

**HAMBURG AREA SCHOOL DISTRICT**  
**Hamburg, Berks County, PA 19526-0401**

**April 29, 2019**

The regular monthly meeting of the Board of Directors of the Hamburg Area School District was called to order by President, Brian R. Specht, at 6:32 p.m. in the James A. Gilmartin Community Room of Hamburg Area High School, Hamburg, Pennsylvania.

A roll call of directors followed, and the following directors were present:

Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Cory M. Johnson, Laura "Lolly"  
Leshner, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

There were nine directors present at the meeting when roll call was taken.

**OTHERS PRESENT**

Richard Mextorf, Superintendent; Michele Zimmerman, Business Manager; Damian Buggy, High School Dean of Students; Shawn Gravish, Middle School Principal; Andrea Berger, Elementary Principal; Teresa Freiwald, Chief Learning Officer; Christopher Spohn, Director Operations and Project Development; Than Wright, Technology Supervisor; Chaslyn Christman, Student Representative, Russell Farbiarz, Solicitor; Cindy Sunday, Secretary (NM); Visitors – Lawrence Giancola, John R. H. Ide, Dave Mengle, Teresa McCarthy, Andrea Heckman

Mr. Specht opened the meeting with the Pledge of Allegiance to the Flag.

**APPROVAL OF MINUTES**

A copy of the minutes of the meetings held on March 25 and April 8, 2019 had been given to all members prior to this meeting.

A motion was made by Maggie L. Rhoades, seconded by Todd D. Hummel, to approve the minutes as written.

A roll call voice vote was taken on the motion as follows

"YES"- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Cory M. Johnson, Laura  
"Lolly" Leshner, Andrew C. Raugh, Maggie Rhoades, Brian N. Riegel, Brian  
R. Specht

"NO" - None

Motion carried with nine directors voting "yes".

## PUBLIC COMMENTS

Mr. Specht asked for public comments.

**Lawrence Giancola, Hamburg** – Addressed the board regarding the Drug Crisis

## BOARD REPORTS

The following Board reports were given --

Berks E.I.T. Committee – Ms. Zimmerman  
Joint Operating Committee – Mr. Raugh  
Intermediate Unit – Mr. Specht  
Building Committee – Mr. Riegel  
Student Council – Miss Christman  
President – Mr. Specht

## SAFETY & SECURITY DISCUSSION

Safety & Security Discussion – Comprehensive Response – Dr. Gravish

The January 2019 Safety and Security Summary – Berks County School Districts was distributed to board Members (see Exhibit XXVg-44) Reviewed each of the items listed on the summary.

Dr. Gravish discussed Act 44 which states a Director of School Safety should be named. He also discussed: All Hazards Plan, Crisis Go, Stop the Bleed w/ AED Labeled, SAP – K-12, appropriate use of Social Media.

Dr. Gravish stated that Safety and Security is much bigger than Act 44. Prevention is a big peace

## REPORT OF THE BUSINESS MANAGER

A. Approval of Parameters Resolution to refund existing bonds.

Scott Kramer, Managing Director of RBC Capital Markets was present. Before Mr. Kramer started, Dr. Mextorf asked if the Board could ask questions as he went through his presentation instead of waiting until the end. Mr. Kramer distributed a document which contained the information regarding the Parameters Bond Sale (showed Historical 10-year Treasury Yield, Gross Debt Service (Prior to State Reimbursement, Net Debt Service (After Reimbursement), Refunding Impact on Principal and Gross Debt Service, and Supporting Refunding Schedules and Maximum Parameters (see Exhibit XXVg-45)

Tom Smida from Mette, Evans & Woodside was also present and he reviewed the Parameters Resolution (See Exhibit XXVg-46).

A motion was made by Todd D. Hummel, seconded by Brian R. Riegel, to approve the parameters resolution presented.

A roll call voice vote was taken on the motion as follows

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Cory M. Johnson, Laura “Lolly” Leshner, Andrew C. Rough, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with nine directors voting “yes”.

- B. Recommend approval of 2019-2020 Delta Dental Premier pricing dental insurance at a cost of \$23.63/employee/month.

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades, to approve the 2019-2020 Delta Dental Premier pricing dental insurance at a cost of \$23.63/employee/month.

A roll call voice vote was taken on the motion as follows

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Cory M. Johnson, Laura “Lolly” Leshner, Andrew C. Rough, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with nine directors voting “yes”.

Cory Johnson left the meeting at 8:15 p.m. There are now eight members present at the meeting.

Ms. Zimmerman presented the following items together:

- C. Approval of 2019-2020 CSIU Computer Services Agreement. (see Exhibit XXVg-47)
- D. Approval of BCIU Service Level Agreement – SMS Services for the period 2019-2020. (see Exhibit XXVg-48)
- E. Approval of BCIU Service Level Agreement – Tax Services for the period 2019-2020. (see Exhibit XXVg-49)

Todd Hummel left the room. There are now seven directors present at the meeting.

