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

**AGENDA
REGULAR MEETING
APRIL 9, 2019
ADMINISTRATION BUILDING, PUBLIC BOARD ROOM, 7:00 PM**

The mission of the Hempfield School District community is to provide safe environments and responsive programs that inspire all students to become lifelong learners and contributing citizens in a global society.

Executive Session – 6:30 pm

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 held on March 5, 2019 and the Regular Meeting held on March 12, 2019

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. Residents and taxpayers who are interested in making public comment must sign in with the Communications Director prior to the start of the meeting.

VI. Superintendent's Report – Announcements/Discussion

A. Hempfield High School Student Council Report

President.....Andrew Jordan
Vice President.....Katie White
SecretaryTusha Pham
TreasurerBrandon Koehnke

- * B. Feasibility Study (reference attachment)
- * C. English Language Development Presentation (reference attachment)
- * D. Budget Update (reference attachment)
- * E. 1:1 Update (reference attachment)

F. Calendar of Events

- | | |
|-----------------------------------|--|
| April 9, 2019 | 6:30 pm, Executive Session, 7:00 pm, Regular Meeting
Administration Building, Public Board Room |
| April 11, 2019 | 11:00 am, Board Policy Committee Meeting
Landisville Education Center, Technology Training Room |
| April 16, 2019 | 4:30 pm, Buildings and Grounds Committee Meeting
Administration Building, Board Conference Room |
| * April 23, 2019
(rescheduled) | 4:30 pm, Finance Committee Meeting
Administration Building, Board Conference Room |
| May 1, 2019 | 5:30 pm, Employee Retirement Celebration
Wheatland Federal Credit Union Cafeteria at HHS |
| May 2, 2019 | 5:30 pm, Senior Tax Substitute Reception
Administration Building, Public Board Room |
| May 2, 2019 | 7:00 pm, Senior Citizen Preview Night
Dance Theater ~ Legacy
HHS Performing Arts Center |
| May 3-4, 2019 | 7:30 pm, Dance Theater ~ Legacy
HHS Performing Arts Center |
| May 5, 2019 | 2:30 pm, Dance Theater ~ Legacy
HHS Performing Arts Center |
| May 7, 2019 | TBD, Executive Session, 7:00 pm, Committee Meeting
Administration Building, Public Board Room |
| * May 9, 2019
(rescheduled) | 4:30 pm, Extracurricular Committee Meeting
Administration Building, Board Conference Room |
| May 14, 2019 | TBD, Executive Session, 7:00 pm, Regular Meeting
Administration Building, Public Board Room |

G. Other

VII. President's Report

VIII. Representative / Adjunct Reports

- A. Lancaster County Career & Technology Center - Mr. Keener/Mr. Smiley
- B. IU 13 - Mr. Merris
- C. Hempfield Area Recreation Commission - Mr. Aloisi/Mr. Daecher
- D. Curriculum Liaison - Mr. Maurer/Ms. Johnston
- E. Safety and Security - Mr. Otto
- F. PSBA Liaison - Mr. Donato/Mr. Merris

IX. Standing Committee Reports

- A. Buildings and Grounds - Mr. Otto/Mr. Donato/Mr. Forry/Mr. Merris (reference attachment)
- B. Finance - Mr. Maurer/Mr. Aloisi/Ms. Johnston/Mr. Keener (reference attachment)
- C. Extracurricular - Mr. Forry/Mr. Merris/Mr. Smiley
- D. Board Policy - Mr. Smiley/Mr. Donato/Ms. Johnston/Mr. Keener (reference attachment)
- E. Technology - Mr. Maurer/Mr. Donato

X. Action Items

- A. Personnel Items
 - 1. Retirements
 - a. Approval to accept the resignation, due to retirement, of Sandy M. Benner, Full-time Custodian, Hempfield High School, effective June 30, 2019

