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

**AGENDA
REGULAR MEETING
AUGUST 13, 2019
ADMINISTRATION BUILDING, PUBLIC BOARD ROOM, 7:00 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.

Executive Session – 5:00 pm

I. Call to Order

II. Pledge of Allegiance

III. Approval of the Agenda incorporating Additions/Deletions

IV. Approval of the Minutes of the Regular Meeting held on July 9, 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. District Enrollment Update (reference attachment)
- * B. District Curriculum Update (reference attachment)
- * C. Power School Update (reference attachment)

* D. Feasibility/Attendance Area Update (reference attachment)

E. Calendar of Events

August 13, 2019	5:00 pm, Executive Session, 7:00 pm, Regular Meeting Administration Building, Public Board Room
August 15, 2019	2:30 pm, New Teacher Reception Administration Building, Public Board Room
August 19, 2019	8:00 am, Opening Day of 2019-2020 School Year Hempfield High School, Performing Arts Center
August 20, 2019	4:30 pm, Buildings and Grounds Committee Meeting Administration Building, Board Conference Room
* August 27, 2019	4:30 pm, Finance Committee Meeting Administration Building, Board Conference Room
September 3, 2019	TBD, Executive Session, 7:00 pm, Committee Meeting Administration Building, Public Board Room
September 10, 2019	TBD, Executive Session, 7:00 pm, Regular Meeting Administration Building, Public Board Room
September 12, 2019	11:00 am, Board Policy Committee Meeting Landisville Education Center, Technology Training Room
September 14, 2019	HHS Athletic Hall of Fame Induction Celebration Wheatland Federal Credit Union Cafeteria at HHS 5:00 pm, Reception 5:45 pm, Welcome and Introductions 6:00 pm, Dinner 7:00 pm, Induction Ceremony (RSVP by August 15 to Kathy Miller)

F. 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/Dr. Harrington
- 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
- C. Extracurricular - Mr. Forry/Mr. Merris/Mr. Smiley
- D. Board Policy - Mr. Smiley/Mr. Donato/Ms. Johnston/Mr. Keener
- E. Technology - Mr. Maurer/Mr. Donato

X. Action Items

A. Personnel Items

1. Retirement

- * Approval to accept the resignation and retirement notice of Daniel L. Forry as Chief Operating Officer, effective on or before June 30, 2020 and honor his one-year notice payment in his contract

2. Resignations

- *
 - a. Approval to accept the resignation of Hillary J. Atkinson, Grade 4 Teacher, Farmdale Elementary School, effective date is yet to be determined, but no later than October 10, 2019
 - b. Approval to accept the resignation of Morgan A. Brown, Part-Time Elementary Building Aide, Landisville Intermediate Center, effective August 6, 2019
 - c. Approval to accept the resignation of Sue E. Fackler, Part-Time Attendance Secretary, Centerville Middle School, effective August 7, 2019

- d. Approval to accept the resignation of Dawn M. Graybill, Part-Time Personal Care Assistant, East Petersburg Elementary School, effective August 5, 2019
- * e. Approval to accept the resignation of Elcin Oldac, Part-Time Personal Care Assistant, Centerville Middle School, effective August 9, 2019
- f. Approval to accept the resignation of Kenneth L. Smith, Jr. from the extracurricular position of Football Varsity Assistant Coach, effective August 6, 2019
- g. Approval to accept the resignation of Aimee Vazquez, Part-Time Food Services Employee, Centerville Elementary School. Ms. Vazquez was approved at the August 6, 2019 Committee Meeting, but resigned before her employment began.

3. Certified/Contracted Employments

- a. Approval to employ John F. Burkholder as a Certified Employee with a permanent contract, effective August 16, 2019, for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Mr. Burkholder will be placed on Step 2, Master's Degree, in accordance with the Collective Bargaining Agreement. Mr. Burkholder is a graduate of Temple University, holds a Master's Degree from Gratz College and is certified in Special Education PK-12, Mid-Level Science 6-9, and Elementary K-6. (REPLACEMENT)
Assignment: Learning Support Teacher, Landisville Middle School
- b. Approval to employ Danielle Cardone as a Certified Employee with a temporary contract, effective August 16, 2019, for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Cardone will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Cardone is a graduate of Messiah College and is certified in Elementary PK-4 and as a Program Specialist English as a Second Language PK-12. (REPLACEMENT)
Assignment: Grade 4 Teacher, Landisville Intermediate Center
- * c. Approval to employ Samantha L. Weigle as a Certified Employee with a temporary contract, effective August 16, 2019, for the 2019-2020 school year, provisionally according to federal and state law regulations. Ms. Weigle will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Weigle is a graduate of Elizabethtown College and is certified in Grades 5-6 and Grades PK-4. (REPLACEMENT)
Assignment: Grade 6 Teacher, Farmdale Elementary School

4. Support Staff Employments

- a. Approval to employ Rebecca A. Fite as a Part-Time English as a Second Language Aide, Landisville Intermediate 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 2019-2020 (REPLACEMENT)

