

**STEELTON- HIGHSPIRE SCHOOL DISTRICT
SCHOOL BOARD LEGISLATIVE MEETING
November 16, 2017
MINUTES**

VOTING MEMBERS PRESENT: Mary Carricato, Janice Elliott, Derek Lewis, Samuel Petrovich, John Salov, Robert Spizzirri, Rachel Slade, Natalie Bowman and Natasha Woods.

NON-VOTING MEMBERS PRESENT: Travis Waters, Mick Iskric, Michael Simonetti, Vince Champion, Kate Gallagher, Scott Smith, Terry Martin, ShaQuita Burton.

CALL TO ORDER

Ms. Mary J. Carricato, President called the meeting to order at 6:37 PM.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF EXECUTIVE SESSIONS

Ms. Carricato announced an Executive Session was held prior to the meeting to discuss personnel.

PUBLIC COMMENT (Agenda Items)

There were no public comments.

PRESENTATION

No presentation.

FOLLOW UP

Mr. Waters stated that at the last meeting the board started to vote to approve winter positions but stopped because there was only five steps for Junior High coaching staff. The Administration did come up with an updated Athletic Pay Scale, which added 5 more steps for Junior High Coaching Staff.

A question was then asked about the Highspire Coalition follow up that is pending in the Pa Department of Education. There was two answers given by Mr. Champion. The first answer was that the Coalition asked for additional information which is why is taking so long because they are waiting for the information requested. The second part to the answer was the Coalition has sued the Department of Education in Commonwealth Court saying the Department is taking to long to render the decisions. The Department of Education asked for the case to be dismissed, but it was denied.

CURRICULUM REPORT

No report

FINANCE REPORTS

October 2017	
Balance 10/01/17	\$2,158,965.28
Receipts	2,011,160.73
Disbursements	1,745,387.27
Balance 10/31/17	\$2,424,738.74

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$950,715.23 which includes vendor checks #42097 - #42245 and wire payments #778W - #800W for \$404,449.42. Payroll amount \$385,222.62. No wire transfers this month for General Fund. One journal entry out of General Fund into Athletic Fund for \$5,000.00.

October 2017	
Balance 10/01/17	\$606,340.35
Receipts	124,404.35
Disbursements	448,046.77
Balance 10/31/17	\$282,697.93

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

Final approval of October vendor payments in the amount of \$148,046.77 which includes vendor checks #2005-2007. Wire Payment 778W in the amount of \$300,000.00. No transfers this month for Cafeteria Fund.

October 2017	
Balance 10/01/17	\$6,625.14
Receipts	32,371.92
Disbursements	19,809.81
Balance 10/31/17	\$19,809.81

The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Report. Final approval of October vendor payments in the amount of \$19,809.81 which includes vendor checks #6491 - #6542. No wire payments for Athletic Fund this month. No transfers this month for Athletic Fund. One journal entry out of General Fund into Athletic Fund for \$5,000.00.

October 2017	
Balance 10/01/17	\$44,122.03
Receipts	5,712.63
Disbursements	3,011.93
Balance 10/31/17	\$46,822.73

The Administration respectfully recommends that the Board approve the following Accounts Payable/Estimated Expenditures Report:
Final approval of October vendor payments in the amount of \$3,011.93 which includes vendor checks #2796 - #2811. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund.

Mr. Salov made a motion to approve all the Financial and Accounts Payable/Estimated Expenditures Reports. Second by Mr. Lewis. All members present voted yes and the motion carried.

PERSONNEL REPORT

Mr. Petrovich made a motion to approve the following supplemental contracts for Elementary student activities for the 2017-18 school, at a rate commensurate with the Collective Bargaining Agreement. Second by Ms. Woods. All members present voted yes and the motion carried.

Assignment	Name	Amount
Yoga Club (to replace the Foreign Language Club per SHEA CBA)	Robyn St. Hilaire	\$602
PBIS Coordinator	Robyn St. Hilaire	\$602
7 th Grade Team Lead	Ben Hassinger	\$500
Kids Who Code Club Advisor	Stacey Winter-Davis	\$602
Science Club Advisor	Bernadette Rhodes	\$602
Literacy Night Coordinator	Elayne Thomas	\$242
Reading Department Head	Elayne Thomas	\$750

Mr. Petrovich made a motion approve the following mentors for the 2017-18 school year. Second by Ms. Elliott. All members present voted yes and the motion carried.

