# HEMPFIELD SCHOOL DISTRICT 200 CHURCH STREET LANDISVILLE, PENNSYLVANIA 17538

# AGENDA COMMITTEE OF THE WHOLE MEETING FEBRUARY 7, 2012 ADMINISTRATION BUILDING, PUBLIC BOARD ROOM - 7:00 P.M.

## Executive Session - 6:00 p.m.

| l. | Call | to | Order |
|----|------|----|-------|
|    |      |    |       |

### II. Pledge of Allegiance

# III. Residents' Request to Address the Board (5-minute limit)

We provide a time of public comment for residents to bring their thoughts to the Board, but it is not a time for exchange between the Board, administration, and speaker.

# IV. Superintendent's Report – Announcements/Discussion

- A. 2012-2013 School Calendar (reference attachment)
- B. High School Project Update
- C. New High School Courses
- D. Donation of iPad2
- E. RFP Process for School Physician
- F. Construction Bid Update
- G. Referendum Process Update
- H. Calendar of Events

February 7, 2012 9:00 a.m., Construction Meeting, Construction Office

February 7, 2012 4:30 p.m., Finance Committee Meeting

**Board Conference Room** 

February 7, 2012 6:00 p.m., Executive Session

7:00 p.m., Committee of the Whole Meeting Administration Building, Public Board Room

| February 9, 2012  | 1:30 p.m., Bid Opening for FES and EPES<br>Administration Building, Public Board Room                       |
|-------------------|---|
| February 14, 2012 | TBD, Executive Session 7:30 p.m., Regular Voting Meeting Administration Building, Public Board Room         |
| February 21, 2012 | 9:00 a.m., Construction Meeting, Construction Office  |
| February 28, 2012 | 4:30 p.m., Buildings and Grounds Committee Meeting<br>Board Conference Room                                 |
| March 2 - 3, 2012 | 7:30 p.m., Hempfield High School Spring Musical<br>"Thoroughly Modern Millie"<br>Performing Arts Center     |
| March 4, 2012     | 2:30 p.m., Hempfield High School Spring Musical<br>"Thoroughly Modern Millie"<br>Performing Arts Center     |
| March 6, 2012     | 9:00 a.m., Construction Meeting, Construction Office  |
| March 6, 2012     | 4:30 p.m., Finance Committee Meeting<br>Board Conference Room   |
| March 6, 2012     | TBD, Executive Session 7:00 p.m., Committee of the Whole Meeting Administration Building, Public Board Room |
| March 10, 2012    | 9:00 a.m., PSBA New Board Orientation<br>Conference and Training Center at IU 13                            |
| March 12, 2012    | 7:30 - 9:45 a.m., Legislative Breakfast<br>Conference and Training Center at IU 13                          |
| March 13, 2012    | TBD, Executive Session 7:30 p.m., Regular Voting Meeting Administration Building, Public Board Room         |

# I. Other

# V. President's Report

# VI. Representative / Adjunct Reports

A. Lancaster County Career & Technology Center - Mr. Sauders

- B. IU 13 Mr. Feister
- C. Lancaster County Academy Mrs. Gerlach
- D. Hempfield Area Recreation Commission Mr. Feister/Mr. Jimenez
- E. Curriculum Liaison Mr. Smiley/Mrs. Gerlach
- F. Safety, Health & Wellness Mrs. Gerlach/Mr. Feister
- G. PSBA Liaison Mr. Smiley

## **VII. Standing Committee Reports**

- A. Buildings and Grounds Mr. Sauders/Mr. Forry/Mr. Otto/Mr. Maurer
- B. Finance Mr. Maurer/Mr. Sauders/Mr. Good/Mr. Otto
- C. Extracurricular Mr. Forry/Mr. Feister/Mr. Good

## VIII. Action Items (DISCUSSION ONLY)

- A. Personnel Items
  - 1. Retirement

Approval to accept the resignation, due to retirement, of Jolyne P. Henry, Food Services Assistant Manager, Rohrerstown Elementary School, effective June 5, 2012

- 2. Resignations
  - a. Approval to accept the resignation of Alice E. Benson, Autistic Support Teacher, Mountville Elementary School, effective February 7, 2012
  - b. Approval to accept the resignation of Kristin M. Funk, Grade 4, Centerville Elementary School, effective January 18, 2012
  - c. Approval to accept the resignation of Jean Lau, Cheerleading Head Coach, effective February 2, 2012

