

STEELTON-HIGHSPIRE SCHOOL DISTRICT

LEGISLATIVE MEETING

August 14, 2024

MINUTES

VOTING MEMBERS PRESENT: Mr. Micheal Wanner, President, Ms. Ashley Ward-McMullen, Vice President (remote), Mr. Calvin Johnson, Treasurer, Ms. Joyce Culpepper, Ms. Jenna Condran, and Ms. Rosemary Conjar, Ms. Christie Hamilton, and Mr. Nicholas Conjar.

NON-VOTING MEMBERS PRESENT: Dr. Michael Iskric, Jr, Superintendent, Mr. William Zee, Solicitor, Ms. Megan Armstead, Elementary Principal, Ms. Elayne Thomas, Elementary Assistant Principal, Dr. Leni Cordero, Jr./Sr. High School Principal, Ms. Tarah Gross, Jr./Sr. High School Assistant Principal, and Mark Carnes, II, Business Manager/Board Secretary.

CALL TO ORDER

Mr. Wanner called the meeting to order at 6:08 p.m.

PLEDGE OF ALLEGIANCE

Audience

EXECUTIVE SESSION

Executive Session was held prior to this meeting for informational and personnel.

PRESENTATION

School Dentist Recognition, David Settino, DDS

All You Can, Inc., Mr. Rodriguez

PUBLIC COMMENT (Agenda items)

No comment

FOLLOW UP

Dr. Mick Iskric, Jr.

School Spotlight

Athletics, Mr. Erby

VACANT SCHOOL BOARD SEAT ACTION ITEM: Mr. Wanner

May I have a Motion to appoint Mr. Michael Pilsitz to the vacant seat on the Steelton-Highspire School Board occurring on June 12, 2024 as a result of the resignation of Ms. Karen Harris. Mr. Michael Pilsitz's term shall begin on August 14, 2024 and shall run through 2025 December Reorganization Meeting.

On a motion by Mr., Johnson second by Ms. Culpepper, to change the term date to begin on August 14, 2024 was approved by Voice Call vote, all members voting Aye, item was approved.

On a motion by Mr. Johnson second by Ms. Culpepper, by Roll Call Vote, 8-members voting Aye, and 1 abstain item was approved. Roll Call Vote: Mr. Pilsitz – abstain, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item was approved.

REVIEW OF BOARD REPORTS

Reports are all listed individually

FINANCE REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the attached **June 2024** Finance Reports 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.

On a motion by Mr., Johnson second by Mr. Conjar, by Voice Call Vote, all members voting Aye, Item A.1 was approved.

The Administration respectfully recommends that the Board approve the attached **July 2024** Finance Reports 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.

On a motion by Mr., Johnson second by Ms. Culpepper, by Voice Call Vote, all members voting Aye, Item A.2 was approved.

PERSONNEL REPORT ACTION ITEM: Ms. Culpepper

The Administration respectfully recommends that the Board approve the **Personnel Report**.

On a motion by Ms. Culpepper, second by Mr. Johnson and was approved by Voice Call vote, all members voting Aye, Item B.1 was approved.

PROPERTY AND SUPPLIES REPORT

The Administration respectfully recommends that the Board approve the use of the Football field and concession stand for Little Rollers 4-football games beginning August 2024 with Mr. Dellinger.

On a motion by Mr. Conjar, second by Mr. Johnson to approve by Voice vote, all members voting Aye, Item C.1 was approved.

PUPIL SERVICES REPORT ACTION ITEM

Health Professional Contract Services

The Administration respectfully requests the continuation of the following professionals to provide contracted services SHSD for the 2024-2025 school year.

- **William J. Albright, IV, MD, School Physician - \$13,097**
- **David Settino, DDS, School Dentist - \$0 (volunteer)**

On a motion by Ms. Condran, second by Ms. Hamilton to approve by Voice vote, all members voting Aye, Item D.1 was approved.

The Administration respectfully recommends that the Board approve the attached **Steelton-Highspire Paid Tuition Plan** for student #15402 2425-10-01 for the 2024- 2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.2 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.2 was approved.

The Administration respectfully recommends that the Board approve the attached **Elementary School ATSI Title 1** plan for 2024-2025 school year.

