

STEELTON-HIGHSPIRE SCHOOL DISTRICT

PLANNING MEETING

November 14, 2019

MINUTES

VOTING MEMBERS PRESENT: Ms. Rachel Slade, President, Ms. Joyce Culpepper, Vice President, Ms. Karen Harris, Mr. Derek Lewis, and Mr. Calvin Johnson

VOTING MEMBERS ABSENT: Ms. Mary Carricato, Ms. Janice Elliott, Ms. Natalie Bowman, and Ms. Paula Sviben

NON-VOTING MEMBERS PRESENT: Dr. Travis Waters, Superintendent, Mr. Mick Iskrac, Assistant to the Superintendent, Ms. Kate Gallagher High School Principal, and Mr. Michael Simonetti, Business Manager/Board Secretary

The list of the members from the public who were present is maintained in the district office

CALL TO ORDER

Ms. Rachel Slade, President called the meeting to order at 6:33 PM.

PLEDGE OF ALLEGIANCE

Audience

EXECUTIVE SESSION

An Executive session will be held following the meeting to discuss personnel issues

PUBLIC COMMENT (Agenda items)

No public comment

PRESENTATION

McClure Co., Alyssa Wingenfield presented a Solar Project with assistance from Jay Franklin, from NRG. Ms. Wingenfield spoke about Guaranteed Energy Saving Agreements, by allowing school districts to do construction projects by leveraging wasted energy dollars. This will guaranteed a return on the investment in these construction projects. With stipulations of projects specifics such as no order changes, project fixed cost and if there is a short fall of the guaranteed investment McClure will pay the difference. Procurement Program for Addressing District Facility Needs outlined in handout with Solar Energy opportunity with no out of pocket cost for the district. There would great tax credits that would benefit the district starting in 2020 if the district would decide to go with the project.

FOLLOW UP

Dr. Waters spoke about the following events:

4th Annual Operation Recognition/Veterans Diploma Ceremony was held on November 7, 2019. There was a presentation and donation of a Telecaster electric guitar was made in honor Reuben Garnett a Hero to Rene Reyes when he saved on the battlefield in Vietnam in 1966.

Chili Cook-Off to be held at the Elementary School on November 20, 2019 as part of our Title I Parent Engagement and Internet Safety Night from 5:30 p.m. – 7:00 p.m.

REVIEW OF BOARD REPORTS

Reports are all listed individually

PERSONNEL REPORT ACTION ITEM

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

Motion by Ms. Culpepper, Second by Mr. Lewis; Mr. Johnson, Ms. Harris, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

FINANCE REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the August 2019 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 report.

Motion by Mr. Johnson, Second by Ms. Harris; Mr. Lewis, Ms. Culpepper, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

FINANCE REPORT

GENERAL FUND

Treasurer’s Report:

August 2019	
Balance 8/01/19	\$1,147,094.53
Receipts	2,269,562.34
Disbursements	2,008,171.88
Balance 8/31/19	\$1,408,484.99

Accounts Payable/Estimated Expenditures Reports:

Final approval of August vendor payments in the amount of \$869,168.93 which includes vendor checks #45285 - #45466 and wire payments #1294W - #1320W for \$589,414.80. Payroll amount \$281,583.02. There were no transfers out of General Fund. There were \$268,005.13 of journal entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

August 2019	
Balance 8/01/19	\$167,186.39
Receipts	23,576.52
Disbursements	4,081.89
Balance 8/31/19	\$186,681.02

Accounts Payable/Estimated Expenditures Reports:

Final approval of August vendor payments in the amount of \$4,081.89 which includes vendor checks 2076-2078. There was no Wire Payments for the Cafeteria for the month of August. There was no transfers out of the Cafeteria Fund. There were no journal entries in the month of August.

