

Steelton, Pennsylvania
June 23, 2014

The Steelton-Highspire School Board met on the above date with the following members present: President, Ms. Mary J. Carricato; Vice President, Ms. Rachel M. Slade; Mr. Barry L. Baumgardner; Mr. Derek Lewis; Ms. Sarah F. Metallo; Mr. Samuel Petrovich; Mr. John Salov; and Mr. Robert Spizzirri. Absent was Mrs. Rosemary Tonkin. Also present was Dr. Ellen Castagneto, Superintendent; Mr. Travis Waters, Assistant to the Superintendent; Mr. Vincent Champion, Solicitor, Mrs. Susan Helms, Director of Accounting/Assistant Board Secretary; Mrs. Lisa Crum, Elementary Principal and Mrs. Annie M. Long, 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 6:45 P.M.

The meeting opened with the “Pledge of Allegiance to the Flag”.

ANNOUNCEMENT OF EXECUTIVE SESSION

Ms. Carricato announced that there was an Executive Session held prior to tonight’s meeting and on June 9 to discuss personnel.

PRESENTATION

Dr. Ellen Castagneto, Superintendent

Dr. Castagneto recognized and honored each of the district retirees for their years of service, presenting each with a plaque. The following retirees were present, Ms. Iris Brown, Mr. Richard Cutshall, Awilda LeGrand, Annie Long. Absent were Ms. Patricia Birdsall, Mr. Thomas Cleckner and Mr. Jerome Miller. Refreshments were served after the meeting.

PUBLIC COMMENT (Agenda Items)

There was no Public Comment.

FINANCE REPORT

GENERAL FUND

Mr. Salov made a motion to approve the following financial reports for May, 2014. Second by Ms. Slade. All members voted aye on roll call. (8 ayes, 0 nays, 1 abstentions, 0 absent)

Treasurer's Report

May 2014 (Report #1)	
Balance 05/01/14	\$1,627,812.90
Receipts	\$2,957,247.44
Disbursements	\$3,446,995.19
Balance 05/31/14	\$1,138,065.15

Accounts Payable/Estimated Expenditures Report

May 2014 vendor payments in the amount of \$141,805.12 which included vendor checks #00037869 - #00037912. (Report #2)

June 2014 estimated expenditures in the amount of \$1,500,000.00 which included vendor checks #00037917 - #00037918 totaling \$123,234.68. (Report #3)

Payment of all ordinary and recurring invoices for the 2013-2014 school year that are received prior to June 30, 2014. Final approval of these expenditures will be requested at the August 21, 2014 meeting.

Payment of salaries on July 11, July 25, August 8, and August 22, 2014 and payment of all ordinary and recurring invoices in July 2014. Final approval of July expenditures will be requested at the August 21, 2014 meeting.

CAFETERIA FUND

Cafeteria Report

May 2014 (Report #4)	
Balance 05/01/14	\$11,760.18
Receipts	\$65,187.70
Disbursements	\$70,615.65
Balance 05/31/14	\$ 6,332.23

ATHLETIC FUND

Athletic Association Financial Report

May 2014 (Report #5)	
Balance 05/01/14	\$2,279.08
Receipts	\$.57
Disbursements	\$1,728.05
Balance 05/31/14	\$ 551.60

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report

May 2014 (Report #6)	
Balance 05/01/14	\$35,573.43
Receipts	\$23,301.88
Disbursements	\$21,033.34
Balance 05/31/14	\$37,841.97

2014-2015 STEELTON-HIGHSPIRE SCHOOL DISTRICT GENERAL FUND BUDGET

Mr. Salov made a motion to adopt the 2014-2015 Steelton-Highspire School District General Fund Budget. The Budget Resolution is attached. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

AGENT OF RECORD

Mr. Salov made a motion to rescind the appointment of Gunn-Mowery LLC as agent of record for commercial insurance for 2014-2015. Second by Mr. Spizzirri. Mr. Lewis questioned the motion. Dr. Castageneto explained after both agencies presented at the last meeting, it was determined the district will continue with Christian Baker. Seven members voted aye on roll call. Ms. Rachel M. Slade abstained. (7 ayes, 0 nay, 1 abstentions, 1 absent)

Mr. Salov made a motion to approve the appointment of Christian Baker as Agent of Record for commercial insurance for 2014-2015, effective June 23, 2014. Second by Ms. Slade. Rates will be available at the next meeting. Ms. Rachel M. Slade abstained. Six members voted aye on roll call. Mr. Derek Lewis voted no. (6 ayes, 1 nay, 1 abstentions, 1 absent)

INSURANCE INSTALLMENT

Mr. Salov made a motion to approve authorization of payment of the first required premium renewal payments for commercial insurance for the 2014-2015 school year: Commercial General Liability (Property Coverage and Business Automotive); Commercial Umbrella Coverage and School Leaders E and O; Workers Compensation Insurance, Cyber Liability Insurance, Athletic Insurance and Student Insurance. Rates will be brought forward at the August meeting. Second by Mr. Spizzirri. Mr. Lewis questioned the district's continuing coverage with a change in Agent of Record. Ms. Carricato explained there will be no lapse in insurance. Ms. Rachel M. Slade abstained. Six members voted aye on roll call. Mr. Derek Lewis voted no. (6 ayes, 1 nay, 1 abstentions, 1 absent)

