

Steelton, Pennsylvania
December 1, 2016

The annual reorganization meeting of the Board of School Directors of the Steelton-Highspire School District was held on the above date. The following members were present: Ms. Mary J. Carricato; Ms. Janice Elliott; Mr. Derek Lewis; Mr. Samuel Petrovich; Mr. John Salov; Mr. Robert Spizzirri and Ms. Natasha Woods. Absent were Ms. Natalie Bowman and Ms. Rachel Slade. Also present were Mr. Travis Waters, Superintendent; Mr. Vincent Champion, School Solicitor; Mr. Mick Iskrac, Jr., Assistant to the Superintendent; Ms. Cynthia Craig, Business Manager; 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. Kagarise called the meeting to order at 6:45 P.M.

The meeting opened with the "Pledge of Allegiance to the Flag".

ELECTION OF A TEMPORARY CHAIRPERSON

Mr. Lewis made the motion for Mr. Robert Spizzirri to serve as Temporary Chairperson. Second by Mr. Petrovich. Mr. Petrovich moved to close nominations. Second by Ms. Carricato. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

ELECTION OF PRESIDENT

Mr. Spizzirri called for nominations for the office of President. Mr. Salov nominated Mr. Petrovich. Mr. Petrovich declined. Mr. Petrovich nominated Ms. Carricato for President. Second by Mr. Lewis. Mr. Lewis moved to close nominations. Second by Mr. Petrovich. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent) Ms. Kagarise announced Ms. Carricato as the Board President for 2016.

Mr. Lewis requested to make a motion for officers to continue to hold same offices for the coming year. Attorney Champion suggested for the President to make that decision for the next meeting.

ELECTION OF VICE PRESIDENT

Ms. Carricato called for nominations for the office of Vice President. Mr. Lewis nominated Mr. Spizzirri for Vice President. Second by Mr. Petrovich. Mr. Petrovich moved to close nominations for Vice President. Second by Mr. Lewis. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent) Ms. Carricato announced Mr. Spizzirri as the Board Vice President for 2016.

ELECTION OF TREASURER

Ms. Carricato called for nominations for the office of Treasurer. Mr. Lewis nominated Mr. John Salov for Treasurer. Second by Mr. Petrovich. Mr. Petrovich moved to close nominations for Treasurer. Second by Mr. Lewis. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Ms. Woods and Mr. Spizzirri voted aye on roll call. Mr. Salov abstained. (6 ayes, 0 nays, 1 abstentions, 2 absent) Ms. Kagarise announced Mr. John Salov as the Board Treasurer for 2016.

APPOINTMENTS

Ms. Carricato asked for delegates for Harrisburg Area Community College. Mr. Spizzirri volunteered as Delegate and Mr. Lewis volunteered as Alternate Delegate.

Ms. Carricato asked for delegates for Capital Tax Bureau. Mr. Salov volunteered as Representative.

Ms. Carricato asked for delegates for Pennsylvania School Board Association. Mr. Salov volunteered as Representative, Ms. Woods volunteered as Legislative Chairperson and Ms. Elliott volunteered as Employee Relations Contact.

ASSIGNMENTS

Ms. Carricato will present the assignments at the January 9, 2017 Board Planning Meeting.

ADJOURNMENT

The meeting adjourned at 6:54 p.m. on a motion by Mr. Lewis. Second by Mr. Spizzirri. All members present voted aye.

Debora Kagarise

Debora Kagarise, Board Secretary

The Steelton-Highspire School Board met on the above date with the following members present: Ms. Mary J. Carricato; Ms. Janice Elliott; Mr. Derek Lewis; Mr. Samuel Petrovich; Mr. John Salov; Mr. Robert Spizzirri and Ms. Natasha Woods. Absent were Ms. Natalie Bowman and Ms. Rachel Slade. Also present were Mr. Travis Waters, Superintendent; Mr. Vincent Champion, School Solicitor; Mr. Mick Iskric, Jr., Assistant to the Superintendent; Ms. Cynthia Craig, Business Manager; 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, President called the meeting to order at 6:55 p.m.

MOMENT OF SILENCE

Ms. Carricato requested a moment of silence in the passing of Mr. Tom Zimmerman, Retired Facilities Worker; Ms. Mary Metallo, Alumni and mother of Ms. Sarah Metallo, former Board Director; and Mr. David Ward.

PUBLIC COMMENT (Agenda Items)

There were no public comments.

PRESENTATIONS

Mr. Michael Gaffey brought his facilities usage request to the Board for an AAU Tournament. The request includes High School Gym, Auxiliary Gym and restrooms, no locker rooms will be needed on April 1 & 2, April 22 & 23, and April 29 & 30 from 7:00 am to 9:00 pm on Saturdays and 7:00 am to 5:30 pm on Sundays. The boys' basketball team will receive \$1500 from each tournament, \$500.00 will be donated toward the Wizards coming to the district. The concession stand will be used for district fundraising efforts.

