

STEELTON-HIGHSPIRE SCHOOL DISTRICT

BOARD LEGISLATIVE MEETING

January 23, 2019

MINUTES

VOTING MEMBERS PRESENT: Ms. Karen Harris, Ms. Mary Carricato, Ms. Paula Sviben, Mr. Calvin Johnson, Mr. Derek Lewis, Ms. Rachel Slade; Ms. Janice Elliot, and Ms. Joyce Culpepper

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

NON-VOTING MEMBERS PRESENT: Mr. Vincent Champion, School Solicitor; Mr. Mick Iskric, Jr., Assistant to the Superintendent; Ms. Megan Byrnes, Elementary School Principal; and Mr. Michael Simonetti, Business Manager.

CALL TO ORDER

Ms. Rachel Slade, President called the meeting to order at 6:52 PM.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT (Agenda Items)

A statement was made about having an agenda printed out.

PRESENTATION

The first presentation was by Jenny Gallagher from Salvation Army, who presented the starting a summer program at the elementary school for 9 weeks June-August. 150 people occupied the space including staff and students. The program enrolling about 105 students with 50% of the spots being for the Steelton school district students. We project for most of the students to be from Steelton seeing how we have a lot of students already in our after school program.

Ms. Sviben made a motion to approve the Salvation Army to use the facility for their summer program. Second by Ms. Culpepper. Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

The second presentation was by John Bonawitz in regards to the 2018-2018 audit. He first went over the 4 page letter sent to school board members. The first thing was the new accounting standards. Mr. Bonawitz spoke about some estimated changes in the statements, tax revenues, and this was all in the required communication. Secondly was the financial statements which is 105 pages, but he talked about 5-6 different items, such as liabilities, balance sheets, the income statement, and a few others. Mr. Simonetti stated that the annual financial statement will be posted on the website.

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FOLLOW UP

Mr. Iskric welcomed everybody to the new library and stated that everyone is more than welcomed after the meeting to walk around and look at all the advancements that was done to make our library look more new century. Mr. Iskric stated all the new items that was put into the library was paid with grant money. He also spoke about some new ideas that are actually being brought to life, for example there were a few drones bought with grant money and a few teachers will be going to a training at Harrisburg University this summer with Byron Kiehl, Director of Technology. We are also looking into upgrading our elementary school library. Currently we have a dual account with Harrisburg University, so students have access to the same resources that Harrisburg University students have. Overall, we are constantly looking for ways to ensure our students are equipped and ready for the future. Finally this is School Board Appreciation month so we are going to present each one of our school board members a certificate as our appreciation for your services on the school board.

CURRICULUM REPORT

No content

FINANCE REPORTS

Mr. Johnson made a motion to approve the below 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. Second by Ms. Harris; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

1. **GENERAL FUND**

1. Treasurer’s Report:

October 2018	
Balance 10/01/18	\$541,727.08
Receipts	2,135,402.36
Disbursements	2,115,888.58
Balance 10/31/18	\$561,240.86

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1. Accounts Payable/Estimated Expenditures Reports:

The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$1,236,815.70 which includes vendor checks #43918 - #44125 and wire payments #1093W - #1124W for \$449,293.33. Payroll amount \$430682.19. There was no transfers out of General Fund.

1. **CAFETERIA FUND**

1. Cafeteria Report:

October 2018	
Balance 10/01/18	\$134,138.67
Receipts	96,174.61
Disbursements	127,106.26
Balance 10/31/18	\$103,207.02

1. Accounts Payable/Estimated Expenditures Reports:

The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Report:

Final approval of October vendor payments in the amount of \$127,106.26 which includes vendor checks #2047-2048. There was no Wire Payments for the Cafeteria for the month of July. There was no transfers out of the Cafeteria Fund.

1. **ATHLETIC FUND**

1. Athletic Association Financial Report:

October 2018	
Balance 10/01/18	\$27,408.79
Receipts	4,695.55
Disbursements	5,505.11
Balance 10/31/18	\$26,599.23

Accounts Payable/Estimated Expenditures Reports:

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The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Report. Final approval of October vendor payments in the amount of \$5,505.11 which includes vendor checks #6853 - #6887. No wire payments this month. No transfers this month for Athletic Fund.

1. **STUDENT ACTIVITIES ACCOUNT**

1. Student Activities Financial Report:

October 2018	
Balance 10/01/18	\$26,427.60
Receipts	1,464.27
Disbursements	5,512.42
Balance 10/31/18	\$22,379.45

1. Accounts Payable/Estimated Expenditures Reports:

The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Report:
Final approval of October vendor payments in the amount of \$5,512.42 which includes vendor checks #2967 - #2980. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund.

PERSONNEL REPORT

Personnel Report

Ms. Culpepper made a motion to approve the attached Personnel Report. Second by Mr. Lewis; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Personnel Addendum Action Items Report

Ms. Culpepper made a motion to approve the Personnel Addendum Report. Second by Mr. Carricato; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Property and Supplies Report

Facilities Usage

Ms. Carricato made a motion to approve the facility request from Iris Brown and Karen Love to use the cafeteria and principal selected rooms on lower level February 23, 2019 from 9:00 am to 2:30 pm. Second by Ms. Sviben; Ms. Harris, Ms. Carricato, Ms. Sviben,

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Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Ms. Carricato made a motion to approve the facility request from Shannon Bellamy to use the football field on March 16 and 30, 2019, April 27, 2019, May 4, 11, 18, and 24, 2019. Second by Ms. Elliott; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Ms. Carricato made a motion to approve the facility request from The Family Sports Association to use the elementary gym every Monday, Wednesday, and Thursday from 5:30 pm – 8:30 pm and all weekends from 9:00 am – 5:00 pm of January, February, March (until the 2nd week of March). Second by Mr. Lewis; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

