

**HEMPFIELD SCHOOL DISTRICT
200 CHURCH STREET
LANDISVILLE, PENNSYLVANIA
REGULAR MEETING MINUTES
DECEMBER 8, 2020**

The Regular Meeting of the Hempfield School Board was held on Tuesday, December 8, 2020, at Hempfield High School in the Performing Arts Center, 1555 Kauffman Road, Landisville, Pennsylvania 17538 and on a virtual meeting platform. The following board members were present: Adam Aloisi, Dylan Bard, Mike Donato, Linda Johnston, Grant Keener, Jim Maurer, Charles Merris (arrived late), Chris Smiley and Patrick Wagner. Also present: Michael Bromirski, Superintendent; Maria Hoover, Assistant Superintendent; Tab Musser, Assistant Superintendent; Mark Brooks, School Board Secretary/Chief Financial & Operations Officer; Sheryl Pursel, Assistant School Board Secretary/Director of Finance; Karen Hall, Director of Human Resources; Denise Galen, Director of Special Education; Shannon Zimmerman, Director of Communications; Michael Graham, Chief Information Officer; Kathy Miller, Recording Secretary.

Mr. Donato called the meeting to order at 7:01 pm. He led the Pledge of Allegiance. He asked for a moment of silence since Veterans' Day is November 11, to show support for veterans who have served and are serving. He publicly thanked Mrs. Linda Johnston, School Board member, for her service as a veteran.

<p>Mr. Maurer made a motion, seconded by Mr. Wagner to approve the agenda incorporating additions/deletions.</p>	<p>Approval of Agenda</p>
<p>Vote: "Aye" 8; "Nay" 0; Absent 1 (Merris) Motion passed.</p>	
<p>Mr. Keener made a motion, seconded by Mr. Aloisi to approve the minutes of the Committee Meeting held on November 4, 2020 and the Regular Meeting held on November 11, 2020.</p>	<p>Approval of Minutes</p>
<p>Vote: "Aye" 8; "Nay" 0; Absent 1 (Merris) Motion passed.</p>	
<p>RESIDENTS' REQUEST TO ADDRESS THE BOARD (five-minute limit)</p>	<p>Residents' Request to Address the Board</p>
<p>Ms. Margaret Weber stated her name and address. She had several concerns regarding the current coronavirus pandemic and the operation of the school district. She presented all of her questions and asked that the questions and answers be posted to the school website for all families to see them. She thanked the school board for letting her address the Board.</p>	
<p>SUPERINTENDENT'S REPORT</p>	<p>Superintendent's Report</p>
<p>HHS Student Council: Ms. Bella Rankin said the student council officers were excited to share some of their most recent events. The Variety Show was livestreamed on YouTube for the public to see. She shared details about the show and thanked everyone who supported them. Mr. Jack Kirchner added to the comments regarding the Variety Show and how</p>	

they have kept the tradition going. The food drive was very successful and 3,744 pounds of food was collected and delivered to the Hempfield Area Food Pantry. On behalf of the food pantry, Mr. Donato thanked the student council for the food collection. Miss Lilly Heilshorn shared student council is teaming up with Anchor Club for a holiday giving project. Being a service club, they are helping those in need by collecting food, cleaning products and hygiene products. The student council officers made COVID posters to hang up to remind students and staff of proper mask wearing and social distancing. She thanked the administration and school board for their support. Mr. Keener asked the representatives for their feedback on what the pulse of the student body is in terms of COVID-19 protocol, in-person learning, and virtual learning last week. All three representatives gave feedback and felt that the transition from in-person to virtual was seamless.

Financial Audit: Mr. Bromirski introduced Ms. Nicole Cradic and Mr. Sean Post from Trout CPA who were at the meeting via Zoom. Mr. Bromirski stated that the auditors presented the financial statements at the joint buildings and grounds/finance committee meeting in November where eight school board members were present. He asked if there were any questions or comments for the auditors. Hearing no questions or comments, he thanked Ms. Cradic and Mr. Post and their team for the work done and the information and advice given. The audited financial statements for 2019-2020 are on the agenda later in the meeting for a vote. Details of this presentation may be found on the school board webpage under December 2020 Documents.

