

Steelton, Pennsylvania
August 11, 2014

The Steelton-Highspire School Board met on the above date for the purpose of planning and developing the agenda for the regular meeting of August 21, 2014 with the following members present: Vice President, Ms. Rachel Slade; Mr. Barry L. Baumgardner; Mr. Derek E. Lewis; Ms. Sarah F. Metallo; Mr. Samuel Petrovich; Mr. John Salov; Mr. Robert Spizzirri and Mrs. Rosemary Tonkin. President, Ms. Mary Carricato was absent. Also present were Dr. Ellen Castagneto, Superintendent; Secretary; Mr. Vincent Champion, Esq., School Solicitor; Mr. Travis Waters, Assistant to the Superintendent; Ms. Lisa Crum, Elementary Principal; Mr. Michael Iskric, High School Principal and Mrs. Debora Kagarise, Board Secretary. Attached is a copy of a list of names of the members of the public who were present.

Ms. Slade called the meeting to order at 7:05 P.M.

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

ANNOUNCEMENT OF EXECUTIVE SESSION

Ms. Slade announced that there was an Executive Session held prior to tonight's Board Meeting to discuss personnel.

PUBLIC COMMENT (Action Items)

There was no public comment.

ACTION ITEMS

CURRICULUM REPORT

Textbook/Materials Adoption

Mr. Spizzirri made a motion to approve the purchase of the McGraw-Hill Studies Curriculum, grades 4-5, at a cost not to exceed \$25,000. This includes student and teacher instruction materials for 7 years; and is Grant funded. Second by Ms. Tonkin. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

FINANCIAL REPORT

School District Insurance

Mr. Spizziri made a motion to approve the following insurance coverage, companies and rates for the 2014-2015 school year. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

- A. Commercial general Liability and Property Coverage with Liberty Mutual for an annual premium of \$68,659. This insurance coverage includes: Automotive, Commercial umbrella, school leaders E&O, increased cyber liability, employee dishonesty, and employee benefits liability.
- B. Workers Compensation Insurance through HighMark for an annual standard premium of \$64,430.00
- C. The athletic insurance with ACE (American Insurance Company) for an annual premium of \$10,180.00 with a maximum benefit of \$1,000,000.00, includes expanded sports medical binder.
- D. The student insurance with ACE (American Insurance Company), Plan A Primary. The student insurance is available for purchase by students for a premium of \$22.00 a school year for school time only coverage or \$88.00 a year for 24 hour coverage. \$8.50 Dental (when purchased with the Plan A Primary plan).

Resolutions For General Fund Accounts – Revised

Mr. Petrovich made a motion to approve the following signers and facsimile signatures for all checks, drafts, notes or orders drawn against the General Fund Account, Payroll Account, Construction Fund Account, High School Activity Account, Cafeteria Account, Scholarship Fund Account, Athletic Fund Account and any future accounts to be opened. A minimum of three signers is required on each account. Second by Mr. Spizziri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent).

| | |
|-------------------------|-----------------|
| President | Mary Carricato |
| Treasurer | John Salov |
| Board Secretary | Debora Kagarise |
| Business Manager | |
| High School Principal | Mick Iskric |
| Athletic Fund Treasurer | Carol Hollern |

These are the preferred signers on the individual accounts for the School District:

| | |
|-------------------------------|---|
| General Fund: | Mary Carricato, John Salov, Hafsah Hamid |
| Payroll Account: | Mary Carricato, John Salov, Hafsah Hamid |
| Construction Account: | Mary Carricato, John Salov, Hafsah Hamid |
| High School Activity Account: | Travis Waters, Mick Iskric, Hafsah Hamid |
| Cafeteria Account: | Travis Waters, Hafsah Hamid, John Salov |
| Scholarship Fund: | Travis Waters, Mary Carricato, Hafsah Hamid |
| Athletic Fund: | Carol Hollern, Mick Iskric, Hafsah Hamid |
| Settlement Agreement | Mary Carricato, John Salov, Hafsah Hamid |

Resolution for Bonds Disclosure

Mr. Spizzirri made a motion to approve the attached resolution to participate in the MCDC initiative of bonds disclosure. Second by Mr. Salov. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

PERSONNEL REPORT

Resignations

Mr. Lewis made a motion to accept the following resignations. Second by Mr. Salov. All members voted aye.

