

**HEMPFIELD SCHOOL DISTRICT
200 CHURCH STREET
LANDISVILLE, PENNSYLVANIA
REGULAR MEETING MINUTES
JANUARY 12, 2021**

The Regular Meeting of the Hempfield School Board was held on Tuesday, January 12, 2021, on a virtual meeting platform and at Centerville Middle School, 865 Centerville Road, Lancaster, PA 17601. The following board members were present: Adam Aloisi, Mike Donato, Linda Johnston, Grant Keener, Jim Maurer, Charles Merris (arrived late), Chris Smiley and Patrick Wagner. Dylan Bard was absent. Also present: Michael Bromirski, Superintendent; Mark Brooks, School Board Secretary/Chief Financial & Operations Officer; Michael Graham, Chief Information Officer; Karen Hall, Director of Human Resources; Tab Musser, Assistant Superintendent; Shannon Zimmerman, Director of Communications; Kathy Miller, Recording Secretary.

Mr. Donato called the meeting to order at 7:02 pm. He led the Pledge of Allegiance and asked for a moment of silence to honor the memory of Mrs. Candice Highfield, Hempfield Social Worker and member of the Hempfield family, who died January 7, 2021, due of complications from COVID-19.

<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 (Bard); Motion passed.</p>	
<p>Mr. Keener made a motion, seconded by Mr. Aloisi to approve the minutes of the Reorganization and Committee Meetings held on December 1, 2020 and the Regular Meeting held on December 8, 2020.</p>	<p>Approval of Minutes</p>
<p>Vote: “Aye” 8; “Nay” 0; Absent 1 (Bard); Motion passed.</p>	
<p>RESIDENTS’ REQUEST TO ADDRESS THE BOARD (five-minute limit)</p>	<p>Residents’ Request to Address the Board</p>
<p>None</p>	
<p>SUPERINTENDENT’S REPORT</p>	<p>Superintendent’s Report</p>
<p>Mr. Bromirski thanked everyone for the moment of silence to honor Mrs. Candice Highfield. He shared that she worked at Hempfield for 13 years and did an amazing job advocating for students and families. She made a huge impact not only at Hempfield, but also across Lancaster, Lebanon and other surrounding counties. She is widely known and well respected for her role in the social services field. She was a true icon and someone who individuals looked up to. She has trained many interns over the years and we are fortunate to have someone who was one of her interns currently working with us. Her loss is greatly felt by all who knew her and she will be greatly missed.</p>	

School Directors Recognition Month: Mr. Bromirski read a proclamation about School Directors and thanked them for their volunteer service and the tremendous amount of time and dedication they give in and out of schools by attending meetings and events. Mrs. Lisa Mumma, Centerville Middle School Principal, thanked the School Board, introduced Mrs. Jen Axe, Student Council Advisor. Mrs. Axe and Centerville Middle School student council members presented the Board with a banner, they read a letter written by a CMS virtual student and they presented a video that was put together by the CMS students. Mr. Brendan Cregan, Principal of Landisville Education Center, thanked the School Board for their service to the school district and community and presented them with a laptop computer case and a card from the elementary therapeutic support students. Mr. Tom Kramer, Principal, Centerville Elementary School and Mrs. Trisha Pearson, Principal of Farmdale Elementary School, thanked the School Board and gave each of them a framed picture made by Centerville Elementary students, read a "Dear School Board Poem" and shared a video that was put together by the Farmdale Elementary students. Mr. Bromirski concluded with a thank you to all the presenters and on behalf of the entire school district, gave the School Board a sincere thank you for their dedication, service, and commitment to the school district and the community.

Student Council: Mr. Bromirski said the HHS Student Council would not be in attendance this evening, because they did not have anything new to present since the last school board meeting in December. They are planning a big event this spring for the seniors and will be meeting with Mr. Bromirski on January 28. They plan to attend the February 9 school board meeting.

