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**HEMPFIELD SCHOOL DISTRICT
200 CHURCH STREET
LANDISVILLE, PENNSYLVANIA 17538**

**AGENDA
REGULAR MEETING
APRIL 13, 2021
ADMINISTRATION BUILDING, PUBLIC BOARD ROOM
7:00 PM**

Executive Session - 5:45 pm

The mission of the Hempfield School District community is to provide safe environments, experiences, and opportunities that inspire all students to become lifelong learners and contributing citizens in all aspects of their lives.

I. Call to Order

II. Pledge of Allegiance

III. Approval of the agenda incorporating additions/deletions

IV. Approval of the minutes of the Committee Meeting on March 2, 2021 and the Regular Meeting held on March 9, 2021

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

We provide a time of public comment for residents and taxpayers to bring their thoughts to the Board, but it is not a time for exchange between the Board, administration, and speaker. We also ask that comments refrain from identifying specific students or staff members by name. Residents and taxpayers who are interested in making public comments must sign in with the Communications Director prior to the start of the meeting.

VI. Superintendent's Report – Announcements/Discussion

A. Student Council Representatives

President.....Bella Rankin
Vice-President.....Lilly Heilshorn

Secretary.....Janeese Hochstetler
Treasurer.....Jack Kirchner

B. Bond Refinancing Update

* C. Budget Update (reference attachment)

D. Calendar of Events

April 13, 2021	5:45 pm, Executive Session 7:00 pm, School Board Regular Meeting Administration Building, Public Board Room
April 15, 2021	5:00 pm, Policy, Personnel & Legal Committee Meeting Administration Building, Public Board Room
April 20, 2021	5:00 pm, Buildings & Grounds Committee Meeting Administration Building, Public Board Room
April 27, 2021	5:00 pm, Finance Committee Meeting Administration Building, Public Board Room
April 29, 2021	5:00 pm, Education & Programs Committee Meeting Administration Building, Public Board Room
May 4, 2021	TBD, Executive Session, 7:00 pm, School Board Committee Meeting Administration Building, Public Board Room
May 11, 2021	TBD, Executive Session, 7:00 pm, School Board Regular Meeting Administration Building, Public Board Room

E. Other

VII. President's Report

VIII. Representative / Adjunct Reports

A. Lancaster County Career & Technology Center - Mr. Keener/Mr. Bard

B. IU 13 - Mr. Merris

C. Hempfield Area Recreation Commission - Mr. Aloisi/Dr. Harrington

D. Safety & Security - Mr. Wagner/Mrs. Johnston

E. PSBA Liaison - Mr. Wagner/Mr. Merris

IX. Standing Committees

- A. Buildings & Grounds - Mr. Merris/Mr. Donato/Mr. Wagner/Mr. Bard (reference attachment)
- B. Education & Programs - Mrs. Johnston/Mr. Maurer/Mr. Merris/Mr. Bard (reference attachments)
- C. Finance - Mr. Maurer/Mr. Aloisi/Mr. Keener/Mrs. Johnston (reference attachments)
- D. Policy, Personnel and Legal - Mr. Smiley/Mr. Keener/Mr. Donato/Mrs. Johnston

X. Action Items

A. Personnel Items

1. Retirements

- a. Approval to accept the resignation, due to retirement, of Denise L. Brandt, Full-Time Health Room Nurse, Landisville Intermediate Center, effective June 4, 2021
- b. Approval to accept the resignation, due to retirement, of Donald P. Declamenti, Full-Time District Maintenance Supervisor, Maintenance Building, effective July 1, 2021
- c. Approval to accept the resignation, due to retirement of Eli Z. Fisher, Full-Time Custodian, Hempfield High School, effective June 30, 2021

