This meeting is being audio recorded solely for the purpose of compiling meeting minutes. The audio recording will be destroyed after review of the meeting minutes.

Per Board Policy #903, if you intend to record any portion of the School Board meeting proceedings, you must notify the Communications Director prior to the start of the meeting. The Board President will then make a public announcement at the opening of the Board meeting to inform all attendees that all or part of the meeting is being recorded by an audience member.

HEMPFIELD SCHOOL DISTRICT
200 CHURCH STREET
LANDISVILLE, PENNSYLVANIA 17538

AGENDA
REGULAR MEETING
JUNE 11, 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 – 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 Committee Meeting held on May 7, 2019 and the Regular Meeting held on May 14, 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. Feasibility Study (reference attachment)
* B. Middle School Presentation (reference attachment)
C. Assistant Superintendent’s Goals Update - Maria Hoover
D. Assistant Superintendent’s Goals Update - Tab Musser

* E. Budget Presentation (reference attachment)

F. Calendar of Events

- **June 11, 2019**
  - 5:00 pm, Executive Session, 7:00 pm, Regular Meeting
  - Administration Building, Public Board Room

- **June 17, 2019**
  - Hempfield Foundation Annual Golf Tournament
  - Four Seasons Golf Course
  - 11:00 am - 12:15 pm Check-in

- **June 18, 2019**
  - 4:30 pm, Buildings and Grounds Committee Meeting
  - Administration Building, Board Conference Room

- **July 9, 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/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 (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. Retirement

   Approval to accept the resignation, due to retirement, of Judy L. Brady, Family and Consumer Sciences Teacher, Hempfield High School, effective June 6, 2019

2. Resignations

   *

      a. Approval to accept the resignation of Melissa L. Boas, Counseling Department Supervisor, Hempfield School District, effective August 1, 2019

      b. Approval to accept the resignation of Kathy J. Geiger, Full-Time Custodian - Floater, effective May 30, 2019

      c. Approval to accept the resignation of Cara L. Haines, School Counselor, Mountville Elementary School, effective June 21, 2019, but no later than August 1, 2019

      d. Approval to accept the resignation of Jessica Hartman, Full-Time Personal Care Assistant, Mountville Elementary School, effective May 22, 2019

      *

      e. Approval to accept the resignation of Maia B. Hess, Part-time Paraeducator, Landisville Intermediate Center, effective June 7, 2019

      f. Approval to accept the resignation of Kathleen M. Keyser, Part-Time Food Services Employee - Cashier, Landisville Intermediate Center, effective June 6, 2019

      g. Approval to accept the resignation of Hannah L. Pringle, Part-Time Food Services Employee, Hempfield High School, effective June 6, 2019
3. Employments/Appointments

a. Approval to employ Kyle D. Dunlap as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Mr. Dunlap will be placed on Step 1, Master’s Degree, in accordance with the Collective Bargaining Agreement. Mr. Dunlap is a graduate of York College, holds a Master’s Degree from St. Joseph’s University and is certified in Special Education 7-12 and Social Studies 7-12. (REPLACEMENT)
   **Assignment:** Learning Support Teacher (Itinerant), Hempfield High School

b. Approval to employ Courtney N. Funk as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Funk will be placed on Step 1, Bachelor’s Degree plus 30 credits, in accordance with the Collective Bargaining Agreement. Ms. Funk is a graduate of Millersville University and is certified in Grades PK-4 and Special Education PK-8. (NEW)
   **Assignment:** Diagnostic Kindergarten Teacher, Centerville Elementary School

c. Approval to employ Stephen Kuter as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Mr. Kuter will be placed on Step 1, Master’s Degree, in accordance with the Collective Bargaining Agreement. Mr. Kuter is a graduate of Millersville University, holds a Master’s Degree from University of Scranton and is certified in Special Education PK-12, Mathematics 6-9, and English 7-12. (REPLACEMENT)
   **Assignment:** Emotional Support Teacher, Landisville Middle School

d. Approval to employ Derek J. Margetan as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Mr. Margetan will be placed on Step 2, Master’s Degree, in accordance with the Collective Bargaining Agreement. Mr. Margetan is a graduate of Indiana University of Pennsylvania, holds a Master’s Degree from Wilkes University and is certified in Earth and Space Science 7-12, Biology 7-12, and Social Studies 7-12. (REPLACEMENT)
   **Assignment:** Earth and Space Science Teacher, Centerville Middle School