- b. Approval to accept the resignation, due to retirement, of Susan J. Krasnai, Full-time Paraeducator, Hempfield High School, effective at the conclusion of the 2018-2019 school year
- c. Approval to accept the resignation, due to retirement, of Mary Jane Lehman, Part-time Elementary Building Aide, Mountville Elementary School, effective at the conclusion of the 2018-2019 school year
- d. Approval to accept the resignation, due to retirement, of Sandra McConnell, Grade 1 Teacher, Landisville Primary Center, effective at the conclusion of the 2018-2019 school year
- e. Approval to accept the resignation, due to retirement, of James G. Meley, Full-time Custodian, Farmdale Elementary School, effective June 28, 2019

2. Resignations

- a. Approval to accept the resignation of Rosemary J. Gianato, Part-time Food Services Employee - Cashier, Landisville Primary Center, effective March 29, 2019
- b. Approval to accept the resignation of Andrea Machado, Part-time Personal Care Assistant, Mountville Elementary School, effective at the conclusion of the 2018-2019 school year
- c. Approval to accept the resignation of Ana Maria Pena-Mercado, Part-time Personal Care Assistant, Mountville Elementary School, effective March 22, 2019
- d. Approval to accept the resignation of Ashley Tshudy, Part-time Personal Care Assistant, Centerville Elementary School, effective March 15, 2019
- e. Approval to accept the resignation of Kayla A. Vanden Berg, Part-time Paraeducator, East Petersburg Elementary School, effective April 12, 2019
- f. Approval to accept the resignation of Joseph Brogan from the extracurricular position of Steering Committee/Class Advisor, effective at the conclusion of the 2018-2019 school year

3. Leaves of Absence

- a. Approval to grant a Special Sick Leave of Absence to Margaret A. Do, Paraeducator, Hempfield High School, effective March 14, 2019
- b. Approval to grant a Special Sick Leave of Absence to Sylvia M. Sanders, Personal Care Assistant, Hempfield High School, effective March 4, 2019
- c. Approval to grant a Leave of Absence to Meredith B. Sassmannshausen, Grade 6 Teacher, Farmdale Elementary School, effective from August 16, 2019 to March 5, 2020
- * d. Approval to grant a Special Sick Leave of Absence to Kathleen H. Swantner, Principal, Rohrerstown Elementary School, effective April 15, 2019

- e. Approval to grant a Special Sick Leave of Absence to Andrea L. Williams, Grade 4 Teacher, Landisville Intermediate Center, effective March 29, 2019

4. Employments/Appointments

- a. Approval to employ Logan T. Kramer as a Full-time Certified Employee with a temporary contract, effective April 2019, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Kramer will be placed on Step 1, Master's Degree, in accordance with the Collective Bargaining Agreement. Ms. Kramer is a graduate of the Kutztown University, holds a Master's Degree from Millersville University and is certified as an Elementary and Secondary School Counselor PK-12. (REPLACEMENT)
Assignment: Full-time School Counselor, Hempfield High School

- * b. Approval to employ Charlene L. Blough as a Part-time Food Services Employee, Centerville Elementary School, effective April 11, 2019, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
- * c. Approval to employ Lisavette Colon Sanchez as a Part-time Food Services Employee, Rohrerstown Elementary School, effective April 9, 2019, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
- d. Approval to employ **Anthi L. Glass as a Homebound Instructor, effective February 18, 2019, compensated in accordance with the Collective Bargaining Agreement
- e. Approval to employ Amanda D. Gleason as a Part-time Elementary Building Aide, Landisville Intermediate Center, effective April 2, 2019, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
- f. Approval to employ Christina I. Hance as a Part-time Food Services Employee - Lead, Farmdale Elementary School, effective date to be determined, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
- g. Approval to employ Thomas J. Hance as a Full-time Building Custodial Supervisor, Farmdale Elementary School, effective date to be determined, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
- h. Approval to employ Bryan Kocher as a Full-time Custodian, District Floater, effective date to be determined, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)

- i. Approval to employ Charity Severt as a Part-time Food Services Employee, Landisville Primary Center, effective date to be determined, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)