>> *Mr. Merris arrived at 7:20 pm.*

Hempfield Foundation (HF) Presentation: Mr. Bromirski introduced Mr. Doug Herr, HF President and Mr. Scott Bishop, HF Executive Director. Mr. Herr thanked the Board for the opportunity to present and thanked anyone who donated to the HF through the Extraordinary Give. He shared a brief history of the Foundation and their mission and said the Foundation has become re-energized due to the development of a strategic plan and reintroducing and expanding teacher grants. They hired an executive director, who has helped put the Foundation on a successful trajectory. Mr. Herr shared highlights of the Foundation including:

- Formalized the board committee structure
- Adopted governance measures
- Increased outreach to Hempfield teachers and promoted the grant program
- Drafted a year-end annual report
- Securing their first premier community partner - Penn State Health

Mr. Bishop followed up with details on the above highlights. He also shared information on five annual student scholarships that are awarded to graduating seniors by the Foundation, with the George Rakoczy

Memorial Scholarship for Graduating Entrepreneurs that will begin with the Class of 2021. The Foundation partnered with Market Street Sports Group to provide yard signs to every family with a graduating senior in the Class of 2020 at no cost to families. He asked for questions. There were no questions, but the Board and Mr. Bromirski thanked Mr. Herr and Mr. Bishop for presenting. Details of this presentation may be found on the school board webpage under December 2020 Documents.

Bond Counsel - Refinancing: Mr. Bromirski introduced Mrs. Sheryl Pursel, Director of Finance, who said there is a bond refunding opportunity coming up in the January-February 2021 timeframe. She introduced Mr. Lou Verdelli, RBC, Mr. John Frey, PFM and Ms. Rhonda Lord, Kegel, Kelin, Litts & Lord. Mr. Verdelli introduced Ms. Olivia Sweigart, RBC who also in attendance. He said they reviewed the refunding transaction with the finance committee in November and they were at the board meeting to request formal authorization of refunding for only the 2016 bonds. He summarized the refunding opportunity by going over the estimated timeline. Ms. Lord went over the Parameters Resolution. The parameters resolution will be voted on later in the meeting. Details of this presentation may be found on the school board webpage under December 2020 Documents.

COVID-19 Update: Mr. Bromirski covered and explained the following topics:

- Quarantine Update/Options (three different options)
- COVID Reporting (A change regarding what is a reportable case)
- Facial Coverings and Athletics (Shared statements and recommendation made by Dr. Scott Snyder, Hempfield School District School Physician)
- Testing in School (Hempfield Pilot with Penn Medicine LGH)
- Message to the Community

Details of this presentation may be found on the school board webpage under December 2020 Documents.

CALENDAR OF EVENTS

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| December 8, 2020 | 7:00 pm, Board Regular Meeting
HHS Performing Arts Center/Virtual Meeting |
| December 10, 2020 | 11:00 am, Policy, Personnel & Legal Committee Meeting
HHS Performing Arts Center/Virtual Meeting |
| December 15, 2020 | 4:30 pm, Joint Buildings & Grounds/Finance Committee Meeting
HHS Performing Arts Center/Virtual Meeting |