2. Resignations

- a. Approval to accept the resignation of Heather Ault, Part-Time Elementary Building Aide, Farmdale Elementary School, effective March 5, 2021
- b. Approval to accept the resignation of Ellen Bishop, Full-Time Personal Care Assistant, Landisville Intermediate Center, effective March 19, 2021
- c. Approval to accept the resignation of Amanda Eberly, Full-Time Benefits Representative, Administration Building, effective March 25, 2021
- d. Approval to accept the resignation of Alli J. Fremer, Special Education Teacher, East Petersburg Elementary School, effective June 7, 2021
- e. Approval to accept the resignation of Shelly L. Jones, Full-Time Food Services Secretary, Administration Building, effective April 2, 2021
- f. Approval to accept the resignation of Joni Morgan, Part-Time General Food Services Employee, Hempfield High School, effective June 4, 2021

- g. Approval to accept the resignation of Brian A. Rathgeb, Director of Food Services, Administration Building, effective March 26, 2021
- h. Approval to amend the resignation date of Shelly L. Vanderlaan, Part-time District Receptionist, Administration Building from March 16, 2021 to March 9, 2021
- i. Approval to accept the resignation of Lars K. White, Full-Time Security/HVAC Technician, Maintenance Building, effective April 23, 2021

3. Leaves of Absence

- a. Approval to grant an Intermittent Leave of Absence to Rik S. Appleby, Teacher - Grade 6, Landisville Intermediate Center from March 16, 2021 through March 16, 2022
- b. Approval to grant a Leave of Absence to Jessica R. Barcaro, Teacher - Grade 4, Landisville Intermediate Center from May 1, 2021 through June 7, 2021
- c. Approval to grant a Leave of Absence to Gregory Bernhardt, Teacher - Health & Physical Education, Farmdale Elementary School from April 21, 2021 through June 7, 2021
- d. Approval to amend a Leave of Absence to Denise L. Brandt, Health Room Nurse, Landisville Intermediate Center and Rohrerstown Elementary School from November 3, 2020 through March 26, 2021 to November 3, 2020 to April 14, 2021
- e. Approval to amend a Leave of Absence to Gregory DeVitry, Teacher - Science, Hempfield High School from September 21, 2020 through February 26, 2021 to September 21, 2020 through April 17, 2021

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- f. Approval to grant a Leave of Absence to Bethany A. Eaton, Teacher - Instructional Support Teacher, Landisville Intermediate Center from March 16, 2021 through April 30, 2021
- g. Approval to amend a Leave of Absence to Heather M. Grimm, Teacher – Grade 6, Centerville Elementary School from November 30, 2020 through February 28, 2021 to November 30, 2020 through June 7, 2021
- h. Approval to grant a Leave of Absence to Michael E. Grube, Custodian, East Petersburg Elementary from April 13, 2021 through June 11, 2021
- i. Approval to amend a Leave of Absence for Mark D. Harman, Teacher - Math, Rohrerstown Elementary School/East Petersburg Elementary School/Landisville Education Center from January 4, 2021 through March 17, 2021 to January 4, 2021 through April 23, 2021
- j. Approval to grant a Leave of Absence to April L. Hart, Teacher - Grade 2, Centerville Elementary School from April 16, 2021 through April 30, 2021
- k. Approval to amend a Leave of Absence for Jessica D. Redcay, Teacher - Grade 2, Landisville Primary Center from September 21, 2020 through April 1, 2021 to September 21, 2020 through June 7, 2021

- l. Approval to grant a Leave of Absence for Kayla S. Resh, Teacher - Speech, Centerville Elementary School from May 10, 2021 through June 7, 2021
- m. Approval to grant a Leave of Absence to Teagan Travis, Teacher - Family & Consumer Sciences, Hempfield High School from April 18, 2021 through June 7, 2021
- n. Approval to grant a Leave of Absence to Jacqueline A. Weber, Personal Care Assistant, East Petersburg Elementary School from March 8, 2021 through April 26, 2021
- o. Approval to grant a Leave of Absence to Rebecca Woodring, Elementary Building Aide, Farmdale Elementary School from January 8, 2021 through March 23, 2021
- p. Approval to amend a Leave of Absence to Karen E. Wynn, Cafeteria Manager, Farmdale Elementary School from November 23, 2020 through January 22, 2021 to November 23, 2020 through April 1, 2021