Ms. Danae House, Steelton Youth in Action updated the Board with the progress of planning and paying debt in order to bring the after school program back to the district. Mr. Tom Connelly, Swatara Township reported a debt from the district for the community resource officer has been resolved. Ms. Carricato asked for clarification on the debt issue because the district wasn't responsible for the debt not being paid. Mr. Connelly spoke on behalf of the Swatara Township with their interest in participating with the afterschool program, with a grant to offset expenses. Board members were concerned with not receiving updated background clearances, a plan of action, names of staff and number of students expected in the program; other concerns included the importance of students being supervised by adults and safety of students. A Memorandum of Understanding was requested for the Board to review before moving forward with the after school program. Ms. Carricato requested a meeting with board members, Mr. Connelly and Ms. House in January to discuss further. Mayor Hoerner questioned if Highspire students are permitted to attend, Ms. House confirmed the time had been extended last year for the convenience of students attending from Highspire.

Mr. Joe Porter, Alumni and Roller Foundation member, presented the Harrisburg Promise project for opportunities open to 7th graders through Harrisburg Area Community College. A group of administrators and board members previously met with Mr. Porter and Mr. Rodgers, HACC Workforce Development Program. A coalition from Harrisburg Housing Authority, Harrisburg Mayor's office and HACC organized the mentoring project. Mr. Porter distributed handouts describing the program. To complete the program, seventh grade students will be committed to hold a 2.5 GPA, not be a parent, not be involved with drugs or alcohol and attend nine sessions throughout the year. Mr. Porter reported the next session is in mid-January. Ms. Woodall reported she has identified 37 seventh grade students that are eligible for the program. HACC has committed to give free education for two years to seventh graders completing this free program from seventh through twelve grade. Mr. Waters added HACC is working with a couple of four year colleges for students to have the opportunity to attend for four years. Mr. Porter stated the commitment from the district is to provide student transportation to HACC. Mr. Porter invited Board members to visit HACC to see what is offered. Ms. Woods asked for clarification with Steelton-Highspire students. Mr. Waters reported HACC is offering eleventh and twelve grade students the opportunity to attend the HACC vocational center.

APPROVAL OF MINUTES

Mr. Salov made a motion to approve the November 7, 2016, Planning Meeting minutes. Second by Mr. Lewis. All members present voted aye on voice call (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Spizzirri made a motion to approve the November 17, 2016, Legislative Meeting minutes. Second by Ms. Elliott. All members present voted aye on voice call (7 ayes, 0 nays, 0 abstentions, 2 absent)

FINANCE REPORT

Mr. Salov made a motion to approve the following financial reports for November 2016. Second by Ms. Elliott. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent).

GENERAL FUND

November 2016	
Balance 11/01/16	\$4,699,526.57
Receipts	\$730,639.10
Disbursements	\$949,739.95
Balance 11/30/16	\$4,480,425.72

Accounts Payable/Estimated Expenditures Reports: Final approval of November vendor payments in the amount of \$949,739.95 which includes vendor checks #40566-#40696 and wire payments #522-#531.

CAFETERIA FUND

November 2016	
Balance 11/01/16	\$393,684.44
Receipts	\$47,188.45
Disbursements	\$76,185.89
Balance 11/30/16	\$364,687.00

Accounts Payable/Estimated Expenditures Reports: Final approval of November vendor payments in the amount of \$76,185.89 which includes vendor checks #1978-#1979.

ATHLETIC FUND

November 2016	
Balance 11/01/16	\$1,925.68
Receipts	\$20,113.75
Disbursements	\$5,074.75
Balance 11/30/16	\$16,964.68

Accounts Payable/Estimated Expenditures Reports: Final approval of November vendor payments in the amount of \$5,074.75 which includes vendor checks #6241-#6255.

STUDENT ACTIVITIES ACCOUNT

November 2016	
Balance 11/01/16	\$49,533.70
Receipts	\$3,859.40
Disbursements	\$1,528.07
Balance 11/30/16	\$51,865.03

Accounts Payable/Estimated Expenditures Reports: Final approval of November vendor payments in the amount of \$1,528.07 which includes vendor checks #2611-#2617.

RESOLUTION - PUBLIC ASSET MANAGEMENT, INC. (PAM)

Mr. Salov made a motion to approve the authorization for the sale of the school district's 2017 real estate tax claims and liens to be purchased through Public Asset Management, Inc. (PAM), as per the attached Board Resolution. Second by Ms. Elliott. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent).