Calendar of Events

<p>December 17, 2020</p> <p>January 5, 2021</p> <p>January 12, 2021</p>	<p>4:30 pm, Education & Programs Committee Mtg. HHS Performing Arts Center/Virtual Meeting</p> <p>TBD, Executive Session, 7:00 pm, Board Committee Meeting, Location TBD</p> <p>TBD, Executive Session, 7:00 pm, Board Regular Meeting, Location TBD</p>	
<p>PRESIDENT'S REPORT</p> <p>Mr. Michael Donato stated that beginning in January, all school board committee meetings (Buildings & Grounds, Education & Programs, Finance and Policy, Personnel & Legal) will begin at 5:00 pm. He said tentatively all meetings are scheduled to move to Centerville Middle School for January. When finalized, it will be confirmed.</p> <p>Mr. Bromirski received unverified notification that tomorrow, December 9, Governor Wolf and/or Secretary Levine may be making additional announcements that will go into effect Saturday, December 12 through Monday, January 4. It could have an impact schools, businesses, community, etc. This information could impact indoor/outdoor gatherings, high schools/colleges and businesses. It will state what is permitted and what is not permitted. As more information is received, Mr. Bromirski will push the information out.</p>		<p>President's Report</p>
<p>REPRESENTATIVE/ADJUNCT REPORTS</p> <p>Lancaster County Career & Technology Center (LCCTC) - Mr. Keener/ Mr. Bard, Alternate - no report</p> <p>Lancaster-Lebanon IU13 - Mr. Merris - The next virtual meeting is December 9.</p> <p>Hempfield Area Recreation Commission - M. Aloisi/Dr. Harrington - Mr. Aloisi said he found out at the HARC finance meeting that their loan through the small business administration was forgiven. The full board meeting is next Wednesday. They are working on providing daycare for families with students if the district must go totally virtual. He thanked East Hempfield Township for putting out a resolution thanking Hempfield School District for its work trying to provide in-person learning during a pandemic.</p> <p>Safety and Security - Mr. Wagner/Mrs. Johnston - Mr. Wagner said the COVID-19 update served as his report.</p> <p>PSBA Liaison - Mr. Wagner/Mr. Merris, Alternate - no report</p>		<p>Representative/ Adjunct Reports</p>

- Cheryl M. Cellucci, Teacher - Grade 3, East Petersburg Elementary School, amend a leave of absence from August 19, 2020 through November 19, 2020 to August 19, 2020 through March 4, 2021
- Janet S. Clarke, Teacher - Grade 5, Mountville Elementary School, amend a Leave of Absence from August 19, 2020 through October 30, 2020 to August 19, 2020 through November 11, 2020
- Rebecca A. Fite, English as a Second Language Aide, Landisville Intermediate Center, intermittent leave of absence from November 4, 2020 to June 4, 2021
- Courtney M. Harding, Teacher - Grade 4, Landisville Intermediate Center, leave of absence from December 22, 2020 to March 22, 2021
- Angela L Kramer, Security & Telecom Coordinator, Landisville Education Center, leave of absence from November 30, 2020 to December 9, 2020
- Kamber R. Real, Teacher - Grade 5, Mountville Elementary School, leave of absence from December 7, 2020 through March 8, 2021
- Jessica D. Redcay, Teacher - Grade 2, Landisville Primary Center, amend a leave of absence from September 21, 2020 through October 15, 2020 to September 21, 2020 through January 4, 2021
- Stefanie N. Scarborough, Guidance Counselor, Hempfield High School, leave of absence from December 3, 2020 to January 1, 2021
- Christina C. Shenk, Student Services Specialist, Administration Building, leave of absence from November 19, 2020 to December 4, 2020

Support Staff Employments

- Cynthia M. Ahern, Part-Time Personal Care Assistant, Hempfield High School, effective December 9, 2020, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
- Mary Hanna, Part-Time General Food Services Employee, Centerville Elementary School, effective date to be determined, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)
- Crystal L. Hipps, Part-Time Elementary Building Aide, Farmdale Elementary School, effective December 9, 2020, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT)

