

**STEELTON- HIGHSPIRE SCHOOL DISTRICT
SCHOOL BOARD LEGISLATIVE MEETING
SEPTEMBER 21, 2017
MINUTES**

VOTING MEMBERS PRESENT: Natalie Bowman, Mary Carricato, Janice Elliott, Derek Lewis, Samuel Petrovich, and Natasha Woods.

NON-VOTING MEMBERS PRESENT: Travis Waters, Mick Iskric, Michael Simonetti, Vince Champion, Kate Gallagher, Scott Smith.

CALL TO ORDER

Ms. Mary J. Carricato, President called the meeting to order at 6:49 PM.

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT OF EXECUTIVE SESSIONS

Ms. Carricato announced an Executive Session was held prior to the meeting to discuss personnel.

PUBLIC COMMENT (Agenda Items)

There were no public comments.

PRESENTATION

Joshua Porr (Facilities Request) Mr. Porr gave a presentation as to why he would like to use the elementary school cafeteria on October 8, 2017 for his engage party to another teacher in the school district. There will be no alcohol and his Mr. Dean Porr is a facility worker and he is willing to donate his time to make sure that the cafeteria is put back the same way it was before it was used. This request was already put on the agenda and would be voted on in another subject.

FOLLOW UP

There was no Follow up.

APPROVAL OF MINUTES

Mr. Lewis made a motion to approve the August 7, 2017 Planning Board Meeting Minutes. Second by Mr. Spizzirri. All members present voted, the motion carried.

Ms. Woods made a motion to approve the August 17, 2017 Legislative Board Meeting Minutes. Second by Mr. Spizzirri. All members present voted, the motion carried.

CURRICULUM REPORT

No report

FINANCE REPORTS

Mr. Elliott made a motion to approve the General Fund Financial and Accounts Payable/Estimated Expenditures Reports. Second by Ms. Elliott. All members present voted yes and the motion carried.

August 2017	
Balance 8/01/17	\$1,154,815.31
Receipts	3,383,621.82
Disbursements	2,142,923.17
Balance 8/30/17	\$2,395,513.96

Board approve the following Accounts Payable/Estimated Expenditures Reports: Final approval of August vendor payments in the amount of \$ 943,942.78 which includes vendor checks # 41713 -# 41885 and wire payments # 734W -# 751W for \$ 873,652.51. Payroll amount \$ 325,327.88.

Mr. Lewis made a motion to approve the Cafeteria Fund Financial Reports. Second by Ms. Bowman. All members present voted yes and the motion carried.

August 2017	
Balance 8/01/17	\$208,879.21
Receipts	912.58
Disbursements	2,178.80
Balance 8/31/17	\$207,612.99

Board approved the following Accounts Payable/Estimated Expenditures Reports. Final approval of August vendor payments in the amount of \$ 1,896.30 which includes vendor checks #41882 -#41882.

Mr. Lewis made a motion to table the Athletic Association Financial Accounts and Payable/Estimated Expenditures Reports until more clarification was given about the receipt amounts. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

August 2017	
Balance 8/01/17	\$2,208.59
Receipts	23,686.12
Disbursements	14,363.83
Balance 8/31/17	\$11,530.88

Final approval of June vendor payments in the amount of \$0. Final approval of July vendor payments in the amount of \$60.00 which includes vendor checks #6450 -#6450.

Mr. Lewis made a motion to approve the Student Activities Account Financial Reports. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

August 2017	
Balance 8/01/17	\$52,469.34
Receipts	2,507.94
Disbursements	5,269.16
Balance 8/31/17	\$49,708.12

Final approval of August vendor payments in the amount of \$ 13,763.83 .which includes vendor checks # 6452 - # 6473 and wire payments # 752W - # 752W in the amount of \$ 600.00. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

PERSONNEL REPORT

TENURE

Mr. Petrovich made a motion to grant tenure to the following. Second by Ms. Elliott. All members present voted yes and the motion carried.

