HEMPFIELD SCHOOL DISTRICT 200 CHURCH STREET LANDISVILLE, PENNSYLVANIA

MINUTES - NOVEMBER 8, 2011

The Regular Voting Meeting of the Hempfield School Board was held on Tuesday, November 8, 2011, in the Public Board Room of the Hempfield School District Administration Building, 200 Church Street, Landisville, Pennsylvania. The following members were present: Craig Feister, Daniel K. Forry, Diane L. Gerlach, Bill Jimenez, James Maurer Jr., Charles S. Merris Jr., Bob Sauders, and Barbara J. Zimmerman. Loren Good was absent. Also present: Brenda J. Becker, Superintendent; Christopher S. Adams, Assistant Superintendent; Mary Lynne Kniley, Board Secretary, Daniel L. Forry, Asst. Board Secretary; Ruthann V. Crawford, Director of Student Services; Jessica Long, Community Relations Director; Kathryn Miller, Recording Secretary; Mike Graham was in attendance for technology support. Janet Baer, Centerville Elementary Principal, Rachel Martin, Farmdale Elementary Principal, Kimberly Rauscher, East Petersburg Principal, three people attended for the bond resolution and four people from the technology department were present. There were six citizens in the audience. The Student Board Representatives were not present.

Mr. Jimenez called the meeting to order at 7:33 p.m. and led the Pledge of Allegiance. He stated that the board met in executive session prior to the board meeting to discuss student issues and personnel issues.

Mr. Maurer made a motion, seconded by Mr. Merris to approve the agenda incorporating additions/deletions.

Approval of Agenda

Vote: "Aye" 8; "Nay" 0. Motion passed.

Mrs. Gerlach made a motion, seconded by Dr. Zimmerman to approve the minutes of the Special Voting/Committee of the Whole meeting held on October 4, 2011 and the Regular Voting Meeting held on October 11, 2011.

Approval of the Minutes

Vote: "Aye" 8; "Nay" 0. Motion passed.

RESIDENTS' REQUEST TO ADDRESS THE BOARD (5-minute limit)

Dustin Harnly, 3501 Columbia Avenue, Lancaster, PA addressed the board about concerns regarding bus stops and transportation and the decision to make only one pick up and drop off bus stop available for each student. He shared his situation with the board and his thoughts about safety.

SUPERINTENDENT'S REPORT - ANNOUNCEMENTS/DISCUSSION

Superintendent's Report

Mr. Graham introduced Mr. Jeremy Paul, Assistant Director of Technology, who gave a technology presentation on a virtual field trip. They actually took a virtual field trip to the NFL Hall of Fame during the board meeting. They spoke virtually with Jerry Csaki, Programs Coordinator of the NFL Hall of Fame.

Mr. Paul wrapped up and shared that virtual field trips get the students engaging and interacting with the presenter. He also mentioned that they do virtual field trips at the elementary schools with authors and others. He thanked Jerry Csaki, Susan Allen, Joanne Jones, and Andy Wise, staff members who were attending the meeting. Mr. Paul recommended that the board members check out the technology blog for more information.

Dr. Becker recognized Mr. Charles Merris since this was his last school board meeting. She shared that he has served on the Collective Bargaining Team for the last contract settlement, Lancaster-Lebanon IU 13 Board of Directors, and Chairman of the Finance Committee. On behalf of the entire school board and administrators, she presented him with a plaque of appreciation and thanked him for all he has done for the last four years as he served on the Hempfield School Board. Mr. Merris said it was an honor and shared that it is a great group of people to work with.

Mrs. Kniley introduced Jason Brockman, Senior Managing Consultant, Public Financial Management, Inc. (PFM) who gave a bond refinancing presentation. Mr. Brockman summarized what has been happening in the process. PFM has been working with Mr. Lou Verdelli, Royal Bank of Canada (RBC) and Ms. Rhonda Lord at Kegel, Kelin, Almy, & Grimm (KKAG) to get all the documents in order. They have been working with Mrs. Kniley to go through the credit rating process. If the board decides to proceed, they will file with the Department of Community and Economic Development and anticipate a settlement on December 14, 2011. He went over the Sale Document for Series B of 2011 - Floating Rate Note.

Mr. Verdelli thanked the school board and the administration for the opportunity to bring this financing vehicle to the district. He went over the floating rate note and the risks involved.

Ms. Lord summarized the resolution.

Dr. Becker mentioned that 23 students from the high school choirs tried out for the District 7 chorus festival and 15 students gained placement. Hempfield had the highest number of students selected in the entire competition. The selected group will perform in January at Northern York.

Dr. Becker gave an update on post-season play for several sports teams, including girls' volleyball, boys' soccer, field hockey, tennis, football, and the marching band.

Since this was the last meeting for the members of this board, Dr. Becker thanked the members for their time and talent on behalf of the entire Hempfield team.

