



JUNE 2019'S PLANNING SCHOOL BOARD MEETING

6/12/2019 [6:30PM-7:30PM] @ Administration Building in the Board Room

- JUNE 2019 PLANNING MEETING -

1. CALL TO ORDER

Ms. Rachel Slade at 6:40pm. Members in attendance Ms. Harris, Mr. Johnson, Mr. Carricato, Ms. Sviben, Mr. Lewis, Ms. Culpepper. Absent members: Ms. Bowman and Ms. Elliott.

2. PLEDGE OF ALLEGIANCE

- AUDIENCE

3. ANNOUNCEMENT OF EXECUTIVE SESSION MEETING

Ms. Rachel Slade- to discuss personnel and litigation

4. PUBLIC COMMENT (agenda items)

None

5. PRESENTATION

a. Willie Slade

Mr. Slade is representing the Navy Football game. They requested the use of our facilities and lockers rooms for a scrimmage against Mansfield University for sprint football. It's for students 180lbs. I think it'll be a great opportunity for our kids to see the U.S. Naval Academy play. They are requesting Saturday, September 7th. There are no home events that weekend. It will last from 10:30-12:30. They have their own athletic trainers. We just need to provide the field and a custodian. They may request to use the showers over here depending on their numbers after the game. Mr. Slade already spoke to Coach Erby to have the concession stand open to raise some money. They are paying. When will they come into town? I assume that morning. There's an away game the night before. Dr. Waters said we have another facilities request coming. If they are arriving Friday, offer them free admission to the game, however it's away. Motion to approve Jason Donald and Mr. Slade use of the field on September 7th by Ms. Culpepper. Second by Ms. Harris. Ms. Sviben, Mr. Lewis, Ms. Carricato, Mr. Johnson, Ms. Harris, Ms. Culpepper. *(6 ayes, 0 nays, 2 absent)* Motion carried.

Ms. Gallagher also has a presentation. We are here to inform you of new things going on at the high school. CSI (Comprehensive School Improvement) is a plan that we are working on. We are doing our best to implement it. Steel-High has been identified for CSI under Every Student Succeeds Act in PA. The state of PA qualifies Title I schools in six areas. We were qualified by achievement and growth data ELA & Math data combined, graduation rate, attendance, English language proficiency, and career standard benchmark. We qualified in all 6. It connects us with Tonya, a facilitator for the state (from IU 12). She showed us the cycle of improvement. We set the direction by gathering data from parent surveys, student surveys, teacher focus groups, school walk through, etc. We rated ourselves from that data. We created a plan from many lengthy meetings. As a steering committee, out of 24 we chose to focus on foster a culture of high expectations for success for all and also promote a positive a safe and welcome environment at school. We need evidence based strategies in Math & English. English hasn't had connected curriculum between grade levels. Math has curriculum but is it taught the best way. Our first goal are to increase proficiency and literacy by establishing an English curriculum. Our 2nd goal is all math teachers will incorporate 2 evidence based strategies every day. We need to set yearly goals and quarterly benchmarks. We will support students in learning and respect all students with PBIS (60% goal). There will be a 25% reduction of in/out school suspension by training staff in restorative practices. All classes should have restorative circles. The goal is at 25% resolved by reconciliation. It will help the kids take accountability for their actions. It needs to be submitted to the state by June 30th. A draft is on the website. Mr. Martin adds that we have to follow this and will drive our decisions. Do you have a lot of students that cuss out teachers? Yes, more at the junior high level. Restorative circles are to make a community feeling in your classroom. It will help students hold each other accountable.

6. FOLLOW UP

DR. TRAVIS WATERS

7. Approval of Minutes

April Planning and Legislative Minutes- Moved by Ms. Carricato, Second by Mr. Lewis. We want to represent the district in a positive way, can we start proof reading the minutes for errors before they become a public document? Can we update the spelling of Valerie Pritchett's name? Can we go through it and have the president ask if there's any errors or corrections during the meeting? Corrections can be marked on the next set of minutes. When there's a vote that's not unanimous, do we need to write who voted nay? We should because of right to know or if there's a challenge. It's hard to spell names correctly when transcribing from an audio. The minutes are proof read but just for grammar. Email Michael Simonetti changes. Ms. Carricato withdraws her motion. Corrections will be notated and minutes approved at the next meeting.