- Mr. Thomas Sherk, Health and Physical Ed teacher, effective June 30, 2014.
- Ms. Shell Johnson, Special Ed. Teacher, effective July 9, 2014.
- Mr. Luke Gawron, Elementary Art Teacher, effective July 24, 2014.
- Ms. Rachel Buck, Long Term Substitute for Special Education, effective July 30, 2014.
- Ms. Susan Helms, Director of Accounting, effective July 31, 2014.
- Nate Grim, Assistant Director Marching Band, effective August 5, 2014.
- Ms. Beckie Lockette, LPN, effective August 13, 2014.
- Ms. Catherine Bucharew, Elementary Teacher, effective August 15, 2014

Mr. Petrovich made a motion to accept the resignation of Margaret Ann Kreiger, who has declined the position of Secondary English Teacher. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to accept the resignation of Ms. Patricia Willard, effective August 18, 2014 and releases Ms. Willard from her contractual obligation of both medical and tuition repayment. This is a unique situation and therefore, this shall not establish a precedence. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Employee Recalls

Mr. Petrovich made a motion to approve the recall of Mr. Pharoah Vaughn as Health and Physical Ed teacher, effective August 18, 2014. Second by Mr. Lewis. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Appointments

Mr. Petrovich made a motion to post-approve Ms. Hafsah Hamid, as Financial Services Administrator, effective July 17, 2014 at a prorated salary of \$35,000. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Spizzirri made a motion to post-approve Mr. Daniel Mottola, as Facilities II Worker, effective August 7, 2014 at \$10.50 an hour. Second by Mr. Lewis. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Spizzirri made a motion to approve the appointment of Ms. Keri Poston as the Gifted Teacher Coordinator effective August 18, 2014. Ms. Poston will receive a \$3,000 supplemental. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Spizzirri made a motion to approve the appointment of Ms. Allison Mitchell as an Elementary Teacher effective August 18, 2014. Ms. Mitchell will be placed on Step 1-B, at a salary of \$38,670. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mr. Petrovich made a motion to approve the appointment of Ms. Kathryn Parker as an Elementary Teacher effective August 18, 2014. Ms. Parker will be placed on Step 2-B+15, at salary of \$41,744. Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

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

| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> | <u>Salary</u> |
|---------------------|---|---|--------------------------------|
| Samantha Neidlinger | Elementary Teacher | August 18, 2014 | Step 1-B, \$38,670 |
| Benjamin Hassinger | Social Studies Teacher | August 18, 2014 | Step 1-B, \$38,670 |
| Sarah Pruzinsky | Elementary Art Teacher | August 18, 2014 | Step 1-B, \$38,670 |
| Ms. Robin Ritrovato | Administrative Assistant to Special Education | August 25, 2014 (pending receipt of clearances) | \$32,760.00 (pro-rated salary) |

Appointment of Board Assistant Secretary

Mr. Spizzirri made a motion to approve Ms. Hafsa Hamid as the Assistant Secretary to the Board, effective August 12, 2014. Second by Mr. Lewis. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Revision to F.M.L.A. Request

Mr. Spizzirri made a motion to approve a revision to the request for F.M.L.A. Childrearing Leave from Malari Kane, High School Learning Support teacher beginning August 19, 2014. Ms. Kane will be using 25.5 sick days followed by the FMLA. Ms. Kane expects to return to work on Monday, January 5, 2015. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Creation of Substitute Lists

Mr. Lewis made a motion to approve the creation of a substitute calling list for school nurses at a salary rate of \$17.00 per hour for LPN and \$20.00 per hour for RN. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Band Staff Revision

Mr. Lewis made a motion to approve the following Band Staff revision. (A salary of \$2,080 will be divided among the Band Staff at the end of the 2014-15 season). Second by Mr. Spizzirri. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Rachel Sherman, Assistant Director; Ashley Coates, Color Guard Instructor and Weston Hawkins, Drum Line. Karen Harris, Volunteer

Football Volunteer

Mr. Spizzirri made a motion to approve Lloyd Hill as a football volunteer. Second by Mr. Petrovich. All members voted aye.