4. Certified Positions

- a. Approval to employ Emily A. Haws as a Certified Employee with a temporary contract, effective May 5, 2021, provisionally according to federal and state law regulations. Ms. Haws will be placed on Step 1, Bachelor's Degree plus 30, in accordance with the Collective Bargaining Agreement. Ms. Haws is a graduate of East Stroudsburg University and is Certified in Grades PK-4 and Special Education PK-8. (REPLACEMENT)
Assignment: Autistic Support Teacher, Mountville Elementary School
- b. Approval to employ Amy E. Jansky to serve as an After-School Tutor for the 2020-2021 school year, effective March 16, 2021 compensated in accordance with the Collective Bargaining Agreement

5. Support Staff Employments

- a. Approval to employ Judith A. Bitner as a Full-Time Health Room Nurse, Hempfield High School, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
- b. Approval to employ Stacey J. Cottrell as a Part-Time Elementary Building Aide, East Petersburg Elementary School, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
- c. Approval to employ Erik Dourte as a Full-Time Custodian, Farmdale Elementary School, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)

- d. Approval to employ Jaime Eby as a Full-Time Human Resources Generalist - Benefits, Hempfield School District, Administration Building, effective date to be determined, provisionally according to federal and state law regulations, pending receipt of all clearances and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
 - e. Approval to employ Nicole M. Hryniewicz as a Full-Time Paraeducator, Centerville Middle School, effective March 29, 2021, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
 - f. Approval to employ Brandy C. Platt as a Part-Time Elementary Building Aide, Rohrerstown Elementary School, effective April 14, 2021, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
6. Support Staff Transfers
- a. Approval to transfer Amber O. Cless, Full-Time Personal Care Assistant, Mountville Elementary School, to Substitute Personal Care Assistant, effective March 26, 2021
 - b. Approval to transfer Rebecca A. Fite, Part-Time ESL Aide, Landisville Intermediate Center to Substitute ESL Aide, effective April 13, 2021
 - c. Approval to transfer Michelle E. Gambler from Part-Time Attendance Secretary, Landisville Middle School to Full-Time Elementary Building Secretary, East Petersburg Elementary School effective April 6, 2021, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
 - d. Approval to transfer Brenda M. Gappa from Part-Time Food Services Lead, Rohrerstown Elementary School to Full-Time Food Service Manager, Rohrerstown Elementary School effective April 1, 2021, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
 - e. Approval to transfer Thomas J. Hance from Custodian - Building Supervisor, Farmdale Elementary School to General Maintenance Technician, Maintenance Building effective date to be determined, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
 - f. Approval to transfer Beth A. Keener from Full-time Paraeducator, Centerville Middle School to Full-time Personal Care Assistant, Landisville Intermediate Center, effective March 22, 2021, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
 - g. Approval to transfer Lorna E. King from Part-Time General Food Services Employee, Rohrerstown Elementary School to Part-Time Lead Food Services Employee, Rohrerstown Elementary School, effective April 9, 2021, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)

- h. Approval to transfer Omaira Rivera Vazquez from Part-Time General Food Services Employee, Landisville Primary Center to Part-Time General Food Services Employee, Hempfield School District, effective March 2, 2021, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
- i. Approval to transfer Jacquelyn R. Strybos from Full-Time Administrative Assistant to the Assistant Superintendent to Executive Assistant to the Superintendent, Hempfield School District, Administration Building, effective date to be determined, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
- j. Approval to transfer Rebecca E. Woodring from Part-Time Building Aide, Farmdale Elementary School to Part-Time Paraeducator, Farmdale Elementary School, effective March 29, 2021, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)