Preliminary Budget: Mr. Bromirski introduced Mr. Mark Brooks, Chief Financial and Operations Officer, who gave an update on the Preliminary Budget. He began by presenting the Budget Calendar for 2021-2022. Mr. Brooks said the budget is a work in progress and asked the school board members if the District can balance the budget within the Act 1 index or should the District seek exceptions. He explained how the Act 1 Index is calculated and gave a history of Act 1. He showed three areas that school districts can apply for to raise property taxes (electoral debt, special education expenditures and pension expenditures) and said at this time, they plan to apply for only the Special Education exception. He showed a graph with Hempfield School District's Historical Act 1 Index and tax increases from 2015-16 to 2021-22. He went over a revenue summary and an expense summary. He went over the next steps including, budget meetings, providing budget updates, and seeking board approval for the 2021-22 budget no later than June 2021. Details of this presentation may be found on the School Board webpage under January 2021 Documents.

2021-2022 School Calendar: Mr. Bromirski presented the draft of the 2021-2022 school calendar and said he will be presenting the draft calendar to different groups within the school district and community and get

feedback on different thoughts and perspectives. The 2021-2022 school calendar will be approved either in February or March at the latest.

Other: Mr. Bromirski said ballots for the Lancaster County Career and Technology Center's (LCCTC) 2021-2022 Budget are at the seats of the school board members. The ballots must be returned to the LCCTC by the end of February, following the official vote, which will take place later on this agenda. Mr. Keener is Hempfield's representative on the LCCTC Board and is recommending that the budget item be tabled until February 9. He thinks it would be useful for the Hempfield School Board to meet with the leadership of the LCCTC. He would like to invite a LCCTC representative to the February 2 school board meeting.

CALENDAR OF EVENTS

- January 12, 2021 5:00 pm, Executive Session,
7:00 pm, School Board Regular Meeting
School Director Recognition Month
Centerville Middle School Auditorium
- January 19, 2021 5:00 pm. Buildings & Grounds Committee Meeting
Centerville Middle School Auditorium
- January 26, 2021 5:00 pm Finance Committee Meeting
Centerville Middle School Auditorium
- January 28, 2021 5:00 pm, Education & Programs Committee Meeting
Centerville Middle School Auditorium
- February 2, 2021 TBD, Executive Session,
7:00 pm, School Board Committee Meeting
Centerville Middle School Auditorium
- February 9, 2021 TBD, Executive Session,
7:00 pm, School Board Regular Meeting
Centerville Middle School Auditorium

PRESIDENT'S REPORT

None

REPRESENTATIVE/ADJUNCT REPORTS

Lancaster County Career & Technology Center (LCCTC) - Mr. Keener/
Mr. Bard, Alternate - Mr. Keener restated what he said earlier about recommending that the 2021-2022 LCCTC Budget be tabled until February 9.

Lancaster-Lebanon IU13 - Mr. Merris - no report

Calendar of Events

President's Report

**Representative/
Adjunct Reports**

Hempfield Area Recreation Commission - M. Aloisi/Dr. Harrington - Mr. Aloisi said HARC has been open a week since the shutdown and seems to be running smoothly. He will be attending the finance meeting on January 19 and the full board meeting on January 22.

Safety and Security - Mr. Wagner/Mrs. Johnston - Mr. Wagner reported that there was a meeting on January 6, led by Mr. Ryan Jones, District Safety and Security Officer. They discussed COVID-19, PennDOT traffic survey, technology enhancements, and AEDs in the school buildings. He asked the school board members to think of ways that our district can be safer. He asked school board members to send topics that they would like discussed to Mr. Wagner or Mrs. Johnston, so the district can enhance what is being done from a safety and security standpoint.

PSBA Liaison - Mr. Wagner/Mr. Merris, Alternate - no report

STANDING COMMITTEES

Buildings and Grounds - Mr. Merris/Mr. Bard/Mr. Donato/Mr. Wagner - no report

Education and Programs - Mrs. Johnston/Mr. Maurer/Mr. Merris/Mr. Bard - Mrs. Johnston said their next meeting will be held on January 28 at Centerville Middle School Auditorium at 5:00 pm. Work Wisdom will be presenting a proposal to focus on diversity, equity and inclusion at that meeting. It is a public meeting and any one is invited to attend either by Zoom or in person, but capacity limitations must be followed.

