



**Joint Buildings & Grounds/Finance Committee Meeting Minutes  
November 16, 2021**

**Buildings and Grounds Committee Purpose**

The Committee provides the School Board with a broad, high-level overview of building and grounds areas of the district, acts as a sounding board for various projects, develops the project philosophy for both short-term and long-term needs, and provides communication back to the full School Board.

**Buildings and Grounds Committee Leadership**

Charles Merris, School Board Committee Chair  
Mike Donato, School Board Committee Vice-Chair  
Mark Brooks, Chief Financial and Operating Officer

**Finance Committee Purpose**

The Finance Committee provides the board with the opportunity to more closely review various aspects of financial administration. This committee provides input to the budget process, meets with auditors, does long-term debt planning with financial consultants and oversees the ongoing business process of our district.

**Finance Committee Leadership**

Jim Maurer, Finance School Board Committee Chair  
Mark Brooks, Chief Financial & Operating Officer  
Karen Hall, Executive Director of HR and Business Operations

Per Board Policy, if you intend to record any portion of the meeting proceedings, you must notify the Communications Director or other Administrator prior to the start of the meeting. A public announcement will be made at the opening of the meeting to inform all attendees that all or part of the meeting is being recorded by an audience member.

Start Time: 5:02 p.m.

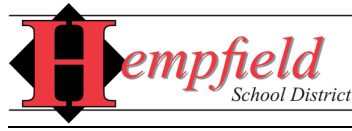
Location: Hempfield High School Performing Arts Center

**Attendees:**

**Board Members:** Mike Donato, Charles Merris, Dylan Bard (arrived at 5:11pm), Chris Smiley, Jim Maurer, Linda Johnston, Grant Keener, Bill Otto, Pat Wagner (arrived at 5:32 pm)

**Absent:**

**Staff:** Mark Brooks, Mike Graham, Karen Hall, Mike Bromirski, Maria Hoover, Amy Simmons, Kim James



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**Time for Public Comment (5-minute limit per Board Policy 903):**

- Alexandra Solosko addressed the board via zoom regarding Health and Safety Plan
- Amy Moreno addressed the board in person regarding the mask order.
- Kristina Newport addressed the board via zoom regarding COVID Safety.

**Mr. Keener made a motion, seconded by Mr. Donato** to move the Health and Safety Plan to the top of the agenda.

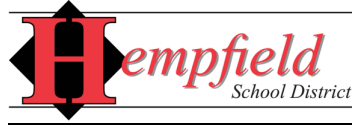
**Vote: “Aye” 9; “Nay” 0; Absent 0. Motion passed**

**Health and Safety Plan:** (Mike Bromirski)

- Effective immediately, the mask order remains in effect
- Approved medical exemptions for mask exemptions remain in place
- Will return to mask wearing (optional) on December 4—unless overruled by the Supreme Court.

**Buildings and Grounds Agenda Items:**

- Concrete & Paving
  - Concrete & Paving: (Kim James)
  - Presented the areas of concern (spidering, gaps, etc.)
  - Some ramps are not ADA compliant and will be addressed during concrete work
  - Will be put out for a public bid
- CMS Roofing Update
  - CMS roofing update: (Kim James)
  - Units are currently running
  - The gymnasium is in full use
- Rohrerstown Warehouse Roof
  - Rohrerstown Warehouse Roof: (Kim James)
  - There are problems with leaks
  - Will investigate the costs
  - Presented the lowest bid to the board
  - Will look into one more bid
  - Discussed some areas of concern and some solutions
  - Anticipate work to begin in the spring



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- Change Order Discussion
  - Change order discussion: (Mark Brooks)
  - Requesting a later discussion with the board to allow CFO/COO to approve change orders up to \$10,000

**Finance Agenda Items:**

- Revenue Projections
  - Revenue projections: (Mark Brooks)
  - Presented the board with information on Hempfield's sources of revenue
- Salary and Benefit Projections
  - The salary and benefit projections for 22-23 were presented to the board
- Audit Report
  - Discussed results of independent audit and gave a snapshot of the year 2021-22 in review
- Presented the PSERS rates from 2020-21 to 2024-2025 as well as the average retirement expenses
- Information was given to the board on the general fund sources of revenue and expenditure analysis
- The board was given information on fund balances
- Presented financial statements and options for adjustments
- ESSER II/Comp Plan- (Maria Hoover)
  - Discussed the components in the American rescue plan
  - Currently working on surveys as to how the funds can be used
  - Discussed the ESSER III funds and the stringent uses
- Data Items- (Mike Graham)
  - UPS at LEC
  - The tech systems at the Landisville Education Center are nearing the end of their lifespan
  - Erate
  - Discussed the timelines for eRate



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**Mr. Donato made a motion, seconded by Mr. Otto** to approve the following personnel items:

1. Approval to employ William Gleason as District Safety and Security Supervisor, Administration Building, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2021-2022 (REPLACEMENT)
2. Approval to employ Zahid A. Virmani as Assistant Athletic Director, effective November 17, 2021, compensated in accordance with the Salary Rate Ranges for 2021-2022 thru 06/30/2022.
3. Approval of an addendum to Michael J. Bromirski's contract.
4. Approval to accept the Superintendent's resignation effective June 30, 2022.
5. Consistent with the Public School Code of 1949 the Board of School Directors hereby moves to approve the attached Resolution and elect Michael J. Bromirski as Superintendent of Schools for a time period of July 1, 2022 through June 30, 2027 as well as approving a new employment contract with Mr. Bromirski to cover the same time period.

**Vote: "Aye" 9; "Nay" 0; Absent 0. Motion passed**

**Mr. Otto made a motion, seconded by Mr. Wagner** to adjourn the meeting.

**Meeting adjourned at 6:50 p.m.**

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Mark W. Brooks  
School Board Secretary

**Future Meeting Date:**

December 21, 2021, Centerville Elementary School