rate commensurate with the Collective Bargaining Unit Agreement. Second by Ms. Elliott. Ms. Carricato abstained for a family member. Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 1 abstention, 1 absent)

<u>High School</u>		<u>Elementary</u>	
Mr. Adam Gable	Math	Ms. Elayne Thomas	Language Arts
Mr. Pete Boyajian	Social Studies	Mr. Tyler Zoellner	Math
Ms. Lisa Carricato	English	Ms. Stacey McCutcheon	Social Studies
Ms. Nicole Koller	Science		

<u>K-12</u>	
Ms. Gail Romanofsky	Performing Arts
Ms. Nadine Bosnyak	PE/Health
Ms. Jamee Davis	Special Education

**TEAM/GRADE LEVEL COORDINATORS**

Mr. Petrovich made a motion to approve the following Grade Level Coordinators for the 2016-2017 school year, at a rate commensurate with the Collective Bargaining Unit Agreement. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Ms. Lori Graybar	Kindergarten
Ms. Jessica Cree	First Grade
Ms. Ariane Ackley	Second Grade
Ms. Elayne Thomas & Ms. Amie Kretzing	Third Grade
Ms. Stacey McCutcheon	Fourth Grade
Ms. Tiffany Dawson	Fifth Grade
Ms. Cynthia Goles	Sixth Grade
Mr. Ben Hassinger	7 <sup>th</sup> Grade
Ms. Amanda Walk	8 <sup>th</sup> Grade
Ms. Kara Schwenk	9 <sup>th</sup> Grade
Mr. Peter Boyajian	10 <sup>th</sup> Grade
Mr. Adam Gable	11 <sup>th</sup> and 12 <sup>th</sup> Grade

**PROPERTY AND SUPPLIES REPORT**

**FACILITIES USAGE REPORT JULY AND AUGUST 2016**

Mr. Spizzirri presented the facilities usage requests for the school district as of August 2016 respectfully submitted by the Facilities Administrator. All groups have followed facilities usage guidelines in obtaining required insurance coverage for events and will coordinate times for building/field usage if necessary.

- Cheerleaders use outside of the Auxiliary Gym area from June to October 2016
- Mr. Derek Lewis, Midget Football Association, use of High School Football Field (Cottage Hill), scoreboard, press box and concession stand from 9:00 a.m. to 6:30 p.m. to host games on the following dates:  
 Sunday, August 28, 2016                      Sunday, September 11, 2016  
 Sunday, September 25, 2016              Sunday, October 2, 2016  
                                  Saturday, October 22, 2016 OR              Sunday, October 23, 2016
- Mr. Derek Lewis, Midget Football Team, use the High School Football Field (Cottage Hill) for practice 5:30 p.m. – 7:15 p.m. from August to November.
- Ms. Maria Crawford, Capital Area Extreme, requesting the use of facilities HS Gym, Auxiliary Gym, Cafeteria area (not kitchen), lobby area, locker rooms, bathrooms, and facilities workers, Saturday, December 17 for set up and to hold a cheer competition on Sunday, December, 18, 2016 from 8:00-6:00P.M.

## **TRANSPORTATION**

### **BUS STOPS**

Ms. Bowman made a motion to approve the attached bus stops for public and non-public students for the 2016-2017 school year. Second by Mr. Lewis. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

### **FIRST STUDENT DRIVERS**

Ms. Bowman made a motion to approve the First Group bus drivers. All clearances are current and a list of the drivers is attached. Second by Mr. Lewis. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **STUDENT ACTIVITIES REPORT**

### **FUNDRAISERS**

Ms. Elliott made a motion to approve the following fundraisers. Second by Ms. Woods. Ms. Carricato questioned location of car wash. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

<b><u>Club/Group</u></b>	<b><u>Date</u></b>	<b><u>Type of Funding</u></b>
Football team	7/30/16	Rainbow Hills Pool Party
Cheerleading	8/3/16	Sub and pretzel sandwich sale
Volleyball team	8/22/16 - 9/7/16	Joe Corbi's food sale (pizza kits, cookie dough, etc)
Senior Class of 2017	8/29/16 - 12/23/16	T-shirt sale
Senior Class of 2017	9/10/16	Car Wash and Bake Sale
Volleyball team	2016/17 school year	Volleyball clothing sale (for equipment)
Senior Class of 2017	2016/17 school year	Roller Gear Clothing sale (at football games and elementary/high school buildings)

## **PUPIL SERVICES REPORT**

### **SPECIAL EDUCATION TUITION AGREEMENT**

Ms. Woods made a motion to approve tuition agreements for two (2) special needs students at New Story at a low intensity rate of \$275.00 per day and the high intensity rate of \$380.00 per day. Second by Mr. Spizzirri. Mr. Lewis questioned the costs for the program, Mr. Waters confirmed the rate is less this year, in which Ms. Bowman asked

how much lower. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **MEMORANDUM OF UNDERSTANDING**