Support Staff Employments

<ul style="list-style-type: none"> - Ashleigh Kautz, Full-Time In-School Suspension 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 2020-2021 (REPLACEMENT) - Teresa M. Starner, Part-Time Attendance Secretary, Hempfield High School, effective November 24, 2020, provisionally according to federal and state law regulations, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT) 	
<p>Support Staff Transfers</p> <ul style="list-style-type: none"> - Margot Comeaux-Josi, transfer from Part-Time Paraeducator, Farmdale Elementary School to Part-Time Paraeducator, East Petersburg Elementary School, effective November 16, 2020 - Carol A. Dommel, transfer from Data Assessment Specialist to Administrative Assistant to the Chief Financial and Operations Officer, effective December 1, 2020, compensated in accordance with the Salary Rate Ranges for 2020-2021 (REPLACEMENT) - Shannon R. Elliott, transfer from Part-Time Personal Care Assistant, Mountville Elementary School to Part-Time Personal Care Assistant, Farmdale Elementary School, effective November 30, 2020 - Shawna Hernandez, transfer from Food Services Substitute to Part-Time Food Services Employee, East Petersburg Elementary School, effective December 14, 2020, compensated in accordance with the Salary Rate Ranges for 2020-2021 - Amberlee Nevius, transfer from Part-Time Elementary Building Aide, Centerville Elementary School to Substitute Elementary Building Aide, effective November 30, 2020, compensated at the current substitute rate - Kendra A. Shelton, transfer from Full-Time Custodian, Hempfield High School to Substitute Custodian, effective November 27, 2020, compensated at the current substitute rate 	<p>Support Staff Transfers</p>
<p>Substitute Positions</p> <ul style="list-style-type: none"> - Abigayle Mancini, Long-Term Substitute Music Teacher, Centerville Elementary School/Landisville Intermediate Center/Farmdale Elementary School, effective October 27, 2020 through March 4, 2021, provisionally according to federal and state law regulations. Ms. Mancini will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Mancini is a graduate of West Chester University and is Certified in Music PK-12. (REPLACEMENT) 	<p>Substitute Positions</p>

<ul style="list-style-type: none"> - Rhonda Good, Long-Term Substitute English Teacher, Hempfield High School, effective January 20, 2021 through June 7, 2021, provisionally according to federal and state law regulations. Ms. Good will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Good is a graduate of Millersville University and is Certified in English 7-12. (REPLACEMENT) - PA Certified Substitute Teachers for the 2020-2021 school year, provisionally according to federal and state law regulations, compensated at the current substitute rate: <ul style="list-style-type: none"> 1.) Shayla L. High.....December 14, 2020 2.) Rachel LoweJanuary 4, 2021 3.) Taylor C. Wiederrecht.....December 7, 2020 - LLIU13 Certified Substitute Teachers for the 2020-2021 school year, provisionally according to federal and state law regulations, compensated at the current substitute rate: <ul style="list-style-type: none"> 1.) Adele L. Hallachereffective December 7, 2020 2.) Todd Spidleeffective November 24, 2020 - Hempfield Emergency Certified Substitute Teachers for the 2020-2021 school year, provisionally according to federal and state law regulations, compensated at the current substitute rate <ul style="list-style-type: none"> 1.) Spencer Rennix.....effective November 17, 2020 2.) Rachel Strayereffective December 7, 2020 - Barbara Grier, Substitute Clerical Aide, effective December 9, 2020 for the 2020-2021 school year, compensated at the current substitute rate - Substitute Elementary Building Aides, effective December 7, 2020 for the 2020-2021 school year, compensated at the current substitute rate: <ul style="list-style-type: none"> 1.) Ramsey N. Mahosky.....effective December 7, 2020 2.) Ronald J. Swantnereffective December 7, 2020 - Abigail R. Bleacher, Substitute Support Staff positions, effective December 7, 2020, for the 2020-2021 school year, compensated at the current substitute rate: <ul style="list-style-type: none"> Substitute Middle School Noontime Aide Substitute Elementary Building Aide Substitute Paraeducator Substitute English as a Second Language Aide Substitute Personal Care Assistant 	
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<p>Extracurricular Positions</p> <ul style="list-style-type: none"> - Donovan C. Green, Boys Basketball Volunteer Coach, effective December 9, 2020, provisionally according to federal and state law regulations, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation - Joshua R. Foulds, Math Counts Advisor, Landisville Middle School, effective December 9, 2020, compensated in accordance with the Collective Bargaining Agreement - Catherine M. Fuhrman, Substitute After-School Reference Librarian, effective November 24, 2020, compensated in accordance with the current curriculum/professional development rate - Kayla R. Grubb, Marching Band Volunteer for the 2020-2021 school year, provisionally according to federal and state law regulations, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation - Megan Murphy, Building Technology Liaison, Landisville Primary Center effective January 4, 2021, compensated in accordance with the Collective Bargaining Agreement - Rebekah M. Yost, Marching Band Volunteer for the 2020-2021 school year, provisionally according to federal and state law regulations, pending the District's ability to remain open, whether such activities are consistent with guidelines by the state, local and federal governments surrounding social distancing, and general participation - Lori A. Huber Peer Advisor, Centerville Middle School, resignation effective November 20, 2020 	<p>Extracurricular Positions</p>
<p>Other</p> <ul style="list-style-type: none"> - Makenzie T. Adamus, title change from Human Resources Representative to Human Resources Generalist, effective December 9, 2020 - Lynn M. Watson, title change from Human Resources Representative to Human Resources Generalist, effective December 9, 2020 - Support Staff pay ranges effective January 1, 2021 (confidential enclosure) 	<p>Title Changes</p> <p>Support Staff Pay Ranges</p>
<p>Vote: "Aye" 9; "Nay" 0; Motion passed.</p>	

