

STEELTON-HIGHSPIRE SCHOOL DISTRICT

PLANNING MEETING

October 2, 2019

MINUTES

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

VOTING MEMBERS ABSENT: Ms. Carricato, Ms. Janice Elliott, Ms. Karen Harris, and Ms. Paula Sviben

NON-VOTING MEMBERS PRESENT: Mr. Mick Iskric, Assistant to the Superintendent, Mr. Vince Champion, Solicitor, Ms. Sam Neidlinger, Ms. Kate Gallagher 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 6:31 PM.

PLEDGE OF ALLEGIANCE

Audience

EXCUTIVE SESSION

None

PUBLIC COMMENT (Agenda items)

No public comment

PRESENTATION

Karen Devine, PSBA

Handed out materials about upcoming events, and trainings for School Board members. All new School Members elected for 2020 and moving forward will be required to attend trainings outlined in the materials within their first year of serving office and they are free as well and all this information is listed on PSBA website.

Lynn Kohler, is a School Board Member in West York and a PSBA Advocacy Ambassador for our district area. The Advocacy Ambassador is the liaison between school board directors and lawmakers for public education with policies, legislation, regulations and building relationships with lawmakers.

Recognizing the Honor Role of School Board Directors for SHSD:

- Mary Carricato has served for 12 years of service
- Derek Lewis has served for 12 years of service
- Rachel Slade has served for 16 years of service

Betsy Snook, PA State Nurses Association, CEO

She spoke to need of increasing the number of nurses to care for patients in the PA by 80% by 2020 and PA has only reached about 41-55% of that goal. Need to increase the diversity of the registered nurse population in our region. Opportunity for High School students to participate in

a regional STEM School for Nursing only with dual enrollment starting 11th – 12 grades with HACC and Harrisburg University; this program will include parents to participate in the program to further their career goals as a Registered Nurse. Mr. Iskric stated that Dr. Travis Waters is interested in meeting and discussing this program further this for students.

FOLLOW UP

Mick Iskric followed up on behalf of Dr. Waters on the following items:
 Last meeting to need to have Committee meeting and propose have the Planning meeting set aside for Committee meeting, understanding all committee wouldn't meet every month. To improve time management when meeting each month starting in 2020.

REVIEW OF BOARD REPORTS

Reports are all listed individually

Approval of Minutes

The Administration respectfully recommends that the Board approve the attached August 7, 2019; Planning Meeting minutes, August 22, 2019 Legislative Meeting minutes, September 4, 2019 Planning Meeting minutes and September 25, 2019 Legislative Meeting minutes.
 Motion by Mr. Lewis, Second by Mr. Johnson; Ms. Culpepper, Ms. Bowman, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

PERSONNEL REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the attached Personnel Report.
 Motion by Ms. Culpepper, Second by Mr. Lewis; Ms. Culpepper, Ms. Bowman, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

FINANCE REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the July 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. Bowman; Mr. Lewis, Ms. Culpepper, and Ms. Slade. (5 ayes, 0 nays, 4 absent) Motion carried.

FINANCE REPORT
GENERAL FUND

Treasurer's Report:

July 2019	
Balance 7/01/19	\$1,362,462.88
Receipts	1,631,187.34
Disbursements	1,846,555.69

Balance 7/31/19	\$1,147,094.53
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Accounts Payable/Estimated Expenditures Reports:

Final approval of July vendor payments in the amount of \$213,835.38 which includes vendor checks #45170 - #45284 and wire payments #1278W - #1293W for \$1,170,852.71. Payroll amount \$189,309.66. There was a \$20,000.00 transfer out of General Fund into the Athletic Fund. There were \$272,557.94 of journal entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

July 2019	
Balance 7/01/19	\$297,683.29
Receipts	0.00
Disbursements	130,496.90
Balance 7/31/19	\$167,186.39

Accounts Payable/Estimated Expenditures Reports:

Final approval of June vendor payments in the amount of \$130,496.90 which includes vendor checks 2072-2075. There was no Wire Payments for the Cafeteria for the month of June. There was no transfers out of the Cafeteria Fund. There were no journal entries in the month of July.

ATHLETIC FUND

Athletic Association Financial Report:

July 2019	
Balance 7/01/19	\$4,013.30
Receipts	20,265.00
Disbursements	6,428.36
Balance 7/31/19	\$17,849.94

Accounts Payable/Estimated Expenditures Reports:

Final approval of July vendor payments in the amount of \$6,428.36 which includes vendor checks #7081-7087. No wire payments this month. No transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

July 2019	
Balance 7/01/19	\$32,402.68
Receipts	0.00

Disbursements	2,000.00
Balance 7/31/19	\$30,402.68

Accounts Payable/Estimated Expenditures Reports:

Final approval of June vendor payments in the amount of \$2,000.00 which includes vendor checks #3058 - #3059. No wire payments for Student Activities Fund. No transfers this month for Student Activities Fund. There were no journal entries in the month of July out of the Activity Fund.

PROPERTY AND SUPPLIES REPORT

FACILITIES USAGE

The Administration respectfully recommends that the Board approve the facility request from Joe Ulrich and Operations Recognition to hold a Veterans Diploma Ceremony on November 7, 2019 at 10:00 a.m.

Motion by Mr. Lewis, Second by Ms. Culpepper; Ms. Bowman, 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 Julianna Paoletti and Steelton-Highspire United (SHU) to hold a parent and Child Engagement event on October 28, 2019 from 6:00 p.m. - 8:00 p.m. at Elementary Cafeteria.

