

Steelton, Pennsylvania
September 24, 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, Assistant to the Superintendent; Cynthia Craig, Business Manager; Mr. Vincent Champion, School Solicitor; Mick Iskric, High School Principal; Ms. Rachel Montiel, Elementary Principal; Ms. Sheri Woodall, High School Assistant Principal 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 6:38 P.M.

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

MOMENT OF SILENCE

Ms. Slade called for a moment of silence in honor of alumni who have passed away in the past few months.

ANNOUNCEMENT OF EXECUTIVE SESSION

Ms. Carricato announced an Executive Session was held prior to tonight’s meeting to discuss personnel.

PUBLIC COMMENT (Agenda Items)

There was no Public Comment.

PRESENTATION

Mr. Travis Waters, Assistant to the Superintendent reported he met with Chief Umberger and Officer Reinhart, Swatara Township, to discuss crossing guards at two intersections and the cost of services. The township has contracted with an outside agency, All City Management Services, for the crossing guard services, including training and substitutes, to cover the two locations. Mr. Lewis reported they are already doing a great job. Ms. Slade questioned the circumstances when schools close early, it was confirmed the township will have crossing guards at the locations at the necessary times. Ms. Montiel reported she has met with the regional manager and is confident there will be open communication. Ms. Carricato stated the yearly contract can be terminated with a thirty (30) day notice. The Swatara Township Memorandum of Understanding for the crossing guards is on tonight’s agenda.

APPROVAL OF MINUTES

Mr. Lewis made a motion to approve the August 10, 2015 Planning Meeting minutes. Second by Mr. Spizzirri. All members present voted aye.

Ms. Slade made a motion to approve the August 20, 2015 Legislative Meeting minutes. Second by Mr. Spizzirri. 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)

August 2015	
Balance 8/1/15	\$1,025,152.52
Receipts	\$1,505,795.63
Disbursements	\$1,226,109.85
Balance	\$1,304,838.30

Accounts Payable/Estimated Expenditures Reports

Final approval of vendor payments in the amount of \$172,495.04 which include vendor checks #38801- #3887.

CAFETERIA FUND

August 2015	
Balance 8/1/15	\$30,748.38
Receipts	\$133.39
Disbursements	\$0
Balance	\$30,881.77

ATHLETIC FUND

August 2015	
Balance 8/1/15	\$248.70
Receipts	\$21,037.50
Disbursements	\$11,925.96
Balance	\$9,360.24

STUDENT ACTIVITIES ACCOUNT

August 2015	
Balance 8/1/15	\$48,203.95
Receipts	\$5,530.98
Disbursements	\$5,746.45
Balance	\$47,988.48

REAL ESTATE TAX EXONERATIONS

Mr. Salov made a motion to approve the following exonerations for Residence Tax for Property Number 60-004-015 from July 1, 2015 through June 30, 2020. Second by Ms. Slade . All members present voted aye on roll call.
(8 ayes, 0 nays, 0 abstentions, 1 absent)

PERSONAL TAX EXONERATIONS

Mr. Salov made a motion to approve the exonerations for personal taxes as presented for Highspire and Steelton on attached reports persons applying for exonerations of the \$200.00 Occupation Tax for 2014-2015, 2013-14 and 2012-13. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

LANGUAGE CORRECTION

Mr. Salov made a motion to approve the amended language of financial motion approved August 20, 2015, to read as follows,
“Strike the school district tax for the year 2014-2015 in relation to Tax Parcel No. 57-021-039 (S. 4th Street) owned by the Borough of Steelton.” Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

ACCEPTANCE OF GRANTS

Mr. Salov made a motion to approve the acceptance of the following grants from the Commonwealth of Pennsylvania and appropriation of offsetting expenditures in the 2015-2016 General Fund Budget of the Public School Code of Pennsylvania. Second by Mr. Spizzirri. All members present voted aye on roll call.
(8 ayes, 0 nays, 0 abstentions, 1 absent)

IDEA Federal Grant \$280,902.18 School Intervention Grant \$143,306.00

PERSONNEL REPORT

RESIGNATION

Mr. Petrovich made a motion to accept the resignation from Amanda Deng, Elementary Special Ed Teacher, effective no later than November 20, 2015 or when the position is filled. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SUPPLEMENTAL CONTRACT

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)

<u>Club</u>	<u>Advisor</u>	<u>Amount</u>
Secondary Art Club	Ms. Sarah Steinhauer	\$602.00
Library Club	Ms. Jennifer Feldser	\$602.00
Chess Club	Mr. Donald Banks	\$602.00
Class of 2018 Class (Grade 10)	Ms. Erin Drayer	\$247.00
Class of 2016 Co-Advisors (Grade 12)	Mr. Clarence Watson Ms. Lisa Carricato	\$844.00 (\$422.00 each)

MENTORS

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

<u>New Teacher</u>	<u>Mentor</u>
Ms. Paige Swineford	Ms. Cindee Trapp
Ms. Jamee Davis	Ms. Brooke Conjar

SPECIAL EDUCATION DEPARTMENT HEAD

Mr. Petrovich made a motion to approve Ms. Sheila Jefferson as 2015-2016 Elementary Special Education Department Head. Second by Mr. Spizzirri. Mr. Lewis questioned the necessity of special education positions. Ms. Slade ratified the department head position. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

F.M.L.A.