FINANCIAL ITEMS		
<p>Mr. Maurer made a motion, seconded by Mr. Aloisi to approve the following financial items:</p> <ul style="list-style-type: none"> - Contracts (reference attachments) <ul style="list-style-type: none"> a. Bachman's Roofing, Building & Remodeling, Inc. for roof repair above the Performing Arts Center and the Technology Education wing at Hempfield High School b. Express Scripts plan change to include preventive medication as required by ACA - effective date is January 1, 2021 c. Frey Lutz Corporation for the replacement of a chilled water pump at Hempfield High School d. Kissflow, Inc. for digital workflow software - contract term is December 23, 2020 to December 22, 2021 e. Optiv for CrowdStrike anti-malware and endpoint protection software - contract term is December 14, 2020 to December 13, 2023 f. Optiv for yearly maintenance renewal for Aruba wireless equipment - contract term is April 25, 2021 to April 24, 2022 g. Pure Test Laboratories for professional services to test drinking water for lead content. Random water samples will be collected from the buildings. h. R. J. McCarville Associates, LTD for the inspection and preventative maintenance of all inside bleachers throughout the district - contract term is 2020-2021 school year i. Shutterfly Lifetouch, LLC to designate the photographer for the district's senior pictures and commencement pictures - contract term is December 9, 2020 to June 30, 2024 j. Softerra Adaxes for Active Directory services management yearly renewal - contract term is December 23, 2020 to December 22, 2021 k. Tilson Technology Management, Inc. for CBRS design and planning work for the Landisville campus to provide additional Internet access l. VComm Telecommunications Engineering for RF testing at Landisville Middle School and Rohrerstown Elementary School 		<p>Contracts December 2020</p> <p>Bachman's Roofing</p> <p>Express Scripts</p> <p>Frey Lutz Corp.</p> <p>Kissflow, Inc.</p> <p>Optiv - CrowdStrike</p> <p>Optiv - Yearly Renewal Aruba</p> <p>Pure Test Laboratories</p> <p>R.J. McCarville Associates, LTD</p> <p>Shutterfly Lifetouch, LLC</p> <p>Softerra Adaxes</p> <p>Tilson Technology Management, Inc.</p> <p>VComm</p>

