HEMPFIELD SCHOOL DISTRICT
200 CHURCH STREET
LANDISVILLE, PENNSYLVANIA 17538

AGENDA
REGULAR VOTING MEETING
DECEMBER 13, 2011
ADMINISTRATION BUILDING, PUBLIC BOARD ROOM
7:30 P.M.

The mission of the Hempfield School District community is to provide rigorous, relevant, responsive, and safe educational opportunities for students to become lifelong learners and contributing citizens in a diverse, global society.

I. Call to Order

II. Pledge of Allegiance

III. Approval of the Agenda incorporating Additions/Deletions

IV. Approval of the Minutes of the Special Voting/Committee of the Whole Meeting on November 1, 2011 and the Regular Voting Meeting held on November 8, 2011

V. 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.

VI. Superintendent's Report – Announcements/Discussion

A. Student Representatives

Carly Deihm, Nick Montalbano, Cory Nissly, Sarah Thompson, Michael Warren

B. Calendar of Events

December 13, 2011	9:00 a.m., Construction Meeting, Construction Office
December 13, 2011	7:30 p.m., Regular Voting Meeting Administration Building, Public Board Room
December 27, 2011	9:00 a.m., Construction Meeting, Construction Office

January 3, 2012	TBD, Executive Session 7:00 p.m., Committee of the Whole Meeting Administration Building, Public Board Room
January 10, 2012	9:00 a.m., Construction Meeting, Construction Office
January 10, 2012	TBD, Executive Session 7:30 p.m., Regular Voting Meeting Administration Building, Public Board Room
January 18, 2012	4:30 p.m., Extracurricular Committee Meeting Adams Conference Room
January 23, 2012	12:00 p.m., National Honor Society Induction Administration Building, Public Board Room
January 24, 2012	9:00 a.m., Construction Meeting, Construction Office
January 30, 2012	Orientation for New School Directors The Conference & Training Center at IU 13 1020 New Holland Avenue, Lancaster, PA 5:15 - 5:30 p.m., Registration 5:30 - 6:00 p.m., Dinner 6:00 - 8:15 p.m., Program *RSVP to Kathy Miller by January 13, 2012*

C. Other

VII. President's Report

VIII. 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

E. PSBA Liaison - Mr. Good

IX. Standing Committee Reports

A. Curriculum Liaison - Mrs. Gerlach

B. Buildings and Grounds - Mr. Sauders/Mr. Forry

C. Finance - Mr. Sauders/Mr. Jimenez

D. Safety, Health & Wellness - Mr. Feister

E. Extracurricular - Mr. Forry/Mr. Good/Mr. Sauders

X. Action Items

A. Personnel Items

1. Resignations

   a. Approval to accept the resignation of Sharon M. Seldomridge, Grade 12 Attendance Secretary, Hempfield High School, effective November 30, 2011

   b. Approval to accept the resignation of Robin D. Bender, Food Services Assistant Manager, Landisville Middle School, effective December 23, 2011

2. Leaves of Absence

   a. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Douglas B. Dandridge II, Assistant Principal, Centerville Middle School/Landisville Middle School, from November 10, 2011 through December 9, 2011

   b. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Stephanie E. Crush, Kindergarten, Landisville Primary Center, from February 15, 2012 through May 9, 2012

   c. Approval to grant a leave of absence to Jamie M. Kopp, Grade 5, Farmdale Elementary School, for the second semester of the 2011-2012 school year

   d. Approval to amend a Family Medical Leave Act (FMLA) leave of absence for Judith A. Briggs, Grade 4, Rohrerstown Elementary School, from October 6, 2011 through November 7, 2011 to October 6, 2011 through December 8, 2011

   e. Approval to grant a medical leave of absence to Judith A. Briggs, Grade 4, Rohrerstown Elementary School, from December 9, 2011 through December 23, 2011

   f. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Amy J. Thompson, Chemistry, Hempfield High School, from January 6, 2012 through January 16, 2012

g. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Janet R. Majer, Speech and Language, Landisville Intermediate Center/Landisville Primary Center, from December 19, 2011 through December 23, 2011

h. Approval to amend a Family Medical Leave Act (FMLA) leave of absence for Linda J. Rittenhouse, Human Resources Coordinator, Hempfield School District, from November 1, 2011 through November 11, 2011 to November 1, 2011 through November 14, 2011

i. Approval to grant an intermittent Family Medical Leave Act (FMLA) leave of absence to Mary E. McGettigan, Secretary to the Principal, Centerville Elementary School, from December 9, 2011 through June 30, 2012

j. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Carole B. Spangler, Instructional Aide, Landisville Primary Center, from November 7, 2011 through December 9, 2011

k. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Mary Pat Shervin, Associate High School Cafeteria Manager, Hempfield High School, from November 30, 2011 through February 22, 2012

l. Approval to amend a Family Medical Leave Act (FMLA) leave of absence for Linda M. Reed, Food Services Employee, Hempfield High School, from October 29, 2011 through November 30, 2011 to October 29, 2011 through December 1, 2011

m. Approval to grant a medical leave to Christopher Todd Hermann, Custodian, Rohrerstown Education Center, from November 11, 2011 through December 22, 2011

n. Approval to grant a Family Medical Leave Act (FMLA) leave of absence to Deborah A. Walters, Custodian, Hempfield High School, from November 14, 2011 through December 27, 2011

3. Appointments/Employments

a. Approval to employ Suzanne L. Schaudel as a Part-time Long-term Substitute, for the second semester of the 2011-2012 school year, pending receipt of all clearances. Frau Schaudel will be placed on Step 1, Master's Degree, in accordance with the Collective Bargaining Agreement. Frau Schaudel holds a Master's Degree from Millersville University and is certified in German. (REPLACEMENT)
<u>Assignment</u>: Part-time (.625) German, Hempfield High School

* b. Approval to employ the following individuals as Pennsylvania Certified Substitutes for the 2011-2012 school year, pending receipt of all clearances and certification, compensated at the current substitute rate:

1.) Nicole Auker
2.) Erin Ford
3.) Amy Grube
4.) Stephen Kramer

* c. Approval to employ the following individuals as IU 13/Emergency Substitutes for the 2011-2012 school year, compensated at the current substitute rate:

1.) Adrienne Beck
2.) Celia Cardoza-Hill
3.) Lonnie Dawes
4.) Carol Eshleman
5.) Maureen Fairbanks
6.) Mark Flatt
7.) Jamie Golden
8.) Courtney Gingrich
9.) Tamara King
10.) Tara Loew
11.) Wayne Olson
12.) Vidalita Thielen
13.) Andrew Wingert

d. Approval to employ Melanie Lambie as a Full-time Human Resources Specialist, Hempfield School District, effective date December 20, 2011, pending receipt of all clearances and a satisfactory physical exam, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)

e. Approval to employ Terry M. Meyer as a Full-time Accounts Payable Specialist, Hempfield School District, effective date to be determined, compensated in accordance with the PSBA Salary Rate Ranges for 2011-2012 (REPLACEMENT)

* f. Approval to employ the following individuals as Substitute Instructional Aides for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate:

1.) MaryAnne M. Mikulka
2.) Cecilia M. Urenovitch

* g. Approval to employ MaryAnne M. Mikulka as a Substitute Clerical Aide for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate

* h. Approval to employ the following individuals as Substitute Noontime Aides for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate:

1.) MaryAnne M. Mikulka
2.) Cecelia M. Urenovitch

* i. Approval to employ Lisa A. Woerner as a Substitute Custodian for the 2011-2012 school year, pending receipt of all clearances, compensated at the current substitute rate

* j. Approval to employ Dawn Ober as a Food Services Substitute for the 2011-2012 school year, 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.) ** Erin Stewart - Middle School Play, Director
2.) ** David Stauffer - Middle School Play, Assistant Director
3.) ** Christine Blair - Middle School Play, Assistant Director
4.) ** Laura Moser - Odyssey of the Mind Advisor, Landisville Middle School
5.) ** Jennifer Karkoska - Middle Pages Advisor, Centerville Middle School
6.) ** Michele Waltz - Team Leader, Centerville Middle School
7.) Kate Willman - Productions Costumer
8.) ** Alex Nagy - Theatrical Producer
9.) Benjamin Kling - Theatre Arts Club Advisor
10.) ** Stephanie Henrich - Theatre Arts Club Assistant Advisor
11.) Rebecca Pancoat - Set Designer/Painting Co-Advisor
12.) ** Gregory Bierly - Set Designer/Painting Co-Advisor
13.) Melissa Schimp - Field Hockey Assistant Coach
14.) Aron Basile - Football Assistant Coach
15.) ** Matthew Wagaman - Football Assistant Coach
16.) Robert Bair - Boys' Tennis Coach

** Denotes Hempfield employee

l. Approval to employ the following individuals as Senior Tax Program Substitutes, effective December 14, 2011, pending receipt of all clearances, compensated at the current substitute rate:

1.) Barbara Sager
2.) Jane Swartz
3.) Sheila Boyd

B. Financial Items

1. Approval of Financial Report and Check Register for the month of November 2011 (reference attachments)

2. Approval to pay invoices from the Capital Reserve Fund - $55,499.22 (reference attachment)

* 3. Approval to pay invoices from the Capital Projects Fund - $1,238,773.76 (reference attachment)

* 4. Approval of tax refunds per the attached list (reference attachment)

5. Approval of the following tax assessment appeals:

a. York Sherwood Associates, LP (reference attachment)

Authorize solicitor to execute stipulation settling this tax assessment appeal at a fair market value of $5,000,000, with resulting assessments as follows:

- 2011-2012: $3,760,000
- 2012-2013 and ongoing: $3,825,000

b. Galileo Shops at Prospect, LP (reference attachment)

Authorize solicitor to execute stipulation settling this tax assessment appeal at a fair market value of $4,900,000, with resulting assessments as follows:

- 2009-2010: $3,606,400
- 2010-2011: $3,621,100
- 2011-2012: $3,684,800
- 2012-2013 and ongoing: $3,748,500

c. Indian Springs Drive, LLC (reference attachment)

Authorize solicitor to execute stipulation settling this tax assessment appeal at a fair market value of $11,800,000 for the 2011-2012 tax year and a fair market value of $11,699,739 for the 2012-2013 tax year, with resulting assessments as follows:

- 2011-2012: $8,873,600
- 2012-2013 and ongoing: $8,950,300

6. Approval of the audited Hempfield School District Financial Statements for 2010-2011 as presented by Trout, Ebersole & Groff, LLP (reference attachments)

7. Approval of update to 457 Deferred Compensation Plan (reference attachment)

C. Building and Grounds Items

1. Approval of PlanCon Part D: Project Accounting based on Estimates and Part E: Design Development for the proposed New Farmdale Elementary School Project (reference attachments)

2. Approval of PlanCon Part D: Project Accounting based on Estimates and Part E: Design Development for the proposed New East Petersburg Elementary School Project (reference attachments)

3. Approval of Bond Without Surety as principal unto West Hempfield Township for the New Farmdale Elementary School project (reference attachment)

4. Approval to accept Change Order(s) for new Landisville Intermediate Center project:

JBM Mechanical, Inc.

- Add $698.95 to provide and install additional condensate piping

5. Approval of Storm Water Management Agreement and Declaration of Easement with West Hempfield Township for the new Farmdale Elementary School project (reference attachment)

6. Approval of Projects by Design Scope of Service from School Specialty to provide classroom and office furnishings at new Landisville Intermediate Center (reference attachment)

D. Other Action Items

1. Approval of the Hempfield High School Mathematics Department Course Proposal, effective for the 2012-2013 school year (reference attachment)

2. Approval of the second reading of the following board policies (reference attachments):

   a. Policy #200 Enrollment in District
   b. Policy #201 Admission of Students
   c. Policy #206 Assignment within District
   d. Policy #217 Graduation Requirements
   e. Policy #225 Relations with Law Enforcement Agencies
   f. Policy #302 Employment of Superintendent/Assistant Superintendent
   g. Policy #303 Employment of Administrators
   h. Policy #404 Employment of Professional Employees
   i. Policy #405 Employment of Substitute Professional Employees
   j. Policy #406 Employment of Summer School Staff
   k. Policy #407 Student Teachers/Interns
   l. Policy #504 Employment of Classified Employees
   m. Policy #505 Employment of Substitute and Short-Term Employees

3. Approval of the first reading of the following board policies (reference attachments):

   a. Policy # 252 Dating Violence
   b. Policy # 209.1 Head Lice

4. Approval of agreement with Tomlinson Bomberger, Market Street Sports Group, and Hempfield School District for sponsorship of a billboard in the Georgelis Law Firm Stadium - one year renewal (reference attachment)

5. Approval of the expulsion of student #2013580 from Hempfield High School for the remainder of the 2011-2012 school year, effective November 30, 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.

6. Approval of the expulsion of student #2013778 from Hempfield High School for the remainder of the 2011-2012 school year, effective November 30, 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.

7. Approval of the expulsion of student #2012619 from Hempfield High School for the remainder of the 2011-2012 school year, effective November 30, 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.

XI. Adjournment

XII. Executive Session (if needed)

*** New Item or Change**