Name	Position	Effective Date
Ms. Samantha Roedts	Jr High Math Teacher	September 21, 2017
Ms. Emily Mohr	Elementary Teacher	September 21, 2017

GRADE LEVEL COORDINATORS, DEPARTMENT HEADS AND TEAM LEADERS

Mr. Petrovich made a motion to approve the following Elementary Grade Level Coordinators and Department Heads for the 2017-2018 school year. Second by Ms. Elliott. All members present voted yes and the motion carried.

Assignment	Name	Amount
Elementary Performing Arts Dept. Head	Ms. Gail Romanofsky	\$750.00
Science Department Head	Ms. Nicole Koller	\$750.00
HS Special Ed Department Head	Ms. Jamee Davis	\$750.00
ELA Department Head	Ms. Tanya Sepela	\$750.00
9 th Grade Team Leader	Ms. Kara Schwenk	\$500.00
10 th Grade Team Leader	Mr. Pete Boyajian	\$500.00

11 th Grade Team Leader	Mr. Adam Gable	\$500.00
12 th Grade Team Leader	Ms. Tanya Sepela	\$500.00

ATHLETIC APPOINTMENTS

Mr. Petrovich made a motion to approve the following athletic appointments for the 2017-2018 season. Second by Ms. Elliott. All members present voted yes and the motion carried.

Name	Position	Rate of Pay
Ms. Kyzherra Holmes	Football Security	\$50.00/game

SUPPLEMENTAL CONTRACTS

Mr. Petrovich made a motion to approve the following supplemental contracts for Elementary student activities for the 2017-18 school, at a rate commensurate with the Collective Bargaining Agreement. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

Assignment	Name	Amount
Elementary Library Club Advisor	Ms. Jennifer Feldser	\$602.00
11 th Grade Co-Advisor	Ms. Robyn St. Hilaire Ms. Kara Schwenk	\$484.00 split (\$242.00 each)
12 th Grade Co-Advisors	Ms. Ryan House and Ms. Erin Drayer	\$844.00 split (\$422 each)
Gifted Coordinator	Ms. Brooke Conjar	\$3000.00
Special Ed Transition Coordinator	Ms. Brooke Conjar	\$3000.00
Marching Band Director	Mr. Aaron Neal	\$2,998.00
Yearbook Advisor	Ms. Tanya Sepela	\$1204.00
Auditorium Manager	Mr. Aaron Neal	\$602.00
Art Club Advisor	Ms. Jennifer Morrison	\$602.00
POPS Club	Ms. Jennifer Morrison	\$602.00
Jam Club	Ms. Nicole Koller	\$602.00

PROPERTY AND SUPPLIES REPORT

FACILITIES USAGE REQUESTS

Mr. Petrovich made a motion to approve the facilities usage request The use of the concession stands will not be included for these events. Mr. Brian Clark, Harrisburg Pit Bulls for additional dates for Cottage Hill field, on October 1 and 21 from 1:00 PM – 3:00 PM for semi pro football games, with facilities usage charges applied. The use of the

concession stands will not be included for these events. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

Mr. Petrovich made a motion to approve the facilities usage request from Mr. Joshua Porr for the use of the Elementary Cafeteria to hold a personal event on October 8, 2017 from 12:00 to 5:00 PM. Second by Ms. Elliott. All members present voted yes and the motion carried.

A motion was made by Mr. Petrovich to make an amends to the motion for Mr. Porr to be able to us the Elementary Cafeteria, but he has supply Insurance from 12-5 pm. Second by Ms. Elliott. All the members voted yes and the motion carried.

THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY

All groups (excluding district groups) have followed facilities usage guidelines in obtaining required insurance coverage for events, including presented to the board. All are responsible to coordinate times for building/field usage, as well as field maintenance approval due to inclement weather, if necessary

- Currently to October 29, Steelton Midget Football Association Cheerleading practice, Auxiliary Gym outside area
- August to November 1, 5:30 PM to 7:15 PM, Steelton Midget Football Association, Midget football practice, Cottage Hill Field
- September 2, 9, and 30, 4:00 – 7:00 PM, PA Pharaohs, football games, Cottage Hill field, concession stands will not be included for these events.
- September 10; September 24; October 8; Saturday, October 28 or Sunday, October 29, 2017, 9:00 AM to 6:30 PM, Steelton Midget Football Association, Cottage Hill Field, scoreboard, press box and concession stand
- September 16 and 23 and October 14 from 1:00 PM – 5:00 PM and October 28 from 5:00 PM to 9:00 PM, Harrisburg Pit Bulls, Cottage Hill field, football games. Concession stands will not be included for these events.
- September 23, 2017 Central PA Market Council for Team Beachbody, HS Gym
- December 15, 9-10 PM & December 16, 2017, 6 AM-5 PM, Capital Area Extreme, for cheerleading competitions, HS Gym, Auxiliary Gym, Cafeteria area (not kitchen), lobby area, locker rooms, bathrooms, and facilities workers.. Availability of HS Gym on Dec. 15 will depend on when game is finished.

A brief executive session was then held for the Board to get Legal Counsel.

TRANSPORTATION REPORT

FIELD TRIPS

THE FOLLOWING IS INFORMATION ONLY – NO ACTION NECESSARY

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

Date	Students and Teachers	Location
3 rd Friday monthly through school year	High School Autism Support	Central PA Food Bank
9/7/17	Science Club	Ivy Lane, Harrisburg
9/11/17	Science Club	Fort Hunter/West Fairview or Swatara Creek or Memorial Lake
9/22/2017	8 th Grade	Historic Midland Cemetery
10/4/17	HS Autism Support Class	Paulus Orchards
10/5/17	Physics Honors	Knoebels
10/17/17	HS Autism Support Class	Pinchot Lake
10/28/17	HS Band	Dover Area HS

STUDENT ACTIVITIES REPORT

I. FUNDRAISERS

Mr. Petrovich made a motion to approve the following fundraisers. Second by Ms. Spizzirri. All members present voted yes and the motion carried.

<u>Club/Group</u> <u>Contact</u>	<u>Date</u>	<u>Type of Funding</u>
Science Club	2017-2018 school year	Bottles of water @ \$1.00 ea. for science fair and field trips

PUPIL SERVICES REPORT

YELLOW BREECHES EDUCATIONAL CENTER, INC. AGREEMENT

Ms. Woods made a motion to approve the Agreement between Yellow Breeches Educational Center, Inc. and SHSD for educational services from August 31, 2017 to June 30, 2018, at a cost of \$27,158.00. Second by Ms. Elliott. All members present voted yes and the motion carried.

SPECIALIZED EDUCATION SERVICES OF PA, INC. AGREEMENT

Ms. Woods made a motion to approve the Agreement between Specialized Education Services of Pa, Inc. and SHSD for non-traditional placement option educational services from August 30, 2017 through June, 2018, at a rate of \$155.00 per student, for each day of enrollment in program. Second by Ms. Elliott. All members present voted yes and the motion carried.

KEYSTONE MENTAL HEALTH AGREEMENT

Ms. Woods made a motion to approve the Agreement between Keystone Human Services and SHSD to provide mental health consultation for Junior and Senior High School for the 2017-2018 school year. Second by Ms. Elliott. All members present voted yes and the motion carried.

DAUPHIN COUNTY JUVENILE PROBATION SERVICES MOU

Ms. Woods made a motion to approve the Agreement MOU between Dauphin County Juvenile Probation Services and SHSD for the 2017-2018 school year. Second by Ms. Elliott. All members present voted yes and the motion carried.