Bernadette Rhodes	Adrienne Albert
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PERSONNEL REPORT – Addendum

Transfers

Mr. Petrovich made a motion to approve the transfer of Mrs. Cheryl Lehigh from the position of Elementary School Secretary to the position of Confidential Secretary effective November 28, 2017. Mr. Lewis second the motion. All members present voted yes and the motion carried.

Mr. Petrovich made a motion to approve the transfer of Ms. Krystal Murphy from the position of 2/3 teacher to full time Physical Science/Chemistry teacher effective November 28, 2017. Ms. Slade second the motion. All members present voted yes and the motion carried.

FMLA

Mr. Petrovich made a motion to approve the FMLA of Ms. Tanya Sepela effective November 7, 2017. Ms. Elliott second the motion. All members present voted yes and the motion carried.

Mr. Petrovich made a motion to approve the FMLA of Mr. Benjamin Clark effective December 11, 2017. Ms. Slade second the motion. All members present voted yes and the motion carried.

Mr. Petrovich made a motion to amend the change of Benjamin's last name from Clark to Hassinger. Mr. Spizzirri second the motion. All members present voted yes and the motion carried.

Appointment

Mr. Petrovich made a motion to approve the appointment of Ms. Alexis Washington, to the position of Elementary Secretary with a pay of \$15.75/hour, effective November 28, 2017. Mr. Lewis second the motion. All members present voted yes and the motion carried.

Salary Adjustment

Mr. Petrovich made a motion to approve the salary adjustment for Terry Martin from \$84,000 to \$88,000, effective July 1, 2017. Ms. Elliott second the motion. All members present voted yes and the motion carried.

Pay Scale

Mr. Petrovich made a motion to approve the Steelton Highspire Athletic Department Pay Scale. Mr. Spizzirri second the motion. All members present voted yes and the motion carried.

Resignation

Mr. Petrovich made a motion to approve the resignation from Marianne Way, high school science teacher, effective November 22, 2017. Mr. Spizzirri second the motion. All members present voted yes and the motion carried.

Athletic Adjustments

Mr. Petrovich made a motion to approve the salary adjustment of Tristan Crawford from a Step 1 with a salary of \$4,070.00 to a Step 3 with a salary of \$4,770.00. Ms. Slade second the motion. Majority of the members present voted yes and 3 voted no, the motion carried.

Mr. Petrovich made a motion to approve the salary adjustment of Jeffrey Chisholm from a Step 6 with a salary of \$5,820.00 to a Step 10 with a salary of \$7,220.00. Mr. Spizzirri second the motion. Majority of the members present voted yes and 3 voted no, the motion carried.

2017 WINTER ATHLETIC APPOINTMENTS – Girls Basketball

Mr. Petrovich made a motion to approve the appointment of Mr. Joe Barbush as the Jr. High Coach at a salary of Step 8 \$2,685.00. Mr. Spizzirri second the motion. All members present voted and the motion carried.

2017 WINTER ATHLETIC APPOINTMENTS – Boys Basketball

Mr. Petrovich made a motion to approve the appointment of Mr. Ryan Hill as Boys Basketball Volunteer Coach. Ms. Elliott second the motion. All members present voted and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Mr. Richard Binder as 8th grade Junior High Coach at a salary of Step 10 \$2,965.00. Mr. Spizzirri second the motion. Majority of the members present voted and 2 voted no, the motion carried.

Mr. Petrovich made a motion to approve the appointment of Mr. Andrew Erby as 7th Grade Junior High Coach at a salary of Step 4 \$2,125.00. Mr. Spizzirri second the motion. All members present voted and the motion carried.

2017 WINTER ATHLETIC APPOINTMENTS – Boys Basketball Game Staff

Mr. Petrovich made a motion to approve the appointment of Mr. Gene Gregorits, as the Varsity Ticket Sellers at \$42/game for 11 games for a total of \$462.00. Ms. Slade second the motion. All members present voted and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Mr. Michael Sunajko, as the Varsity Ticket Sellers at \$42/game for 11 games for a total of \$462.00. Ms. Slade second the motion. All members present voted and the motion carried.

Mr. Petrovich made a motion to approve the Boys 2017 Basketball Staff. Ms. Slade second the motion. All members present voted and the motion carried.

