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

**AGENDA
REGULAR MEETING
JANUARY 16, 2018
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 – 6:00 pm

I. Call to Order

II. Pledge of Allegiance

III. Approval of the Agenda incorporating Additions/Deletions

IV. Approval of the Minutes of the Reorganization Meeting and the Committee/Special Voting Meeting held on December 5, 2017 and the Regular Meeting held on December 12, 2017

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.

VI. Superintendent's Report – Announcements/Discussion

A. School Board Recognition Presentation

B. Hempfield High School Student Council Representatives

Austin Glass..... President
Joy Zavalick..... Vice-President
Andrew Jordan Treasurer
Katie White Secretary

- C. 1:1 Initiative Update
- D. Preliminary Budget Presentation
- E. Comprehensive Plan Update (reference attachment)
- F. Superintendent/Assistant Superintendent Goals Update
- G. RES Cell Tower Update
- H. Calendar of Events

January 16, 2018 6:00 pm, Executive Session, 7:00 pm, Regular Meeting
School Board Recognition Month
Administration Building, Public Board Room

January 18, 2018 4:30 pm, Extracurricular Committee Meeting
Administration Building, Board Conference Room

January 25, 2018 4:30 pm, Buildings and Grounds Committee Meeting
Administration Building, Board Conference Room

January 31, 2018 4:30 pm, Finance Committee Meeting
Administration Building, Board Conference Room

* February 1, 2018 7:30 am, Senator Ryan Aument's Breakfast
LCCTC, Mount Joy Campus
432 Old Market Street, Mount Joy, PA
(February 8 - rescheduled date in case of inclement weather)

February 6, 2018 TBD, Executive Session, 7:00 pm, Committee Meeting
Administration Building, Public Board Room

February 13, 2018 TBD, Executive Session, 7:00 pm, Regular Meeting
Preliminary Budget Adoption
Administration Building, Public Board Room

I. Other

VII. President's Report

VIII. Representative / Adjunct Reports

- A. Lancaster County Career & Technology Center - Mr. Keener
- B. IU 13 - Mr. Merris

C. Hempfield Area Recreation Commission - Mr. Aloisi

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 attachments)
- B. Finance - Mr. Maurer/Mr. Aloisi/Ms. Johnston/Mr. Keener (reference attachments)
- C. Extracurricular - Mr. Forry/Mr. Merris/Mr. Smiley
- D. Board Policy - Mr. Smiley/Mr. Donato/Ms. Johnston/Mr. Keener (reference attachment)

X. Action Items

A. Personnel Items

1. Retirements

- a. Approval to accept the resignation, due to retirement, of Christopher S. Adams, Superintendent of Schools, Hempfield School District, effective January 4, 2019
- b. Approval to accept the resignation, due to retirement, of Diane M. Cunfer, Mathematics Teacher, Hempfield High School, effective at the conclusion of the 2017-2018 school year
- c. Approval to accept the resignation, due to retirement, of Kathleen M. Flynn, English Language Arts Teacher, Hempfield High School, effective at the conclusion of the 2017-2018 school year
- * d. Approval to accept the resignation, due to retirement, of Donna L. Garrison, English Language Arts Teacher, Landisville Middle School, effective at the conclusion of the 2017-2018 school year
- * e. Approval to accept the resignation, due to retirement, of Doreen Nissley, English Language Arts Teacher, Hempfield High School, effective at the conclusion of the 2017-2018 school year

- f. Approval to accept the resignation, due to retirement, of Barbara A. Sammet, World Language Arts Teacher, Hempfield High School, effective at the conclusion of the 2017-2018 school year
- g. Approval to accept the resignation, due to retirement, of Karen S. Shenk, Science Teacher, Landisville Middle School, effective at the conclusion of the 2017-2018 school year
- * h. Approval to accept the resignation, due to retirement, of Cheryl A. Wyble, Grade 4 Teacher, Landisville Intermediate Center, effective at the conclusion of the 2017-2018 school year