- * b. Approval to employ Brian Fleming as a Full-Time Custodian, Hempfield High 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 2019-2020 (REPLACEMENT)

5. Transfers

- a. Approval to transfer the following certified staff employees, effective date as noted:

	NAME	FROM	TO	EFFECTIVE
1.)	Deborah K. French	Gifted Support Teacher, CES/EPES	Gifted Support Teacher, CES/RES	08/16/19
2.)	Caroline E. Norelli	Speech Therapist, FES/CES	Speech Therapist, CES	08/16/19
3.)	Jason A. Ohrel	Health & Physical Education, LIC/LPC	Health & Physical Education, LIC	08/16/19
4.)	Meredith Sassmannshausen	Grade 6 Teacher, FES	Grade 4 Teacher, FES	08/16/19
5.)	Tara A. Sheckler	LTS Grade 2 Teacher, LPC (first semester assignment)	LTS Grade 1 Teacher, CES (full-year assignment)	08/16/19

- b. Approval to transfer the following support staff employees, effective date as noted:

	NAME	FROM	TO	EFFECTIVE
1.)	Lisa B. Anderson	Part-Time Elementary Building Aide, MES	Part-Time Personal Care Assistant, MES	08/22/19
2.)	Kimberly S. Arms	Full-Time Personal Care Assistant, RES	Full-Time Personal Care Assistant, LPC	08/22/19
3.)	Kathleen M. Bair	Full-Time Personal Care Assistant, MES	Full-Time Personal Care Assistant, CMS	08/22/19
4.)	Rebecca A. Huhn	Part-Time Personal Care Assistant, LIC	Part-Time Personal Care Assistant, LMS	08/22/19
5.)	Carly J. Lapp	Part-Time Personal Care Assistant, CES	Part-Time Personal Care Assistant, LMS	08/22/19
6.)	Rachel J. R. Marquez	Full-Time Personal Care Assistant, CES	Full-Time Personal Care Assistant, HHS	08/22/19
7.)	Laura A. McIntosh	Part-Time Paraeducator, LIC	Part-Time Paraeducator, LPC	08/22/19
8.)	Shari A. Miller	Full-Time In-School Suspension Aide, LMS	Full-Time Personal Care Assistant, HHS	08/22/19
9.)	Cynthia K. Mosso	Full-Time Personal Care Assistant, FES	Full-Time Personal Care Assistant, CES	08/22/19
10.)	Amanda T. Raymond	Full-Time Personal Care Assistant, LPC	Full-Time Personal Care Assistant, CES	08/22/19
11.)	Abby L. Wert	Full-Time Personal Care Assistant, LPC	Full-Time Personal Care Assistant, LIC	08/22/19

6. Certified Staff Substitute Positions

- * a. Approval to employ Allison N. Crumling as a Long-Term Substitute Grade 4 Teacher, Farmdale Elementary School, effective August 16, 2019 through March 5, 2020, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Crumling will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Crumling is a graduate of West Chester University and is certified in Grades PK-4. (REPLACEMENT)
- b. Approval to employ Jennifer J. Eby as a Long-Term Substitute Grade 2 Teacher, Landisville Primary Center, effective August 16, 2019, for the first semester of the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Eby will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Eby is a graduate of Millersville University and is certified in Elementary K-6 and Early Childhood N-3. (REPLACEMENT)
- c. Approval to employ Tara A. Sheckler as a Long-Term Substitute Grade 1 Teacher, Centerville Elementary School, effective August 16, 2019, for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Sheckler will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Sheckler is a graduate of East Stroudsburg University and is certified in Grades PK-4. (REPLACEMENT)
- d. Approval to employ the following individuals as PA Certified Substitute Teachers, provisionally according to federal and state law regulations, compensated at the current substitute rate (reference attachment)
- * e. 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 (reference attachment)
- * f. Approval to employ the following individuals as LLIU13 Emergency Certified Substitute Teachers, provisionally according to federal and state law regulations, compensated at the current substitute rate (reference attachment)
- * g. Approval to employ Judy Myers-Moore as a Senior Tax Program Substitute, effective August 14, 2019, provisionally according to federal and state law regulations and receipt of all clearances, compensated at the current substitute rate

7. Support Staff Substitutes

- * a. Approval to employ the following individuals as Substitute Health Room Nurses for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted:
 - 1.) Susan Burlingame (screenings only)
 - 2.) Donna Fischer
 - 3.) Walter Huss
 - 4.) Tracy Kirchner

- 5.) Karin Lancelotta
- 6.) Megan Lukas
- 7.) Nancy Myers (screenings only)
- 8.) Mary Kay Transue
- 9.) Karen Wotring

