

Steelton, Pennsylvania  
November 19, 2015

The Steelton-Highspire School Board met on the above date with the following members present: President, Ms. Mary Carricato; Vice President, Ms. Rachel Slade; Mr. Derek E. Lewis; Ms. Sarah F. Metallo; Mr. Samuel Petrovich; Mr. John Salov; Mr. Robert Spizzirri and Mrs. Rosemary Tonkin. Mr. Barry L. Baumgardner was absent. Also present were Mr. Travis Waters, Interim Active Superintendent; Mr. Vincent Champion, School Solicitor; Mick Iskric, High School Principal; Mr. Joe Zimmerman, Director of Buildings and Grounds; and Ms. Debora Kagarise 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 6:31 P.M.

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

#### **ANNOUNCEMENT OF EXECUTIVE SESSION**

Ms. Carricato announced an Executive Session was held November 18, 2015 to discuss legal matters.

#### **PUBLIC COMMENT (Agenda Items)**

There was no Public Comment.

#### **APPROVAL OF MINUTES**

Mr. Spizzirri made a motion to approve the October 12, 2015 Planning Meeting minutes. Second by Mr. Salov. All members present voted aye.

Mr. Spizzirri made a motion to approve the October 22, 2015 Legislative Meeting minutes. Second by Ms. Slade. All members present voted aye.

### **FINANCE REPORT**

#### **GENERAL FUND**

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

October 2015	
Balance 10/1/15	\$2,200,338.15
Receipts	\$1,807,984.44
Disbursements	\$1,321,397.38
Balance	\$2,686,925.21

Accounts Payable/Estimated Expenditures Reports

Final approval of vendor payments in the amount of \$590,318.54 which include vendor checks #39025-39094#.

**CAFETERIA FUND**

October 2015	
Balance 10/1/15	\$468,435.36
Receipts	\$3,356.28
Disbursements	0
Balance	\$471,791.64

**ATHLETIC FUND**

October 2015	
Balance 10/1/15	\$4,931.21
Receipts	\$3,208.04
Disbursements	\$6,160.04
Balance	\$1,979.21

**STUDENT ACTIVITIES ACCOUNT**

October 2015	
Balance 10/1/15	\$40,467.97
Receipts	\$5,530.32
Disbursements	\$5,875.00
Balance	\$40,123.29

**PROPERTY TAX EXONERATIONS**

Mr. Salov made a motion to approve the following Property Tax exonerations effective January 1, 2016. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Carricato questioned location of property number 60-012-013-000-0000, discussion occurred regarding Dauphin County Board of Assessment Appeals form not giving exact address for this property in Steelton Boro.

Ms. Slade made a motion to amend the motion for only two properties to be voted, the property without an exact address to be tabled. Second by Mr. Spizzirri. All members present voted on roll call. Mr. Lewis voted no, he stating the property number assigned by county should be sufficient. (7 ayes, 1 nays, 0 abstentions, 1 absent)

<u>Property Number</u>	<u>Boro</u>
30-021-019-000-0000	Highspire Boro
60-016-001-000-0000	Steelton Boro

**PERSONNEL REPORT****MENTORS**

Mr. Petrovich made a motion to approve Tracy Hipple as mentor to Samra Tursunovic for the 2015-2016 school year. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

**SUPPLEMENTAL CONTRACTS**

Mr. Petrovich made a motion to approve the following supplemental contracts for student activities for the 2015-16 school year in adherence to status quo. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<b><u>Club</u></b>	<b><u>Advisor</u></b>	<b><u>Amount</u></b>
Elementary Homework Club	Jennifer Feldser and Cindee Trapp	\$602.00 (to be split evenly)
Elementary Student Council	Nicolle Esposito	\$602.00
Elementary Literacy Night Coordinator	Tara Russo	\$602.00
National Honor Society	Peter Boyajian	\$714.00
NFL Girls Flag Football League	Clarence Watson	\$500.00
Creative Writing Club	Scott Harvey	\$602.00