Finance - Mr. Maurer/Mr. Aloisi/Mrs. Johnston/Mr. Keener - Mr. Maurer thanked Mr. Brooks for the preliminary budget presentation earlier in the meeting. The next finance committee meeting, which is open to the public, will be held on January 26 at 5:00 pm at Centerville Middle School Auditorium.

Policy, Personnel, & Legal - Mr. Smiley/Mr. Donato/Mrs. Johnston/Mr. Keener - Mr. Smiley a report was given last week. The January 14 meeting has been canceled, but the committee will come together on February 11 at Centerville Middle School Auditorium at 5:00 pm.

Details of all school board standing committee meetings may be found on the School Board webpage under each individual standing committee.

ACTION ITEMS

PERSONNEL ITEMS

Mr. Aloisi made a motion, seconded by Mr. Wagner to approve the following personnel items:

Standing Committees

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| <ul style="list-style-type: none"> - Lisa M. Gebhard-Searer, Teacher - Learning Support, Mountville Elementary School, amend a leave of absence from October 28, 2020 through December 9, 2020 to October 28, 2020 through December 23, 2020 - Sarah I. Henderson, Elementary Building Aide, Centerville Elementary School, grant a leave of absence from January 15, 2021 through January 29, 2021 - Rebecca A. Huhn, Personal Care Assistant, Hempfield High School, amend a leave of absence from August 25, 2020 through January 19, 2021 to August 25, 2020 through June 4, 2021 - Katharine B. Kasabo, Guidance Counselor, Landisville Intermediate Center, grant a leave of absence from January 28, 2021 through March 12, 2021 - Kyle A. Kasabo, Teacher - Grade 6, Mountville Elementary School, grant a leave of absence from March 15, 2021 to April 21, 2021 - Angela L. Kramer, Security & Telecom Coordinator, Landisville Education Center, grant a leave of absence from January 8, 2021 through January 20, 2021 - Laurie A. Martin, Paraeducator, Centerville Elementary School, amend a leave of absence from September 16, 2020 through January 19, 2021 to September 16, 2020 through June 4, 2021 - Jennifer L. Natale, Custodian, Hempfield High School, grant a leave of absence from January 22, 2021 through February 12, 2021 - Kathryn R. Owen, Teacher - Grade 5, Landisville Intermediate Center, grant a leave of absence from January 29, 2021 through April 23, 2021 - Lauren S. Troop, Paraeducator, Hempfield High School, amend a leave of absence from August 25, 2020 through January 19, 2021 to August 25, 2020 through June 4, 2021 - Jennifer Zolenas West, Supervisor - Special Education, Administration Building, grant an Intermittent Leave of Absence from January 4, 2021 to January 4, 2022 - Lars K. White, HV Technician/ Security, Maintenance Building, grant an Intermittent Leave of Absence from January 7, 2021 through January 7, 2022 - Janella M. Wolpert, Teacher - Learning Support, East Petersburg Elementary School, grant a leave of absence from February 8, 2021 through April 30, 2021 | |
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<ul style="list-style-type: none"> - Mary Hanna, transfer from Part-Time General Food Services Employee at Centerville Elementary School to Part-Time General Food Services Employee at Rohrerstown Elementary School, effective December 21, 2020 - Abbey G. Miller, transfer from Full-time Personal Care Assistant at Mountville Elementary School to Full-time Paraeducator at Mountville Elementary School, effective August 25, 2020. (REPLACEMENT) 	
<p>Substitute Positions</p>	<p>Substitute Positions</p>
<ul style="list-style-type: none"> - Ellen Hixson as a Long-Term Substitute Art Teacher, Hempfield High School, effective December 15, 2020 through March 13, 2021, provisionally according to federal and state law regulations. Ms. Hixson will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Ms. Hixson is a graduate of Kutztown University and is certified in Art PK-12 (REPLACEMENT) - John E. Myers as a Long-Term Substitute Business Education Teacher, Hempfield High School, effective January 21, 2021 through June 7, 2021, provisionally according to federal and state law regulations. Mr. Myers will be placed on Step 1, Bachelor's Degree, in accordance with the Collective Bargaining Agreement. Mr. Myers is a graduate of York College and is Certified in Business, Computer, Information Technology. (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.) Makaila Campoeffective date to be determined 2.) Keara Higginseffective date to be determined 3.) Mary Jackubowski effective January 11, 2021 4.) Olivia Joneseffective February 8, 2021 5.) Elizabeth Thurbereffective January 28, 2021 - 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.) Erick Hersheyeffective January 4, 2021 2.) Claire E. Leeeffective January 4, 2021 3.) Lindsey M. Zulkoskyeffective date to be determined - Linda Cameron as Substitute Clerical Aide for the 2020-2021 school year, effective date to be determined, provisionally according to federal and state law regulations, compensated at the current substitute rate 	