7. Substitute Positions

- a. Approval to employ Taylor Machalick as a Long-Term Substitute Grade 6 Teacher, Centerville Elementary School, effective March 17, 2021 through June 7, 2021, provisionally according to federal and state law regulations. Ms. Machalick will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Machalick is a graduate of Elizabethtown College and is Certified in Elementary PK-4 and Chapter 49 Exception to teach Grades 5 and 6. (REPLACEMENT)
- b. Approval to employ the following individuals as PA Certified Substitute Teachers for the 2020-2021 school year, provisionally according to federal and state law regulations, compensated at the current substitute rate:
 - 1.) Heather P. Givens.....effective April 13, 2021
 - 2.) Rachel Lowe.....effective March 24, 2021
 - 3.) Matthew Mulvaney.....effective date to be determined
 - 4.) Philip Orzechowski.....effective March 23, 2021
- c. Approval to employ Jennifer Knepper as a Health Room Nurse Substitute, effective March 16, 2021, for the 2020-2021 school year, provisionally according to federal and state law regulations, compensated at the current substitute rate
- d. Approval to employ Karen Atwater as a Substitute Support Staff employee, effective April 13, 2021, compensated at the current substitute rates in the following areas
 - 1.) Substitute ESL Aide
 - 2.) Substitute Paraeducator
 - 3.) Substitute Personal Care Assistant
- e. Approval to employ Susan Bechtel as a Substitute Food Services Employee, effective April 13, 2021, compensated at the current substitute rate

- f. Approval to employ Karen Youtz for the 2020-2021 school year, effective March 23, 2021 in the following positions, compensated at the current substitute rate:

- 1.) Elementary Building Aide Substitute
- 2.) Middle School Noontime Aide Substitute

8. Extracurricular Positions

- a. Approval to appoint Kathryn M. Brown to the extracurricular position of Volunteer Athletic Trainer for the remainder of the 2020-2021 school year, provisionally according to federal and state law regulations and the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation, compensated in accordance with the Collective Bargaining Agreement
- b. Approval to employ Erick S. Hershey to extracurricular position of Advisor for Set Design-Musical for the 2021-2022 school year, provisionally according to federal and state law regulations and receipt of all clearances, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation, compensated in accordance with the Collective Bargaining Agreement
- c. Approval to employ Angelina R. Hook as Science Fair Advisor at Centerville Middle School for the 2020-2021 School Year, provisionally according to federal and state law regulations, receipt of all clearances and a satisfactory physical exam, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation, compensated in accordance with the Collective Bargaining Agreement
- d. Approval to employ the following individuals to extracurricular positions for the 2020-2021 spring sports season, provisionally according to federal and state law regulations, receipt of all clearances and a satisfactory physical exam, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation, compensated in accordance with the Collective Bargaining Agreement:
 - 1.) Mathew P. Donaldson.....Girls Volleyball Assistant Coach
 - 2.) Kathryn N. Rohrbaugh.....Unified Track and Field Head Coach
 - 3.) Courtney N. ZookUnified Track and Field Assistant Coach
- e. Approval to employ Jordan W. Strybos to the extracurricular position of Dance Theatre Assistant Director (50%), provisionally according to federal and state law regulations and the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation, compensated in accordance with the Collective Bargaining Agreement

- f. Approval to appoint Aubrie N. Wolf Kopcho to extracurricular volunteer position of Unified Track & Field Volunteer Coach, effective March 29, 2021 for the 2020-2021 spring sports season, effective March 29, 2021, provisionally according to federal and state law regulations, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation.
- g. Approval to accept the resignation of Christopher Hanusa, Boys Basketball Freshman Head Coach, effective April 8, 2021
- h. Approval to accept the resignation of Victoria A. Marroli, Team Leader, Hempfield High School, effective June 7, 2021

9. Summer Positions

- a. Approval to employ the following Hempfield employees as 2021 Summer School Teachers, effective June 7, 2021, compensated in accordance with the Collective Bargaining Agreement:
 - 1.) Mark N. AshleyPhysical Education
 - 2.) Sara A. BrooksFamily and Consumer Sciences
 - 3.) Heather M. Cisiewicz ...Health
 - 4.) Daniel A. ClarkeArt
 - 5.) Adam R. HindeEnglish
 - 6.) Ronita F. HorningScience – General/Biology
 - 7.) Sara D. JonesPhysical Education
 - 8.) Ethan W. MartinSocial Studies
 - 9.) Michael T. MylinMathematics
 - 10.) Daniel S. RelinPhysical Education
 - 11.) Paul A. TaylorPhysical Education
 - 12.) Clint A. WillmanPersonal Financial Literacy
- b. Approval to employ Charlene Gerz as a Summer Substitute Clerical Aide for the summer of 2020-2021 school year, effective June 7, 2021, compensated at the current substitute rate