PERSONNEL REPORT

CUSTODIAL APPOINTMENTS

Mr. Petrovich made a motion to approve the following appointments, pending receipt of all clearances. Second by Ms. Slade. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective Date</u>
James Dawson, Jr.	Facilities I Worker	\$8.00/hr	6/13/14
Michael Zabriskie	Facilities I Worker	\$8.00/hr	6/13/14
Andrew Hechler	Facilities I Worker	\$8.00/hr	6/23/14

APPOINTMENT OF BOARD SECRETARY

Mr. Petrovich made a motion to approve Debora Kagarise as the Board Secretary. The board secretary responsibilities will be in addition to her role as Administrative Assistant to the Superintendent. Second by Mr. Spizzirri. Ms. Slade questioned if a stipend will be incorporated in her salary next year and Ms. Carricato confirmed it would. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

APPOINTMENTS

Mr. Petrovich made a motion to approve the following Band Staff. A salary of \$2,080 will be divided among the staff at the end of the 2014-15 season: Second by Mr. Salov. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Nate Grim, Assistant Director
 Rachel Sherman – Color Guard Instructor
 Ashley Coates – Color Guard Instructor
 Caitlin Hawkins – Wind Instructor (pending completion of one clearance)

RESIGNATIONS

Mr. Petrovich made a motion to accept the resignation of Allison Spooner as an Elementary Music Teacher effective June 30, 2014. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to accept the resignation of Alison Klugh as an Elementary First Grade Teacher effective June 30, 2014. Second by Ms. Slade. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to accept the resignation of Kim Porr as an Administrative Assistant effective July 7, 2014. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to accept the resignation of Ms. Stacy Ham, Secondary Grade Math Teacher, effective June 23, 2014. Second by Mr. Spizzirri. Mr. Lewis stated the issue of paying unused leave should be revisited in negotiations. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

ANTICIPATED RESIGNATION

Mr. Petrovich made a motion to approve the anticipated resignation of Patricia Williard effective November 1, 2014. Second by Mr. Spizzirri. Mr. Lewis questioned the motion of an anticipated resignation at this time. After discussion, Mr. Lewis made a motion to table until further notice. Second by Mr. Spizzirri. All members voted aye on voice vote. (8 ayes, 0 nays, 0 abstentions, 1 absent)

HEALTH PROFESSIONAL CONTRACT SERVICES

Mr. Petrovich made a motion to continue contracted services of the following professionals who provide to the Steelton-Highspire School District. Second by Mr. Spizzirri. Mr. Baumgardner noted Dr. Albright has been volunteering his services for a number of years. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

William J. Albright, IV, MD, School Physician - \$13,097

William J. Albright, III, MD, Assistant School Physician - \$0 (volunteer)

David Settino, DDS, School Dentist - \$0 (volunteer)

SUBSTITUTE CALLERS

Mr. Petrovich made a motion to approve Carol Hollern, High School Substitute Caller and Cynthia Tyler, Elementary Substitute Caller for the 2014- 2015 school year, each to

be paid a stipend of \$1,750 a year. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

CHANGE IN POSITION

Mr. Petrovich made a motion to approve the change in position of Ms. Tiffany Henry from an Elementary Teacher to Secondary Math Teacher effective June 30, 2014. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

APPOINTMENT

Mr. Petrovich made a motion to approve the appointment of Ms. Penny Lenig-Zerby as the Steelton-Highspire High School Principal, effective July 1, 2014 at a salary of \$85,000, pending final receipt of renewal of FBI clearances. Second by Mr. Spizzirri. Seven members voted aye on roll call. Ms. Rachel Slade voted no because Ms. Lenig-Zerby has outstanding issues at her current employment and may bring issues with her to our district. (7 ayes, 1 nay, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to approve the appointment of Ms. Rachel Buck as a Long Term Substitute Special Education Teacher for the high school to fill an FMLA leave at a Step 1, Bachelors salary of \$38,670, prorated, subject to terms and conditions of the collective bargaining unit agreement, beginning on August 18, 2014 and ending December 23, 2014. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

ATHLETIC APPOINTMENTS

Mr. Petrovich made a motion to approve Andrae Martin as Athletic Director for the 2014-2015 school year. He will be paid a stipend of \$7390. Second by Mr. Salov. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to approve Jermaine Chisholm as a Volunteer Strength Training Coach for the 2014-2015 school year. Second by Mr. Spizzirri. All members voted aye.