2. Resignations

- a. Approval to accept the resignation of Julia L. Backes, Part-time Personal Care Assistant, Centerville Elementary School, effective December 14, 2017
- b. Approval to accept the resignation of Joseph G. Dorgan, Part-time Personal Care Assistant, Farmdale Elementary School, effective December 13, 2017
- c. Approval to accept the resignation of Joanne L. Mongeau, Full-time Health Room Nurse, Landisville Primary Center/Mountville Elementary School, effective January 5, 2018
- d. Approval to accept the resignation of Christina L. Rohrer, Part-time Noontime Aide, Centerville Middle School, effective December 19, 2017
- e. Approval to accept the resignation of Nicole E. Thomas, Part-time Food Services Employee, Hempfield High School, effective December 18, 2017
- f. Approval to accept the resignation of Gary Dimm, Boys Volleyball Assistant Coach, effective January 3, 2018
- g. Approval to accept the resignation of Stephanie Helgeson, Girls Lacrosse Assistant Coach, effective January 3, 2018
- h. Approval to accept the resignation of Zahid Virmani, Girls Soccer Assistant Varsity Coach and Girls Soccer Head Junior Varsity Coach, effective January 4, 2018

3. Leaves of Absence

- a. Approval to grant a leave of absence to Stephanie D. Meyer, Grade 3 Teacher, Mountville Elementary School, from March 8, 2018 to June 7, 2018
- b. Approval to grant a leave of absence to Christina M. Wickersham, Learning Support Teacher, Centerville Elementary School, from March 3, 2018 to June 7, 2018

4. Employments/Appointments

- a. Approval to appoint the following individuals to act as mentors for the second half of the 2017-2018 school year, compensated in accordance with the Collective Bargaining Agreement:

- 1.)**Nela Breitzkreutz
- 2.)**Melinda S. Brown
- 3.)**Kimberly H. Rineer

- b. Approval to appoint **Amy L. Edwards to act as a mentor for a portion of the 2017-2018 school year, compensated in accordance with the Collective Bargaining Agreement

- * c. Approval to employ **Cynthia A. Mowery to serve as an After-School Tutor for the 2017-2018 school year, effective January 17, 2018, compensated in accordance with the Collective Bargaining Agreement
- d. Approval to employ Michael Betrone 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 2017-2018 (REPLACEMENT)
- * e. Approval to employ Julie M. Cole as a Part-time General Food Services Employee - Lead, Rohrerstown Elementary School, effective January 17, 2018, 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 2017-2018 (REPLACEMENT)
- * f. Approval to employ Abigail Durdock as a Full-time Custodian, District-Wide, 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 2017-2018 (REPLACEMENT)
- g. Approval to employ Nancy M. Eisenberger as a Part-time General Food Services Employee, Hempfield High School, effective January 17, 2018, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2017-2018 (REPLACEMENT)
- h. Approval to employ Andrea K. Gouse as a Part-time English Language Development Aide, Landisville Middle School, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2017-2018 (NEW)
- * i. Approval to employ Beshoy Khalil 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 2017-2018 (REPLACEMENT)

- * j. Approval to employ Nicole M. Ostroski as a Part-time Middle School Noontime Aide, Centerville Middle School, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2017-2018 (REPLACEMENT)

5. Transfers

- a. Approval to transfer Gabriel T. Malanchuk from District-wide Custodial Floater to Full-time Custodian, Landisville Intermediate Center, effective January 17, 2018, for the 2017-2018 school year (REPLACEMENT)
- b. Approval to transfer Abbey G. Miller from Part-time Personal Care Assistant, Mountville Elementary School to Full-time Personal Care Assistant, Mountville Elementary School, effective January 17, 2018, for the 2017-2018 school year (REPLACEMENT)
- c. Approval to transfer Jill M. Silvius from Part-time Food Services Employee, Hempfield High School to Part-time Elementary Building Aide, Mountville Elementary School, effective January 22, 2018, for the 2017-2018 school year (REPLACEMENT)

