

**STEELTON-HIGHSPIRE SCHOOL DISTRICT**

**LEGISLATIVE MEETING**

**November 26, 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 Iskric, Assistant to the Superintendent, Mr. Vince Champion, Solicitor, Ms. Megan Byrnes Elementary 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 6:36 PM.

**PLEDGE OF ALLEGIANCE**

Audience

**EXCUTIVE SESSION**

**PUBLIC COMMENT (Agenda items)**

No public comment

**PRESENTATION**

Megan Byrnes, Elementary Principal – Kindergarten Data on having students on Benchmark entering school and the benefits of the full day Kindergarten program.

**FOLLOW UP**

**APPROVAL OF MINUTES**

The Administration respectfully recommends that the Board approve the attached October 2, 2019 Planning and October 17, 2019 Legislative Meeting Minutes.

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

**REVIEW OF BOARD REPORTS**

Reports are all listed individually

**PERSONNEL REPORT ADDENDUM ITEM**

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

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

**PROPERTY AND SUPPLIES REPORT ADDENDUM ITEM**

**FACILITIES USAGE**

The Administration respectfully recommends the Board approve the facility request from PA American Water to host an Open House for the Community of Steelton in the High School Cafeteria on December 17, 2019 from 5:00 p.m. to 7:00 p.m.

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

**PUPIL SERVICES ADDENDUM ITEM**

**Yellow Breeches Education Center Agreement**

The administration respectfully recommends that the Board approve the agreement between Yellow Breeches Education Center and SHSD to provide student services for the district.

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

**SUPERINTENDENT’S REPORT ADDENDUM ITEM**

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

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

<b>Name</b>	<b>Conference</b>	<b>Date</b>	<b>Cost</b>
Travis Waters	AASA National Conference	2/13/2020 – 2/15/2020	\$750/Title II
Sam Neidlinger	AASA National Conference	2/13/2020 – 2/15/2020	\$750/Title II

The Administration respectfully recommends that the Board accept the following donations.

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

<b>Name</b>	<b>Fund</b>	<b>Amount</b>
Michael Simonetti	Jr. High Dance	\$200
Michael Simonetti	Jr. High Teacher materials	\$229.49
PPL	STEM Education	\$1,000

**Athletic Donations**

<b>Name</b>	<b>Sport Fund</b>	<b>Amount</b>
Steelton Police	Cheerleading	\$500
St. Lawrence Club	Cheerleading	\$200
St. Aloysius Club	Cheerleading	\$150
Steelton American Legion	Cheerleading	\$415

Italian Club	Cheerleading	\$50
Steel-High Class '59	Football	\$600
St. Lawrence Club	Girls Basketball	\$150
American Legion 420	Girls Basketball	\$250
Steelton Son's of American Legion	Girls Basketball	\$100
Jazz Land/Donald Bowers	Girls Basketball	\$300
Dave Lloyd	Girls Basketball	\$100
St. Lawrence Club	Girls Basketball	\$50
5 <sup>th</sup> Ward Republican Club	Girls Basketball	\$200
Highspire VFW 8638	Girls Basketball	\$50

**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.

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

**FINANCE REPORT**

**GENERAL FUND**

Treasurer's Report:

September 2019	
Balance 9/01/19	\$1,408,484.99
Receipts	3,480,481.69
Disbursements	3,117,782.24
Balance 9/30/19	\$1,771,184.44

Accounts Payable/Estimated Expenditures Reports:

Final approval of September vendor payments in the amount of \$1,663,236.07 which includes vendor checks #45467 - #45651 and wire payments #1321W - #1339W for \$1,004,615.56. Payroll amount \$449,930.61. There were no transfers out of General Fund. There were no journal entries done in the General Fund.

**CAFETERIA FUND**

Cafeteria Report:

September 2019	
Balance 9/01/19	\$186,681.02
Receipts	26,194.35
Disbursements	0.00
Balance 9/30/19	\$212,875.37

Accounts Payable/Estimated Expenditures Reports:

Final approval of September vendor payments in the amount of \$0.00 which includes no vendor checks. There was no Wire Payments for the Cafeteria for the month of September. There was no transfers out of the Cafeteria Fund. There were no journal entries in the month of September.

**ATHLETIC FUND**

Athletic Association Financial Report:

September 2019	
Balance 9/01/19	\$6,810.99
Receipts	2,608.82
Disbursements	4,762.61
Balance 9/30/19	\$4,657.20

Accounts Payable/Estimated Expenditures Reports:

Final approval of September vendor payments in the amount of \$4,762.61 which includes vendor checks #7108-7149. No wire payments this month. No transfers this month for Athletic Fund.