#### 3. Leaves of Absence

- a. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Jacqueline A. Jones, Grade 3, Rohrerstown Elementary School, from February 21, 2012 through June 5, 2012
- b. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Cynthia L. Fogelsanger, Grade 6, Rohrerstown Elementary School, from May 14, 2012 through the end of the 2011-2012 school year
- c. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Lacie L. Burk, French, Hempfield High School, from January 26, 2012 through March 19, 2012
- d. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Heather L. Fagan, Grade 2, Centerville Elementary School, from February 14, 2012 through March 9, 2012
- e. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Heather M. Wagner, Health and Physical Education, Hempfield High School, from March 28, 2012 through June 5, 2012
- f. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Sarah E. Dilorio, English, Hempfield High School, from March 23, 2012 through June 5, 2012
- g. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Kelly A. Hutchinson, Spanish, Centerville Middle School, from January 17, 2012 through February 7, 2012
- h. Approval to amend a leave of absence for Gregory Bernhardt, Fitness Center Instructional Aide, Hempfield High School, from January 23, 2012 through May 4, 2012 to January 23, 2012 through May 11, 2012
- Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Karen J. Singer, Purchasing Coordinator, Food Services Department, from February 21, 2012 through March 2, 2012
- j. Approval to amend a Family Medical Leave Act (FMLA) leave of absence for Linda F. Shelly, Paraeducator, Centerville Elementary School, from November 10, 2011 through January 6, 2012 to November 1, 2011 through February 2, 2012
- k. Approval to grant a medical leave of absence to Linda F. Shelly, Paraeducator, Centerville Elementary School, from February 3, 2012 through March 9, 2012
  - Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Amy W. Oblender, Special Education Aide, Hempfield High School, from February 1, 2012 through February 8, 2012

- m. Approval to grant a leave of absence to Stephanie L. Oster-Canouse, Part-time Personal Care Assistant, Centerville Elementary School, from January 2, 2012 through May 2, 2012
- Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Daryl S. Nunemacher, Custodian, Landisville Middle School, from January 25, 2012 through February 8, 2012
- o. Approval of a leave of absence to April S. Greenawalt, Noontime Aide, East Petersburg Elementary School, from March 1, 2012 through April 20, 2012
- 4. Appointments/Employments
  - a. Approval to employ Erica M. Wise as a Long-term Substitute, for the second semester of the 2011-2012 school year. Ms. Wise will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Wise is a graduate of York College of Pennsylvania and is certified in Elementary Education K-6. (REPLACEMENT) Assignment: Grade 2, Landisville Primary Center
  - b. Approval to employ Kimberly L. Zug as a Long-term Substitute, for the second semester of the 2011-2012 school year, effective January 24, 2012. Ms. Zug will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Zug is a graduate of Millersville University and is certified in Special Education N-12 and Elementary Education K-6. (REPLACEMENT) Assignment: Special Education, Rohrerstown Elementary School
  - c. Approval to employ the following individuals as Pennsylvania Certified Substitutes for the 2011-2012 school year, effective February 15, 2012, pending receipt of all clearances and certification, compensated at the current substitute rate:
    - 1.) Tesla M. Atkins
    - 2.) Sara A. Bowman
    - 3.) Meghan E. Brady
    - 4.) Jamie L. Friedman
    - 5.) Lauren M. Krause
    - 6.) Kelli L. Phillips
    - 7.) Amanda K. Pinkerton
    - 8.) Elizabeth S. Thurber
    - 9.) Alecia J. Weaver
    - 10.) Justin B. Wisniewski
  - d. Approval to appoint the following individuals as Mentors for part of the second semester of the 2011-2012 school year, in accordance with the Collective Bargaining Agreement:
    - 1.) Michelle Davis
    - 2.) Kathleen Buckwalter
    - 3.) Kimberly McCabe

