

Steelton, Pennsylvania  
September 12, 2016

The Steelton-Highspire School Board met on the above date for the purpose of planning and developing the agenda for the regular meeting of September 22, 2016 with the following members present: Ms. Mary J. Carricato, President; Ms. Natalie Bowman; Mr. Derek Lewis; Mr. Samuel Petrovich; Mr. John Salov; Ms. Rachel M. Slade and Ms. Natasha Woods. Ms. Janice Elliott and Mr. Robert Spizzirri, Vice President; were absent. Also present were Mr. Travis Waters, Superintendent; Mr. Vincent Champion, School Solicitor; Ms. Cynthia Craig, Business Manager; Mr. Mick Iskric, Jr., Assistant to the Superintendent; Ms. Sheri Woodall, High School Principal, Mr. Scott Smith, Elementary 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 6:35 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 prior to tonight's meeting to discuss personnel.

#### **PUBLIC COMMENT (Action Items)**

There were no public comments.

#### **PRESENTATION**

Ms. Heather Bobula presented the POPS (Pain of the Prison System) program. Ms. Bobula gave a power point presentation of the program designed for students with incarcerated family members or friends, through writing and art. Ms. Bobula stated one in 15 students have someone in prison. She explained separation from a parent as a traumatic experience, the child tries to survive through the healing process. Survival trumps learning with student's school performance, as well as health are affected. The program creates a safe place and a community for high school level students to be involved in the peer focused program. Students also elect their officers. The non-profit main group offers assistance to area groups; fundraising is minimal. Ordinarily the program begins with a meal, the program would be on Wednesday mornings from 7:15 until homeroom, incorporating the district's free breakfast. Ms. Bobula reported this is the only school based program of this kind through the country; the program began in California. Questions were asked about accepting middle-schoolers and elementary; middle-schoolers are welcome and programs are in developmental stages for elementary, due to peer groups and the interaction on that level. Mr. Petrovich questioned administration's perspective of the program. Mr. Waters and Mr. Iskric both expressed their interest in any positive program that focuses and offers free resources as this program. Ms. Bowman asked if the program would be held in the cafeteria.

Ms. Danae House brought her request for continuing Steelton-In-Action after school program to the board members. Ms. House recognized volunteer partners in the audience to speak on their activities; Harrisburg Police Athletic League, Heart-to-Heart ten week session program, designed to support young girls working through bullying and relationships with group mentoring. Rev. James Lyles, Youth 10 X Better program, spoke on the life skills program, donated sewing machines and a reading program. He will volunteer on Thursdays as well as the Dauphin County Library System. Ms. House added the Salvation Army will be volunteering every day.

Ms. Bowman questioned the structure of activities planned for each day, Ms. House said nutrition, internet safety and money management are a few of the activities. Mr. Petrovich questioned the ten week session program and what will be offered to the male students. A male mentoring program may be incorporated later if the female program is as positive as expected. Ms. House reported Mr. Dolphin with Breaking the Chains will also be working with the male students, but Mr. Lyles added Mr. Dolphin is on his own and not connected with the program. Mr. Petrovich pointed out Ms. House's calendar doesn't show all activities and outreach scheduling is needed; Ms. House explained she didn't have enough time to get everything together by the Sept. 6 deadline. Ms. House plans to give volunteer clearances to administration by September 23; Ms. Bowman requested for names and contact information for all volunteers. Ms. House reported Coach Erby has agreed for the football team to be engaged with students and serving meals. Ms. Carricato questioned the number of volunteers, Ms. House reported there are ten at this time.

Mr. Petrovich inquired a cap on the number of students enrolled and voiced concern of liability resulting from inadequate supervision. Ms. House conveyed there were 100 students enrolled last year, but not all attended regularly. Ms. House expressed the police were never called last year, they attended because they wanted to be there; she always had a structured and safe program even though she was a little under staffed with volunteers last year. She also indicated no children were hurt and nothing was broken or stolen. Ms. House explained the students always had their homework completed, received a hot meal and had activities. Mr. Lewis questioned the age group for students in the program; Ms. House clarified K-5 to 9<sup>th</sup> grade. Ms. Slade expressed the concerns of the Board members are separating elementary and middle school students, due to problems that occurred last year.

