

STEELTON-HIGHSPIRE SCHOOL DISTRICT

BOARD Legislative MEETING

June 13, 2018

MINUTES

VOTING MEMBERS PRESENT: Ms. Joyce Culpepper; Mr. Derek Lewis; Ms. Karen Harris; Ms. Danae House; Mr. Calvin Johnson; Ms. Rachel Slade.

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

NON-VOTING MEMBERS PRESENT: Ms. Kate Gallagher, Mr. Scott Smith, Mr. Travis Waters, Superintendent; Mr. Vincent Champion, School Solicitor; Mr. Mick Iskric, Jr., Assistant to the Superintendent; Mr. Michael Simonetti, Business Manager; and Ms. ShaQuita Burton, Board Secretary.

CALL TO ORDER

Ms. Rachel Slade, President called the meeting to order at 6:43 PM.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT (Agenda Items)

There were no public comments.

PRESENTATION

The first presentation was by Ms. Natasha Woods, from the Police Department. Ms. Natashia stated that the Police Department would like to use the football field August 7, 2018 for National Night Out from 6pm-8pm. But we want to setup between 4-5 and Clean up until 9pm.

Mr. Johnson made a motion to approve the facility request for the Steelton Police to use the football field for National night out. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

The second presentation was by Ms. Natasha Woods, from the Bureau of Steelton. Ms. Natashia Woods stated that the Bureau of Steelton wanted to use the auditorium June 28, 2018 and July 2, 2018 at 6:00pm for a public meeting to sale water.

Ms. Culpepper made a motion to approve the facility request for the Bureau of Steelton to use the auditorium June 28, 2018 and July 2, 2018 at 6:00pm for public meeting to sale water. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

FOLLOW UP

Mr. Waters stated we are in a preliminary position for the state issuing additional money for Pre-K counts grants. We are putting in for about 34 kids and the model we are looking at is looking at

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running two more classes and having the classes out of Bright Futures. We had some collaborations with the last year. We are looking at purchasing their property or leasing it for the \$1 a year. We also talked about using the facility as a resource center for Steelton because of its location. We would be looking to buy the building if it goes through December 1, 2018.

APPROVAL OF MINUTES

Mr. Lewis made a motion to approve the March and May 2018 Planning Meeting and May 2018 Legislative Meeting minutes. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

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. Elliott; Ms. Culpepper; Mr. Lewis; Mr. Johnson; Ms. Bowman; Ms. Slade; Ms. Harris. Voted aye on roll call. (7 ayes, 0 nays, 2 absent)

GENERAL FUND

1. Treasurer's Report: The Administration respectfully recommends that the Board approve the following Treasurer's Report:

May 2018

Balance 5/01/18	\$808,302.91
Receipts	658,413.86
Disbursements	503,508.57
Balance 5/31/18	\$568,428.60

2. Accounts Payable/Estimated Expenditures Reports:

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

Final approval of May vendor payments in the amount of \$410,093.75 which includes vendor checks #43206 - #43328 and wire payments #929W - #954W for \$93,414.82. Payroll amount \$415,624.43. There was no transfers out of General Fund.

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CAFETERIA FUND

1. Cafeteria Report: The Administration respectfully recommends that the Board approve the following Cafeteria Report:

May 2018

Balance 5/01/18	\$17,553.32
Receipts	185,256.81
Disbursements	79,029.38
Balance 5/31/18	\$123,780.75

2. Accounts Payable/Estimated Expenditures Reports:

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

Final approval of May vendor payments in the amount of \$79,029.38 which includes vendor checks #2033-2034. There was no Wire Payments for the Cafeteria for the month of April. There was no transfers out of the Cafeteria Fund.