CALENDAR OF EVENTS Calendar of Events

November 8, 2011

7:00 a.m. – 8:00 p.m., Election Day

November 8, 2011	6:30 p.m., Executive Session 7:30 p.m., Regular Voting Meeting Administration Building, Public Board Room
November 15, 2011	9:00 a.m., Construction Meeting, Construction Office
November 16, 2011	4:30 p.m., Extracurricular Committee Meeting Adams Conference Room
November 18-19, 2011	7:30 p.m., Hempfield High School Fall Play "Peter Pan" Performing Arts Center
November 20, 2011	2:30 p.m., Hempfield High School Fall Play "Peter Pan" Performing Arts Center
November 21, 2011	5:30 p.m., Buildings and Grounds Committee Meeting Board Conference Room
November 29, 2011	9:00 a.m., Construction Meeting, Construction Office
December 6, 2011	TBD, Executive Session 7:00 p.m., Reorganization Meeting/Committee of the Whole Meeting Administration Building, Public Board Room
December 13, 2011	TBD, Executive Session 7:30 p.m., Regular Voting Meeting Administration Building, Public Board Room

PRESIDENT'S REPORT

President's

Report

Mr. Jimenez also thanked the board members who were up for election, especially Mr. Merris, and the entire board for their service.

REPRESENTATIVE / ADJUNCT REPORTS

Representative/ Adjunct Reports

Lancaster County Career & Technology Center - Mr. Sauders - no report

Lancaster-Lebanon IU 13 - Mr. Merris - no report

Lancaster County Academy - Mrs. Gerlach - no report

Hempfield Area Recreation Commission - Mr. Feister said there is a meeting next week on Tuesday, November 15, 2011.

PSBA Liaison - no report

STANDING COMMITTEE REPORTS

Standing Committee Reports

Curriculum Liaison - **Dr. Zimmerman**/Mrs. Gerlach - Dr. Zimmerman said that Dr. Adams shared the course proposals last week and they will be voted on later in the meeting.

Buildings and Grounds - Mr. Sauders/Mr. Daniel K. Forry - Mr. Sauders - no report

Finance - **Mr. Merris**/Mr. Jimenez/Mr. Sauders - The presentation at tonight's meeting on bond refinancing covered everything.

Safety, Health & Wellness - **Dr. Zimmerman**/Mr. Feister - Dr. Zimmerman said they are in the process of reorganizing.

Extracurricular - Mr. Forry/Mr. Good/Mr. Sauders - no report

ACTION ITEMS

PERSONNEL ITEMS

Mrs. Gerlach made a motion, seconded by Mr. Merris to approve the following personnel items:

Resignation Resignation

 Daphne Stoltzfus, Custodian, Hempfield High School, effective October 6, 2011

Leaves of Absence

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Absence

- Erica L. Ringler, Mathematics, Landisville Middle School, FMLA leave of absence from March 29, 2012 through June 5, 2012
- Angela B. Mahlandt, Guidance Counselor, Farmdale Elementary School, FMLA leave of absence from April 17, 2012 through June 15, 2012
- Judith A. Briggs, Grade 4, Rohrerstown Elementary School, FMLA leave of absence from October 6, 2011 through November 7, 2011
- Kim K. Meredith, Spanish, Hempfield High School, FMLA leave of absence from December 2, 2011 through January 17, 2012
- April L. Hart, Grade 1, Rohrerstown Elementary School, amend FMLA leave of absence from August 24, 2011 through November 11, 2011 to August 24, 2011 through November 15, 2011
- Debra L. Krantz, School Nurse, Hempfield High School, intermittent FMLA leave of absence from September 19, 2011 through September 19, 2012

- James R. Heckman, Guidance Counselor, Hempfield High School, intermittent FMLA leave of absence from September 7, 2011 through September 7, 2012
- Dorothy M. Carpenter, Grade 6, Mountville Elementary School, FMLA leave of absence from November 9, 2011 through December 1, 2011
- Linda M. Reed, Food Services Employee, Hempfield High School, FMLA leave of absence from October 29, 2011 through November 30, 2011
- Philip J. Bailey, Custodian, Hempfield High School, amend FMLA leave of absence from October 6, 2011 through November 3, 2011 to October 6, 2011 through November 18, 2011
- Christopher Todd Hermann, Custodian, Rohrerstown Education Center, medical leave of absence from August 8, 2011 through October 21, 2011

Vote: "Aye" 8; "Nay" 0. Motion passed.