**CHANGE IN RATE OF PAY**

Mr. Petrovich made a motion to approve the change in rate of pay for Ms. Jessica Le, as Long Term Substitute Emergency Permit Teacher from \$100.00 per day to \$150.00 per day. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

**ATHLETIC APPOINTMENTS**

Mr. Petrovich made a motion to approve the appointment of Mr. Pete Boyajian, as Girls Basketball Clock Operator/Timer for the 2015-2016 season. Mr. Boyajian will be paid \$27.00 per game for Varsity and \$25.00 per game for Junior High. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to approve the following appointments for the Girls Softball 2015-2016 season. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Salary</u></b>
Kara Schwenk	Varsity Softball Head Coach	\$2071.00, Step 1
Sara Erdman	Varsity Softball Assistant Coach	\$1450.00, Step 1

Mr. Petrovich made a motion to approve the change in status for Ms. Jerrica Proctor from volunteer position to paid position for Girls Basketball Varsity Assistant Coach for the 2015-2016 season, at a salary of \$1744.00, Step 1. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

#### **TEAM LEADER COORDINATOR**

Mr. Petrovich made a motion to approve Jennifer Feldser as the Team Leader Coordinator for Elementary Specials for the 2015-2016 school year, at the rate commensurate with the Collective Bargaining Unit Agreement. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

### **PROPERTY AND SUPPLIES REPORT**

#### **SURVEY SERVICES**

Mr. Lewis made a motion to approve the appraisal services by The Daylor Group for Siegfried property, not to exceed \$300.00. Second by Mr. Salov. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

#### **APPRAISAL SERVICES**

Mr. Lewis made a motion to approve the surveying services by Alpha Consulting Engineers, Inc. for Siegfried property, not to exceed \$1000.00. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

#### **FACILITIES USAGE REPORT NOVEMBER 2015**

Mr. Lewis presented the requests for the facilities usage for the school district as of November 2015 respectfully submitted by the Facilities Administrator.

- A request by Mr. Markis Millberry to use the HS Auditorium, on November 1 for the 2<sup>nd</sup> Annual Candlelight Vigil from 5:30 P.M. until 8:30 P.M.
- A request by Mr. Brian Proctor for the use of the HS Cafeteria area on Saturday, November 21 from 8:30-5:00 P.M. to hand out free turkeys to needy families for Thanksgiving.
- A request by Mr. Carl Johnson and Team Pennsylvania All-Star Football Team for the use of the football field beginning November 18 until December 17 on Tuesdays, Wednesdays and Thursdays (possibly Saturdays), from 6:00-8:15 PM, at a cost of \$100.00.

## TRANSPORTATION

### FIELD TRIPS

Ms. Slade made a motion to approve a field trip to the Baltimore Visionary Arts Museum, for 9<sup>th</sup> – 12<sup>th</sup> Visual Arts Classes, Art Club, Journalism Class and Creative Writing Class on March 24, 2016 for approximately 50 students and 3 adults. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Ms. Slade presented the approved field trips.

<u>Date Of Trip</u>	<u>Group</u>	<u>Destination</u>	<u>Advisor/Chaperones</u>
10/27/15	HS Adventure Based	Mt. Gretna	Mr. Spogli
11/4/15	HS Adventure Based	Wildwood Park, Harrisburg	Mr. Spogli
11/19/15	Autism Support Class, Grades 6-9	Walmart, Harrisburg	Ms. Hipple
12/2/15	Select 9 <sup>th</sup> Grade Students	Penn State Harrisburg	Mr. Wolfe
12/2/15	HS Adventure Based	Whitaker Center, Harrisburg	Mr. Spogli
12/21/15	Select 11 <sup>th</sup> Grade Students	Young Men's Future Symposium, Lebanon Valley College	Mr. Bircher
1/12/16	K-12 Emotional Support & Elem 4-H	PA State Farm Show, Harrisburg	Ms. Trapp
1/12/16	HS Adventure Based	PA State Farm Show, Harrisburg	Mr. Spogli
2/5/16	HS Adventure Based	Ski Roundtop, Lewisberry	Mr. Spogli
3/2/16	HS Adventure Based	Bethesda Mission, Harrisburg	Mr. Spogli
3/9/16	HS Adventure Based	Sky Zone, Mechanicsburg	Mr. Spogli
4/6/16	HS Adventure Based	Orienteering, Harrisburg	Mr. Spogli
5/4/16	Special Ed 7-12	Senators Baseball Game	Ms. Kane
5/11/16	HS Adventure Based	Gifford Pinchot Lake, Lewisberry	Mr. Spogli
1 <sup>st</sup> & 3 <sup>rd</sup> Thursdays December – May	Autism Support Class Gr. 6-9	Central PA Food Bank Warehouse, Harrisburg	Ms. Hipple

