

**Steelton Highspire School District  
Financial Recovery Advisory Committee  
May 5, 2026**

Meeting Minutes

1. Harry Mathias called the meeting to order at 4:00
2. Attendance: Committee: Dr. Ben Henry, George Ioannidis, Beth Light, Willie Slade, John Rhodes, Calvin Johnson, Megan Armstead (Zoom), Andria Saia (Zoom), Micheal Wanner, Harry Mathias.  
Public: Mackenzie Poston
3. FRP Update:
  - a. Mr. Mathias updated the Committee on the past year history of staffing in the District Business Office up to present and on some of the ideas moving forward developed by Mr. Slade and Ms. Poston.
4. Questions for the Committee:
  - a. The Committee provided the following feedback on Business Office operations, tasks, job descriptions, supervision, et al.
    - i. Suggestions presented include establishing baselines of financial situations and procedures and move from there, utilizing networking with local school districts, PASBO, PDE and the CAIU, making sure account codes are properly embedded in the financial software and that the software be fully utilized to provide the basis for reports and analysis, preparing for and utilizing audits
    - ii. Also suggested communicating with staff and providing staff with a list of contacts for issues
    - iii. Suggested to consider moving healthcare plan year to 1/1-12/31 from the present 7/1-6/30
    - iv. Regarding the topic of cross training staff, it was suggested that payroll was by far the most important task
    - v. Also discussed was the importance supervision in developing newly hired staff with emphasis on clear job descriptions and upholding accountability standards for all staff.
5. Next Meeting: 4:00PM; Tuesday, June 2, 2026; SHSD District Office Board room
6. The meeting adjourned at 4:45.