On a motion by Ms. Condran second by Ms. Hamilton, by Roll Call Vote, all members voting Aye, item D.3 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.3 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **Harris Security** for athletic events for the 2024-2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.4 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.4 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **The Penn Literacy Network (PLN)** professional development that is grant funded for the 2024 - 2025 school year.

On a motion by Ms. Condran second by Ms. Hamilton, by Roll Call Vote, all members voting Aye, item D.5 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.5 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **Devopar Consulting, LLC** professional development that is grant funded for the 2024 - 2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.6 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.6 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **Lancaster-Lebanon IU13** professional development that is grant funded for the 2024 - 2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.7 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.7 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **BFPE International** for fire protection services.

On a motion by Ms. Condran second by Ms. Culpepper, by Roll Call Vote, all members voting Aye, item D.8 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.8 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **Center for Independent Living Youth Transition Program** for student services for the 2024-2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.9 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.9 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with the **Borough of Steelton Police Department, Highspire Police Department, and Swatara Township Police Department** for Bus Patrol with Steelton-Highspire School District.

On a motion by Ms. Condran, second by Ms. Hamilton to approve by Voice vote, all members voting Aye, Item D.10 was approved.

The Administration respectfully recommends that the Board approve the attached agreement with **Substitute Teacher Service (STS)** for substitute teacher services for the 2024-2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.11 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye,

Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.11 was approved.

The Administration respectfully recommends that the Board approve the attached agreements with **Phase 4** for student services for the 2024-2025 school year.

On a motion by Ms. Condran second by Mr. Johnson, by Roll Call Vote, all members voting Aye, item D.12 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.12 was approved.

The Administration respectfully recommends that the Board approve the attached agreements with **All You can, Inc.** for student services for the 2024-2025 school year.

On a motion by Ms. Condran second by Ms. Hamilton by Roll Call Vote, all members voting Aye, item D.13 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and item D.13 was approved

The Administration respectfully recommends that the Board approve the attached agreement with **Penn State Harrisburg** for student teacher program for the 2024-2025 school year.

On a motion by Ms. Condran, second by Mr. Johnson to approve by Voice vote, all members voting Aye, Item D.14 was approved.

STUDENT ACTIVITIES REPORT - ACTION ITEM: Ms. Conjar

The Administration respectfully recommends that the Board review the **fundraisers** for informational purposes only.

| Club or Group/Advisor | Date | Type of Funding |
|--------------------------|----------------------|-------------------|
| Kindergarten/Ms. Lesniak | 9/3/2024 - 9/13/2024 | Sub/Sandwich Sale |
| Kindergarten/Ms. Lesniak | 9/2024 - 5/2025 | Smencils Sale |
| Kindergarten/Ms. Lesniak | 9/2024 - 5/2025 | Candy Sale |
| Kindergarten/Ms. Lesniak | 3/3/2025 - 3/14/2025 | Sub/Sandwich Sale |

TRANSPORTATION REPORT - ACTION ITEM: Ms. Hamilton

The Administration respectfully recommends that the Board approve the attached drivers list for **First Student Inc.** for student transportation services.

On a motion by Ms. Hamilton second by Ms. Condran to approve by Voice vote, all members voting Aye, Item E.14 was approved.

SUPERINTENDENT'S REPORT ACTION ITEM

The Administration respectfully recommends that the Board approve the attached **Donation report.**

On a motion by Mr. Johnson and second by Ms. Hamilton, by Roll Call Vote, all members voting Aye, Item F.1 was approved. Roll Call Vote: Mr. Pilsitz – Aye, Ms. Condran – Aye, Ms. Conjar– Aye, Mr. Wanner – Aye, Mr. Conjar – Aye, Ms. Culpepper – Aye, Mr. Johnson – Aye, Ms. Hamilton – Aye and Ms. Ward-McMullen – Aye, and Item E.3 was approved.

SCHOOL BOARD PRESIDENT'S REPORT

The School Board respectfully recommends to approve the amendments to the agreements for the Superintendent, Assistant Superintendent and the Business Manager. On a motion by Mr. Johnson second by Ms. Hamilton to approve by Voice vote, all members voting Aye, Item G.1 was approved.