Revision of Job Description - Grade Level Coordinator

Mr. Spizzirri made a motion to approve the revision of the attached job description for Grade Level Coordinator. Second by Mr. Lewis. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Approval Of Department Chairs

Mr. Spizzirri made a motion to approve the following department chairs for the 2014-2015 school year, at a rate commensurate with the Collective Bargaining Unit

Agreement. Second by Mr. Salov. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

| | | | |
|-----------------|------------------------|----------------|-----------------------|
| Andrea Kinney | Language Arts (K-6) | Lisa Carricato | Language Arts (7-12) |
| Tara Russo | Math (K-6) | Adam Gable | Math (7-12) |
| Megan Byrnes | Science (K-6) | Tony Wolfe | Science (7-12) |
| Gail Romanofsky | Performing Arts (K-12) | Pete Boyajian | Social Studies (7-12) |
| Nadine Bosnyak | PE/Health (K-12) | | |

PROPERTY AND SUPPLIES REPORT

Recycle of Office Equipment

Mr. Spizzirri made a motion to approve the declaration the following surplus items. Second by Mr. Lewis. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

- thirty (30) old overhead projectors as surplus for recycling purposes.
- one-hundred (100) old printers as surplus. Printers will be offered to staff for \$25.00 each to become a donation to the Roller Education Fund.

Mr. Petrovich made a motion to approve the declaration of old uniforms and out dated memorabilia as surplus, to be offered as a donation to the Roller Education Fund surplus items. Second by Mr. Salov. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

TRANSPORTATION REPORT

Bus Stops

Mr. Spizzirri made a motion to approve the attached bus stops for public and non-public students for the 2014-2015 school year. Second by Mr. Petrovich. All members voted aye.

STUDENT ACTIVITIES REPORT**Fundraisers**

Mr. Lewis made a motion to approve the following fundraiser. Second by Mr. Spizzirri. All members voted aye.

| <u>Club/Group</u> | <u>Date</u> | <u>Type of Funding</u> |
|--------------------------|--------------------|-------------------------------|
| Senior Class | Month of August | T-Shirt Sale |

PUPIL SERVICES REPORT**Agreement For School Based Medical Assistance Program**

Mr. Lewis made a motion to approve the attached agreement with the Capital Area Intermediate Unit for School-Based Medical Assistance Billing (ACCESS) for the 2014-2015 school year. The fee for this service is 20% of generated revenue. Second by Mr. Spizzirri. Mr. Spizzirri questioned the insurance would pay. Dr. Castagneto explained if a special education student receives medical related services (i.e. physical therapy), the school would bill ACCESS for reimbursement. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Special Education Services Agreement

Mr. Spizzirri made a motion to approve the attached agreement for two (2) special needs students for Capital Academy (Success Schools). The agreement is effective August 1, 2014. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

Mini Grant

Mr. Spizzirri made a motion to approve the acceptance of the Promoting Adolescent Health through School Based HIV/STD and Teen Pregnancy Prevention Initiative mini-grant totaling \$5,000 for year 2 from the Pennsylvania Department of Education, from August 1, 2014 to July 31, 2015. Second by Mr. Petrovich. All members voted aye on roll call. (8 ayes, 0 nays, 0 abstentions, 1 absent)

SPECIAL REPORTS**Athletic Association**

Mr. Salov reported the scrimmage against Donegal was Saturday and next game is at Reading. Press and Journal gave the game's schedule to each member and distribution will be through both schools.

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 asked for Mr. Zimmerman to put more trash cans on school grounds for practices.

Discipline Committee

Dress code information was sent out prior to start of school, also is in the Student Handbook and on the website.

Budget Committee

There was nothing to be reported. Mr. Salov questioned if the fiscal year report is finished and Dr. Castagneto said it has not.

Public Comment

There was no public comment

Adjournment

The meeting adjourned at 7:30 p.m. on a motion by Mr. Petrovich. Second by Mr. Salov. All members present voted aye.

Debora Kagarise

Debora Kagarise
Board Secretary