e. Approval to employ Kari L. Miller as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Miller will be placed on Step 2, Master’s Degree, in accordance with the Collective Bargaining Agreement. Ms. Miller is a graduate of Millersville University, holds a Master’s Degree from Millersville University and is certified in Elementary K-6. (REPLACEMENT)
   **Assignment:** Grade 6 Teacher, Mountville Elementary School
f. Approval to employ Meagan E. Nolt as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Nolt will be placed on Step 3, Master’s Degree, in accordance with the Collective Bargaining Agreement. Ms. Nolt is a graduate of Wilkes University, holds a Master’s Degree from Wilkes University and is certified in English 7-12 and as a Program Specialist English as a Second Language PK-12. (REPLACEMENT)
   Assignment: English as a Second Language Program Specialist, Secondary

h. Approval to employ Alejandro L. Ramos as a Certified Employee with a temporary contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Mr. Ramos will be placed on Step 1, Bachelor’s Degree, in accordance with the Collective Bargaining Agreement. Mr. Ramos is a graduate of Temple University and his certification in Music PK-12 is pending. (REPLACEMENT)
   Assignment: Music Teacher, Hempfield High School

i. Approval to employ Kamber R. Real as a Certified Employee with a permanent contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Real will be placed on Step 1, Bachelor’s Degree, in accordance with the Collective Bargaining Agreement. Ms. Real is a graduate of West Chester University and is certified in Elementary K-6. (REPLACEMENT)
   Assignment: Grade 6 Teacher, Landisville Intermediate Center

j. Approval to employ Janella M. Wolpert as a Certified Employee with a temporary contract, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Wolpert will be placed on Step 1, Bachelor’s Degree, in accordance with the Collective Bargaining Agreement. Ms. Wolpert is a graduate of Millersville University and is certified in Special Education PK-8 and Grades PK-4. (REPLACEMENT)
   Assignment: Learning Support Teacher, East Petersburg Elementary School

k. Approval to employ Keshia L. Bell as a Part-Time Food Services Employee, Rohrerstown Elementary School, effective August 12, 2019, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2019-2020 (REPLACEMENT)

l. Approval to employ Jordan Eckenrode as a Full-Time Custodian, Landisville Education Center/Administration Building, effective date to be determined, provisionally according to federal and state law regulations, receipt of all clearances, and receipt of a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)
m. Approval to employ Robin Gunnet as a Full-Time Custodian, Centerville Elementary School, effective date to be determined, provisionally according to federal and state law regulations, receipt of all clearances, and receipt of a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)

n. Approval to employ Tracy Lauver 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 receipt of a satisfactory physical exam, compensated in accordance with the Salary Rate Ranges for 2018-2019 (REPLACEMENT)

4. Transfers

Approval of the following Certified Staff Transfers for the 2019-2020 school year:

<table>
<thead>
<tr>
<th>Name</th>
<th>Transfer From</th>
<th>Transfer To</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.) Teresa S. Brooks</td>
<td>Grade 2 Teacher, LPC</td>
<td>ESL Program Specialist, LPC</td>
</tr>
<tr>
<td>2.) Hillary J. Buckwalter</td>
<td>Grade 5, EPES</td>
<td>Grade 1, EPES</td>
</tr>
<tr>
<td>3.) Nanette R. Bushong</td>
<td>Grade 2, EPES</td>
<td>Grade 4, EPES</td>
</tr>
<tr>
<td>4.) Lauren E. DuFault</td>
<td>Reading Specialist, EPES/ES</td>
<td>Grade 1, EPES</td>
</tr>
<tr>
<td>5.) Amanda C. Fitzkee</td>
<td>Grade 2, RES</td>
<td>Grade 3, RES</td>
</tr>
<tr>
<td>6.) Jessica M. Grim</td>
<td>Grade 3, FES</td>
<td>Grade 4, FES</td>
</tr>
<tr>
<td>7.) Courtney M. Harding</td>
<td>Reading Interventionist, LMS/CMS</td>
<td>Grade 4, LIC</td>
</tr>
<tr>
<td>8.) Sarah E. Lewis</td>
<td>Grade 3, EPES</td>
<td>Grade 5, EPES</td>
</tr>
<tr>
<td>9.) Leah C. Meo</td>
<td>Learning Support, MES</td>
<td>Learning Support, CES</td>
</tr>
<tr>
<td>10.) Jill L. Moore</td>
<td>Grade 5, MES</td>
<td>Grade 4, MES</td>
</tr>
<tr>
<td>11.) Timothy P. Pagano</td>
<td>Emotional Support, LMS</td>
<td>Emotional Support, LEC</td>
</tr>
<tr>
<td>12.) Lauren E. Shenk</td>
<td>Grade 4, FES</td>
<td>Grade 5, FES</td>
</tr>
<tr>
<td>13.) Adria D. Vigna</td>
<td>Kindergarten, LPC/CES</td>
<td>Grade 1, LPC</td>
</tr>
<tr>
<td>14.) Courtney H. Weikel</td>
<td>Gifted, RES/FES</td>
<td>Grade 3, RES</td>
</tr>
</tbody>
</table>