ATHLETIC FUND

Athletic Association Financial Report:

August 2019	
Balance 8/01/19	\$17,849.94
Receipts	3,462.47
Disbursements	14,501.42
Balance 8/31/19	\$6,810.99

Accounts Payable/Estimated Expenditures Reports:

Final approval of August vendor payments in the amount of \$14,501.42 which includes vendor checks #7088-7107. No wire payments this month. No transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

August 2019	
Balance 8/01/19	\$30,402.62
Receipts	1,729.42
Disbursements	1,000.00
Balance 8/31/19	\$31,132.04

Accounts Payable/Estimated Expenditures Reports:

Final approval of August vendor payments in the amount of \$1,000.00 which includes vendor checks #3060 - #3060. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of August out of the Activity Fund.

Limit Tax Increase Inflation Index Resolution

The Administration respectfully recommends that the Board approve the attached Resolution approving the school district to limit tax increase to the level set by an inflation index.

Motion by Mr. Johnson, Second by Ms. Culpepper; Mr. Lewis, Ms. Harris, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

PROPERTY AND SUPPLIES REPORT

The Administration respectfully recommends that the Board approve the motion for Steelton Borough to have water line easement access on Steelton-Highspire School District property to make necessary upgrades as needed.

Motion by Ms. Harris, Second by Mr. Lewis; Ms. Culpepper, Mr. Johnson, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

FACILITIES USAGE

The Administration respectfully recommends that the Board approve the facility request from the Ryan Mohn Foundation to use the Gymnasium on November 10, 2019 from 3:30 p.m. - 6:00 p.m. to decorate the Gift of Life float for the Rose Bowl Parade.

Motion by Ms. Harris, Second by Ms. Culpepper; Mr. Lewis; Mr. Johnson, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

The Administration respectfully recommends that the Board approve the facility request from WTS Central PA Chapter and Brian Mathers for after-school STEM Club activities from 10/2019 - 5/2020 in his classroom.

Motion by Ms. Harris, Second by Ms. Culpepper; Mr. Lewis; Mr. Johnson, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

PUPIL SERVICES ACTION ITEM

Breaking The Chainz Agreement

The administration respectfully recommends that the Board approve the agreement between Dauphin County and SHSD for Breaking The Chainz to provide programming for at risk youth. Dauphin County will reimburse the District for the cost of the program.

Motion by Ms. Harris, Second by Mr. Johnson; Ms. Culpepper, Mr. Lewis, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Integrated Medical Agreement

The administration respectfully recommends that the Board approve the agreement between integrated Medical Transportation and SHSD for providing transportation for special needs students.

Motion by Ms. Harris, Second by Mr. Johnson; Ms. Culpepper, Mr. Lewis, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Dauphin County Juvenile Probation

The administration respectfully recommends that the Board approve the agreement between Dauphin County Juvenile Probation and SHSD for providing support services to the students.

Motion by Ms. Harris, Second by Ms. Culpepper; Mr. Lewis, Mr. Johnson and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Jeffrey Barnhart Consultant

The Administration respectfully recommends that the Board approve the attached contract between Jeffrey Barnhart and the Steel-Highspire School District for 2019-2020 school year to provide services to the students.

Motion by Ms. Harris, Second by Mr. Johnson; Ms. Culpepper, Mr. Lewis, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Dauphin County Mental Health/Autism/Developmental Programs

The administration respectfully recommends that the Board approve the agreement between Dauphin County MH/A/DP and JPO and SHSD for develop and implement student assistance programs.

Motion by Ms. Harris, Second by Mr. Johnson; Ms. Culpepper, Mr. Lewis, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Berks County Intermediate Unit

The administration respectfully recommends that the Board approve the agreement between Berks County Intermediate Unit and SHSD to provide programs to families experiencing homelessness.

Motion by Ms. Harris, Second by Mr. Johnson; Ms. Culpepper, Mr. Lewis, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Expulsion

The Administration respectfully recommends that the Board accept the admission of fact and waiver for student #1920-11-01

Motion by Ms. Harris, Second by Mr. Johnson; Ms. Culpepper, Mr. Lewis, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