**STUDENT ACTIVITIES REPORT****FUNDRAISERS**

Mr. Spizzirri made a motion to approve the following fundraiser. Second by Mr. Petrovich. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<b><u>Club/Group</u></b>	<b><u>Date</u></b>	<b><u>Type of Funding</u></b>
Support for Mr. Vaughn	November 20, 2015	Blue-Out T-Shirt Sales

**PUPIL SERVICES REPORT****STRAWBRIDGE STUDIOS PORTRAIT AGREEMENT**

Ms. Metallo made a motion to approve the attached Portrait Agreement with Strawbridge Studios to provide school pictures and photography for (3) three school years 2016-2017, 2017-2018 and 2018-2019, effective October 23, 2015. Second by Ms. Slade. Mr. Spizzirri questioned the length of the agreement, Mr. Waters and Mr. Iskrick stated this vendor is expected to provide better service; they assume the costs are probably less with additional years covered in initial contract, but Ms. Craig could ascertain. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

**SUPERINTENDENT'S REPORT****CONFERENCE REQUESTS**

Ms. Slade made a motion to approve the following conference request. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<b><u>Conference</u></b>	<b><u>Name</u></b>	<b><u>Date</u></b>	<b><u>Amount</u></b>
LETRS Model 3, Spellography for Teachers, CAIU	Megan Byrnes Elayne Thomas Michelle Stewart	Nov 19, 2015	\$25.00, Title II funded (Sub for each 1 day)
LETRS Model 3, Spellography for Teachers, CAIU	Rachel Montiel	Nov 19, 2015	\$25.00, Title II funded
PaCASE Conference, Harrisburg	Keri Poston	Nov19, 2015	\$99.00
PA Educational Technology Expo & Conference, Hershey	Tyler Zoellner	Feb 22-22, 2016	\$242.00 (sub for 3 days)
PA Educational Technology Expo & Conference, Hershey	Byron Kiehl Josh Porr	Feb 22-22, 2016	\$242.00 each
2016 PDE Data Summit, Hershey	Byron Kiehl	May 22-25, 2016	\$300.00

## ACCEPTANCE OF DONATIONS

Ms. Slade made a motion to accept the following donations. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

<u>Name</u>	<u>Amount</u>	<u>Program</u>
GoodShop	\$30.26	Elementary
Mid Penn Bank	\$500.00	Adopt a Classroom – Emilee Truitt

## GRANT WRITER

Ms. Slade made a motion to approve Ms. LeeAnn Cox as a grant writer on an independent contractor basis. Ms. Cox's fees shall not exceed \$75.00 an hour. The administration is directed to negotiate and finalize an independent contractor agreement in accordance with the fee structure listed above. The acting superintendent is authorized to sign the independent contractor agreement once the terms have been negotiated and reviewed by the solicitor. Second by Mr. Petrovich. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Waters reported students winning the high school PBIS 100 club, for positive behavior, were Jonet Lester, Shaquan Benton, Raymond Navedo, Carel Murphy, Alex Furlan, Innocensia Sackey, Taijae Edwards, Diaonisio Gracia, Payton Fauber and Larry Warren. Teachers who won the 100 club, for promoting positive behavior in students, were Ms. Scomak, Ms. Bosnyak, Ms. Koller, Ms. Wodkins, Ms. Davis and Ms. Simmons-Settles.