ATHLETIC FUND

Athletic Association Financial Report: The Administration respectfully recommends that the Board approve the following Financial Report:

May 2018

Balance 5/01/18	\$1,987.08
Receipts	73,067.00
Disbursements	20,348.51
Balance 5/31/18	\$54,705.57

Accounts Payable/Estimated Expenditures Reports:

The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Report. Final approval of May vendor payments in the amount of \$1,876.01 which includes vendor checks #6786 - #6796. Wire payments for Athletic Fund this month were in the amount of \$18,472.50, Check#984W. No transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report: The Administration respectfully recommends that the Board approve the following Student Activities Financial Report:

May 2018

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Balance 5/01/18	\$40,145.78
Receipts	11,437.14
Disbursements	20,591.52
Balance 5/31/18	\$30,991.40

Accounts Payable/Estimated Expenditures Reports:

The Administration respectfully recommends that the Board approve the following

Accounts Payable/Estimated Expenditures Report:

Final approval of May vendor payments in the amount of \$20,591.52 which includes vendor checks #2905 - #2932. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund.

SHSD ATHLETIC BUDGET

Mr. Johnson made a motion to approve the attached Steelton Highspire School District 2018-2019 Athletic Budget. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

SCHOOL DISTRICT INSURANCE

Mr. Johnson made a motion to approve the following insurance coverage and rates for the 2018-2019 school year, through the Arthur J Gallagher Risk Management Services, Workers' Compensation policy at an annual premium rate of \$45,613. Second by Ms. Culpepper. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Mr. Johnson made a motion to approve the following insurance coverage and rates for the 2018-2019 school year, through the Enders Insurance Group through Liberty Insurance Company. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Property	\$38,859
Equipment Breakdown	\$ 625
Liability	\$11,107
Automobile	\$ 7,981
Excess Liability	\$ 6,107
Crime	\$ 1,653
Acts of Terrorism	\$ 1,910
Totals	\$68,242

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BFPE INTERNATIONAL SERVICE AND INSPECTION CONTRACT

Mr. Johnson made a motion to approve the attached fire inspection and service agreement between SHSD and BFPE International, effective July 1, 2018 through June 30, 2019 for the amount of \$7,515.00. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Fire Alarm-High School	\$4,685.00
Fire Alarm-Elem School	\$1,525.00
Kitchen Fire Suppression System-HS	\$280.00
Kitchen Fire Suppression System-Elem	\$170.00
Fire Extinguishers-HS	\$3.95
Fire Extinguishers-Elem	\$3.95
Backflow Preventer-Elem	\$85.00
Sprinkler System	\$175.00
Fire Pump	\$595.00
Total For BFPE	\$7,515.00

CONTINUATION OF GROUP HEALTH COVERAGE

Mr. Johnson made a motion to approve the continuation with HighMark as group health, dental and eye care coverage provider, with no change in coverage for the 2018-2019 school year. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

PSBA MEMBERSHIP

Mr. Johnson made a motion to approve the 2018-2019 “All-Access Package” membership dues for PSBA services. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Brown Schultz Sheridan & Fritz

Mr. Johnson made a motion to approve the Brown Schultz Sheridan & Fritz to complete district's annual audit. Second by Mr. Lewis. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

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Food Service MOU

Mr. Johnson made a motion to approve the Food Service agreement between Capital Area Intermediate Unit and Steelton Highspire School District for the 2018-2019 school year. Second by Ms. Culpepper. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

2018-2019 Steelton-Highspire School District General Budget

Mr. Johnson made a motion to approve the 2018-2019 Steelton-Highspire School District General Fund Budget and Resolution with the recommend tax increase of 0.75%. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Dauphin County Tax Collection Bureau Resolution

Mr. Johnson made a motion to approve the resolution for the Dauphin County Tax Collection Bureau to not collect delinquent taxes for the Steelton-Highspire School District for the 2018-2019 year. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Portnoff Law Associates MOU

Mr. Johnson made a motion to approve the agreement and the resolution for the scheduled fees between Portnoff Law Associates and Steelton-Highspire School District for the 2018-2019 year. Second by Ms. Culpepper. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

CURRICULUM REPORT

AEDY Phase 4 MOU

Mr. Johnson made a motion to approve Phase 4 Learning Center agreement with Steelton Highspire School District. Second by Ms. Culpepper.