Mr. Petrovich made a motion to approve a request for FMLA Leave from Dr. Wendy Reisinger effective November 6, 2015 through December 22, 2015. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

UNCOMPENSATED LEAVE

Mr. Petrovich made a motion to approve five (5) days uncompensated leave for Mr. Joe Davis, effective October 19-23, 2015. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SUBSTITUTE TEACHERS

Mr. Petrovich made a motion to approve the following as SHSD Day-To-Day substitute teachers for the 2015-2016 school year. Emergency Permits are for PK-12. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

- Mr. Joseph Randazzo, CAIU Guest Teacher (Emergency Permit)
- Ms. Brittany Nissley, Emergency Permit

ATHLETIC APPOINTMENTS

Mr. Petrovich made a motion to approve the appointment of Ms. Abby Pilsitz as a Volunteer Volleyball Coach for the 2015-2016 season. Second by Ms. Slade. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

PROPERTY AND SUPPLIES REPORT

FACILITIES USAGE REPORT SEPTEMBER 2015

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

- Request by Joe Barbush to hold Junior Girls Basketball practice in the HS auxiliary gym, beginning Tuesday, September 15 until October 22, 2015, after that, the Elementary gym.
- Request by SYIA to hold an afterschool program at the elementary, beginning September 28, 2015. The program will run Mondays-Thursdays, from 3:15-5:00 PM; request includes the following SHES facilities: cafeteria, three (3) classrooms, 2 playgrounds and gym with advance principal clearance when not in use by any other group.

- Request by Ms. Wendy Terry to hold a bake sale table, at home football game, October 2, 2015 for a Breast Cancer fundraiser.
- Request by Ms. Maria Crawford & Ms. Tamala James to hold a Capital Area Extreme Rec Cheer Group cheerleading tournament using the HS Gym & Aux Gym Saturday, October 31st from 6:00 AM – 5:00 PM (they have current “liability Insurance”)
Charge is \$1875.00 including facilities workers (payment will be received no later than the Thursday before the event)
- Request by the Brookins Family to hold a funeral service in the HS Gym on Saturday, September 26 beginning at 8:00 AM. (The fee was waived by the school board, and a certificate of insurance has been received).

Ms. Slade requests when anyone submits for the use of facilities, they be advised it’s pending on receipt of insurance and possibly board approval. Ms. Carricato stated she didn’t understand why a request submitted in August wasn’t brought to the agenda until September.

TRANSPORTATION

FIELD TRIPS

Ms. Slade made a motion to approve the 7th and 8th Grade students field trip to the Philadelphia Zoo on October 26, 2015. This trip will be paid for by PSU/Select Medical Grant. Ms. Theurer-Rhodes, Mr. Owen and 30 adults, with 200 students. 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>
9/30/15	Autism Support Gr 7-12	Wildwood Park, Hbg	Ms. Hipple
10/19/15	Autism Support Gr 7-12	Paulus Orchards, Dillsburg	Ms. Hipple
5/27/15	3 rd Grades	Indian Echo Caverns and Chocolate World	Ms. Thomas

BUS DRIVERS

Ms. Slade made a motion to approve the attached First Student bus drivers for the 2015-2016 school year. Second by Mr. Spizzirri. Mr. Petrovich questioned the delay in information; he would prefer lists of bus drivers be presented to the board the first meeting in August to ascertain driver’s clearances have been received. All members voted aye.

STUDENT ACTIVITIES REPORT

FUNDRAISERS

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

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
Third Grade (Ms. Kretzing)	Sept. 23 to Oct. 7, 2015	R&K Sub & Sandwiches (field trips)
Autism Support (Gr. 7- 12)	October 2-16, 2015	Bake Sale (for community based instruction purposes)
First Grade	Oct 1 throughout school year	Smencils & Smickers, pencils & stickers (special activities & field trip)
First Grade	October 21, 2015	R&K Sub & Sandwiches (field trip)

PUPIL SERVICES REPORT

DAUPHIN COUNTY MEMORANDUM OF UNDERSTANDING

Ms. Metallo made a motion to approve the annual Memorandum of Understanding with the Dauphin County Department of Drug and Alcohol Services to provide a Student Assistance Core Team for the 2015-2016 school year. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

CROSSING GUARDS MEMORANDUM OF UNDERSTANDING

Ms. Metallo made a motion to approve the MOU with Swatara Township for two (2) crossing guards, not to exceed \$7,100.00 annually. Second by Mr. Spizzirri. All members present voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SCHOOL BOARD PRESIDENT'S REPORT

PSBA VOTING DELEGATES

Ms. Carricato made a motion to appoint John Salov and Rosemary Tonkin as the two PSBA Voting Delegates to participate in the PSBA Delegate Assembly to be held on Tuesday, October 13, 2015 at the PASA-PSBA School Leadership Conference. Second by Mr. Spizzirri. All members voted aye.

