

# STEELTON-HIGHSPIRE SCHOOL DISTRICT

## PLANNING MEETING

September 4, 2019

### MINUTES

**VOTING MEMBERS PRESENT:** Ms. Rachel Slade, President, Ms. Joyce Culpepper, Vice President, *Mr. Derek Lewis, Ms. Janice Elliott, Ms. Ms. Carricato, and Ms. Karen Harris*

**VOTING MEMBERS ABSENT:** Ms. Natalie Bowman, Mr. Calvin Johnson, and Ms. Paula Sviben

**NON-VOTING MEMBERS PRESENT:** Dr. Travis Waters, Superintendent, Vince Champion, Solicitor, Sam Neidlinger, Terry Martin and Mr. Michael Simonetti, Business Manager/Board Secretary

Attached is a copy of a list of names of the members of the public who were present

### **CALL TO ORDER**

Ms. Rachel Slade, President called the meeting to order at 6:30 PM.

### **PLEDGE OF ALLEGIANCE**

Audience

### **EXCUTIVE SESSION**

None

### **PUBLIC COMMENT (Agenda items)**

None

### **PRESENTATION**

Jamie Doyle, PFM Bond update includes savings with the SHSD, presentation materials handed out to Board members.

Corey Baughman, YMCA Health And Your Child (HWYC), flyer handed detailing the Who, What and the How to have students participate in the program with Board approval for the 15 week program in promoting healthy lifestyle options for the students with an adult participating with the student at SHSD at the Elementary School. They want to be able to reach 10/15 families with this program starting around 10/21/2019.

### **FOLLOW UP**

Dr. Waters followed up on the following items:

Jerry Feaser from Dauphin County Board of Election starting in the Spring of 2020 using the district schools for election polling site. Our district buildings are set to accommodate public access for everyone to vote. SHSD would be able to plan the staff ACT 80 days around these election days for when school would be closed.

SHSD would be able to improve student coverage more effectively with an increase to two Health Assistance and one School Nurse, this staff increase would not be budget increase for the district.

Back-to-School Carnival will be held on 9/11/2019 from 6:00p.m. – 8:00 p.m. with a 911 Ceremony being held at 5:30 p.m. at the flag pole.

Follow-up with concerns that supplies are not being provided to staff; all staff have supplies (i.e. paper, compensation books) for their students and classrooms needs. Dr. Waters reviewed the current paper use by staff and an excessive amount of copy paper is being used by staff. Mr. Simonetti inventoried the storage room and 60% of the supplies being requested to be ordered was already in stock. The district want to use smart purchasing practices is only ordering supplies as needed, encouraging staff to use what's on-hand first before requesting new things. To reduce the cost the quantity on-hand is double checked before placing any new orders.

### **REVIEW OF BOARD REPORTS**

Reports are all listed individually

#### **ACTION ITEM: PERSONNEL REPORT - Ms. Culpepper**

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

Motion by Ms. Culpepper, Second by Ms. Harris. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. *(6 ayes, 0 nays, 3 absent)* Motion carried.

#### **ACTION ITEM: PROPERTY AND SUPPLIES REPORT - Ms. Carricato**

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. Questions was raised, clarification and specifics needs to be explained before moving forward. Suggestion that any repairs required to be defined in an agreement before approving access to the property.

Motion by Ms. Carricato Second by Ms. Elliot. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. *(6 ayes, 0 nays, 3 absent)* Motion tabled.

#### **ACTION ITEM: STUDENT ACTIVITIES REPORT - Ms. Elliott**

The Administration respectfully recommends that the Board approve the following attached fundraisers.

Motion by Ms. Elliott, Second by Ms. Carricato. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. *(6 ayes, 0 nays, 3 absent)* Motion carried.

#### **ACTION ITEM: PUPIL SERVICES - Ms. Harris**

##### **Phase 4 Learning Center Agreement**

The administration respectfully recommends that the board approve the agreement between Phase 4 Learning Center and SHSD to provide AEDY services to our students

Motion by Ms. Harris, Second by Ms. Carricato. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. *(6 ayes, 0 nays, 3 absent)* Motion carried.