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

The Administration respectfully recommends that the Board approve the facility request from Corey Baughman and Harrisburg YMCA from October 21, 2019 - February 2, 2020 on Monday and Wednesdays in the evenings from 5:30 p.m. - 7:30 p.m. in High School Gym

Motion by Mr. Lewis, Second by Ms. Culpepper; Ms. Bowman, 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 Dustin Owens for Science Fair to be held in the High School Cafeteria on December 14, 2019 from 8:00 a.m. - 2:00 p.m.

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

STUDENT ACTIVITIES REPORT ACTION ITEM

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

Mr. Iskric advised everyone that fundraisers link in on the district website main page and advisors names are listed as well.

Club or Group /Advisor	Date	Type of Funding
Class of 2023/Zack Horn	9/26/2019 – 5/2020	Car Washes
Class of 2023/Zack Horn	9/26/2019 – 5/2020	Host a Pancake Breakfast

Class of 2023/Zack Horn	9/26/2019 – 5/2020	Sell Pizza (Jo Corbi Co.)
Class of 2023/Zack Horn	9/26/2019 – 5/2020	Roller Gear
Class of 2023/Zack Horn	9/26/2019 – 5/2020	Sell Donuts (Duck Donuts)
Class of 2023/Zack Horn	10/28/2019 – 10/31/2019	Faculty Dress Down/Fall Festival
3 rd Grade Class/ Chandler Tang Sing	2/10/2020 – 2/20/2020	R & K Sub Sale
Class of 2020/Dorianne Schuyler	9/27/2019 – 10/2019	50/50 Raffle at football games
Kindergarten/Jennifer Detz	10/24/2019 – 11/8/2019	R&K Sub Sale

PUPIL SERVICES ACTION ITEM

The Meadows

The administration respectfully recommends that the board approve the agreement between The Meadows and SHSD to provide services to the district.

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

Margret Flannelly

The administration respectfully recommends that the board approve the agreement between Margret Flannelly, School Psychologist Consultant and SHSD to provide services to our students.

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

SUPERINTENDENT’S REPORT ACTION ITEM

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

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

Name	Conference	Date	Cost
Rebekah Randolph	Curriculum Writing	9/23/2019	\$132/Title II
Kaleigh Killian	PBIS Tier I Training	9/26/2019; 1/16/2020 and 4/14/2020	\$396/Title II
Zach Horn	PBIS Tier I Training	9/26/2019; 1/16/2020 and 4/14/2020	\$396/Title II
Zach Horn	PBIS Coaches Know CPN Session	10/4/2019	\$79/Title II
Stacey Winter-Davis	PBIS Tier 1 Training	9/26/2019; 1/16/2020 and 4/14/2020	\$396/Title II
Afton Shaud	Text Dependent Analysis	9/26/2019 and 10/30/2019	\$264/Title II
Benjamin Hassinger	DCOC	9/25/2019	\$132/Title II
Sadie Kinnarney	Mind-Body Connection- Urban	10/11/2019	\$79/Title II

Sadie Kinnarney	PA Association of School Social Work Personnel	10/14/2019	\$125/Title II
Todd Troutman	SCRIPT Workshop	10/4/2019	\$132/PA Smart Grant
Simone Heisey	JA Biztown Teacher Training	10/15/2019	\$66/Title II
Mick Iskric	CAC Retreat	10/16/2019	\$422.26/Title II
Larry Bragg	PSU/Hbg. Tour	10/10/2019	0
Chrisan Minum	PSU/Hbg. Tour	10/10/2019	0
Nicolle Esposito	SEL Couse PLN 12	10/10/2019	\$132/Title II

The Administration respectfully recommends that the Board to accept the following donations. Motion by Mr. Johnson, Ms. Bowman; Ms. Culpepper, Mr. Lewis, 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	\$350

FINANCE REPORT

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.

Limit Tax Increase Inflation Index Resolution

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

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
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

Fundraisers

The Administrators respectfully recommends that the Board approve the attached fundraisers:

PUPIL SERVICES REPORT

Keystone Human Services

The administration respectfully recommends that the board approve the agreement with Keystone Human Services and SHSD to provide mental health assessment services to the district.

Specialized Education of PA

The administration respectfully recommends that the board approve the agreement with Specialized Education of PA/Capital Academy and SHSD to provide student services to the district.

Dauphin County Probation

The administration respectfully recommends that the board approve the agreement with Dauphin County Probation and SHSD to provide student services to the district.

Health Professional Contract Services

The administration respectfully requests the continuation of the following professionals to provide contacted services SHSD for the 2019-2020 school year.

- William J. Albright, IV, MD, School Physician - \$13,097
- David Settino, DDS, School Dentist - \$0 (volunteer)

SPECIAL PROJECTS REPORTS

No report at this time

SOLICITOR’S REPORT: Attorney V. Champion

Submitted changes to the easement agreement that if the land be returned to its original condition and the put a time limit for 25 years instead forever.

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

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

Check football field after Friday night football games before Youth Football uses the field on Sunday so clarify that grounds are clean.

Discipline Committee

Ms. Carricato (Chairperson), Mr. Lewis, Ms. Culpepper

Budget and Planning Committee

Mr. Johnson Chairperson), Ms. Elliott, Ms. Harris, Ms. Carricato
Going to set-up meetings

Policy Committee

Ms. Sviben (Chairperson), Ms. Carricato, Ms. Lewis
Going to set-up meetings

Negotiations Committee

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

BOARD ROUND TABLE

PUBLIC COMMENT

ADJOURNMENT

The meeting adjourned at 7:17 p.m. on a motion by Mr. Lewis, Second by Mr. Johnson. All members present voted yes and the motion carried.

Michael Simonetti
Board Secretary