

The Steelton-Highspire School Board met on the above date for the purpose to discuss Personnel and any other business brought before the board 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 M. Slade and Ms. Natasha Woods. Absent was Mr. Robert Spizzirri, Vice President. Also present were Mr. Travis Waters, Superintendent; Mr. Terry Martin, High School Assistant 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 5:45 PM

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 the meeting to discuss personnel and possible litigation.

PUBLIC COMMENT (Action Items)

There was no public comment.

FOLLOW UP

Mr. Waters explained one item on the agenda, the annual audit, was tabled at last board meeting due to discussion on the cost of the audit. Mr. Waters reported on the breakdown of the costs. The firm charges \$154.00/hour, but the district only pays 75% of the rate. Mr. Waters compared the cost to a few other districts to SHSD. The cost to SHSD in the past was due to 581 total hours for the audit to be completed, higher than the average of other districts. The motion on the agenda reflects approximately 300 hours. Mr. Waters reported the firm, that gave a presentation to the Board a few months ago, would have gone over the costs of the projected amount. Mr. Waters assured the Board, Mr. Simonetti is prepared to submit documents to the auditors as soon as possible in order to cut down the number of hours needed to complete the audit.

PERSONNEL

RESIGNATIONS

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

- Ms. Alicia Klaus, High School Office Secretary, effective July 3, 2017
- Mr. Maxwell Frankel, Secondary Health and Physical Ed. Teacher, effective July 5, 2017
- Ms. Cynthia Craig, Business Manager, effective July 21, 2017
- Mr. William Perry, Football Security, effective June 15, 2017

TRANSFER OF POSITIONS

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

- Mr. Terry Martin from High School Assistant Principal to the position of Jr. High School Principal, effective July 1, 2017, at a salary of \$84,000.
- Ms. Elayne Thomas from 3rd Grade Teacher to the position of Elementary Reading Specialist, effective August 22, 2017, at a salary of Step 8, Master's \$56,925.
- Mr. Donald Banks from PBIS-High School to the position of PBIS-Elementary Behavior Specialist, effective August 22, 2017, at a salary of \$50,000.
- Mr. Michael Simonetti from District Accountant to the position of Business Manager, effective July 24, 2017, at a pro-rated salary of \$90,000.

APPOINTMENTS

Mr. Petrovich made a motion to approve the following appointments. Second by Ms. Slade. Mr. Salov questioned whether a certain position was going to be filled with a transfer, Mr. Waters explained this didn't leave an open position. Mr. Lewis asked if payroll candidate is qualified with problems in that position before, Mr. Waters explained candidate has the skills and will be trained. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

- Ms. ShaQuita Burton to the position of Confidential Secretary to Payroll, effective July 25, 2017, at a pro-rated salary of \$35,000.
- Ms. Kathryn Gallagher to the position of High School Principal, effective July 25, 2017, at a pro-rated salary of \$91,000.
- Ms. Diane England to the position of Special Education/Cyber Education Teacher, effective August 15, 2017, at a salary of Step 3, Master's \$48,690.
- Ms. Amanda Myers to the position of Elementary Special Education Life Skills Teacher, effective August 15, 2017, at a salary of Step 2, Master's + 36 (credits) \$53,500.
- Mr. Ira Barth to the position of Elementary Special Education Supplemental Learning Support Teacher, effective August 15, 2017, at a salary of Step 2, Master's \$47,044.
- Ms. Eileen Donnelly to the position of 5th Grade Teacher, effective August 22, 2017, at a salary of Step 4, Master's \$50,338.
- Ms. Simone Heisey to the position of 5th Grade Teacher, effective August 22, 2017, at a salary of Step 14, Master's \$66,418.

- Ms. Marianne Way to the position of Secondary Physics and Chemistry Teacher, effective August 15, 2017, at a salary of Step 4, Bachelor's + 15 (credits) \$46,535.
- Ms. Abby Gill to the position of 6th Grade Long Term Sub Teacher, effective August 15, 2017, at a salary of Step 1, \$40,272.