**Merakey Harrisburg School Agreement**

The administration respectfully recommends that the board approve the agreement between Merakey Harrisburg School and SHSD to provide Autism and/or Emotional Support education to our students. Motion by Ms. Harris, Second by Ms. Elliott. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. (6 ayes, 0 nays, 3 absent) Motion carried.

**ACTION ITEM: SUPERINTENDENT REPORT - Dr. Waters**

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

Motion by Ms. Carricato Second by Ms. Harris. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. (6 ayes, 0 nays, 3 absent) Motion carried.

**FINANCE REPORT: Mr. Johnson**

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.

**CURRICULIUM: Ms. Bowman**

No report at this time

**PERSONNEL REPORT: Ms. Culpepper**

No report at this time

**PROPERTY AND SUPPLIES REPORT - Ms. Carricato**

**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.

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.

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 Ms. Carricato Second by Ms. Harris. Mr. Lewis, Ms. Harris, Ms. Culpepper, Ms. Carricato, Ms. Elliott and Ms. Slade. (6 ayes, 0 nays, 3 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.

No report at this time

**TRANSPORTATION: Ms. Sviben**

**STUDENT ACTIVITIES REPORT: Ms. Elliott**

**Fundraisers**

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

**PUPIL SERVICES REPORT: Ms. Harris**

**The Meadows**

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

**SPECIAL PROJECTS REPORTS: Mr. Lewis**

No report at this time

**SOLICITOR'S REPORT: Attorney V. Champion**

No report at this time

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

No report at this time

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

**Conference Request**

The Administration respectfully recommends that the Board approve the following attached conference request:

**Donations**

The Administration respectfully recommends that the Board accept the following attached donations:

**SUB-COMMITTEE REPORTS**

**Athletic Committee**

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

Going to have monthly meetings moving forward

Recommended to have no cars parked at the corner of the football field (on the visitor's side) for better clearance when people are leaving the football field and try to get cones or barriers. The only parking would be Ambulance, Police and Media.

Make sure eligibility reports are sent weekly and Study Hall on Wednesdays each week.

**PSBA Representative**

Ms. Culpepper

No report at this time

**HACC:**

Ms. Harris

No report

## **CAIU**

Ms. Bowman

No report

## **Strategic Planning Committee**

Ms. Bowman (Chairperson), Ms. Sviben, Ms. Harris

No report

## **Buildings and Grounds Committee**

Mr. Lewis (Chairperson), Ms. Sviben, Ms. Harris

Going to set-up meetings

## **Discipline Committee**

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

Going to set-up meetings

## **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**

Please see attached CAIU Board Highlights

Mr. Johnson question when schedules will be available for the students, Mr. Martin schedules will be given

## **PUBLIC COMMENT**

Ms. Horner suggested putting Fundraiser on social media for the community and inviting YMCA to the Back-to-School Carnival.

Ms. Reynolds has a few parent concerns with the only way a student can take a History book home, they would have to give the teacher collateral. Band students have to go out the front door of the school and walk around the building to go the band room for practice, they are not allowed to walk through the building. Students cannot take their computers home and because her daughter rides the bus, she can't get her computer back to her homeroom and get the bus on time, she missed the bus. Parents was advised that homework has to be printed out at lunch time, because laptops cannot be taken home. Kids are advised to leave the school property at dismissal and cannot use cell phone on school property or school bus.

With school safety and to alleviate congestion of students after school Board members was suggesting alternatives to band members having to walk around the outside of the building.

Ms. Culpeper question if additional Crossing Guards will be placed for safety purposes. Dr. Waters will follow-up with Swatara Police Department.

Can the Elementary review dismissal of 4<sup>th</sup> grader students by the smaller baseball field, there is an abundance of students coming out the entrances and is very congested and un-safe.

Ms. Harris was questioning activities being scheduled on Friday Nights when there are football games and band students can't participate in the activities.

Dr. Waters will follow-up with the parent and Board members concerns with the building principals.

### **ADJOURNMENT**

The meeting adjourned at 7:40 p.m. on a motion by Ms. Carricato, Second by Ms. Elliott. All members present voted yes and the motion carried.

*Michael Simonetti*  
Board Secretary