<ul style="list-style-type: none"> • CNI Sales for eRate acceptance of Extreme Network switches for the 2021-2022 school year • Eastern Diversified Services for building disinfecting services at Hempfield High School • Houck & Company, Inc. to complete flashing and brick repairs on the Administration Building • Lancaster County Career & Technology Center (LCCTC) for Hempfield School District to provide transportation services to LCCTC - contract term is August 25, 2020 to June 1, 2021 • Micro Technology Group Inc. yearly renewal for Barracuda email archiving appliance - contract term is January 26, 2021 to January 25, 2022 • New Story tuition agreement for a student who transferred to New Story during the 2020-2021 school year • Procision Services, Inc. for proposal to replace the existing frame of door D2 at Landisville Middle School and reinstall existing doors and hardware with new exit device bottom latches, threshold, and seals • Trustmark Health Benefits, Inc. to provide online insurance enrollment (open enrollment module) for employees - effective July 1, 2021 <p>- Financial Report and Check Register for the month of December 2020 (reference attachments)</p> <p>- Food Services Financial Report and Check Register for the month of December 2020 (reference attachments)</p> <p>- Payment of invoices from the Capital Reserve Fund - \$33,530.00 (reference attachment)</p> <p>- Budget transfers (reference attachment)</p> <p>- Resolution Authorizing Proposed Preliminary Budget Display and Advertising for the 2021-2022 fiscal year on form PDE 2028:</p> <p style="padding-left: 40px;">RESOLVED, by the Board of School Directors of Hempfield School District, as follows:</p> <p style="padding-left: 40px;">The School District shall make the 2021-2022 Proposed Preliminary Budget available for public inspection at least 20 days before the date scheduled for adoption of the Preliminary Budget.</p>	<p style="text-align: center;">CNI Sales</p> <p style="text-align: center;">Eastern Diversified Services</p> <p style="text-align: center;">Houck & Co., Inc.</p> <p style="text-align: center;">LCCTC Transportation</p> <p style="text-align: center;">Micro Technology Group, Inc.</p> <p style="text-align: center;">New Story</p> <p style="text-align: center;">Procision Services, Inc.</p> <p style="text-align: center;">Trustmark Health Benefits, Inc.</p> <p style="text-align: center;">Financial Report & Check Register</p> <p style="text-align: center;">Food Services Financial Report & Check Register</p> <p style="text-align: center;">Capital Reserve Invoices</p> <p style="text-align: center;">Budget Transfers</p> <p style="text-align: center;">Resolution Authorizing 2021-2022 Proposed Preliminary Budget Display & Advertising</p>
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- Expulsion of student #20210061 from Hempfield School District for the remainder of the 2020-2021 school year, effective December 14, 2020. During the term of expulsion, the student agrees to complete coursework through the Landisville Education Center and abide by the program's rules, as described in the written agreement.

Vote: "Aye" 8; "Nay" 0; Absent 1 (Bard); Motion passed.

ADJOURNMENT

Mr. Donato asked for a motion to adjourn the meeting.

Mr. Wagner made a motion, seconded by Mr. Aloisi to adjourn the meeting at 7:47 pm.

Vote: "Aye" 8; "Nay" 0; Absent 1 (Bard); Motion passed.

Mark W. Brooks
School Board Secretary

Expulsion

Adjourn