TRANSPORTATION REPORT

Ms. Sviben made a motion to approve the First Student Bus Drivers' List for the 2018-2019 school year. Second by Ms. Elliott; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Ms. Sviben made a motion to approve the field trip request for 10th and 11th grade students to travel to Bellefonte Area High School on December 11, 2018. Second by Ms. Elliott; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

STUDENT ACTIVITIES REPORT

Fundraiser

Ms. Elliott made a motion to approve the fundraisers on the student report. Second by Ms. Elliott; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

PUPIL SERVICES REPORT

Dauphin County Probation Services Office

Ms. Harris made a motion to approve the contract between Dauphin County Probation Services and SHSD to provide probation services for the 2018-2019 school year. Second by Mr. Johnson. Second by Ms. Elliott; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Dauphin County Library System

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Ms. Harris made a motion to approve the contract between Dauphin County Library System and SHSD to provide library services for the 2018-2019 school year. Second by Mr. Johnson. Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

SPECIAL PROJECTS REPORT

Nothing at this time to report.

SUPERINTENDENT'S REPORT

Conference Request

Ms. Carricato made a motion to approve the following conference request. Second by Ms. Sviben; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Name	Conference	Date	Cost
Kate Gallagher	SAS Institute - Pa Dept of Education	12/9-11/2018	\$384.85
Sheila Jefferson	PDE Conference 2019 - Making a Difference: Educational Practices That Work	3/11-13/2019	\$30

Donations

Ms. Carricato made a motion to approve the following donations. Second by Ms. Harris; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Name	Fund	Amount
Arcelor Mittal	Curriculum	\$10,000
Rita M. Hicks	In lieu of Flowers for Mr. Larrie McLamb Jr.'s funeral	\$10.00
Compass Group	Lock Box Refund	\$1,000
Hershey Lodge	Student Activities	Tickets for Christmas Candyland
The McInroy-Sheffer People Trust	Interscholastic academic competitions	\$600.00

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Name	Conference	Date	Cost
Stacey McCutcheon	Pete & C	2/11-13/2019	\$257
Benjamin Hassinger	Pete & C	2/11-13/2019	\$396
Jessica Cree	Pete & C	2/11-13/2019	\$396
Samantha Neidlinger	Pete & C	2/11-13/2019	\$257
Terry Martin	Pete & C	2/11-13/2019	\$257
Josh Porr	Pete & C	2/11-13/2019	\$300
Byron Kiehl	Pete & C	2/11-13/2019	No Cost
Kara Schwenk	Pete & C	2/11-13/2019	\$396
Byron Kiehl	PA Educational Data Summit - PDE	3/25-27/2019	\$300
Kimberlee Markham	CAIU ESL - Making Connections	3/22/2019	\$132
Elizabeth Skolnicki	CAIU ESL - Making Connections	3/22/2019	\$132

Policies

Ms. Carricato made a motion to approve the 800 level operations and 900 level community policies. Second by Mr. Johnson. Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Resolution for Electronic Signature

Ms. Carricato made a motion to approve the resolution for electronic signature. Second by Mr. Johnson. Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Conference Request Addendum

Ms. Carricato made a motion to approve the following conference request. Second by Mr. Johnson; Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

Shinkowsky Investigations

Ms. Sviben made a motion to approve the proposal from Shinkowsky Investigations and SHSD to provide investigative services for student residency verification support at a rate of \$45/hour. Second by Ms. Carricato. Ms. Harris, Ms. Carricato, Ms. Sviben, Mr. Johnson, Mr. Lewis, Ms. Slade; Ms. Elliot, and Ms. Culpepper. (8 ayes, 0 nays, 1 absent)

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SPECIAL REPORTS

ATHLETIC ASSOCIATION

We are having a meeting in February.

PSBA REPRESENTATIVE

There was nothing to be reported, but they do send out a booklet so if you receive it just take a look at it and read it. If you have any questions let me know.

HACC

There was nothing to be reported.

CAIU

There was nothing to be reported.

STRATEGIC PLANNING

Mr. Waters stated we will have a speak March 5, 2019 to get some things settled.

BUIDLINGS AND GROUNDS

We got a new supervisor, so hopefully some things will be tightening up.

DISCIPLINE COMMITTEE

Mr. Johnson stated that there are some things going on, but I think there should be more in depth. Ms. Sviben asked is there statistics that go on for the suspensions and expulsions.

BUDGET PLANNING

We have a meeting scheduled.

POLICY

Ms. Sviben is going to meet with Mr. Waters to update.

NEGOTIATIONS

Started negotiations with the facility workers and the secretaries, and we have meeting schedules. All looks good.

PUBLIC COMMENT (ANY TOPIC)

Denise Sviben, 2484 Sth 2nd Street Steelton, Pa, voiced her concerns about fights and disruptions in class. There needs to be something done with the behavior, so that the children who want to learn can learn. Is there anything being done about emergency

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contacts, also is the cell phone policy that is able to be viewed on the website. Lastly I drove by the elementary school this morning and I saw a few students standing outside and it was 31 degrees outside. Ms. Byrnes replied that we did start a before care program but we can't watch every child that comes early and if they come after 7:45 am they have to wait until 8:15 am.

ADJOURNMENT

The meeting adjourned at 8:02 PM on a motion by Ms. Carricato. Second by Ms. Elliott. All members present voted yes and the motion carried.

ShaQuita Burton
ShaQuita Burton, Acting Board Secretary