- e. Approval to employ Janet M. Fritz as a Part-time Attendance Secretary Grade 12, Hempfield High School, effective date to be determined, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)
- f. Approval to employ Linda N. Shannon as a Part-time Library Aide, Landisville Middle School, effective February 15, 2012, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)
- g. Approval to employ Nathan J. Zechman as a Long-term Substitute Fitness Instructional Aide, Hempfield High School, effective January 24, 2012, compensated at the current substitute rate (REPLACEMENT)
- h. Approval to employ Pamela W. Virts as a Substitute Instructional Aide, for the 2011-2012 school year, effective February 15, 2012, pending receipt of all clearances, compensated at the current substitute rate
  - i. Approval to employ Marie R. Ruiz as a Substitute Noontime Aide, for the 2011-2012 school year, effective February 15, 2012, pending receipt of all clearances, compensated at the current substitute rate
  - j. Approval to employ Lisa D. McLaughlin as a Substitute Clerical Aide, for the 2011-2012 school year, effective February 15, 2012, pending receipt of all clearances, compensated at the current substitute rate
  - k. Approval to appoint the following individuals to extracurricular positions for the 2011-2012 school year, compensated in accordance with the Collective Bargaining Agreement:
    - 1.) \*\* Alan Mudrick Spring Musical, Musical Production & Pit Orchestra Director
    - 2.) Patricia Kautter Spring Musical, Stage Director/Choreographer
    - 3.) Cody Smith Spring Musical, Assistant Director
    - 4.) \*\* Brian Lehman Spring Musical, Set Design/Painting Advisor
    - 5.) \*\* Amy Edwards Spring Musical, Make-up Advisor
    - 6.) \*\* Joel M. Mumma Spelling Bee Coordinator
    - 7.) \*\* Michael T. Resh Girls' Soccer Assistant Coach
    - 8.) Mollie Musser Girls' Softball Assistant Coach
    - 9.) Rebecca Wimer Girls' Softball Assistant Coach
    - 10.) \*\* Scott Gerhart Varsity Club Advisor
    - 11.) \*\* Zahid Virmani Varsity Club Advisor
  - I. Approval to appoint Marlena K. Geiger as the Hempfield School District's HIPAA Compliance Officer for the 2011-2012 school year

#### B. Financial Items

- 1. Approval of Financial Report and Check Register for the month of January 2012 (information forthcoming)
- 2. Approval to pay invoices from the Capital Reserve Fund (information forthcoming)

- 3. Approval to pay invoices from the Capital Projects Fund (information forthcoming)
- 4. Approval of tax refunds per the attached list (information forthcoming)

## C. Buildings and Grounds Items

- 1. Approval of the Right of Way Agreement with PPL for the modification to the existing electric service at Farmdale Elementary School (reference attachment)
- 2. Approval of Proposal from Advantage Engineers to provide Construction Observation Services for Compaction Grouting at new East Petersburg Elementary School (reference attachment)
- 3. Approval of Proposal from Advantage Engineers to provide Construction Observation Services for Compaction Grouting at new Farmdale Elementary School (reference attachment)
- 4. Approval of PlanCon Part F: Attachment C Post Bid Evaluation for the proposed New Farmdale Elementary School (information forthcoming)
- 5. Approval of PlanCon Part F: Attachment C Post Bid Evaluation for the proposed New East Petersburg Elementary School (information forthcoming)
- 6. Change Order for new Landisville Intermediate Center project:
  - eciConstruction, LLC

Add \$26,151 for remediation of sinkholes in the geothermal well field (reference attachment)

### D. Other Action Items

- 1. Approval of the 2012-2013 School Calendar (reference attachment)
- 2. Approval of new high school courses to be offered through consortium for 2012-2013
- 3. Approval of the expulsion of student #2013874 from Hempfield High School for a period of one year, effective January 17, 2012. For the remainder of the 2011-2012 school year the student will receive instruction in the home via computer in a program monitored by the staff at Hempfield School District's Alternative Education Program. During the first semester of the 2012-2013 school year, the student will be placed in Hempfield School District's Alternative Education Program currently located at the Rohrerstown Education Center, 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.

- 4. Approval of the expulsion of student #2013021 from Hempfield High School for the remainder of the 2011-2012 school year, effective January 18, 2012. 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.
- 5. Approval of the expulsion of student #2015408 from Hempfield School District for a period of one year, effective February 14, 2012. If after 30 days from this date, the parent is not able to secure another educational program for the student, the district will provide the minimum instruction required by school code for students of compulsory education age.

## IX. Adjournment

X. Executive Session (if needed)