SUMMER TRAINING

Mr. Petrovich made a motion to approve the 2017-2018 summer training for the following new employees at a rate of \$25.00/hr. effective 07/10/2017. Mr. Waters explained these employees were paid out of grant funds for science curriculum. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

- Krystal Murphy
- Marianne Gripal Way

ADJUSTMENT OF SALARY

Mr. Petrovich made a motion to approve the adjustment of salary for Ms. Dorothy Ziegler from \$14.93 an hour to \$15.93 an hour, effective July 25, 2017. Second by Ms. Elliott. Mr. Lewis questioned what building this position is for, Ms. Bowman stated she needs more than that amount being a high school secretary. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade 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 following appointments. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

- Ms. Roxanne Brougher to the position of Elementary Secretary, effective August 7, 2017, at a rate of pay at \$15.75 per hour.
- Mr. Sean Norberg to the position of Secondary Health/Phys. Ed Teacher, effective August 15, 2017, at a salary of Step 3 B, \$42,382.

PROPERTY AND SUPPLIES REPORT

RECYCLE SURPLUS OFFICE EQUIPMENT

Ms. Slade made a motion to approve the declaration of the following surplus computer equipment listed so it can be removed from the Steelton-Highspire School District inventory. It will be taken to a recycling company for proper disposal in accordance to state and federal computer recycling laws. This computer equipment is either broken and not repairable or it is outdated beyond usefulness to anyone. Second by Ms. Slade. Mr.

Salov questioned if the items have been replaced, Mr. Waters stated these are old items. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

- 177 broken/outdated Desktops
- 280 broken/outdated Laptops
- 36 broken/outdated monitors
- 15 broken/outdated Printers
- 14 broken/outdated Empty Laptop carts

SUPERINTENDENT'S REPORT

DONATION

Ms. Slade made a motion to accept the donation from the Jordan Hill Foundation and give permission to repaint the scoreboard at Cottage Hill. Second by Mr. Salov. Mr. Petrovich asked what the cost would be, Mr. Waters reported the Foundation will be responsible for supply costs. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

ANNUAL AUDIT AGREEMENT

Ms. Slade made a motion to approve the attached Agreement between Brown, Schultz, Sheridan & Fritz to complete the district's annual audit for the year ending June 30, 2017. The cost of the audit will be limited to \$34,500.00 and 300 billable hours. Second by Ms. Elliott. Mr. Petrovich was not present during the follow-up earlier in the meeting, asking if the firm can get the audit completed in 300 hours, he stated the firm did not give a quote on anything above the 300 hours, Mr. Waters reported the amount is 75% of the rate. Mr. Salov questioned the amount charged to the district in the past. Ms. Woods requested for the board to be given the plan, to have an idea of what costs are going to be. Mr. Simonetti stated DRA (Diane Reed Associates) will be in district tomorrow for the preliminary work and BSSF will be in district the first week in September to begin the audit. Mr. Petrovich had a request for the audit report pages be in the same order as the presentation, to avoid confusion as it has been in the past. Mr. Petrovich stated he is flipping back and forth through the report while the presentation is going on. Several board members agreed with him. Ms. Carricato, Ms. Bowman, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (8 ayes, 0 nays, 0 abstention, 1 absent)

PUBLIC COMMENT

There was no public comment.

Mr. Waters congratulated both Mr. Simonetti and Ms. Gallagher. Several board members welcomed them to the district. Mr. Salov questioned Ms. Gallagher where she was before she came to SHSD, Ms. Gallagher reported she worked in Philadelphia area and ten years in

Reading. Ms. Gallagher stated she likes urban education, working in more challenging environments.

ADJOURNMENT

The meeting adjourned at 6:10 PM on a motion by Ms. Slade. Second by Ms. Bowman. All members voted aye.

Debora Kagarise

Debora Kagarise, Board Secretary