2017 WINTER ATHLETIC APPOINTMENTS – Girls Basketball Game Staff

Mr. Petrovich made a motion to approve the Girls 2017 Basketball Game Staff. Ms. Slade second the motion. All members present voted and the motion carried.

2017 WINTER ATHLETIC APPOINTMENTS - GIRLS CHEERLEADING

Mr. Petrovich made a motion to approve the appointment of Ms. Ryan House as Varsity Head Coach at a salary of Step 2 \$2,642.00. Ms. Slade second the motion. Majority of the members present voted yes and there was one abstention and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Ms. Brittany Rogers as Varsity Asst. Coach at a salary of Step 2 \$1,760.00. Mr. Spizzirri second the motion. Majority of the members present voted yes and there was one abstention and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Ms. Mandy Cleckner as Varsity Asst. Coach at a salary of Step 2 \$880.00 to be split with Ms. Jaliasa Lewis, a split salary agreement has been signed. Majority of the members present voted yes and there was one abstention and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Ms. Jaliasa Lewis as Varsity Asst. Coach at a salary of Step 2 \$880.00 to be split with Ms. Mandy Cleckner, a split salary agreement has been signed. All of the members present voted yes and the motion carried.

2017 WINTER ATHLETIC APPOINTMENTS – Wrestling

Mr. Petrovich made a motion to approve the appointment of Mr. William Evans as Varsity Head Coach at a salary of Step 7 \$2,585.00. Mr. Spizzirri second the motion. All of the members present voted yes and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Mr. Robert Martin as a Volunteer Coach. Mr. Spizzirri second the motion. All of the members present voted yes and the motion carried.

Mr. Petrovich made a motion to approve the appointment of Mr. Mark Wise as a Volunteer Coach. Mr. Spizzirri second the motion. All of the members present voted yes and the motion carried.

PROPERTY AND SUPPLIES REPORT

FACILITIES USAGE REQUESTS

Ms. Slade made a motion to approve the facilities usage request from Mr. W. Mike Gaffey and Coach Erby, for PAHoops.org to use the High School Gym, the Auxiliary gym, and the Concession Stand, April 7-8, April 14-15, April 21-22 and May 5-6, 2018 from 7am -9:15 pm on Saturdays and 7am – 6pm on Sundays for an AAU Basketball tournament.. Second by Ms. Elliott All members present voted yes and the motion carried.

Ms. Slade made a motion to approve the facilities usage request the attached 3-year service agreement between SHSD and McClure Company to provide preventative maintenance for Steelton-Highspire Jr. /Sr. High School at a cost of \$40,368.00 per year effective November 1, 2017 until October 31, 2020. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

Ms. Slade made a motion to approve the facilities usage request the attached 3-year service agreement between SHSD and McClure Company to provide preventative maintenance for Steelton-Highspire Elementary School at a cost of \$11,013.00 per year effective November 1, 2017 until October 31, 2020. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY

All groups (excluding district groups) have followed facilities usage guidelines in obtaining required insurance coverage for events, including presented to the board. All are responsible to coordinate times for building/field usage, as well as field maintenance approval due to inclement weather, if necessary

- December 15, 9-10 PM & December 16, 2017, 6 AM-5 PM, Capital Area Extreme, for cheerleading competitions, HS Gym, Auxiliary Gym, Cafeteria area (not kitchen), lobby area, locker rooms, bathrooms, and facilities workers.. Availability of HS Gym on Dec. 15 will depend on when game is finished.

A brief executive session was then held for the Board to get Legal Counsel.

TRANSPORTATION REPORT

FIELD TRIPS

THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY

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

Date of Trip	Group	Destination	Advisor/Chaperone
11/18/2017	Marching Band and Cheerleaders	City Island	Mr. Neal
11/29/2017	11 th Grade College Visit	Elizabeth College	Ms. Jen Morrison
11/30/2017	7 th -12 th Band Students	PA Farm Show	Mr. Neal
12/4/2017	1 st and 2 nd Grade holiday party for under privileged children	New Cumberland Army Depot	Dr. Reisinger
12/8/2017	K-4 Emotional Support	Whitaker Center, HBG	Miss Trapp
1/18/2018	K-4 Emotional Support	PA State Farm Show	Miss Trapp
2/9/2018	K-12 Emotional Support Program	Ski Roundtop	Miss Trapp
3/9/2018	K-4 Emotional Support	Lancaster, PA	Miss Trapp
4/6/2018	K-4 Emotional Support	Mount Gretna, PA	Ms. Trapp
5/16/2018	Elementary Band Elementary Chorus	Harrisburg Mall	Ms. Romanosky
5/18/2018	K-4 Emotional Support	Pinchot State Park	Ms. Trapp
5/25/2018	3 rd Grade	Indian Echo Caverns and Hershey Chocolate World	Ms. Kretzing