**STUDENT ACTIVITIES ACCOUNT**

Student Activities Financial Report:

September 2019	
Balance 9/01/19	\$31,132.04
Receipts	360.56
Disbursements	563.11
Balance 9/30/19	\$32,055.71

Accounts Payable/Estimated Expenditures Reports:

Final approval of September vendor payments in the amount of \$563.11 which includes vendor checks #3061 - #3065. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of September out of the Activity Fund.

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

**FINANCE REPORT**

**GENERAL FUND**

Treasurer's Report:

October 2019	
Balance 10/01/19	\$1,771,184.44

Receipts	1,917,533.12
Disbursements	1,595,417.16
Balance 10/31/19	\$2,093,300.40

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$817,663.83 which includes vendor checks #45652 - #45832 and wire payments #1340W - #1360W for \$337,604.72. Payroll amount \$440,148.61. There were no transfers out of General Fund. There were no journal entries done in the General Fund.

**CAFETERIA FUND**

Cafeteria Report:

October 2019	
Balance 10/01/19	\$212,875.37
Receipts	105,804.22
Disbursements	143,540.21
Balance 10/31/19	\$175,139.38

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$143,540.21 which includes vendor checks #2079-2085. There was no Wire Payments for the Cafeteria for the month of October. There was no transfers out of the Cafeteria Fund. There were no journal entries in the month of October.

**ATHLETIC FUND**

Athletic Association Financial Report:

October 2019	
Balance 10/01/19	\$4,657.20
Receipts	17,386.27
Disbursements	12,712.03
Balance 10/31/19	\$4,331.44

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$12,712.03 which includes vendor checks #7150-7183. No wire payments this month. No transfers this month for Athletic Fund.

**STUDENT ACTIVITIES ACCOUNT**

Student Activities Financial Report:

October 2019	
Balance 10/01/19	\$32,055.71

Receipts	3,196.89
Disbursements	1,496.33
Balance 10/31/19	\$33,756.27

Accounts Payable/Estimated Expenditures Reports:

Final approval of October vendor payments in the amount of \$1,496.33 which includes vendor checks #3066 - #3076. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of October out of the Activity Fund.

**CURRICULIUM**

No report at this time

**PERSONNEL REPORT**

No report at this time

**PROPERTY AND SUPPLIES REPORT**

**FACILITIES USAGE**

The Administration respectfully recommends that the Board approve the facility request from PA Hoops (Michael Gaffey) and Andrew Erby for High School All-Star Games to be held in the High School Gymnasium on March 27 - 28, 2020 all day. Custodian will be utilized for facility usage. **Item Tabled.**

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

The Administration respectfully recommends that the Board approve the facility request from PA Hoops (Michael Gaffey) and Andrew Erby for Basketball Tournament to be held in the High School Gymnasium on April 4 - 5, 2020 all day. Custodian will be utilized for facility usage.

**Item Tabled.**

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

The Administration respectfully recommends that the Board approve the facility request from PA Hoops (Michael Gaffey) and Andrew Erby for Basketball Tournament to be held in the High School Gymnasium on April 25 - 26, 2020 all day. Custodian will be utilized for facility usage.

**Item Tabled.**

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

**TRANSPORTATION**

**Field Trips**

The Administration respectfully recommends that the Board approve the field trip request for the 7th - 12th grade Musical students to travel to New York from 6/7/2020 – 6/11/2020.

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

*THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY*

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

<b>Date</b>	<b>Student &amp; Teacher</b>	<b>Location</b>
12/13/2019	5 <sup>th</sup> Gr./Ms. Heisey	Messiah College

**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**

Oral argument coming up with regarding Highspire

**SCHOOL BOARD PRESIDENT’S REPORT: Ms. Slade**

Wanted to wish Ms. Carricato, Ms. Bowman, Ms. Elliott and Ms. Sviben well wishes and thank them for their services to Steelton-Highspire School Board.

**SUPERINTENDENT REPORT’S: Dr. Waters**

No report at this time

**SUB-COMMITTEE REPORTS**

**Athletic Committee**

Mr. Lewis (Chairperson), Mr. Johnson, Ms. Harris, Ms. Carricato

No report at this time

**PSBA Representative**

Ms. Culpepper

No report at this time

**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  
No report at this time

**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  
No report at this time

**Negotiations Committee**

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

**BOARD ROUND TABLE**

**PUBLIC COMMENT**

Mr. Fritz wants to know can the baseball field be used for fundraiser, he was advised to contact Ms. Leigh to complete a facility request and explain the specifics of what he would need to use the facility.

**ADJOURNMENT**

The meeting adjourned at 7:27 p.m. on a motion by Mr. Johnson, Second by Ms. Culpepper. All members present voted yes and the motion carried.

*Michael Simonetti*  
Board Secretary