STUDENT ACTIVITIES REPORT ACTION ITEM

Fundraisers

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

Motion by Mr. Lewis, Second by Ms. Harris; Ms. Culpepper, Mr. Johnson and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Club or Group /Advisor	Date	Type of Funding
Class of 2020/Ms. Roedts	11/11 – 11/14/2019	Chick-Fil-A/Spirit Week
Athletics/Mr. Slade	11/11/2019 – ongoing	Spirit Towels
Library/Ms. Feldser	12/2019 & 3/2020	Scholastic Book Fair
6 th Grade Class/Ms. Shaud	11/26/2019 – 12/6/2019	R & K Sub Sale

SUPERINTENDENT’S REPORT ACTION ITEM

Conferences

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

Motion by Mr. Lewis Second by Mr. Johnson; Ms. Harris, Ms. Culpepper, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Name	Conference	Date	Cost
Amanda Walk	PIIC PA Institute Regional Conference	11/9/2019	\$132/Title II
Elayne Thomas	PIIC PA Institute Regional Conference	11/7/2019	\$132/Title II
Larry Bragg	Apprenticeship Summit	10/30/2019 & 10/31/2019	\$75/Title II
Jennifer Rash	MTSS	10/29/2019, 2/12/2020 & 5/27/2020	No cost
Jennifer Rash	Counselor Network	11/5/2019, 12/13/2019, 1/7/2020, 2/4/2020, 3/3/2020, 4/7/2020, & 5/15/2020	No Cost
Tracy Hipple	College & Career Planning for Students w/ASD	10/30/2019	\$132/Tile II
Sadie Kinnarney	Therapeutic Practice/Classroom Techniques	11/12/2019	\$83/Title II
Dorothy Schaffer	PIIC PA Institute Regional Conference	11/7/2019	No cost
Jamie Friedman	School to Workforce Connections/Career Readiness	10/24/2019	No cost
Brooke Conjar	CAIU Transition Expo	11/21/2019	No cost
Adrienne Albert	SAP Networking Meeting	11/14/2019	No cost
Cindee Trap	Functional Behavioral Assessment	11/25/2019	\$264/Title II
Dorianne Schuyler	2019 PSAHPERD State Conference	12/5/2019 – 12/6/2019	\$511/Title II
Kyle Parrish	2019 PSAHPERD State Conference	12/5/2019 – 12/6/2019	\$511/Title II
Frances Jackson	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II
Kara Schwenk	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II
Robyn St. Hilaire	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II
Brain Woodfill	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II
Jamee Davis	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II

Lindsey Miller	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II
Erin Drayer	MTSS Cohort	1/23/2020 & 4/16/2020	\$132/Title II
Chrisan Minium	MTSS Cohort	1/23/2020 & 4/16/2020	No cost
Terry Martin	MTSS Cohort	1/23/2020 & 4/16/2020	No cost
Kate Gallagher	MTSS Cohort	1/23/2020 & 4/16/2020	No cost
Adrienne Albert	MTSS Cohort	1/23/2020 & 4/16/2020	No cost
Stacey Winter-Davis	NGFP Financial Camp	3/25/2020	\$132/Title II

Donations

The Administration respectfully recommends that the Board accept the following donations. Motion by Mr. Lewis Second by Mr. Johnson; Ms. Harris, Ms. Culpepper, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

Name	Fund	Amount
Prowell Family Fund	Steel-High Students	\$4,292
Anonymous	Jr. High Student Dance	\$1000
McInroy-Sheffer People Trust	Steel-High Students	\$600
Sharon Ogilvie	Elementary School Students	\$100
Michael Simonetti	Band Donation	\$592.45
ArcelorMittal USA	STEM Education	\$10,000

FINANCE REPORT

The Administration respectfully recommends that the Board approve the September 2019 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.

The Administration respectfully recommends that the Board approve the October 2019 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.

United Concordia (no motion required/information only)

In the past several years being **fully insured** with United Concordia we amassed a \$30k “reserve” that was all but inaccessible.

Beginning last fiscal year (7/1/18 – 6/30/2019), we made the switch to **self-insured** for or dental insurance staying with United Concordia, no changes to the plan coverage and accrued \$14k in an **actual** reserve for only ONE fiscal year that we will be receiving a check for the next month. We will also be receiving a reimbursement at the same tie in the amount of **\$272,799.00** for great performance in the last fiscal year in regards to our medical coverage of our self-insured plan.