Transportation

Mr. Lewis made a motion to approve the field trips listed below. Ms. Slade second the motion. All of the members present voted yes and the motion carried.

Date of Trip	Group	Destination	Advisor/Chaperone
3/28/2018	Selected 6 th Graders	Martin Guitar Factory	Ms. Romanosky
4/4/2018	Fourth Grade	Baltimore, MD	Ms. Romanosky

STUDENT ACTIVITIES REPORT

I. FUNDRAISERS

Mr. Spizzirri made a motion to approve the following fundraisers. Second by Ms. Slade. All members present voted yes and the motion carried.

<u>Club/Group</u> <i>Contact</i>	<u>Date</u>	<u>Type of Funding</u>
Kindergarten	9/18/2017-9/22/2017 and 3/12/2018- 3/16/2018	Sub Sale (R&K) for k5 Carnival in May
Science Department	Ongoing	Water Sale
RollerPacks	Thursday of Each Month	Dress Down Day for \$2.00 (District wide)
Steelton – Highspire School District	Dec. 4-8, 2017 and March 5-9, 2018	Scholastic Book Fair
Class of 2018	12/9/2017	Vendor Sale
Class of 2019	10/30/2017	Selling Roller Gear & Other various items
Class of 2019	10/30/2017	Concession Stand

PUPIL SERVICES REPORT

PENNSYLVANIA'S EDUCATION FOR CHILDREN AND YOUTH

Ms. Woods made a motion to approve the Agreement between Pennsylvania's Education for Children and Youth Experiencing Homelessness Program in Berks County and SHSD for the 2017-2018 school year to educate entities and staff who work with children, youth and families, on the rights of children and youth experiencing homelessness. (No Cost) Second by Ms. Slade. All members present voted yes and the motion carried.

DAUPHIN COUNTY MH/ID & DAUPHIN COUNTY PROBATION

Ms. Woods made a motion to approve the Agreement between Dauphin County MH/ID & Dauphin County Probation and SHSD for the 2017-2018 school year to provide probation services for school district students. (No Cost) Second by Ms. Slade. All members present voted yes and the motion carried.

SPECIALIZED EDUCATION SERVICES

Ms. Woods made a motion to approve the Agreement between Specialized Education Services of PA and SHSD for the 2017-2018 school year to provide special education needs to student. (No Cost) Second by Ms. Elliott. All members present voted yes and the motion carried.

SPECIAL PROJECTS REPORT

Ms. Slade made a motion to approve the SHSD Comprehensive Plan for 7/1/2018 through 6/30/2021 which will be submitted to the Pennsylvania Department of Education. Second by Ms. Elliott. All members present voted yes and the motion carried.

SCHOOL BOARD PRESIDENT'S REPORT

This is the last meeting for some of the Board Members. It was a pleasure working with everyone, even though we may not always agree we are all here for the students of SHSD.

Everyone around the table gave their thanks and farewells around the table. Everyone enjoyed working with everyone. The Board also thanked the administration and stated the Board is in a better financial state as they are leaving the Board then when they came into the school district.

SOLICITOR'S REPORT

No items at this time.