Ms. Carricato communicated to Ms. House the after school program is not affiliated with the district, the district allows the program to be held in the building. Ms. Carricato expressed concern with the school secretaries being inconvenienced daily with phone calls and visits related to the program last year. Ms. Bowman questioned Ms. Culpepper taking on secretarial responsibilities for the program during the after school hours, available for parent calls and concerns. Ms. Joyce Culpepper, the program secretary, stated she will give her personal contact information to administration.

Ms. Carricato explained if the Board agrees to continue the program in the building a Memorandum of Understanding will be necessary laying out rules and policies to be followed; if not followed, the program will be disbanded immediately. Ms. Carricato added there is an amount of money past due to the district and this needs to be settled prior to the program continuing in the building. Ms. House and Ms. Woods will need to meet regarding fundraising. Ms. House was requested to meet with Administration and Ms. Carricato before the next board meeting to discuss the issues at hand.

## **ACTION ITEMS**

### **POPS PROGRAM**

Mr. Petrovich made a motion to incorporate the POPS student program into the school district. Second by Mr. Lewis. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

### **PARAPROFESSIONAL SUBSTITUTE**

Mr. Petrovich made a motion to approve Ms. Natalie Harris-Slade to the position of Paraprofessional Substitute for the 2016-2017 school year. Second by Ms. Bowman. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, and Ms. Woods voted aye on roll call. Ms. Slade abstained for family member. (6 ayes, 0 nays, 1 abstention, 2 absent)

### **UNCOMPENSATED LEAVE**

Mr. Petrovich made a motion to approve request from Ms. Aarion Anderson, Paraprofessional for three (3) days uncompensated leave, September 7, 8 & 9, 2016. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

### **REINSTATE**

Mr. Lewis made a motion to approve the reinstatement of Mr. Mark Risser, to the position of Third Grade Elementary Teacher, effective August 23, 2016, at a salary of Step 7, B+15, \$51,207.00. Second by Ms. Woods. Ms. Carricato and Mr. Lewis voted aye on roll call. Ms. Bowman, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted nay. (2 ayes, 5 nays, 0 abstention, 2 absent)

## **EXECUTIVE SESSION**

An Executive Session was called at 7:20 p.m. to discuss personnel. The meeting reconvened at 7:35 p.m. Mr. Petrovich made a motion to approve the reinstatement of Mr. Mark Risser, to the position of Third Grade Elementary Teacher, effective August 23, 2016, at a salary of Step 7, B+15, \$51,207.00, under protest. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

## **RESIGNATION**

Ms. Slade made a motion to accept the following resignations. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

- Ms. Sarah Steinhauer, HS Art teacher, effective no later than November 25, 2016 or when the position is filled.
- Mr. Jason Roach, Secondary Music Teacher/Band Director, effective no later than November 30, 2016 or when the position is filled.

## **JOB DESCRIPTIONS**

Ms. Slade made a motion to approve the attached job descriptions for Athletic Equipment Manager and Health Assistant. Second by Ms. Bowman. All members voted aye on voice vote. (7 ayes, 0 nays, 0 abstention, 2 absent)

## **APPOINTMENTS**

Mr. Petrovich made a motion to approve the appointment of Ms. Teresa Campbell, to the position of Second Grade Teacher, effective August 22, 2016, at a salary of Step 9, B+15, \$54,500. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

Ms. Slade made a motion to approve the appointment of Ms. Afton Shaud, to the position of Long Term Sub Second Grade, effective August 23, 2016, at a rate of \$150.00 a day. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

Mr. Petrovich made a motion to approve the appointment of Mr. Martin Lebow, to the position of Long Term Sub Secondary Biology, effective August 23, 2016, at a rate of \$150.00 a day. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

## **ATHLETIC APPOINTMENTS**

Ms. Slade made a motion to approve the appointment of Mr. Darren Jones, to the position of Athletic Equipment Manager, for the 2016-2017 season, at a salary of Step 1, \$2121.00. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