6. Substitute Employments

- a. Approval to employ Alexis J. Huhn as a Long-term Substitute, effective January 22, 2018, for the second semester of the 2017-2018 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Huhn will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Employment is pending a Bachelor's Degree from Millersville University and pending certification in Elementary PK-4. (REPLACEMENT)
Assignment: Grade 2 Teacher, Farmdale Elementary School
- b. Approval to employ Brittany L. McMullen as a Part-time Long-term Substitute, effective January 22, 2018, for the second semester of the 2017-2018 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. McMullen will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. McMullen is a graduate of Roger Williams University and is certified in Mathematics 7-12. (REPLACEMENT)
Assignment: Part-time (.6) Mathematics Teacher, Hempfield High School
- c. Approval to employ Leah Meo as a Long-term Substitute, effective January 22, 2018, for the second semester of the 2017-2018 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Meo will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Meo is a graduate of Millersville University and is certified in Special Education PK-12 and Elementary K-6. (REPLACEMENT)
Assignment: Learning Support Teacher, Centerville Elementary School

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 - d. Approval to employ Barbara St. John as a Long-term Substitute, effective January 22, 2018, for the second semester of the 2017-2018 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. St. John will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. St. John is a graduate of and holds a Master's Degree from Millersville University and is certified in Elementary K-6, Early Childhood N-3, and Mid-level Mathematics 6-9. (REPLACEMENT)
Assignment: Grade 3 Teacher, Mountville Elementary School
 - e. Approval to employ the following individuals as Pennsylvania Certified Substitute Teachers for the 2017-2018 school year, compensated at the current substitute rate:
 - 1.) Alexis Eckmaneffective January 17, 2018
 - 2.) Anna M. Gehmaneffective December 20, 2017
 - 3.) Kelley Greinereffective January 10, 2018
 - 4.) Jennifer L. Landiseffective December 20, 2017
 - 5.) Jennifer L. Martineffective December 20, 2017
 - 6.) Tara Shecklereffective January 3, 2018
 - 7.) Barbara St. Johneffective December 20, 2017
 - 8.) Jamie Walkereffective December 20, 2017
 - 9.) Kathryn Zellerseffective January 3, 2018
 - f. Approval to employ the following individuals as IU13 Emergency Substitute Teachers for the 2017-2018 school year, compensated at the current substitute rate:
 - 1.) Danesha N. Butlereffective December 20, 2017
 - 2.) Christine M. Millereffective January 3, 2018
 - 3.) Wendy Youngeffective January 10, 2018
 - g. Approval to employ Ida Gonzalez as a Substitute Clerical Aide, effective January 17, 2018, for the 2017-2018 school year, compensated at the current substitute rate
 - h. Approval to employ Sarah Henderson to the following substitute positions, effective January 17, 2018, for the 2017-2018 school year, compensated at the current substitute rate:
 - 1.) Substitute Elementary Building Aide
 - 2.) Substitute Secondary Building Aide
 - 3.) Substitute Middle School Noontime Aide
 - 4.) Substitute General Food Services Employee
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 - i. Approval to employ Pamela K. Kinderwater as a Substitute Clerical Aide, effective January 17, 2018, for the 2017-2018 school year, compensated at the current substitute rate
 - j. Approval to employ Sherry L. Miller as a Substitute Paraeducator, effective January 17, 2018, for the 2017-2018 school year, compensated at the current substitute rate
 - k. Approval to employ Nicole E. Thomas as a Substitute Food Services Employee, effective January 17, 2018, for the 2017-2018 school year, compensated at the current substitute rate

7. Extracurricular Positions

- a. Approval to appoint Edward Gailor, Jr. to the extracurricular position of Baseball Varsity Assistant Coach, effective for the 2017-2018 spring sports season, 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 appoint Courtney Koser to the extracurricular position of Softball Varsity Assistant Coach, effective for the 2017-2018 spring sports season, 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
- c. Approval to appoint Eugene Raihl to the extracurricular position of Softball Varsity Assistant Coach, effective for the 2017-2018 spring sports season, 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
- d. Approval to appoint the following individuals to extracurricular volunteer positions for the 2017-2018 school year:
 - 1.) Nathan Graham Wrestling Volunteer Coach
 - 2.) Megan K. Ranck Softball Volunteer Coach