10. Other

- a. Approval to grant tenure to Erin M. Essock, who completed three years of satisfactory teaching service, effective February 15, 2021
- * b. Approval to appoint Karen M. Hall as Treasurer of the Hempfield School District, to fill a partial one-year term commencing May 1, 2021 and ending June 30, 2021

B. Financial Items

- 1. Approval of the following contracts (reference attachments)
 - a. Arethusa Designs, LLD for lighting design for the musical production of Fame - contract term is April 12, 2021 to May 3, 2021

- b. Arethusa Designs, LLD for moving light rental package for the musical production of Fame - contract term is April 12, 2021 to May 3, 2021
 - c. Certified Carpet, Inc. for removal and replacement of carpet in the Administration Building
 - d. Chambers Flooring, LLC for recoating of the gymnasium floors at MES, RES & CES - work to be completed over the summer
 - e. Commonwealth Fire Protection to provide 5th year internal inspections and sprinkler head testing.
 - f. Evercor Facility Management for mowing and grounds maintenance services for the district - contract term is 2021-2022 school year through 2022-2023 school year
 - g. Excentia Human Services for program to provide services to enable transition to post-secondary living
 - h. Lancaster-Lebanon Intermediate Unit 13 for participation in Technology Legal Consortium - contract term is July 1, 2021 to June 30, 2022
 - i. Lancaster Rental World, Inc. for the rental of chairs for graduation - contract term is May 26, 2021 to June 4, 2021
 - j. Phillips Workplace Interiors, Inc. for renovation of business, human resources and maintenance offices
 - k. R. J. McCarville Associates, LTD for outdoor bleacher inspections at the stadium, quad, baseball field and softball field
 - l. New Story for tuition agreements for students that transferred to New Story during the 2020-2021 school year
 - m. Providence Capital Network for three-year lease agreement for 2,300 iPads - contract term July 1, 2021 to August 1, 2024
 - n. Dr. Rick Shillabeer for independent educational evaluation for a Hempfield High School student
 - o. Smucker Fencing, LLC for installation of a fence on the paved play area behind Centerville Middle School
 - p. Tomlinson Bomberger Lawn, Inc. for broadleaf applications to all locations in the district
 - q. Work Wisdom for leadership development and executive coaching - contract term is April 2021 to August 2021
2. Approval of Financial Reports and Check Register for the month of March 2021 (reference attachment)

3. Approval of the Food Services Financial Report and Check Register for the month of March 2021 (reference attachment)
4. Approval to pay invoices from the Capital Reserve Fund - \$3,606.56 (reference attachment)
5. Approval of budget transfers (reference attachment)
6. Approval of Submission for PlanCon K, Project Refinancing, to the PA Department of Education, regarding the refinancing issue of General Obligation Bonds, Series of 2021 (reference attachment)
7. Approval of the Hempfield School District Resolution to refinance Series A of 2016 Bonds and issue General Obligation Bonds, Series A of 2021 (reference attachment)
8. Approval of the Lancaster-Lebanon Intermediate Unit 13 General Operating Budget for the fiscal year July 1, 2021 to June 30, 2022 (reference attachments)

C. Other Action Items

1. Approval of second reading of board policies (reference attachments)
 - a. Policy 100: Comprehensive Planning
 - b. Policy 103: Discrimination/Title IX Sexual Harassment Affecting Students
 - c. Policy 119: Current Events
 - d. Policy 218.3: Discipline of Student Convicted-Adjudicated of Sexual Assault
 - e. Policy 249: Bullying/Cyberbullying
 - f. Policy 252: Dating Violence

- * 2. Approval of HYA Baseball/Softball Agreements (reference attachments)
3. Approval of 5Cast Plus Agreement (reference attachment)
- * 4. Approval to sell, donate or dispose of the following list of items (reference attachment)

X. Adjournment

XI. Executive Session (if needed)

*** New Item or Change**