Mr. Lewis made a motion to amend Phase 4 Learning Center to AEDY Services Program Agreement for services between Steelton Highspire School District and Phase 4 Learning Center, Inc Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Ms. Slade made a motion to approve the Phase 4 Learning Center to AEDY Services Program Agreement for services between Steelton Highspire School District and Phase 4 Learning Center, Inc Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

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Mr. Lewis made a motion to approve the School Improvement Plans for both the Steelton-Highspire Jr/Sr High School and the Steelton-Highspire Elementary School, the plans are posted on the school district website. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

PERSONNEL REPORT

Position Change

Ms. Culpepper made a motion to approve the position change of Brian Mathers from Long Term Substitute to full time Secondary Science Teacher, effective, August 15, 2018. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Athletic Appointment

Ms. Culpepper made a motion to approve the following 2018-2019 Football Jr/Sr High Schools Staff. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Ms. Culpepper made a motion to approve the 2018-2019 Volleyball Staff. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Ms. Culpepper made a motion to approve the 2018-2019 Fall Cheerleading Staff. Second by Ms. House. Ms. Culpepper; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (5 ayes, 1 abstention, 0 nays, 3 absent)

Ms. Culpepper made a motion to approve the 2018-2019 Athletic Director. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson. Voted aye on roll call. (5 ayes, 1 abstention, 0 nays, 3 absent).

Ms. Culpepper made a motion to approve the 2018-2019 Game Day Employees. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Ms. Culpepper made a motion to approve the 2018-2019 Equipment Manager. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

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PROPERTY AND SUPPLIES REPORT

Facilities Usage

Ms. Harris made a motion to approve the facility request from Growing Hope Child Care Center to use the gym on Tuesdays and Thursdays from 1pm-2pm Mid-June 2018 – Early August. Second by Mr. Lewis. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Ms. Harris made a motion to approve the time change for the Ryan Mohn Walk to begin at 5:30 pm August 11, 2018. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Supplies

MCIU AGREEMENT FOR POWERSCHOOL SERVICES

Ms. Harris made a motion to approve the attached Montgomery County Intermediate Unit Agreement for Power School Services renewal agreement between Montgomery County Intermediate Union and Steelton Highspire School District, effective for the 2018-2019 school year. Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Cleveland Brothers

Ms. Harris made a motion to approve the administration respectfully recommends that the board approve the attached agreement between Steelton Highspire School District and Cleveland Brothers Equipment Company, Inc. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

TRANSPORTATION REPORT

FIELD TRIPS

Field Trips

THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY

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Field trips under 50 miles fall under the board travel policy not requiring board approval.

Date	Students and Teachers	Location
05/18/2018	Students Achieving Success	Central Penn College

PUPIL SERVICES REPORT

Instructure Canvas MOU

Ms. Harris made a motion to approve the administration respectfully recommends that the 2018-2019 and 2019-2020 Instructure Canvas renewal agreement. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

HACC Workforce Development MOU

Ms. Harris made a motion to approve the administration respectfully recommends that the agreement between Steelton Highspire School District and Workforce Development & Continuing Education Client Training Proposal/Agreement to provide training students. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Adventure Based Education Services Agreement

Ms. Harris made a motion to approve the administration respectfully recommends that the agreement between Glenn Covert and the Steelton-Highspire School District to provide Adventure Based Education Services For Special Education Students for the 2018-2019 school year at a cost of \$525.00/day, not to exceed 36 days. Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

CAIU Special Education Services Agreement

Ms. Lewis made a motion to approve the administration respectfully recommends that the contract between the CAIU and the Steelton-Highspire School District to provide Special Education Services for the 2018-2019 school year at a cost of \$581,117.32.Inc. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent))

Laurel Life

Ms. Harris made a motion to approve the administration respectfully recommends that the 2018-2019 agreements between Laurel Life and Steelton Highspire School District to provide transition services to the elementary and Jr./Sr. high school. Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

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SPECIAL PROJECTS REPORT

File Conversion

Ms. Lewis made a motion to approve the administration respectfully recommends that the file conversion and OnBase implementation proposal project. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

SOLICITOR'S REPORT

Mr. Champion stated that he has been in communication with Mr. Waters and his team and they have been speaking about ways to streamline Board meeting. There will be recommendations given in August.