8. Other

Approval to appoint the following individuals as Student Television Network (STN) Chaperones: (information forthcoming)

** Denotes current Hempfield employee

B. Financial Items

- * 1. Approval of Financial Report and Check Register for the month of December 2017 (reference attachments)
- * 2. Approval of the Food Services Financial Report and Check Register for the month of December 2017 (reference attachments)
- * 3. Approval to pay invoices from the Capital Reserve Fund - \$80,892.65 (reference attachment)
- * 4. Approval of budget transfers (reference attachment)
- * 5. Resolution Authorizing Proposed Preliminary Budget Display and Advertising for the 2018-2019 fiscal year on form PDE 2028 (reference attachment)

C. Buildings and Grounds Items

1. Approval of a Right-of-Way Agreement with PPL Electric Utilities Corporation for a single pole along Church Street in Landisville between the driveways of the old Landisville Intermediate Center site (reference attachment)

* 2. Approval to grant an Easement and Second Amended Lease Agreement between the District and Cellco Partnership. Approval herein is subject to any necessary approvals of the Township and final review of any language modifications from the Solicitor's office. (reference attachment and information forthcoming)

D. Other Action Items

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

- * a. Policy #104.....Non-Discrimination in Employment and Contract Practices
- b. Policy #202.....Eligibility of Non-Resident Students
- c. Policy #220.....Student Expression/Distribution and Posting of Material
- d. Policy #227.....Student Use/Possession of Controlled Substances
- * e. Policy #806.....Child/Student Abuse
- * f. Policy #826.....Privacy of Health Information (HIPAA)

2. Approval to grant tenure to the following professional employees who have completed at least three years of satisfactory teaching service, effective August 2017:

- | | |
|--------------------------|-------------------------|
| a. Danielle N. Blackburn | g. Carla Pagano |
| b. Meghan E. Brady | h. Madison L. Pipkin |
| c. Tina M. Loose | i. Jill A. Tankesley |
| d. Stephanie D. Meyer | j. Paul M. Wallace |
| e. P. Nathaniel Milton | k. Jill S. Zimmerman |
| f. Joseph C. Nichisti | l. Melissa M. Zimmerman |

3. Approval to grant tenure to Christina M. Wickersham who has completed at least three years of satisfactory teaching service, effective September 2017

4. Approval of the Agreement with Tomlinson Bomberger, 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 renewal agreement from January 2018 to January 2019 for \$4,000. (reference attachment)

5. Approval of the Agreement with UPMC Pinnacle Lancaster and Lititz, Market Street Sports Group, and Hempfield School District for sponsorship of a scoreboard sign in Georgelis Law Firm Stadium. This is a one-year renewal agreement from January 2018 to January 2019 for \$5,000. (reference attachment)

6. Approval of the Agreement with Heritage Hills Resort and Conference Center, Market Street Sports Group, and Hempfield School District for sponsorship of the junior varsity softball field. This is a three-year agreement from December 2017 to December 2020 for \$5,000 annually. (reference attachment)

7. Appoint an alternate member to the Lancaster County Career and Technology Center's Joint Operating Committee for a three-year term concluding on December 1, 2020
8. Approval of the Contract with Gaggle and Hempfield School District for safety management (reference attachment)
9. Approval to use the following companies for technology recycling:
 - a. Sycamore International
 - b. Diamond Assets
 - c. TekSavers
 - d. Urban Peripherals
 - e. Mac to School
10. Approval of the Services Attachment between Candoris Technologies, LLC and Hempfield School District for 50 hours of technology staff augmentation work (reference attachment)

XI. Adjournment

XII. Executive Session (if needed)

*** New Item or Change**