Ms. Slade made a motion to approve the appointment of Mr. Daryl Kyle, Jr, to the position of volunteer Varsity Football Coach for the 2016-2017 season. Mr. Kyle has submitted all required clearances. Second by Ms. Bowman. Discussion between board members about the number of paid coaches and volunteers. Ms. Carricato requested this

information be available for the next meeting. Discussion continued regarding coaches attending practices and games; coaches being appointed after the season has begun. Ms. Carricato, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. Ms. Bowman abstained saying she doesn't have enough information about him. (6 ayes, 0 nays, 1 abstention, 2 absent)

Ms. Slade made a motion to approve the following appointments as 2016-2017 football security and the rate of pay listed. All clearances are current. Second by Mr. Petrovich. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

Mr. Jeffrey Chisholm	Head of Security	\$60.00/game
Mr. Darrin Mosley Mr. Joe Barbush Mr. Sean Spencer Mr. William Perry Ms. Sonja Simmons Ms. Fredna Betton	Security	\$50.00/game

Ms. Slade made a motion to approve the following appointments for the 2016-2017 Game Workers and the rate of pay listed. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

Mr. Mark Carnes	Varsity Football Announcer	\$23.00/game
Mr. John Cerjanic	Football Clock Operator	\$25.00/game
Mr. Anthony Librandi	Varsity Football Score Keeper	\$27.00/game
Mr. Phil Hobbs Ms. Mary Hobbs Ms. Linda Brown Ms. Cynthia Tyler Ms. Georgie Hoffman Ms. Bee Kostelec	Ticket Takers	\$23.00/game

Ms. Woods made a motion to approve Ms. Rachel Slade and Ms. Deb Kagarise as volunteer appointments for the 2016-2017 Game Workers. Second by Ms. Bowman. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov and Ms. Woods voted aye on roll call. Ms. Slade abstained. (6 ayes, 0 nays, 1 abstention, 2 absent)

Ms. Slade made a motion to approve Mr. Willie Slade, Volunteer Coach, for the 2016-2017 Football season. Second by Mr. Lewis. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov and Ms. Woods voted aye on roll call. Ms. Slade abstained for family member. (6 ayes, 0 nays, 1 abstention, 2 absent)

**CHANGE WITH TEAM/GRADE LEVEL COORDINATORS**

Ms. Slade made a motion to approve the following changes to Grade Level Coordinators for the 2016-2017 school year, at a rate commensurate with the Collective Bargaining

Unit Agreement. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

Mr. Adam Gable      11<sup>th</sup> Grade                      Ms. Sara Erdman      Fifth Grade  
 Ms. Tanya Sepela      12<sup>th</sup> Grade

**CHANGE IN STATUS**

Ms. Slade made a motion to approve the change in status appointment of Ms. Tammy Stine, from part time LPN to full time Health Assistant, effective September 19, 2016, at a salary of \$29,302.00. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

**SUBSTITUTE TEACHERS**

Ms. Slade made a motion to approve the list of SHSD Day-To-Day substitute teachers for the 2016-2017 school year. Emergency Permits are for PK-12. Second by Mr. Salov. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

**EXTENDED APPOINTMENT**

Ms. Slade made a motion to approve to extend the part time summer technology position until the end of December 2016. This position was voted to continue until September 30, 2016, but there are many technology projects that need to be completed by and during the first month of school, this extra help is essential. Second by Ms. Woods. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

**FUNDRAISER**

Ms. Woods made a motion to approve the following fundraisers. Second by Ms. Slade. Mr. Petrovich questioned the popcorn seller. Ms. Slade questioned the yearbooks to be sold, it was confirmed to be surplus. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
Yearbook Club	2016-17 Sports Season	Selling old yearbooks \$10.00 each (at football and basketball games)
Roller Cheerleaders	September 12-21, 2016	Palace Popcorn Sale
Third Grade	September 19-29, 2016	R & K Sub Sale
Roller Cheerleaders	September 19-30, 2016	T-shirt sale