8. REVIEW OF BOARD REPORTS

Reports are all listed individually.

a. FINANCE REPORT: ACTION ITEMS: Mr. Johnson

General Operating Budget

The Administration respectfully recommends that the Board approve the General Operating Budget for 2019-2020 school year. You have to have a majority of all the board members for it to pass. This is for 0% tax increase up to a 3.1% administration merit raise.

(ROLL CALL VOTE)- Motion by Mr. Johnson, Second by Ms. Harris. Ms. Sviben, Mr. Lewis, Ms. Harris, Mr. Johnson, Ms. Carricato, Ms. Culpepper. (6 ayes, 0 nays, 2 absent) Motion carried.

Resolution for the General Operating Budget

The Administration respectfully recommends that the Board approve the Resolution to adopt the General Operating Budget for 2019-2020 school year.

(ROLL CALL VOTE)- Motion by Mr. Johnson, Second by Ms. Harris. Mr. Lewis, Ms. Sviben, Ms. Carricato, Mr. Johnson, Ms. Harris, Ms. Culpepper. (6 ayes, 0 nays, 2 absent) Motion carried.

b. PERSONNEL REPORT: Action Item: Ms. Culpepper

Dr. Waters states that this is a job description for Payroll and Board Secretary as Shaquita Burton is moving to Louisiana. I want to make some changes to the job description. Michael Simonetti explains that they are restructuring the business office and wants to put more responsibility on the payroll person. They are to help more with the budget process. It's more in depth. We need more analysis done, actual vs. budget. It's more of a comprehensive position. Right now the financial services coordinator does those extra duties. It's more of a collaborative effective with everyone in the office for better reporting. Question raised how were the qualifications determined? Applicant must have a high school diploma with 12 years of experience (2 years of experience is comparable to 1 year of college). The job description is on agenda manager now.

Personnel Report: Action Item

The Administration respectfully recommends that the Board approve the attached Personnel Action Item Report.

(ROLL CALL VOTE)- Motion by Ms. Culpepper, Second by Mr. Johnson. Mr. Lewis, Ms. Sviben, Ms. Harris, Mr. Johnson, Ms. Carricato, Ms. Culpepper. (6 ayes, 0 nays, 2 absent) Motion carried.

c. FINANCE REPORT: Mr. Johnson

FINANCE REPORT

1. **GENERAL FUND**
2. Treasurer's Report:

March 2019

Balance 3/01/19	\$384,085.19
Receipts	2,314,271.14
Disbursements	1,162,955.87
Balance 3/31/19	\$1,535,400.46

1. Accounts Payable/Estimated Expenditures Reports:

Final approval of March vendor payments in the amount of \$516,560.21 which includes vendor checks #44591 - #44746 and wire payments #1208W - #1218W for \$229,003.43. Payroll amount \$417,392.23. There was no transfers out of General Fund. There were no journal entries done in the General Fund.

1. **CAFETERIA FUND**

2. Cafeteria Report:

March 2019

Balance 3/01/19	\$237,097.03
Receipts	169,971.88
Disbursements	154,938.34
Balance 3/31/19	\$252,130.57

1. Accounts Payable/Estimated Expenditures Reports:

Final approval of March vendor payments in the amount of \$154,938.34 which includes vendor checks #2061-2065. There was no Wire Payments for the Cafeteria for the month of February. There was no transfers out of the Cafeteria Fund.

1. **ATHLETIC FUND**

2. Athletic Association Financial Report:

March 2019

Balance 3/01/19	\$9,331.08
Receipts	1,003.24
Disbursements	1,112.66

Balance 3/31/19 \$9,221.66

1. Accounts Payable/Estimated Expenditures Reports:

Final approval of March vendor payments in the amount of \$1,112.66 which includes vendor checks #7034 - #7039. No wire payments this month. No transfers this month for Athletic Fund.