5. Transfers

- a. Approval to transfer Keri L. Detter from Part-time Paraeducator, Landisville Intermediate Center to Full-time Clerical Aide, Landisville Intermediate Center, effective March 25, 2019, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
- b. Approval to transfer Tammy Foltz from Part-time Food Services Employee - Lead, Landisville Middle School to Full-time Food Services Manager, Landisville Middle School, effective August 12, 2019, compensated in accordance with the Salary Rate Ranges for 2019-2020 (REPLACEMENT)
- c. Approval to transfer Maia B. Hess from Part-time Elementary Building Aide, East Petersburg Elementary School to Part-time Paraeducator, Landisville Intermediate Center, effective April 1, 2019 (REPLACEMENT)
- d. Approval to transfer Joshua A. Tawney from Health and Physical Education Teacher, Landisville Primary Center/Hempfield High School to Health and Physical Education Teacher, Hempfield High School, effective for the 2019-2020 school year (REPLACEMENT)

6. Substitute Positions

- a. Approval to employ Richard S. Bentley as a Substitute Principal, Rohrerstown Elementary School, effective April 15, 2019 through the conclusion of the 2018-2019 school year, compensated at the current substitute rate
- b. Approval of Change of Status for Sarah E. Bressler from an Extended Day-to-Day Substitute to a Long-term Substitute, effective January 7, 2019 through the conclusion of the 2018-2019 school year, provisionally according to federal and state law regulations. Ms. Bressler will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Bressler is a graduate of Shippensburg University and is certified in Elementary K-6. (REPLACEMENT)
Assignment: Long-term Substitute Grade 2 Teacher, Farmdale Elementary School
- c. Approval to employ Jordan Spangenburg as a PA Certified Substitute Teacher, provisionally according to federal and state law regulations, effective April 5, 2019, compensated at the current substitute rate
- d. Approval to employ the following individuals as Hempfield Emergency Certified Substitute Teachers, provisionally according to federal and state law regulations, compensated at the current substitute rate
 - 1.) Debra J. Korn.....effective April 9, 2019
 - 2.) Amy R. Smitheffective April 2, 2019

- e. Approval of Change of Status for Tara Sheckler who will continue as a Long-term Substitute as she transfers from Grade 1, Centerville Elementary School to Grade 4, Rohrerstown Elementary School, effective March 14, 2019 until the conclusion of the 2018-2019 school year (REPLACEMENT)
- f. Approval to employ the following individuals as Substitute Food Services Employees, compensated at the current substitute rate:
 - 1.) Tara Ellmaker, Food Services Substitute, effective April 9, 2019
 - 2.) Rosemary Gianato, Food Services Substitute Cashier, effective April 1, 2019
 - 3.) Lisa Tearney, Food Services Substitute, effective date to be determined
- g. Approval to employ T. Rick Miller as a Senior Tax Program Substitute, effective April 10, 2019, provisionally according to federal and state law regulations and receipt of all clearances, compensated at the current substitute rate

7. Extracurricular Positions

- a. Approval to employ **Kenneth L. Smith, Jr. to the extracurricular position of Football Varsity Assistant Coach for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated in accordance with the Collective Bargaining Agreement
- b. Approval to employ Brian W. Woodfill to the extracurricular position of Boys Soccer Junior High Head Coach for the 2019-2020 school year, provisionally according to federal and state law regulations, compensated in accordance with the Collective Bargaining Agreement

8. Summer Positions

- a. Approval to employ the following Hempfield employees as 2019 Summer School Teachers, effective date to be determined, compensated in accordance with the Collective Bargaining Agreement:
 - 1.)**Matthew Binder Comm-Tech 1
 - 2.)**Sara Brooks Family and Consumer Sciences
 - 3.)**Heather Cisewicz Health
 - 4.)**Troy Deveney Biology
 - 5.)**George Eager Social Studies
 - 6.)** Erika Moore Art
 - 7.)** Joseph Nichisti General Science
 - 8.)**Daniel Relin Physical Education
 - 9.)**Matthew Sahd Mathematics
 - 10.)**Paul Taylor Physical Education
 - 11.)**Clint Willman Personal Financial Literacy
 - 12.)**Nathan Zechman Online Physical Education