SOLICITORS' REPORT

No report at this time.

SUB-COMMITTEE REPORTS

No reports at this time.

BOARD ROUNDTABLE

PUBLIC COMMENT

ADJOURNMENT

The meeting adjourned at 7:06p.m. on a motion by Mr. Johnson and second by Ms. Conjar. All members present voted Aye.

Respectfully Submitted,
Mr. Mark Carnes
Board Secretary



Finance Report

General Fund

Treasurer's Report:

| | | |
|-----------------------|----|-----------|
| Balance June 01, 2024 | \$ | 2,132,500 |
| Receipts | | 654,562 |
| Disbursements | | 1,774,326 |
| Balance June 30, 2024 | \$ | 1,012,737 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of June vendor payments
in the amount of \$1,774,326 which includes
vendor check #100730 - 100800 and wire payments \$-0-.

Payroll & Benefits amount \$1,064,179.

There were total transfers out \$6,200.

of General Fund. There were no journal
entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

| | | |
|-----------------------|----|---------|
| Balance June 01, 2024 | \$ | 566,914 |
| Receipts | | 1,503 |
| Disbursements | | 202,240 |
| Balance June 30, 2024 | \$ | 366,177 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of June vendor payments
total in the amount of \$202,240.

All disbursements were done via ACH.

ATHLETIC FUND

Athletic Association Financial Report:

| | | |
|-----------------------|----|--------|
| Balance June 01, 2024 | \$ | 9,910 |
| Receipts | | 6,223 |
| Disbursements | | 6,056 |
| Balance June 30, 2024 | \$ | 10,076 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of June vendor payments
in the amount of \$6,056 which includes
vendor checks # 12445 - 12448.

No wire payments this month. \$-0-
total transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

| | | |
|-----------------------|----|--------|
| Balance June 01, 2024 | \$ | 63,896 |
| Receipts | | 4,352 |
| Disbursements | | 7,452 |
| Balance June 30, 2024 | \$ | 60,797 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of June vendor payments
in the amount of \$7,452 which includes
vendor checks #120170 - 120178.

No wire payments for Student Activities Fund.

No transfers this month for Student Activities
Fund. There were no journal entries this
month out of the Activity Fund.

Finance Report

General Fund

Treasurer's Report:

| | | |
|-----------------------|----|-----------|
| Balance July 01, 2024 | \$ | 1,012,737 |
| Receipts | | 5,496,782 |
| Disbursements | | 4,001,878 |
| Balance July 31, 2024 | \$ | 2,507,641 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of July vendor payments
in the amount of \$4,001,878 which includes
vendor checks and wire payments \$-0-.

Payroll & Benefits amount \$2,456,835.

There were total transfers out \$0
of General Fund. There were no journal
entries done in the General Fund.

CAFETERIA FUND

Cafeteria Report:

| | | |
|-----------------------|----|---------|
| Balance July 01, 2024 | \$ | 366,177 |
| Receipts | | 2,211 |
| Disbursements | | 26,883 |
| Balance July 31, 2024 | \$ | 341,505 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of July vendor payments
total in the amount of \$26,883.

All disbursements were done via ACH.

ATHLETIC FUND

Athletic Association Financial Report:

| | | |
|-----------------------|----|--------|
| Balance July 01, 2024 | \$ | 10,076 |
| Receipts | | 184 |
| Disbursements | | 3,954 |
| Balance July 31, 2024 | \$ | 6,305 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of July vendor payments
in the amount of \$3,954 which includes
vendor checks

No wire payments this month. \$-0-
total transfers this month for Athletic Fund.

STUDENT ACTIVITIES ACCOUNT

Student Activities Financial Report:

| | | |
|-----------------------|----|--------|
| Balance July 01, 2024 | \$ | 60,797 |
| Receipts | | 297 |
| Disbursements | | 3,236 |
| Balance July 31, 2024 | \$ | 57,859 |

Accounts Payable/Estimated Expenditures Reports:

Final approval of July vendor payments
in the amount of \$3,236 which includes
vendor checks.

No wire payments for Student Activities Fund.
No transfers this month for Student Activities
Fund. There were no journal entries this
month out of the Activity Fund.