SUPERINTENDENT'S REPORT

Conference Request

Mr. Johnson made a motion to approve the following conference requests. Second by Ms. Harris. Second by Ms. House. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Kate Gallagher	CAIU Principals UnConference	6/21/2018	\$50
Theresa Campbell	Approaches to Literacy with Google	7/11/18	\$149.00
Michael Simonetti	PSBA Conference	8/2-3/2018	\$405.66

Donations

Mr. Johnson made a motion to accept the following donations. Second by Ms. Harris. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

<u>Name</u>	<u>Fund</u>	<u>Amount</u>
Travis M. Waters	Class of 2018	\$100.00
J. P. Morgan	Hall Foundation Gift	\$2,000.00
Ryan Lee Mohn Memorial Foundation	Athletic Donation/Cheerleading	\$500.00

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Name	Fund	Amount
COMPASS Group	Cafeteria	\$1,000.00
End Zone Athletics, Inc.	Cheer	\$50.00
Steelton Police Association	Cheer	\$75.00
Steelton Italian Club	Cheer	\$100.00

CBA

Ms. Harris made a motion to approve the Collective Bargaining Agreement between Steelton Highspire School District and Steelton Highspire Education Association. The dates of the agreement are July 1, 2018 - June 30, 2022. Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

Grievance Settlement

Mr. Lewis made a motion to approve the grievance settlement for Grievance #7-2017. Second by Mr. Johnson. Ms. Culpepper; Mr. Lewis; Ms. Harris; Ms. House; Mr. Johnson; Ms. Slade. Voted aye on roll call. (6 ayes, 0 nays, 3 absent)

SPECIAL REPORTS

ATHLETIC ASSOCIATION

There was nothing to be reported.

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

There was nothing to be reported.

DISCIPLINE COMMITTEE

Get together to go over discipline rules.

BUDGET PLANNING

Complete.

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POLICY

There is new policies.

NEGOTIATIONS

Need to setup time to go over Superintendent's evaluation.

BOARD ROUND TABLE (2 minutes)

Ms. House had an opportunity to tour Phase 4. It was a great facility and I was impressed and I am glad we are giving them the time to serve our children.

PUBLIC COMMENT (ANY TOPIC)

Mrs. Hoerner stated that she was pleased to have both bands in our community this past weekend. Also I attended the graduation and that was one of the best behaved graduations I been through. Also the speed they were called upon was very good and I was very pleased.

Ms. Cindy a mother of children here at the school, I am here to speak about Craig Corbin and I also felt as though he did a lot for my 2 kids even though they are not his. Nobody ever came to Craig and I spoke to him about the situation before they ban him. They never came to him to see or hear his side of the school. Craig has helped a lot with my child's behavior, for example I wrote a letter for Craig and myself to come up to the school and help or just watch my child because his behavior is a lot. Teachers have a lot to deal with so sometimes just having a parent in the class can make the children's behavior different. My mom taught me that if your wrong your wrong and if your right your right. I am requesting that we have a meeting with whomever Travis is and I will be there with him. I will make sure that it goes right on his and nothing crazy happens. Craig has helped many kids, started many programs, he went to college, and help here and there. I will call Travis to say to him can we have this talk.

Minister from Lutheran Church in Steelton stated that they are trying to reconnect with the community and we are trying to volunteer and help with different resources or even figure out ways to raise money. I just wanted to introduce myself and offer our hand in any future endeavors and also if you ever wanted to partner with us please let us know so we can try to work together to better the kids in the school district.

I am representative and a worker of Phase 4 Learning Center. I wanted to say thank you to the superintendent, the assistant superintendent, and the council woman very much for coming to the Phase 4 center. I also wanted to inform everyone here you all are welcomed to come tour our center. I also wanted to say thank you for allowing my center to be a part of this school district by allowing your students to come to our center and given the opportunity. Also there is a free Big 33 event this weekend and if you come they are giving out free event tickets.

ADJOURNMENT

The meeting adjourned at 7:50 PM on a motion by Mr. Lewis. Second by Ms. Harris. All members present voted yes and the motion carried.

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ShaQuita Burton
ShaQuita Burton, Acting Board Secretary