5. Substitute Positions

a. Approval to employ Cheryl L. Klopp as a Long-Term Substitute Speech Teacher, Rohrerstown Elementary School, effective for the 2019-2020 school year, provisionally according to federal and state law regulations. Ms. Klopp will be placed on Step 1, Bachelor’s Degree, in accordance with the Collective Bargaining Agreement. Ms. Klopp is a graduate of Kutztown University and is certified in Speech and Language Impaired PK-12. (REPLACEMENT)

b. Approval to employ Katherine E. Sharpe as a Long-Term Substitute Family and Consumer Sciences Teacher, Hempfield High School, effective for the 2019-2020 school year, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam. Ms. Sharpe will be placed on Step 1, Bachelor’s Degree, in accordance with the Collective Bargaining Agreement. Ms. Sharpe is a graduate of Eastern University and is certified in Family-Consumer Sciences PK-12 and Elementary K-6. (REPLACEMENT)
c. Approval to employ Celia Cardoza-Hill as an IU13 Certified Substitute Teacher, effective June 4, 2019, compensated at the current substitute rate.

d. Approval to employ the following individuals as Summer Clerical Substitutes, effective June 12, 2019, compensated at the current summer substitute rate:

1.) **Wendy L. Toole
2.) **Teresa M. Starner

6. Extracurricular Positions

a. Approval to appoint Ryan Ensor to the extracurricular volunteer position of Football Volunteer Coach, effective for the 2019-2020 fall sports season, provisionally according to federal and state law regulations.

b. Approval to employ the following individuals to extracurricular positions, effective for the 2019-2020 spring sports season, provisionally according to federal and state law regulations, compensated in accordance with the Collective Bargaining Agreement:

1.) Mariah Dimm.................. Girls Soccer Varsity Assistant Co-Coach (Split 50/50)
2.) Laura E. Valentini ............ Girls Soccer Varsity Assistant Co-Coach (Split 50/50)

c. Approval to appoint Sherri Gorman to the extracurricular volunteer position of Girls Basketball Volunteer Coach, effective for the 2019-2020 winter sports season, provisionally according to federal and state law regulations.

d. Approval to employ Shane Mack to the extracurricular position of Wrestling Varsity Head Coach, effective for the 2019-2020 winter sports season, provisionally according to federal and state law regulations and receipt of all clearances, compensated in accordance with the Collective Bargaining Agreement.

e. Approval to employ Terry Newman** to the extracurricular position of Class Advisor, Hempfield High School, effective for the 2019-2020 school year, compensated in accordance with the Collective Bargaining Agreement.

f. Approval to employ Joseph C. Nichisti** to the extracurricular position of National Honor Society Advisor, Hempfield High School, effective for the 2019-2020 school year, compensated in accordance with the Collective Bargaining Agreement.

g. Approval to employ Alejandro L. Ramos to the following extracurricular positions for the 2019-2020 school year, compensated in accordance with the Collective Bargaining Agreement:

1.) Musical Production Director
2.) Hempfield High School Choral Music Director
3.) Chamber Choir Director
7. Summer Positions

a. Approval to employ the following individuals as Summer 2019 Custodial Employees, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated at the current summer rate:

1.) **Alanna Hrncir  
2.) **Hannah Pringle  
3.) **Amy Osborne

b. Approval to employ the following individuals as Summer 2019 Maintenance Employees, provisionally according to federal and state law regulations, receipt of all clearances, and a satisfactory physical exam, compensated at the current summer rate:

1.) Peter Haldeman  
2.) Cortney Johnson (transfer from summer custodial to summer maintenance)

**Denotes current Hempfield employee

B. Financial Items

1. Approval of Final Budget Resolution – PDE Form 2028 (reference attachment)

2. Approval of Annual Tax Levy Resolution (reference attachment)

3. Approval of Homestead/Farmstead Exclusion Resolution (reference attachment)

4. Approval of year-end transfers and commitments of fund balance (reference attachment)

5. Approval of administration compensation for 2019-2020. By approving compensation herein the salaries shall be adjusted as follows: pay bands shall be adjusted by 1% and Factor of X by 2%, in conjunction with the terms and conditions of the Act 93 Agreement

6. Approval of support staff compensation for 2019-2020. By approving compensation herein the salaries shall be adjusted as follows: pay bands shall be adjusted by 2% and Factor of X by 2%, in conjunction with the terms and conditions of the Support Staff Handbook, using the following matrix:

<table>
<thead>
<tr>
<th>Midpoint or Above</th>
<th>Factor of X</th>
</tr>
</thead>
<tbody>
<tr>
<td>Below Midpoint</td>
<td>Factor of X + 0.5%</td>
</tr>
</tbody>
</table>

7. Approval to change status from Clerical Aides - Pay Range 10 to Elementary School Secretaries - Pay Range 06, effective July 1, 2019

8. Approval of the Act 93, Salaried Support and Hourly Support Staff Ranges (reference attachments)

9. Approval of change to the certified daily substitute rate to $115/day, effective at the beginning of the 2019-2020 school year
10. Approval of participation in cooperative purchasing arrangements for the 2019-2020 school year (reference attachment)

11. Approval of Financial Report and Check Register for the month of May 2019 (reference attachments)

12. Approval of the Food Services Financial Report and Check Register for the month of May 2019 (reference attachments)

13. Approval to pay invoices from the Capital Reserve Fund - $106,516.46 (reference attachment)

14. Approval of the following contracts: (reference attachments)
   a. Blackboard renewal for website, mass notification, and website redesign recommendations
   b. Conversations, Inc. for executive coaching for Hempfield School District’s Senior Leadership
   c. Dynamic Measurement Group for training in Acadience Learning Assessment that includes three full days of mentoring workshops
   d. Edgenuity, Inc. license agreement for digital libraries for a term from July 1, 2019 to June 30, 2022
   e. Enginuity, LLC to replace MAU Air Handler Unit for spray paint booth in technology education classroom at Hempfield High School
   f. Evercor Facility Management for mowing services of varsity baseball field from May 10, 2019 to June 7, 2019
   g. Evercor Facility Management for mowing services of varsity softball field from May 10, 2019 to June 7, 2019
   h. Evergreen Fence to install fencing down the right field fence line of the varsity baseball field
   i. Gaggle.Net, Inc. renewal for Gaggle email and drive monitoring service for students; contract term is July 1, 2019 to June 30, 2020
   j. Ed Kappenstein for magic show performance on October 16, 2019 for ninth grade
   k. Lancaster-Lebanon Intermediate Unit 13 for special education consortium services agreement for the 2019-2020 school year
   l. Lancaster-Lebanon Intermediate Unit 13 for special education contracted services agreement for 1,300 hours of occupational/physical therapy services for the 2019-2020 school year
m. Lancaster-Lebanon Intermediate Unit 13 for special education contracted services agreement for 16 days/week job training services for the 2019-2020 school year

n. Lancaster-Lebanon Intermediate Unit 13 for special education contracted services agreement for 750 hours of speech/language services for the 2019-2020 school year

o. Lincoln Intermediate Unit 12 for Lincoln Cyber Cafe LAS LINKS DRC Scoring Reporting and Online Reporting System