Mr. Petrovich made a motion to approve the following cheerleading coaches and their salaries for the 2014-2015 season. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Cerita Henderson – Head Coach –Step 2, \$4010

Charese Grayer – Junior Varsity Coach – Step 2, \$1909

Brittany Rogers – volunteer (pending receipt of background clearances)

Mr. Petrovich made a motion to approve the following athletic appointments for the 2014-2015 school year. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Carol Hollern – Athletic Treasurer – Step 7, \$3,400

Gene Gregorits – Game Manager – Step 10, \$4235

Joe Spogli – Equipment Manager – Step 10, \$2,185.50 (1/2 of salary)

Nadine Bosnyak – Equipment Manager – Step 10, \$2,185.50 (1/2 of salary)

Joe Spolgi – Athletic Trainer - \$19,506

Victor Rivera, Athletic Training Volunteer

PROPERTY AND SUPPLIES REPORT

ATHLETIC BID AWARDS

Mr. Lewis made a motion to approve the following athletic bid awards. Second by Mr. Petrovich. Athletic bids were opened on Tuesday, June 10, 2014, at 1:30 p.m. in the Administration Offices with Susan Helms, Carol Hollern and Colleen Ingersoll present. Athletic bids were received from Anaconda, BSN Sports, H & L Team Sales, Riddell, Sales, and Sportsmans. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Sportsmans \$3,074.97
829 Horner Street
Johnstown, PA 15902

H & L Team Sales \$330.00
1405 Oregon Pike
Lancaster, PA 17601

BSN Sports \$87.03
PO Box 49
Jenkintown, PA 19046

FACILITY USAGE RATES

Mr. Lewis made a motion to approve the following facility usage rates. Second by Mr. Petrovich. Mr. Lewis questioned the rental of football field. Ms. Carricato stated changes are being made to attempt to rent facilities. Mr. Lewis stated the past problems with outsiders on premises and rates not being competitive for non-profit groups. All members voted aye on roll call.

High School gym: \$50.00 per hour for up to 5 hours (an additional \$25.00 per hour for custodian for each facility rental). Anything after 5 hours would be charged the daily rate at \$600.00.

Elementary gym: \$50.00 per hour for up to 5 hours (an additional \$25.00 per hour for custodian for each facility rental). Anything after 5 hours would be charged the daily rate at \$600.00.

High School Auxiliary gym: \$30.00 per hour (an additional \$25.00 per hour for custodian for each facility rental). Anything after 5 hours would be charged the daily rate at \$400.00.

Football Field (Cottage Hill Football Stadium): \$50.00 per hour (an additional \$25.00 per hour for custodian for each facility rental). Anything after 5 hours would be charged the daily rate at \$600.00. Uses of the field lights would automatically be billed \$600.00)

Rates are subject to change with board approval. (8 ayes, 0 nays, 0 abstentions, 1 absent)

RESALE OF TEXTBOOKS

Mr. Lewis made a motion to approve the authorization to work with the Follet and Amazon companies for the resale of out-of-use textbooks. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

PUPIL SERVICES REPORT

YELLOW BREECHES AGREEMENT/MEMORANDUM OF UNDERSTANDING

Ms. Metallo made a motion to approve the agreement with Yellow Breeches Educational Center to provide special education services for the 2014-2015 school year in an amount not to exceed \$62,500.00. Second by Ms. Slade. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SETTLEMENT FOR COMPENSATORY EDUCATION

Ms. Metallo made a motion to approve a settlement agreement for compensatory education for the benefit of a special education student #DP13140071 in the amount not to exceed \$20,000.00. Second by Ms. Slade. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SUPERINTENDENT'S REPORT

NEW DRESS CODE GUIDELINES

Ms. Slade made a motion to approve the attached copy of the Steelton-Highspire School District Dress Code. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SPECIAL REPORTS

Athletic Association: Mr. Salov reported the basketball leagues are over.

Discipline Committee: Mrs. Slade reported the dress code changes. Mrs. Slade suggests for notes to be taken at the committee meetings for the chairs to communicate information back to the board for correct record keeping.

PSBA Representative

There was nothing to report.

HACC

There was nothing to report.

Strategic Planning Team

There was nothing to report.

Buildings and Grounds

There was nothing to report.

Budget Committee

There was nothing to report.

PUBLIC COMMENT (ANY TOPIC)

Natashia Woods, 181 South Front Street, Steelton: questioned time line of parents being notified of the dress code changes. Dr. Castagneto said notification will be sent as soon as this Friday.

Jenna Mott, 100 S 4th St., Apt. 220, Steelton: read a letter about her concerns with the current state of the district.

Marcus Millberry, 349 Spruce St., Apt A, Steelton: concerns with cell phone policy, process of rehiring current coach; and the volunteer policy.

Kristen Tate, 704 N. Front Street, Steelton: concerns with athletic coaches not giving equal opportunity for entire team to participate; recruiting outsiders to play; students competing in sports, but not graduating. Also commented about students posting on social media during school time.

ADJOURNMENT

The meeting adjourned at 7:45 p.m. on a motion by Ms. Slade. Second by Mr. Petrovich. All members voted aye.

Annie M. Long

Annie M. Long, Board Secretary