## CONFERENCE REQUESTS

Ms. Woods made a motion to approve the following conference requests. Second by Ms. Slade. Ms. Carricato, Ms. Bowman, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Slade and Ms. Woods voted aye on roll call. (7 ayes, 0 nays, 0 abstention, 2 absent)

<u>Conference</u>	<u>Name</u>	<u>Date</u>	<u>Amount</u>
PBIS Maintenance, CAIU	Ms. Nicolle Esposito	9/19/16 (1/2 day)	Sub cost

## REVIEW OF BOARD REPORTS

### **Financial Report**

Financial reports for the General Fund, Cafeteria Fund, Student Activities Fund, Athletic Fund for the month of August, 2016 will be brought forward for approval at the September 22, 2016 Legislative Meeting. Ms. Slade questioned a resolution to the payroll situation. Mr. Waters reported training of software by the provider. Ms. Carricato questioned more than one person being trained, Ms. Craig confirmed three employees will be trained. Mr. Lewis requested a Financial Committee meeting to be held after the board meeting.

### **Personnel Report**

Tenure, supplemental contract appointments will be brought forward for approval at the Legislative Meeting on September 22, 2016.

### **Property and Supplies Report**

Facilities usage report for September and usage requests will be brought forward for approval at the Legislative Meeting on September 22, 2016. Mr. Lewis reported a letter of request will be submitted by Mr. Erby for two upcoming events to use the field.

### **Transportation Report**

Field trip requests will be brought forward for approval at the Legislative Meeting on September 22, 2016.

### **Student Activities Report**

Fundraiser requests will be brought forward for approval at the Legislative Meeting on September 22, 2016.

### **Pupil Services**

Letter of Agreements for Arc of Dauphin County and NHS Schools will be brought forward for approval at the Legislative Meeting on September 22, 2016.

### **Superintendent's Report**

Donations and a MOU will be brought forward for approval at the Legislative Meeting on September 22, 2016.

Mr. Waters reported a successful opening of school; procedure changes are in process for directing traffic at the elementary. He reported at the Open House held at the Elementary last week, over sixty parents signed up to be parent advocates. The HS Open House will be held October 6.

## **SPECIAL REPORTS**

### **Athletic Association**

There was nothing to be reported

### **PSBA Representative**

There was nothing to be reported.

### **HACC**

There was nothing to be reported.

### **Capital Area IU**

There was nothing to be reported.

### **Strategic Planning**

There was nothing to be reported.

### **Buildings and Grounds**

Mr. Lewis stated a few repairs are planned to the press box. Ms. Slade reported lights at the football field behind grandstand area weren't working, it was dark in that area.

### **Discipline Committee**

There was nothing to be reported.

### **Budget Committee**

There was nothing to be reported.

## **PUBLIC COMMENT**

Ms. Talishia Brandao, 155 Market Street, Highspire brought transportation and procedure issues to the board with children leaving school. She questioned the procedure in a recent situation when a possible abductor had approached children, her daughter was one of the children and she wasn't contacted personally. Mr. Waters asked to meet with her after the meeting.

Ms. Joie Kiger, 773 Pine Street, Steelton questioned the procedure of police detectives or officers talking with students without parental consent. Attorney Champion asked for clarification if she meant one-on-one or in an assembly. Mr. Waters asked to meet with her after the meeting.

Ms. Joyce Culpupper, 237 N. Harrisburg St., Steelton brought her concerns to the board. UGI has dug a deep hole in Harrisburg Street and construction goes to Ridge St. which could be dangerous with students walking on that street. She asked for parents to be notified of this.

Ms. Slade spoke directly to the parents with concerns, saying the Board is interested in their concerns, but doesn't discuss matters in public in order to protect their children's privacy.

Mr. LeAndrie Mangus, 349 Spruce Street, Steelton, owner of JM Concessions. Mr. Mangus would like to sell food items at the athletic games and give a portion of proceeds back to the district. Ms. Carricato referred him to speak to Mr. Slade, Athletic Director to coordinate.

**ADJOURNMENT**

The meeting adjourned at 8:15 p.m. on a motion by Ms. Slade. Second by Ms. Bowman. All members voted aye.

*Debora Kagarise*  
Debora Kagarise, Board Secretary