p. Mixed Impressions DJs for DJ Services for Centerville Middle School for the 2019-2020 school year

q. Murray Securus recommending policies with Liberty (Package, Auto, Excess), Beazley (Cyber Liability), and Ironshore Specialty Insurance Company (Pollution); coverage term is July 1, 2019 to July 1, 2020

r. New Story for tuition agreements for two students during extended-school year 2019

s. New Story for tuition agreements for two students that transferred during the 2018-2019 school year

t. Nutrislice Menus for proposal that was approved on May 14, 2019, to provide an app-based menu system

u. Providence Capital Network for three-year lease agreement for 2,290 iPads; contract term is July 1, 2019 to August 1, 2022

v. Ben Reeder Photography for photo booth rental for 2020 Prom

w. Republic Services for trash removal services as a result of the RFP; contract term is July 1, 2019 to June 30, 2022

x. Siemens for installation of additional remote lockdown pushbuttons in Hempfield High School (Buchanan Office)

y. The Vista School for tuition agreement for student for extended school year 2019

z. WPMT TV - Fox 43 for advertising for June Support Staff Job Fair

C. Other Action Items

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

   a. Policy #201: Admission of Students
   b. Policy #237: Electronic Devices
   c. Policy #331: Job-Related Expenses
   d. Policy #611: Purchases Budgeted
   e. Policy #810: Transportation
   f. Policy #906: Public Complaints
   g. Policy #915: School-Affiliated Organizations
2. Approval of Bi-Annual Memorandums of Understanding with East Hempfield Township Police Department, West Hempfield Township Police Department, and Manheim Township Police Department (reference attachments)

3. Approval of an overnight trip by the Hempfield High School Future Business Leaders of America (FBLA) to participate in the Pennsylvania FBLA event in San Antonio, Texas from June 27, 2019 to July 3, 2019 (reference attachment)

4. Approval of lunch and breakfast prices for the 2019-2020 school year (no change):

<table>
<thead>
<tr>
<th>STUDENT PRICES</th>
<th>2018-2019</th>
<th>2019-2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast Elementary</td>
<td>$1.35</td>
<td>$1.35</td>
</tr>
<tr>
<td>Breakfast Secondary</td>
<td>$1.50</td>
<td>$1.50</td>
</tr>
<tr>
<td>Elementary Lunch</td>
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<td>$2.45</td>
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<tr>
<td>Middle School Lunch</td>
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<td>$2.60</td>
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<tr>
<td>High School Main Line Lunch</td>
<td>$2.75</td>
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</tr>
<tr>
<td>Adult Breakfast</td>
<td>$2.30</td>
<td>$2.30</td>
</tr>
<tr>
<td>Adult Lunch</td>
<td>$4.25</td>
<td>$4.25</td>
</tr>
</tbody>
</table>

5. Approval to appoint Randy E. Smith as the Hempfield School District HIPAA Compliance Officer for the 2019-2020 school year

6. Approval to appoint Michael W. Donato to serve as the Hempfield School District voting delegate for the 2019 Pennsylvania School Boards Association (PSBA) Delegate Assembly

7. Approval of legal agreement pertaining to student matter

8. Approval for Hempfield School District to contract with Penn Manor School District to have Hempfield Student #2023585, Grade 9, participate in Penn Manor High School's Vocational-Agricultural Program for the 2019-2020 school year

9. Approval for Hempfield School District to contract with Manheim Central School District to have Hempfield Student #2022536, Grade 10, continue to participate in Manheim Central High School's Vocational-Agricultural Program for the 2019-2020 school year

10. Approval for Hempfield School District to contract with Manheim Central School District to have Hempfield Student #2021359, Grade 11, continue to participate in Manheim Central High School's Vocational-Agricultural Program for the 2019-2020 school year

11. Approval for Hempfield School District to contract with Manheim Central School District to have Hempfield Student #2020381, Grade 12, continue to participate in Manheim Central High School's Vocational-Agricultural Program for the 2019-2020 school year

12. The Board of School Directors hereby approves the expulsion of Student #2020167 and accepts the Adjudication, as prepared by the Hearing Officer

XI. Adjournment
XII. Executive Session (if needed)

* New Item or Change