HARRISBURG UNIVERSITY MOU

Ms. Woods made a motion to approve the Agreement MOU between Harrisburg University and SHSD to provide technology education instruction and dual enrollment for Grades 7 through 12 for the 2017-2018 school year, at a cost of \$85,000. Second by Ms. Elliott. All members present voted yes and the motion carried.

SALVATION ARMY

Ms. Woods made a motion to approve the Agreement MOU between Harrisburg the Salvation Army and the SHSD for the Salvation Army to operate the after school program at the elementary school for the 2017-2018 school year. Second by Ms. Elliott. All members present voted yes and the motion carried.

SPECIAL PROJECTS REPORT

No items at this time.

SCHOOL BOARD PRESIDENT'S REPORT

Please vote on the following PSBA Officers by circling your choice and signing your name on the paper. Then they will be collected and tallied. The results will be given at the next meeting.

PSBA OFFICER ELECTION

The majority vote for the following PSBA Officers as follows:
(Please see information attached for details about candidates.)

President-Elect:

Mr. David Hutchinson, State College SD (Centre Co.)

or

Otto W. Voit, III, Muhlenberg SD (Berks Co.)

Vice President:

Eric Wolfgang, Central York SD (York Co.)

or

Gary Michael Smedley, Carbondale Area SD (Lackawanna Co.)

Treasurer:

Mike Gossert, Cumberland Valley SD (Cumberland Co.)

Central At Large (Regs. 4,5,6,9,12)

Larry Augustine, Selinsgrove Area SD (Snyder Co.)

or

Clythera Hornung, St. Marys Area SD (Elk Co.)

Motion by:

Second:

Roll Call Vote: _____Ayes _____Nays _____Abstentions _____ Absent

(ROLL CALL VOTE)

PSBA INSURANCE TRUST ELECTION

The majority vote for the following PSBA Insurance Trust Officers as follows: *(Please see information attached for details about candidates.)*

Michael Faccinetto, Bethlehem Area SD, PSBA President

Marianne L. Neel, West Jefferson Hills SD, PSBA Past President
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Motion by:

Second:

Roll Call Vote: _____Ayes _____Nays _____Abstentions _____ Absent

(ROLL CALL VOTE)

SOLICITOR'S REPORT

No items at this time.

SUPERINTENDENT'S REPORT

FUNDRAISERS

Mr. Petrovich made a motion to approve the Board grant permission for Ms. Jamee Davis to solicit staff for donations and to be volunteers for St. Jude's Children's Cancer Walk fundraiser on Sept. 23, 2017. Second by Mr. Woods. All members present voted yes and the motion carried.

CONFERENCE REQUEST

Ms. Petrovich made a motion to approve renewing the following conference request. Second by Mr. Lewis. All members present voted yes and the motion carried.

<u>Name</u>	<u>Conference</u>	<u>Date</u>	<u>Cost</u>
Ms. Elayne Thomas and Ms. Megan Byrnes	CAIU Reading Specialist Network	10/20; 12/15; 2/9; 4/16	\$0
Ms. Elayne Thomas and Ms. Megan Byrnes	CAIU MTSS Cohort Session 1,2,3	9/7; 1/10; 5/10	\$0
Ms. Elayne Thomas and Ms. Megan Byrnes	CAIU Data Team Mtg/TIPS Model	10/10; 2/7	\$0
Ms. Brooke Conjar	IU#15 Gifted Transition	9/19/17	\$50.00
Ms. Brooke Conjar	CART	9/20/17	\$0

DONATIONS

Mr. Elliott made a motion that the Board accept the donation of new volleyball jerseys from Mother's Sub. Second by Ms. Woods. All members present voted yes and the motion carried.