1. **STUDENT ACTIVITIES ACCOUNT**

2. Student Activities Financial Report:

March 2019

Balance 3/01/19	\$33,065.85
Receipts	6,809.57
Disbursements	1,211.36
Balance 3/31/19	\$38,664.06

1. Accounts Payable/Estimated Expenditures Reports:

Final approval of February vendor payments in the amount of \$1,211.36 which includes vendor checks #3009 - #3016. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund.

Gallagher Core 360

The Administration respectfully recommends that the Board approve the agreement between Gallagher Core 360 and SHSD for 2019.

(Roll Call Vote)

Public Utility Agreement

The Administration respectfully recommends that the Board approve the agreement between UGI Utilities and SHSD for 2019-2020 year.

(Roll Call Vote)

d. CURRICULIUM: Ms. Bowman

There is no report at this time.

e. PERSONNEL REPORT: Ms. Culpepper

Personnel Report

The Administration respectfully recommends that the Board approve the attached Personnel Report.

(ROLL CALL VOTE)

f. PROPERTY AND SUPPLIES REPORT - Ms. Carricato

FACILITIES USAGE

The Administration respectfully recommends that the Board approve the facility request from Maj Jason Donald and Willie Slade to use the football field September 7, 2019 for a football scrimmage game between the United States Navy Academy and Mansfield University.

(Roll Call Vote)

The Administration respectfully recommends that the Board approve the facility request from Sherry Webb to use the auditorium and cafeteria July 15th, 16th, 17th, 18th, 22nd, 23rd, 24th, and the 25th, 2019 for a Performing Arts Camp for Steel High students.

(Roll Call Vote)

The Administration respectfully recommends that the Board approve the facility request from Andrew Erby to use the football field and bathrooms June 15, 2019 for a 7 vs 7 tournament.

(Roll Call Vote)

g. TRANSPORTATION: Ms. Sviben

There is no report at this time.

h. STUDENT ACTIVITIES REPORT: Ms. Elliott

Fundraisers

The Administration respectfully recommends that the Board approve the following fundraisers:

(ROLL CALL VOTE)

Club/Group	Date	Type of Funding
Steelton-Highspire "Drill Team"	June 1st-22nd, 2019	Selling T-Shirts

i. PUPIL SERVICES REPORT: Ms. Harris

The Meadows

The Administration respectfully recommends that the Board approve the agreement between The Meadows Psychiatric Center and SHSD to provide educational services for the 2019-2020 and/or 2020-2021 school year.

(Roll Call Vote)

Behavioral and Education Services Agreement

The Administration respectfully recommends that the Board approve the agreement between Specialized Education of Pennsylvania Inc. and SHSD to provide special educational services for the 2019-2020 school year.

(Roll Call Vote)

Laurel Life Services

The Administration respectfully recommends that the Board approve the agreement between Laurel Life Services and SHSD to provide specialized services to students with education and behavioral needs and requirements for the 2019-2020 school year.

(Roll Call Vote)

Expulsion

The Administration respectfully recommends that the Board accept the expulsion recommendation for student #181900802.

(ROLL CALL VOTE)

Vigilance Security

The Administration respectfully recommends that the Board approve the agreement between Vigilance Security and SHSD to provide security services for the 2019-2020 school year.

(Roll Call Vote)

j. SPECIAL PROJECTS REPORT: Mr. Lewis

k. SOLICITOR'S REPORT: Attorney V. Champion

No items at this time.

l. SCHOOL BOARD PRESIDENT'S REPORT: Ms. Slade

No report at this time.

m. SUPERINTENDENT'S REPORT: Dr. Waters

Conference Request

The Administration respectfully recommends that the Board approve the following conference requests.