SUPERINTENDENT'S REPORT

CONFERENCE REQUEST

Ms. Slade made a motion to approve the following conference requests. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

Name	Conference	Date	Cost
Pete Boyajian	Dauphin County Online Consortium	9/26-27, 10/18, 11/15, 12/13/2017 and 2/21,	\$924
Sean Norberg	Dauphin County Online Consortium	9/26-27, 10/18, 11/15, 12/13/2017 and 2/21,	\$924
Bernadette Theurer Rhodes	Dauphin County Online Consortium	9/26-27, 10/18, 11/15, 12/13/2017 and 2/21,	\$924
Marianne Way	New Teacher Induction	11/1, 12/13/2017 and 1/31/2018	\$528
Dorianne Schuyler	Pa State Ass. For Health, Phys. Ed., Recr. And Dance	11/16/2017	\$551
Simone Heisey	Oppositional, defiant, and disruptive children and adolescents	12/15/2017	\$369.99
Jessica Cree	MTSS Cohort Session 2	1/10/2018	\$132
Robyn St. Hilaire	White Privilege Conference	4/4-7/2018	\$1291
Jessica Cree	MTSS Cohort Session 3	5/10/2018	\$132
Brooke Conjar	Capital Region Partnership for Career Development	11/16/2017	\$75
Brooke Conjar	CART Meeting @ IU	11/14/2017	\$75

DONATIONS

Ms. Slade made a motion to approve the following donation. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

Name	Fund	Amount
Brian Hudson	Wrestling	\$250.00

POLICY UPDATES

Ms. Slade made a motion to approve the policy updates sections 000 School Board Procedures, 100 Programs, 200 Pupils, 600 Finances, and 800 Operations of the District policy manual. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

SUPERINTENDENT'S REPORT - Addendum

Mr. Spizzirri made a motion to approve the following conference requests. Second by Mr. Petrovich. All members present voted yes and the motion carried.

Name	Conference	Date	Cost
Chrisan Greenwalt	Career opportunities for students: scholarship opportunities for students	11/30/2017	\$0
Jennifer Navickas	Explore Business Opportunities	11/30/2017	\$0
Jennifer Navickas	TFEC Guidance Counselor Meeting	11/30/2017	\$0

Mr. Waters mentioned the SHSD had a wonderful ceremony and the students from grade 3rd-6th were invited and they did a wonderful job. We also will be having a Title I night November 30, 2017 at 6-7:30 pm. He also thanked the several of the members for their time spent on the school board.

SPECIAL REPORTS

ATHLETIC ASSOCIATION

Rollers play Saturday at 1 o'clock and basketball starts on Monday. Also wanted to wish all the best of luck to the Winter Sports and also congratulations on getting the Wrestling program back.

Mr. Slade, the Athletic Director mentioned about the game and also that PIAA started Winter sports tomorrow. Wrestling will definitely be a great addition to the sports. Also is looking for other activities that don't cost the district much money but gives the students other avenues to try. We also have to coops with Field hockey and soccer.

PSBA REPRESENTATIVE

There was a phone conference November 8, but I missed it but the information that was spoke about at the conference is at your seat and you can read it at your leisure. He also stated that he had a wonderful time serving on the board and want to thank everyone on the board.

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

The press box is nice and coming along good.

DISCIPLINE COMMITTEE

There was nothing to be reported.

BUDGET PLANNING

There was nothing to be reported.

POLICY COMMITTEE

Approved the ones, but we did not get anything back form PSBA yet, the next board will approve those.

BOARD ROUND TABLE

There was nothing to be reported.

PUBLIC COMMENT (ANY TOPIC)

Ms. Denise Sviben stated that she 2 children in the district, 1 in each school. She spoke about the fights after school, but hope that everyone knows about the fights in the school. Not sure if the teachers can do more than they are doing now. Not sure how to fix it, but the cell phones are also an issue in the schools. With posting fight videos on social media. Also cell phones in the

elementary school the kids turn their cellphones in the beginning of the day and the teachers hands them back out at the end of the day. Maybe not having much access to them during the day will help. I asked on Facebook if there is an induction ceremony that happens at the beginning of the year. The younger kids may appreciate having a ceremony, especially those students who are not athletes. Maybe having some sort of after school program for children who don't have any one at home and to have a discussion with young girls about being polite to others. A suggestion was given for parents who want to be involved to come to the Title I night. We are also looking for parent engagement coordinators and they are paid positions. Also another suggestion about volunteering in schools you can talk to all the principals about how to get involved and get into the classroom or volunteering at the Salvation Army program. The number of kids involved depends upon how many adults we have. The more adults the more kids we can get involved.

ADJOURNMENT

The meeting adjourned at 8:16 PM on a motion by Mr. Spizzirri. Second by Mr. Petrovich. All members present voted yes and the motion carried.

ShaQuita Burton

ShaQuita Burton, Acting Board Secretary