* Denotes current Hempfield Employee

b. Approval to employ the following individuals as Part-time Summer 2019 Computer Preventative Maintenance Employees, compensated at the current summer rate:

- 1.)**Steven A. Lied
- 2.)**Benjamin J. Mitchell

c. Approval to employ **Cindy A. Tangert as a Part-time Food Services Summer Maintenance Employee, Hempfield School District, effective June 17, 2019 through August 16, 2019, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)

9. Other

Approval of Jessica Snader as an Intern in the Communications Department, Administration Building, from May 13, 2019 through August 19, 2019, pending receipt of all clearances

B. Financial Items

1. Approval of Financial Report and Check Register for the month of March 2019 (reference attachments)
2. Approval of the Food Services Financial Report and Check Register for the month of March 2019 (reference attachments)
3. Approval to pay invoices from the Capital Reserve Fund - \$82,755.00 (reference attachment)
4. Approval of the following contracts (reference attachments):
 - a. Apeiron Systems for SIP trunking voice service replacement for Windstream; term is April 2019 to April 2022
 - b. Comcast Business for network connectivity to bus depot - term is April 2019 to April 2024
 - c. Evercor Facility Management for mowing and lawn care services - contract is from April 10, 2019 through June 30, 2021
 - d. FMX for facility management software to replace previously used software. Subscription term is April 17, 2019 to June 30, 2019
 - e. Lancaster-Lebanon Intermediate Unit 13 for district licensing for all Microsoft products as negotiated by Lancaster-Lebanon IU 13
 - f. Lancaster-Lebanon Intermediate Unit 13 for contract to participate in LLVS (Lancaster-Lebanon Virtual Solutions) to purchase courses, program support fee, and content/help desk support for students
 - g. Mixed Impressions DJ's Entertainment for DJ services for prom on May 11, 2019

- h. Dr. Elizabeth Montagnese to perform psychiatric evaluations not to exceed four hours per evaluation for the 2018-2019 school year
 - i. New Story for tuition agreement for one student who transferred to New Story during the 2018-2019 school year - cost varies dependent on services required for student
 - j. Optiv for Palo Alto Networks subscription renewals (security, content filtering, firewall); term is May 25, 2019 through May 25, 2020
 - k. Optiv for Aruba renewal 2018 (wireless network support); term is April 25, 2019 through April 24, 2020
 - l. Professional Software for Nurses, Inc. for software that includes subscription fee, online training videos, on-site training, and a state report generator tool
 - m. Rachel's Challenge for event programming that includes presenters, training, resources, and teacher's kit for event to be conducted at Centerville Middle School and Landisville Middle School in September 2019
 - n. Sapphire Software for support extension for Sapphire Student Information System (SIS) from July 1, 2019 through October 31, 2019
 - o. Sharp Energy for lowest bid on bus propane fuel supply - recommendation of a three-year contract from July 1, 2019 through June 30, 2022
 - p. Triangle Communication for district digital radio upgrade, repeater hardware, and installation
 - q. Tyler Technology for contract to assist Technology Department in moving data and web server to new servers
 - r. VComm Telecommunications Engineering for contract for RF Testing at Landisville Middle School and Rohrerstown Elementary School - not including optional services
5. Approval of budget transfers (reference attachment)
6. Approval of the Lancaster-Lebanon Intermediate Unit 13 General Operating Budget for the fiscal year July 1, 2018 to June 30, 2020 (reference attachments)

C. Other Action Items

- 1. Approval of first reading of the following board policies (reference attachments):
 - a. Policy #006: Meetings
 - b. Policy #004: Membership
 - c. Policy #204: Attendance
- 2. Approval to rescind the following board policies:
 - a. Policy #248: Unlawful Harassment - Pupils
 - b. Policy #348: Unlawful Harassment - Employees

3. Approval of the expulsion of student #2021365 from Hempfield School District for the remainder of the 2018-2019 school year and the first semester of the 2019-2020 school year, effective April 2, 2019. During the term of expulsion, the student agrees to complete coursework through the Landisville Education Center and abide by the program's rules, 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**