CURRICULIUM

No report at this time

PERSONNEL REPORT

No report at this time

PROPERTY AND SUPPLIES REPORT

The Administration respectfully recommends that the Board approve the motion for Steelton Borough to have water line easement access on Steelton-Highspire School District property to make necessary upgrades as needed.

The Administration respectfully recommends that the Board approve the facility request from the Ryan Mohn Foundation to use the Gymnasium on November 10, 2019 from 3:30 p.m. - 6:00 p.m. at 10:00 a.m. to decorate the Gift of Life float for the Rose Bowl Parade.

The Administration respectfully recommends that the Board approve the facility request from WTS Central PA Chapter and Brian Mathers for after-school STEM Club activities from 10/2019 - 5/2019 in his classroom.

TRANSPORTATION

Field Trips

The Administration respectfully recommends that the Board approve the field trip request for the 9th - 12th grade Musical Theater students to travel to Museum of Illusions & Broadway Musical on April 9, 2020.

THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY

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

Date	Student & Teacher	Location
9/24/2019	Kindergarten Students & Teachers	Hershey Garden Butterfly House
10/23/2019	9 th Gr. Students/Ms. Randolph	PennState Harrisburg
10/26/2019	HS Students/Mr. Mathers	Mid-Atlantic Reptile Expo, Carlisle, PA
11/8/2019	12 th Gr./Mr. Bragg	Shippensburg University
11/22/2019	12 th Gr./Mr. Bragg	HACC
11/20/2019	10 th Gr./Mr. Bragg	Shippensburg University

Date	Student & Teacher	Location
5/22/2020	3 rd Gr. Students & Teachers	Indian Echo Caverns & Hersey Chocolate World (buses will be paid from 3 rd Gr. Fundraisers)

STUDENT ACTIVITIES REPORT

No report at this time

PUPIL SERVICES REPORT

No report at this time

SPECIAL PROJECTS REPORTS

No report at this time

SOLICITOR’S REPORT: Attorney V. Champion

No report at this time

SCHOOL BOARD PRESIDENT’S REPORT: Ms. Slade

No report at this time

SUPERINTENDENT REPORT’S: Dr. Waters

No report at this time

SUB-COMMITTEE REPORTS

Athletic Committee

Mr. Lewis (Chairperson), Mr. Johnson, Ms. Harris, Ms. Carricato
Basketball season will be starting in a few weeks. Follow-up with Mr. Slade that all Fall Sports programs have turned in all equipment to Mr. Jones.

PSBA Representative:

Ms. Culpepper
Reminder that School Board Members required trainings need to be completed.
School Advocacy Day will be held on March 23, 2020

HACC:

Ms. Harris
No report at this time

CAIU:

Ms. Bowman
No report at this time

Strategic Planning Committee

Ms. Bowman (Chairperson), Ms. Sviben, Ms. Harris
No report at this time

Buildings and Grounds Committee

Mr. Lewis (Chairperson), Ms. Sviben, Ms. Harris
No report at this time

Discipline Committee

Ms. Carricato (Chairperson), Mr. Lewis, Ms. Culpepper
Dr. Waters would like to set-up meeting to discuss and update new things going on in both buildings. Ms. Gallagher discussed improvement with tracking students' tardiness to class and with daily hall sweeps has improved tremendously.

Budget and Planning Committee

Mr. Johnson Chairperson), Ms. Elliott, Ms. Harris, Ms. Carricato
No report at this time

Policy Committee

Ms. Sviben (Chairperson), Ms. Carricato, Ms. Lewis
District would need to look at having a policy for Therapeutic Dogs. Discuss concerns with dress code policy and pants worn by students are hanging down to far.

Negotiations Committee

Ms. Culpepper (Chairperson), Ms. Elliott, Mr. Johnson
No report at this time

BOARD ROUND TABLE

PUBLIC COMMENT

No comments

ADJOURNMENT

The meeting adjourned at 7:58 p.m. on a motion by Mr. Lewis, Second by Ms. Harris. All members present voted yes and the motion carried.

Michael Simonetti
Board Secretary