- * b. Approval to employ the following individuals as Substitute Clerical Aides for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted (reference attachment)
- * c. Approval to employ the following individuals as Substitute Elementary Building Aides for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted (reference attachment)
- * d. Approval to employ the following individuals as Substitute Food Services Employees for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted:
 - 1.) Elcin Oldac
 - 2.) Hannah Pringle (effective July 23, 2019)
 - 3.) Rnda Samir Salama
- * e. Approval to employ the following individuals as Substitute English as a Second Language Aides for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted (reference attachment)
- * f. Approval to employ the following individuals as Substitute Middle School Noontime Aides for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted (reference attachment)
- * g. Approval to employ the following individuals as Substitute Paraeducators for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted (reference attachment)
- * h. Approval to employ the following individuals as Substitute Personal Care Assistants for the 2019-2020 school year, compensated at the current substitute rate, effective August 14, 2019, unless otherwise noted (reference attachment)

8. Extracurricular Positions

- a. Approval to employ the following individuals to extracurricular positions, effective 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:
 - 1.)**Hannah C. ZeiberField Hockey Junior High Assistant Coach
 - 2.)**Brian J. Rife.....Football Junior High Assistant Coach
 - * 3.) Troy E. SmithFootball Varsity Assistant Coach
 - * 4.) Brand E. DavisMarching Band Marching Assistant
 - * 5.)**Laurel HillTicket Sales Director
 - 6.) Rebecca Pershouse OlsonMarching Band Assistant Director
 - * 7.) Katherine WillmanProduction Costumer Musical & Dance Theatre

- b. Approval to appoint Karren Wonders to the extracurricular position of Girls Volleyball Volunteer Coach for the 2019-2020 school year, pending new hire requirements

**Denotes current Hempfield employee

9. Approval to authorize the Superintendent to commit employment for vacancies necessary for the opening of school

B. Financial Items

1. Approval of Financial Report and Check Registers for the month of July 2019 (reference attachment)
2. Approval of the Food Services Financial Report and Check Register for the month of July 2019 (reference attachment)
3. Approval to pay invoices from the Capital Reserve Fund - \$26,225.20 (reference attachment)
4. Approval for the disposal or sale of:
 - 280 Apple MacBook Pros (2010-2012)
 - 26 Apple iMacs (2007)
 - 20 Apple Mac Minis (2007-2010)
 - 45 Apple iPads (2011-2013)
 - 6 Lenovo laptops (2010)
 - 35 LCD monitors (2010-2012)
 - 6 network switches
5. Approval of the submission of the 2019-2020 Consolidated Application for Federal Program Grants. Title I, Part A - Improving Basic Programs Grant \$861,031.00; Title II, Part A – Supporting Effective Instruction Grant \$182,411.00; Title III, Language Instruction for English Learners Grant \$58,263 and Title IV, Part A, Student Support and Academic Enrichment Grant \$65,570.
6. Approval of the following contracts: (reference attachments)
 - a. Berkshire Systems Group, Inc. for kitchen hood and fire extinguisher inspections at all buildings for term July 1, 2019 to June 30, 2020
 - b. Blackboard, Inc. for work order to switch notification data from Sapphire to PowerSchool for term July 15, 2019 to July 14, 2020
 - c. Core Power and Environment for maintenance renewal for data center UPS and cooling
 - d. ELA Group, Inc. to perform the hazardous walking route studies in East Petersburg
 - e. ELA Sport/ELA Group, Inc. for baseball and softball warning track improvements

- f. Lancaster-Lebanon Intermediate Unit 13 agreement to provide Title 1 Services for Hempfield resident students who are academically qualified, but attend non-public schools for school year 2019-2020
- g. Lancaster-Lebanon Intermediate Unit 13 agreement to provide Title 11A professional development services to two non-public schools for the benefit of Hempfield resident students who attend non-public schools for school year 2019-2020
- h. Mixed Impressions DJs for DJ services for Landisville Middle School for the 2019-2020 school year
- i. Orthopedic Associates of Lancaster, LTD for athletic training services for the term of August 1, 2019 to June 30, 2022 (this is a revision of the original contract)
- j. Pearson for license agreement for use of Pearson's Digital Assessment Library for term of July 1, 2019 to June 30, 2020

C. Other Action Items

- 1. Approval to continue the current activity/instrument rental fees for the 2019-2020 school year, while exploring the current activity/ instrument rental fee structure
- 2. Approval of transportation routes for 2019-2020 (reference attachment)
- 3. Approval of the Agreement with Mennonite Home Communities, Market Street Sports Group and Hempfield School District for sponsorship of the Senior Citizens Program. This is a one-year contract renewal for \$2,500. (reference attachment)
- 4. Approval of the Agreement with Hempfield Foundation, Market Street Sports Group and Hempfield School District for sponsorship of an end zone sign in Georgelis Law Firm Stadium. This is a one-year contract renewal for \$3,000 annually. (reference attachment)
- 5. Approval for Hempfield School District to contract with Manheim Central School District to have Hempfield Student #2023355, Grade 9, participate in Manheim Central High School's Vocational-Agricultural Program for the 2019-2020 school year (pending approval by Manheim Central School District on August 21, 2019)

XI. Adjournment

XII. Executive Session (if needed)

*** New Item or Change**