<p>m. Barn Burners Wrestling Club for sublease rental agreement for use of the Barn Wrestling and Recreation Rooms for the wrestling team's tryouts, practices and/or matches - contract term is November 20, 2020 to March 13, 2021</p> <p>n. Tents for Rent - for extension of tent rental agreement through the balance of the school year</p> <ul style="list-style-type: none"> - Financial Report and Check Register for the month of November 2020 (reference attachments) - Food Services Financial Report and Check Register for the month of November 2020 (reference attachments) - Payment of invoices from the Capital Reserve Fund - \$6,062.00 (reference attachment) - Audited Hempfield School District Financial Statements for 2019-2020, as presented by Trout CPA (reference attachments) - Hempfield School District Resolution to refinance Series 2016 Bonds and issue General Obligation Bonds, Series of 2021 (reference attachment) - Lancaster-Lebanon Intermediate Unit 13 IDEA Section 619 Use of Funds Agreement to receive \$8,970 in federal funds allocated for 2020-2021 (reference attachment) - Lancaster-Lebanon Intermediate Unit 13 IDEA Part B Use of Funds Agreement to receive \$1,531,926 in federal funds allocated for 2020-2021 (reference attachment) <p>Vote: "Aye" 9; "Nay" 0; Motion passed.</p> <p>OTHER ACTION ITEMS</p> <p>Mr. Maurer made a motion, seconded by Mr. Wagner to approve the following other action items:</p> <ul style="list-style-type: none"> - First reading of board policies (reference attachments) <ul style="list-style-type: none"> Policy 317.1: Educator Misconduct Policy 113.1: Discipline of Students with Disabilities Policy 113.2: Behavioral Support Plan - Second reading of board policies (reference attachments) <ul style="list-style-type: none"> Policy 222: Tobacco and Vaping Products Policy 816.1: Social Media Policy 907: School Visitors 	<p>Barn Burners Wrestling Club</p> <p>Tents for Rent</p> <p>Financial Report/Check Register</p> <p>Food Services Financial Report/Check Register</p> <p>Capital Reserve Fund</p> <p>Audited Financial Statements 2019-2020</p> <p>Resolution to Refinance Series 2016 Bonds</p> <p>LLIU13 IDEA Section 619</p> <p>LLIU13 IDEA B Use of Funds Agreement</p> <p>First Reading of Policies</p> <p>317.1</p> <p>113.1</p> <p>113.2</p> <p>Second Reading of Policies</p> <p>222</p> <p>816.1</p> <p>907</p>
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<p>- School dentists for the 2020-2021 school year:</p> <p>Stefan F. Bender, DMD Patricia Collins, DDS Melissa Crognale, DMD Amar Patel, DMD Thomas J. Sardina, DMD</p> <p>- Memorandum of Understanding between the Hempfield Education Association and Hempfield School District regarding Board Policy 339: Uncompensated Leave</p> <p>- Rescind approval of appointment to the Lancaster Health Care Consortium (EHCC) (this appointment was previously approved on the June 9, 2020 board agenda for the 2020-2021 school year, effective July 1, 2020 to June 30, 2021:</p> <p>Mrs. Karen Hall, Representative Mrs. Sheryl J. Pursel, Alternate</p> <p>Vote: "Aye" 9; "Nay" 0; Motion passed.</p> <p>ADJOURNMENT</p> <p>Mr. Donato asked for a motion to adjourn the meeting.</p> <p>Mr. Wagner made a motion, seconded by Mr. Merris to adjourn the meeting at 8:31 pm.</p> <p>Vote: "Aye" 9; "Nay" 0; Motion passed.</p> <p style="text-align: right;">_____ Mark W. Brooks School Board Secretary</p>	<p>School Dentists 2020-2021</p> <p>MOU Re: Board Policy 339</p> <p>Rescind Appointments (these were previously approved)</p> <p>Adjourn</p>
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