PSBA OFFICER ELECTION

Ms. Carricato made a motion to approve the PSBA Officers as follows: Second by Ms. Slade. All members present voted aye on roll call.
(8 ayes, 0 nays, 0 abstentions, 1 absent)

President-elect: Mr. Mark Miller, Centennial SD

Vice President: Mr. John Love, Muhlenberg SD

SUPERINTENDENT'S REPORT

CORRECTION TO 12 MONTH EMPLOYEE 2015-2016 SCHOOL YEAR CALENDAR

Ms. Slade made a motion to approve the attached amended 2015-2016 School District Calendar, for the date of April 25, 2016 to be "Teachers/Pupils Off". Second by Mr. Spizzirri. All members present voted aye on roll call.
(8 ayes, nays, 0 abstentions, 1 absent)

DONATIONS:

Ms. Slade made a motion to approve the following donations. Second by Mr. Spizzirri. Ms. Metallo requested the exploration of organizing an official alumni association to help with donations. Ms. Craig stated there has been an overwhelming response for the Adopt A Classroom. All members present voted aye on roll call.
(8 ayes, 0 nays, 0 abstentions, 1 absent)

Name	Amount	Program
Prowell Family Fund	\$3395.00	For educational and enrichment programming
Steelton Police Department	\$75.00	Cheerleading
Fifth Ward Republican Club-SGC	\$100.00	Cheerleading
St. Lawrence Lodge Club #13	\$200.00	Cheerleading
Club 320 Charitable Account	\$150.00	Football
Friends of Patty Kim	\$800.00	Football

Health South	\$1,000.00	Football
Dr. Ellen Castagneto	\$30.00	Roller Ed Fund
Dr. Ellen Castagneto	\$50.00	Volleyball
Labels for Education	\$250.00 gift card	Elementary School (Ms. Montiel)
Municipal Revenue Services	\$500.00	ADOPT A CLASSROOM teacher Jason Roach
Thomas Acri, Mayor of Steelton	\$90.00	ADOPT A CLASSROOM teacher Tara Russo
Steel-High Class of 1963	\$1,900.00	ADOPT A CLASSROOM \$500 Rebekah Randolph, 9 th grade Civics; \$500 Drucie Lyons, HS Library; \$500 Brooke Conjar, HS Special Ed; \$400 other Adopt a Classroom requests
Phillips Office Solutions	\$500.00	ADOPT A CLASSROOM Tracy Hipple, Autism Teacher Gr.6-9

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)

<u>Conference</u>	<u>Name</u>	<u>Date</u>	<u>Amount</u>
PASBO Webcast (on site)	Deb Kagarise	10/2/15	\$75.00
PCTELA (Pa Council of English Language Arts) Conference 2015, Hbg	Amanda Walk Tanya Sepela	10/16/15	\$190.00 + substitute (for each)
CAIU Gifted Networking Meetings	Malari Kane	10/22/15; 1/13/16; 5/12/16	No cost
PLN Winter Symposium, (Requirement for PLN Course) <i>Technology Can Drive Student-Centered Experience</i> , Philadelphia	Elayne Thomas	11/2/16	Substitute - ½ day
Wilson Language Introductory Workshop (CAIU)	Jacqueline Cross	11/3-5/2015	Substitute coverage (Title II)
CAIU Fall Superintendent Conference Excellence In Equity Education, Annapolis, MD	Dr. Ellen Castagneto	11/6-8, 2015	Not to exceed \$600.00

Stock & Leader Case Law Review (Special Ed), Conewago Valley SD	Patty Phillips	Sept 29, 2015 (1/2 day)	\$0
Guided Math & Teir 1 (Gr. 3-6) Workshop, CAIU	Tara Russo	Oct. 1, 2015	Substitute

SPECIAL REPORTS

ATHLETIC ASSOCIATION

Mr. Petrovich and Ms. Slade congratulated the football players, he reported the Newport team recognized their good conduct to community and the interaction with the team after the game. Mr. Iskric stated there are plans for interaction with the teams not on this year's schedule to continue the camaraderie. The volleyball team is showing competitiveness and Mr. Petrovich is pleased with students being involved in sports.

PSBA REPRESENTATIVE

There was nothing to be reported.

HACC

There was nothing to be reported

STRATEGIC PLANNING

There was nothing to be reported.

BUILDINGS AND GROUNDS

Mr. Lewis complimented Ms. Craig and her staff. Ms. Slade commented on the hedges. Ms. Craig reported the handrails have been painted and the covers have been delivered for entrances, this project will be completed soon.

DISCIPLINE COMMITTEE

There was nothing to be reported.

BUDGET COMMITTEE

Mr. Petrovich reported the district is waiting on the state to release money. Mr. Salov reported the CAIU is also looking at loans.

BOARD ROUND TABLE

Ms. Tonkin stated she has referred to teachers as heroes when speaking with teachers and heard a news report recently where a teacher donated her kidney to her student.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The meeting adjourned at 7:25 p.m. on a motion by Ms. Slade .Second by Mr. Spizzirri.
All members voted aye.

Debra Kagarise
Debra Kagarise, Board Secretary