Mr. Petrovich made a motion to accept the donation of \$1000.00 from McClure Comp. for Athletic Transportation. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

UPDATED SHSD ORGANIZATIONAL CHART

Ms. Petrovich made a motion that the Board approve the attached updated Organizational Chart. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

ACT 93 AGREEMENT

Mr. Petrovich made a motion that the Board approve the attached Appendix C of Act 93 Agreement, to reflect the added positions of School Psychologist and Social Worker. Second by Mr. Spizzirri. All members present voted yes and the motion carried. **(ROLL CALL VOTE)**

ATHLETIC COOPERATIVE

Mr. Petrovich made a motion that the Board approve the attached agreement between Middletown Area School District and SHSD for field hockey. Second by Mr. Lewis. All members present voted yes and the motion carried.

ACTION ITEM

PERSONNEL

SUPERINTENDENT'S REPORT

DONATIONS

Mr. Petrovich made a motion that the Board accepts the donation from St. Lawrence Lodge Club #13 in the amount of \$175.00 for the football team. Second by Mr. Lewis. All members present voted yes and the motion carried.

CONFERENCE REQUEST

Mr. Petrovich made a motion that the Board approves the conference request for Travis Waters to attend the Superintendent Summit on Equity & Justice: Access, Inclusiveness, & Opportunity for the dates of October 12th-14th, 2017 at no cost to the district. Second by Mr. Spizzirri. All members present voted yes and the motion carried.

FUNDRAISERS

STUDENT DISCIPLINE

Mr. Petrovich made a motion that the Board approves the fact and waiver admission for student number #171800901 and student number #171800701...Second by Mr. Lewis. All members present voted yes and the motion carried.

SIDE LETTER OF AGREEMENT

Mr. Petrovich made a motion that the Board approves the side letter of agreement to the Collective Bargaining Agreement between AFSCME District Council 90, Local 1086, and the Steelton Highspire School District. Second by Ms. Elliott. All members present voted yes and the motion carried.

FORENSIC AUDIT

Mr. Petrovich made a motion that the Board approves the letter of engagement with FFC Financial Forensic Consultants LLC to complete a forensic accounting investigation into the athletic fund account not exceed \$10,000.00. Second by Ms. Elliott. All members present voted yes and the motion carried.

FIELD TRIP

Mr. Petrovich made a motion that the Board approves the Physics Honors Class to go to Knoebels on October 5, 2017. Second by Mr. Lewis. All members present voted yes and the motion carried.

ATHLETIC FUND

Mr. Simonnetti stated that the Athletic funds normally do not transfer money this early in the season, but an advancement was made to the Sportsman Account. \$14,000 was needed, but \$20,000 was transferred for future receipts.

Mr. Petrovich made a motion to approve the Athletic Fund portion of the Financial Report after clarification was given into why the disbursement amounts and receipts did not look right. Second by Mr. Lewis. All members present voted yes and the motion carried.

SPECIAL REPORTS

ATHLETIC ASSOCIATION

- There will be interviews held for the Head Basketball position and the Wrestling Position will be posted.
- We need to continue to allow everyone to buy tickets until the end of the 3rd Quarter of the High School football game.
- The Grand Stand needs to be maintained until the end of the game.
- High School football games need at least 8-10 people for security.
- A question was asked about the camera being installed. There will be a meeting this week in regards to a meeting, then we will be waiting for the permit to move forward.

PSBA REPRESENTATIVE

There was nothing to be reported.

HACC

There was nothing to be reported.

CAIU

There was nothing to be reported.

STRATEGIC PLANNING

There was nothing to be reported.

BUILDINGS AND GROUNDS

There was nothing to be reported.

DISCIPLINE COMMITTEE

There was nothing to be reported.

BUDGET PLANNING

There was nothing to be reported.

POLICY COMMITTEE

There was nothing to be reported.

BOARD ROUND TABLE

There was nothing to be reported.

PUBLIC COMMENT (ANY TOPIC)

The Resource Fair and Back to School Night was a success.

ADJOURNMENT

The meeting adjourned at 8:05 PM on a motion by Mr. Spizzirri. Second by Mr. Lewis.
All members present voted yes and the motion carried.

ShaQuita Burton

ShaQuita Burton, Acting Board Secretary