(ROLL CALL VOTE)

Name	Conference	Date	Cost
Theresa Campbell	Text Dependent Analysis	6/17-18/2019	\$150
Afton Shaud	Text Dependent Analysis	6/17-18/2019	\$150
Lindsey Miller	Text Dependent Analysis	6/17-18/2019	\$150
Terry Martin	Models School Conference, Washington DC	6/23-25/2019	\$928
Dr. Travis Waters	Models School Conference, Washington DC	6/23-25/2019	\$928
Patrick Bircher	Models School Conference, Washington DC	6/23-25/2019	\$928
Samantha Neidlinger	Models School Conference, Washington DC	6/23-25/2019	\$928
Kathryn Gallagher	Models School Conference, Washington DC	6/23-25/2019	\$928
Keri Poston	Models School Conference, Washington DC	6/23-25/2019	\$928

Donations

The Administration respectfully recommends that the Board accept the following donations:

Name	Fund	Amount
The Jordan Hill Foundation	Transportation for 6th Grade Field Trip to HACC	\$570.00
Compass Group	Donation	\$1,000.00

Rev. Edward B. Smart, Class of 1967	High School PBIS	\$700.00
Dr. Travis Waters	High School Football	\$300

(ROLL CALL VOTE)

Central Pennsylvania Food Bank

The Administration respectfully recommends that the Board approve the agreement between the Central Pennsylvania Food Bank and SHSD.

Vote)

9. Special Reports

a. Athletic Association

Mr. Johnson, Mr. Lewis, and Mrs. Harris- The track team did well. They had some qualifiers. Baseball did an excellent job. We had a guy that ran a 10:08. Our prom was the same day as districts.

b. PSBA Representative

Mr. Johnson- No report (the names are not correct and need updated for the next meeting)

c. HACC: Ms. Bowman

Ms. Bowman

d. CAIU

Ms. Bowman

e. Strategic Planning

Ms. Culpepper and Ms. Bowman- No report

f. Buildings and Grounds

Ms. Caricatto, Ms. Elliott, and Ms. Harris- Everything looks good. The grass is looking good and the weeds are the playground are not overbearing.

g. Discipline Committee

Ms. Bowman, Mr. Lewis, Ms. House- We spoke about what we wanted to present at the next board meeting. Ms. House isn't on the committee.

h. Budget Planning

Ms. Elliott, Ms. Culpepper, Ms. Harris- It was just approved.

i. Policy

Ms. Carricato, Mr. Johnson, Mrs. House- Dr. Waters said policies are updated with PSBA. We want to add something about our FMLA policy. The policy that PSBA sent doesn't have that in there.

j. Negotiations

Ms. Culpepper, Ms. Elliott, Mr. Johnson- Dr. Waters said AFSCME approved their contracts but didn't send them. It'll be an action item at the next meeting. They are also under negotiations so that might be why it's late.

10. Board Round Table

Is there a staff newsletter? I ask because the student activities report has someone putting on a fundraiser that's long been gone. Every month we are approving fundraisers that are over or partway over. Staff needs to get it to supervisors in a timely manner. Can supervisors send a weekly message asking for this stuff in a timely manner?

I looked into security and clicked on boys' basketball schedules on our website. "Students arrive for 2019 prom. Student arrested after disturbance... etc." This is on our school district website. It takes you to an external site. I would like our IT team to monitor the site. Byron does the website through what the IU provides. It could be one of their servers. Our email was hacked before, it's possible the same thing happened again.

Member expressing gratitude for Dr. Waters going above and beyond and contacting PDE.

11. Public Comment

1. Brenda Hoerner from Highspire: This year we are having our National Night Out again. Dr. Waters and Mick usually come down. It's August 6th. This Wednesday, we have 5 dates that Dauphin County Library System will be bringing their bus into the community from 1-3pm for kids ages 7-12. They'll bring books and games.
2. Dr. Waters reported that although we didn't receive the large safety grant, we did receive the 21st Century Grant. The Salvation Army is going to provide a program for kids K-6. They can take 20-30 kids for a 5 year after school program. It started this week. It's for kids in the area. They have a full schedule for the week. It's held at our elementary school. Through the Harrisburg Partnership they will be having a lemonade stand downtown to practice entrepreneurship. A bank will be coming in to teach the kids about financial literacy. Next year it will be at their new facility. You have to do your homework.

12. ADJOURNMENT

Motion by Ms. Carricato, Second by Mr. Lewis. Meeting adjourned at 7:32pm.

Michael Simonetti

Michael Simonetti, Acting Board Secretary