RESOLUTION – POST-ISSUANCE COMPLIANCE PROCEDURES

Mr. Salov made a motion to approve the authorization for the Post-Issuance Compliance Procedures for tax-exempt obligations with non-electoral debt, as per the attached Board Resolution. Second by Ms. Elliott. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent).

PERSONNEL REPORT

CHILDREARING LEAVE

Mr. Petrovich made a motion to approve the request by Ms. Malari Kane, Special Ed/Cyber Ed teacher, for Childrearing Leave from January 9, 2017 until the end of the school year. Ms. Kane is permitted to take leave under Policy 435.1 Childrearing Leave and agrees to the terms in the policy. Second by Mr. Spizzirri. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

CHANGE IN STATUS

Mr. Petrovich made a motion to approve the change in status for Ms. Stacey Winter-Davis, Secondary Social Studies, from Long Term Sub to full time status. Second by Ms. Elliott. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

APPOINTMENT

Mr. Petrovich made a motion to approve the appointment of Ms. Natalie Harris-Slade as One-on-One Special Educational Paraprofessional, at a salary of \$9.00 per hour, effective December 2, 2016. Ms. Harris-Slade is currently a substitute paraprofessional in the district. Second by Mr. Spizzirri. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

SUBSTITUTE TEACHERS

Mr. Petrovich made a motion to approve Ms. Samantha Crane for a SHSD Day-To-Day substitute teacher for the 2016-2017 school year. Emergency Permits are for PK-12. Second by Ms. Elliott. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Mr. Petrovich made a motion to approve Mr. Duquesne Freeman-McKamey for a SHSD Day-To-Day substitute teacher for the 2016-2017 school year. Emergency Permits are for PK-12. Second by Mr. Spizzirri. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

ATHLETIC APPOINTMENTS

Mr. Petrovich made a motion to approve the following athletic appointments for the 2016-2017 Basketball Season. Second by Mr. Spizzirri. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Name</u>	<u>Position</u>	<u>Pay</u>
Ms. Cynthia Chisholm	Back-up Score Keeper, Varsity Girls' Basketball	\$27.00/game
	Back-up Score Keeper, Jr. High Girls' Basketball	\$25.00/game

Mr. Petrovich made a motion to approve the following Security appointments for the 2016-2017 Boys and Girls Basketball Season at a rate of pay per game. Security personnel will be on a rotating basis with no more than three working at a game at one time. Only in the event of a large crowd, would extra workers be added. One security person will be working at each junior high boys' and girls' games. Second by Ms. Elliott. Ms. Woods asked for clarification for Jr. High Head Security, confirmed Mr. Erby as coach attending those games. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

<u>Name</u>	<u>Position</u>	<u>Varsity</u>	<u>Jr. High</u>
Mr. Andrew Erby	Head Security	\$60.00	
Mr. Darrin Mosley	Security	\$50.00	\$35.00
Ms. Fredna Betton	Security	\$50.00	\$35.00
Ms. Sonya Simmons	Security	\$50.00	\$35.00
Mr. Shawn Evans	Security	\$50.00	\$35.00
Mr. Dushawn Beecher	Security	\$50.00	\$35.00
Mr. Jordan Smith	Security	\$50.00	\$35.00

ATHLETIC APPOINTMENTS

Mr. Petrovich made a motion to approve the following athletic appointments for the 2016-2017 Varsity Basketball Season. Second by Mr. Spizzirri. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. Mr. Petrovich abstained for a family member. (6 ayes, 0 nays, 1 abstentions, 2 absent)

	Mark Carnes	Announcer	\$23.00 per game
	Michael Sunajko	Ticket Seller	\$25.00 per game
Mary Hobbs	Linda Brown	Ticket Takers	\$23.00 per game
Georgia Hoffman	Phil Hobbs		

PROPERTY AND SUPPLIES REPORT

Mr. Petrovich made a motion to approve Mr. Gaffey's request for AAU Tournament on April 1 & 2, April 22 & 23, and April 29 & 30 from 7:00 am to 9:00 pm on Saturdays and 7:00 am to 5:30 pm on Sundays for the High School Gym, Auxiliary Gym and restrooms, with the conditions laid out in Mr. Gaffey's presentation to the Board. Second by Ms. Elliott. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

FACILITIES USAGE REPORT DECEMBER 2016

Mr. Lewis presented the facilities usage requests for the school district as of December 2016 respectfully submitted by the Facilities Administrator. All groups have followed facilities usage guidelines in obtaining required insurance coverage for events and will coordinate times for building/field usage if necessary.