Mr. Sauders made a motion, seconded by Mr. Feister to approve the following appointments/employments:

 Pennsylvania Certified Substitutes for the 2011-2012 school year, pending receipt of all clearances and certification, compensated at the current substitute rate:

PA Certified Substitutes

1.) Martha Brunner

7.) Katelyn Long

2.) Dean Dochterman

8.) Heather Miles9.) Danielle Neubauer

3.) Erin Hartnett4.) Christine Heisey

10.) Eva Strawser

5.) Kim Keller

11.) Michael VanEtten

6.) Matthew Kline

12.) Laura Weaner

- IU 13/Emergency Substitutes for the 2011-2012 school year, compensated at the current substitute rate:

IU 13 Emergency Substitutes

- 1.) Michelle Hoffman
- 2.) Amy Kreider
- 3.) Kristine Roiy Croop

 Transfer Sandra M. Eshelman from Accounts Payable Specialist to Payroll Specialist, Hempfield School District, effective November 2, 2011, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)

Payroll Specialist

- Samantha Mutzabaugh as a Full-time Custodian, Rohrerstown Elementary School, effective November 9, 2011, pending receipt of all clearances and a satisfactory physical exam, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)

Custodial Employees Dennis Meck as a Full-time Custodian, Hempfield High School, effective date to be determined, pending receipt of all clearances and a satisfactory physical exam, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)

 Nicole Bonawitz as a Part-time General Food Services Employee, Centerville Middle School, effective November 9, 2011, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT) Food Services Employees

- Substitute Health Room Nurses for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate:

Substitute Health Room Nurses

- 1.) Angela Martino
- 2.) Jennifer Norton
- Deborah Johnson as a Substitute Instructional Aide for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate

Instructional Aide Substitutes

- Substitute Clerical Aides for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate:

Clerical Aide Substitutes

- 1.) Amanda Greenawalt
- 2.) Debby Walburn
- Food Services Substitutes for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate:

Food Services Substitutes

- 1.) Dianne Kendig
- 2.) Gerald Smith
- 3.) Daphne Stoltzfus
- Extracurricular positions for the 2011-2012 school year, compensated in accordance with the Collective Bargaining Agreement:

Extracurricular Positions

- 1.) **Beth A. Seyfert Odyssey of the Mind Advisor, Hempfield High School
- 2.) ** Jessica Kling Fall Play, Pit Musical Director
- 3.) Kelly Lefever Fall Play, Vocal Director
 - ** Denotes Hempfield employee

- Senior Tax Program Substitutes, effective November 9, 2011, pending receipt of all clearances, compensated at the current substitute rate:

Senior Tax Program Substitutes

- 1.) Cecelia Myers
- 2.) Elizabeth Dodge
- 3.) Tom Dodge

Vote: "Aye" 8; "Nay" 0. Motion passed.

FINANCIAL ITEMS

Mr. Maurer made a motion, seconded by Dr. Zimmerman to approve the following financial and other action items:	
 Financial Report and Check Register for the month of October 2011 (reference attachments) 	Check Register Capital Reserve
- Payment of invoices from the Capital Reserve Fund - \$14,925.99	Fund Capital
- Payment of invoices from the Capital Projects Fund - \$785,266.75	Projects Fund
- Tax refunds per the attached list (reference attachment)	Tax Refunds
 Transfers between funds and commitment of fund balance per the attached summary, related to closing out the 2010-2011 fiscal year (reference attachment) 	Transfers Between Funds
- 2011B bond, variable rate financing resolution (reference attachment)	Bond Refinancing Resolution
 Proceed with preparation of the proposed preliminary budget for 2012-2013, including the required display and advertisement of the PDE required materials (reference attachment) 	Display Preliminary Budget
- Submission of PlanCon H, Project Financing, to the Department of Education, regarding the new money issue 2010B (reference attachment)	Submission of Plan Con H, Project Financing
OTHER ACTION ITEMS	rillalicing
 Contract for Christopher S. Adams, Ed.D., Assistant Superintendent K-12, from July 1, 2012 through June 30, 2016 	Asst. Superintendent Contract
- First reading of the following board policies (reference attachments):	07/01/12 - 06/30/16
Policy #200, Enrollment in District Policy #201, Admission of Students Policy #206, Assignment within District Policy #217, Graduation Requirements Policy #225, Relations with Law Enforcement Agencies Policy #302, Employment of Superintendent/Assistant Superintendent Policy #303, Employment of Administrators Policy #404, Employment of Professional Employees Policy #405, Employment of Substitute Professional Employees Policy #406, Employment of Summer School Staff Policy #407, Student Teachers/Interns Policy #504, Employment of Classified Employees Policy #505, Employment of Substitute and Short-Term Employees	First Reading - Board Policies

- Hempfield High School Course Proposals, effective for the 2012-2013 school year (reference attachment)

HHS Course Proposals

- Expulsion of student #2016472 from Landisville Middle School for the remainder of the 2011-2012 school year, effective November 9, 2011. The student will be placed in Hempfield School District's Alternative Education Program currently located at the Rohrerstown Education Center for the remainder of the 2011-2012 school year, as described in the written agreement with the student and student's parents to accept such punishment and waive the right to a school board hearing.

Expulsion

Vote: "Aye" 8; "Nay" 0. Motion passed.

There being no further business, Mr. Forry moved to adjourn the meeting. Mr. Merris seconded the motion and Mr. Jimenez adjourned the meeting at 8:28 p.m.

Adjourn

Mary Lynne Kniley Board Secretary