Mr. Waters announced Ms. Monet Hamilton was selected for the Colonial Division All Star Volleyball team as Honorable Mention; Bryce Carter was selected as the Mid-Penn Capital Division Defensive MVP as well as 1<sup>st</sup> team defensive tackle and 1<sup>st</sup> team offensive tackle. Other All-Star selections include Alex Furlan 1<sup>st</sup> team punter and 2<sup>nd</sup> team defensive tackle; Jaron Grayer 1<sup>st</sup> team linebacker; Shamari Jones, 1<sup>st</sup> team defensive back and 2<sup>nd</sup> team punt returner; and Quentin Taylor-Porter, 2<sup>nd</sup> team wide receiver.

He also announced upcoming events, early dismissal on Wednesday, November 25, high school at 11:30 and elementary at 12:00 for Thanksgiving recess; Scholastic Book Fair, Friday, December 4, and Scholastic Book Fair Family Night, December 10, beginning at 5:30 P.M., both in the elementary library and the Holiday Concert, December 6 at 3:00 P.M. in the High School Auditorium.

## SPECIAL REPORTS

### ATHLETIC ASSOCIATION

Mr. Salov wished the team good luck in tomorrow night's game; basketball game next week.

### **PSBA REPRESENTATIVE**

There was nothing to be reported.

### **HACC**

Mr. Spizzirri reported a budget meeting was held last week, but he was not able to attend; Mr. Waters tried to attend, but the meeting was already over when he arrived.

### **STRATEGIC PLANNING**

There was nothing to be reported.

### **BUILDINGS AND GROUNDS**

There was nothing to be reported.

### **DISCIPLINE COMMITTEE**

Ms. Tonkin said they had a very productive meeting last week with Ms. Slade, PBIS staff, principals and Mr. Waters. The elementary school doesn't have attendance problems, but reported a problem of students putting their hands on each other, Ms. Montiel has invited an outside source to review this situation and give feedback. Strategies to implement other disciplines to replace after-school and Saturday school are being discussed for high school students with tardy violations. Ms. Tonkin expressed the necessity of PBIS and PARA staff at both schools, referring to the principals' "wish list" given to the members. Ms. Slade added administrators requested assistance with writing grants for equipment and school culture funding would allow them to focus on discipline.

### **BUDGET COMMITTEE**

Ms. Slade questioned the cash flow information that each member received and requested for Ms. Craig to explain the board bills listed, stating it seems like there is a lot of money being spent.

Ms. Carricato announced departing board members, Ms. Rosemary Tonkin, Ms. Sarah Metallo and Mr. Barry Baumgardner, she wished them well and a card of thanks was given to each. Refreshments were served after the meeting.

### **BOARD ROUND TABLE**

Ms. Metallo thanked everyone who voted for her, thanking those of the board for the opportunity and said it was a privilege to work with all of them. She reminded everyone that although Steelton-Highspire is going through difficult times, there are good things happening in the district.

Ms. Tonkin thanked everyone and said she will miss them.

Mr. Lewis wished everyone a good holiday and God Bless.

Mr. Salov reported he attended an IU meeting this morning with the opportunity to tour HillTop Academy where he heard great things about Steelton-Highspire and heard about budget issues as well. He wished everyone a great holiday and the success of the teams.

Mr. Petrovich said a special good-bye to Mr. Barry Baumgardner and thanked him for the 29 years he served on the board.

Ms. Slade thanked the departing members and stated she will continue to correct people who do not call the school by its proper name.

Ms. Carricato wished the team good luck in Friday's game, she wished everyone a safe and good holiday.

### **PUBLIC COMMENT**

Mr. John Hoerner, Mayor of Highspire, thanked the departing board members for their service, as well as the remaining board members.

### **ADJOURNMENT**

The meeting adjourned at 7:09 p.m. on a motion by Ms. Slade. Second by Mr. Lewis. All members voted aye.

***Debora Kagarise***

Debora Kagarise, Board Secretary