- Steelton Midget Basketball Association, HS Auxiliary and Elem. Gyms from December 3, 2016 to April 2, 2017 for try-outs, team practices and playing competitive games, pending receipt of required insurance coverage. Mr. Jones will follow facilities usage guidelines for the events and has presented to the board. Mr. Jones is responsible to coordinate times for building usage.
- Ms. Maria Crawford, Capital Area Extreme, requesting the use of facilities HS Gym, Auxiliary Gym, Cafeteria area (not kitchen), lobby area, locker rooms, bathrooms, and facilities workers, Saturday, December 17 for set up and to hold a cheer competition on Sunday, December, 18, 2016 from 8:00-6:00 P.M.
- Ryan Lee Mohn Memorial Foundation will hold the 14th Annual Ryan Mohn Walk/Run/Ride on Saturday, August 12, 2017.

TRANSPORTATION REPORT

FIELD TRIPS

Mr. Spizzirri presented the approved field trips. Field trips under 50 miles fall under the board travel policy not requiring board approval.

Date	Students and Teachers	Location
12/19/16	Junior Achievement, Select students in Grades 10 &11	Lebanon Valley College

STUDENT ACTIVITIES REPORT

FUNDRAISERS

Ms. Woods made a motion to approve the following fundraisers. Second by Mr. Spizzirri. Ms. Carricato questioned discount cards as the same as the baseball team that were given permission to sell the community discount cards for this year. Discussion whether to approve because it was not clarified at the time of voting. Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov and Ms. Woods voted aye on roll call. Ms. Carricato and Mr. Spizzirri voted no. (5 ayes, 2 nays, 0 abstentions, 2 absent)

<u>Club/Group</u>	<u>Date</u>	<u>Type of Funding</u>
3rd Grade	Feb 1 to Feb 28, 2017	Smencils (field trip)
Class of 2017	Select Basketball games	Bake Sale (prom & graduation)
Class of 2017	January 2017	K&G Candy Sale (class dues)
SHHS Softball	January 2017	Discount Cards (uniforms)
SHHS Softball	February 2017	Candy Sale (Uniforms & Equipment)

PUPIL SERVICES REPORT

HARRISBURG PROMISE PROJECT

Mr. Petrovich made a motion to accept the Harrisburg Promise project and provide what is needed for students to begin. Second by Mr. Salov. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

SUPERINTENDENT’S REPORT

ACCEPTANCE OF DONATIONS

Mr. Spizzirri made a motion to accept the following donations. Second by Mr. Petrovich. Mr. Waters reported Mr. Spogli’s donation is for his students to attend the field trip with other students. Ms. Carricato, Ms. Elliott, Mr. Lewis, Mr. Petrovich, Mr. Salov, Ms. Woods and Mr. Spizzirri voted aye on roll call. (7 ayes, 0 nays, 0 abstentions, 2 absent)

Name	Account	Amount
Mr. & Mrs. Joseph Spogli	Anatomy Class field trip to Franklin Institute	\$60.00
Saint Aloysius Club	Boys Basketball	\$250.00
Ms. Gretchen Marie Knuth	Barry Baumgardner Memorial Fund	\$75.00
Mr. & Mrs. George Reider, Jr.	Barry Baumgardner Memorial Fund	\$50.00
Senate of PA, Chief Clerk Office	Barry Baumgardner Memorial Fund	\$75.00

CONFERENCE REQUEST

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

Name	Conference	Date	Cost
Ms. Nicolle Esposito	LETRS Moduel 10, CAIU, Enola	2/16/17	Cost of Sub

SPECIAL REPORTS

ATHLETIC ASSOCIATION

Mr. Petrovich announced the next playoff game at Chambersburg and wished the team good luck.

PSBA REPRESENTATIVE

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 COMMITTEE

There was nothing to be reported.

BOARD ROUND TABLE

The Board wished everyone a Merry Christmas and wished the team well in their game.

PUBLIC COMMENT (ANY TOPIC)

Ms. Lyn Clark, 23 Walnut Street, Steelton, Roller Foundation would like to bring a property request before the board at the next meeting. She is interested in bringing the Harlem Wizards team to the district on Tuesday, March 27, 2017 as a fundraiser. Ms. Clark was directed to Ms. Ritrovato and Ms. Kagarise.

Mr. John Hoerner, 436 Second Street, Highspire, as Mayor of Highspire and for the Borough of Highspire questioned the fees associated with the property usage requests. He questioned if Highspire students are permitted to attend events. Mr. Lewis stated every student in the district are invited and permitted to attend events held in the schools.

ADJOURNMENT

The meeting adjourned at 8:10 p.m. on a motion by Mr. Spizzirri. Second by Mr. Lewis. All members present voted aye.

Debora Kagarise
Debora Kagarise, Board Secretary