Ms. Woods made a motion to approve the Memorandum of Understanding with Camp Curtain YMCA and Steelton-Highspire School District to provide a Teen Achievers program for 8<sup>th</sup> & 9<sup>th</sup> Grade from October 2016 to April 2017. Second by Mr. Lewis. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **JUNIOR ACHIEVEMENT PROGRAM**

Ms. Woods made a motion to approve a Junior Achievement program to begin in November at the elementary school for kindergarten, first and second grades at a cost of \$100.00 per class, to be paid for by donations. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **HEALTH PROFESSIONAL CONTRACT SERVICES**

Ms. Woods made a motion to approve the continuation of the following professionals to provide contracted services to the Steelton-Highspire School District for the 2016-2017 school year. Second by Ms. Elliott. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

- William J. Albright, IV, MD, School Physician - \$13,097.00
- David Settino, DDS, School Dentist - \$0 (volunteer)

## **SCHOOL BOARD PRESIDENT'S REPORT**

### **PSBA OFFICER ELECTION**

Ms. Carricato made a motion to approve the PSBA Officers as follows:

President-Elect: Michael Faccineto, Bethlehem Area SD, (Northampton Co.)

Vice President: David Hutchinson, State College SD (Centre Co.)

Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

### **PSBA INSURANCE TRUST ELECTION**

Ms. Carricato made a motion to approve the PSBA Insurance Trust Officers as follows:

William S. LaCoff, Owen J. Roberts SD, PSBA Immediate Past President
Kathy Swope, Lewisburg SD, PSBA President
Mark B. Miller, Centennial SD, PSBA President-Elect

Marianne L. Neel, West Jefferson Hills SD, PSBA Past President
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Michael Faccinetto, Bethlehem Area SD, PSBA Vice President
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Second by Mr. Spizzirri. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

## **SUPERINTENDENT'S REPORT**

### **DONATIONS**

Mr. Spizzirri made a motion to approve the following donations. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

<b>NAME</b>	<b>FUND</b>	<b>AMOUNT</b>
Saint Aloysius Club	Boys Basketball	\$100.00
O K Café, Inc.	Cheerleading	\$100.00
American Legion Middletown Post 594	Press Box	\$720.00

### **MEMORANDUM OF UNDERSTANDING**

Mr. Spizzirri made a motion to approve the MOU between Steelton-Highspire School District and Eastern University College of Graduate and Professional Studies for a discount for employees to enroll in adult undergraduate and graduate programs, beginning September 1, 2017. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman; Ms. Elliott; Mr. Lewis; Mr. Petrovich; Mr. Salov; Mr. Spizzirri and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

Mr. Waters reported there were seven (7) new teachers at induction this year, currently looking for a Long Term Sub for Biology; Back To School event is Saturday at 6 PM; New Student Orientation will be Tuesday from 6:00 – 7:00 PM at the Jr./Sr. High School and teachers will be returning on Tuesday, students will return on August 29. Fall sports are in progress. Mr. Lewis wanted clarification that students are to attend the orientation, not just parents, in order to plan for sport activities. Mr. Waters introduced and welcomed Mr. Martin, High School Assistant Principal, Mr. Martin thanked the board for the opportunity and plans to go above and beyond with students and staff.

### **SPECIAL REPORTS**

#### **ATHLETIC ASSOCIATION**

Mr. Lewis reported the scrimmage on Saturday and Mr. Petrovich reported volleyball will be an away game.

#### **PSBA REPRESENTATIVE**

There was nothing to be reported.

## **HACC**

There was nothing to be reported.

## **CAIU**

Mr. Salov reported his daughter's dedication kept her at SHSD with a recent job offer.

## **STRATEGIC PLANNING**

There was nothing to be reported.

## **BUILDINGS AND GROUNDS**

Mr. Lewis reported seeing some of the personnel working late hours in order to get the grass mowed. Mr. Spizzirri questioned Ms. Craig about the inspector's report stating a problem with an emergency light. Mr. Petrovich stated if there isn't something wrong, it shouldn't be on a report. Mr. Waters reported a lighting hit near the Administration building, causing one door not to be locked down properly.

## **DISCIPLINE COMMITTEE**

There was nothing to be reported.

## **BUDGET COMMITTEE**

Mr. Salov reported The Healthy Hungry Free Kids Act expired in June, our students participate in this program; both House and Senate passed their own version, both are very different and updates will be coming in the future.

## **BOARD ROUND TABLE**

Ms. Woods, Ms. Bowman and Mr. Spizzirri welcomed Mr. Martin; Mr. Petrovich welcomed the students and teachers back wishing for a good year with confidence in new Administration; Ms. Carricato wished all a good year as well, stating if needed they are welcome to reach out to the Board.

## **PUBLIC COMMENT**

There was no public comment.

## **ADJOURNMENT**

The meeting adjourned at 7:25 p.m. on a motion by Mr. Petrovich. Second by Mr. Spizzirri. All members voted aye.

*Debora Kagarise*  
Debora Kagarise, Board Secretary