A motion was made by Bradley R. Faust, seconded by Brian N. Riegel to approve the 2019-2020 CSIU Computer Services Agreement; BCIU Service Level Agreement – SMS for the period of 2019-2020; BCIU Service Level Agreement – Tax Services for the period 2019-2020.

A roll call voice vote was taken on the motion as follows

“YES”- Bradley R. Faust, Leon J. Grim, Laura “Lolly” Leshner, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with seven directors voting “yes”.

F. First reading of Board Policies: (will be on June 3 agenda for approval)

1. 006 – Meetings
2. 108 – Adoption of Textbooks
3. Foreign Exchange Students
4. 305 – Employment of Substitutes
5. 311 – Reduction in Staff

Todd Hummel Returned to the meeting. There are now eight members present at the meeting.

G. Discussion of 2019-2020 Proposed Final General Fund Budget (Will be on May 13 Board Agenda For approval)

Ms. Zimmerman reviewed the 2019-2020 General Fund Budget Summary (see Exhibit XXVg-50); the Capital/Operations Replacement Plan (see Exhibit XXVg-51); Impact of No Tax Increase (see Exhibit XXvg-52)

Lolly Leshner stated we need to live within our means without a tax increase.

## **SUPERINTENDENT’S REPORT**

A. Recommend approval of General Fund Treasurer’s Report (see Exhibit XXVf-g-53)

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- B. Recommend approval of the General Fund Invoices submitted for payment and Arbiter Pay submitted for payment (see Exhibit XXVg-54)
- C. Recommend approval of the Treasurer's Report/Food Service and Food Service invoices submitted for payment (see Exhibit XXVg-55)
- D. Recommend approval of the Treasurer's Report/Capital Reserve and Capital Projects Fund (see Exhibit XXVg-56)
- E. Recommend approval of the Treasurer's Report/Debt Service (see Exhibit XXVg-57)
- F. Recommend approval of the Treasurer's Report/Activity Fund (High School and Middle School) (see Exhibit XXVg-58)
- G. Recommend approval of the disposal items presented on detailed listing (see Exhibit XXVg-59)

A motion was made by Maggie L. Rhoades, seconded by Todd D. Hummel to approve Treasurer's General Fund Treasurer's Report; the General Fund Invoices submitted for payment in the amount of \$1,524,740.81 (check #00076465 - 00076638 and \*D0000681 - \*D0000772); to approve the Treasurer's Report Cafeteria Fund and invoices submitted for payment in the amount of \$82,944.73 (check #00007936 – 00007944 and \*D0000081 - \*D0000093); Treasurer's Report Capital Reserve and Capital Projects fund; Treasurer's Report Debt Service Fund; Treasurer's Report Middle School and High School Activity Fund and the disposal items presented on detailed listing

A roll call voice vote was taken on the motion as follows

"YES"- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Laura "Lolly" Leshner, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

"NO" - None

Motion carried with eight directors voting "yes".

- H. From Capital Reserve Fund, recommend approval of COSTARS contracts with S&S Flooring in the amount of \$263,550 to repair the floor in the old gymnasium at the HS and to resurface the gymnasium floor in the new gym at the HS. (see Exhibit XXVg-60)

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades to approve from COSTARS contracts with S&S flooring in the amount of \$263,550 to repair the floor in the old gymnasium at the HS and to resurface the gymnasium floor in the new gym at the HS.

A roll call voice vote was taken on the motion as follows

"YES"- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Laura "Lolly" Leshner, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with eight directors voting “yes”.

I. Recommend approval of the 2019-20 Athletic Handbook (see Exhibit XXVg-61)

A motion was made by Brian N. Riegel, seconded by Todd D. Hummel to approve the 2019-20 Athletic Handbook)

A roll call voice vote was taken on the motion as follows

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Laura “Lolly” Leshner, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with eight directors voting “yes”.

J. Recommend approval of the following position descriptions:

1. Classroom Teacher, English as a Second Language (see Exhibit XXVg-62)
2. Technology Inventory Clerk (summer Help) (see Exhibit XXVg-63)
3. Information Technology Assistant (Summer Help) (see Exhibit XXVg-64)

A motion was made by Todd D. Hummel, seconded by Laura “Lolly” Leshner to approve the position descriptions presented.

A roll call voice vote was taken on the motion as follows

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Laura “Lolly” Leshner, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with eight directors voting “yes”.

K. Acknowledgement of the following separations:

1. Benjamin Hetrich, Wilderness Club Advisor
  - a) Effective 1/2/2019
2. Jacqueline Boyer, Food Service Substitute

- a) Effective 4/1/2019
- 3. Jodi Schrack, Food Service Substitute
  - a) Effective 4/1/2019
- 4. Yvonne Stitzel, Food Service Substitute
  - a) Effective 4/1/2019
- 5. Maureen Hess, Classroom Teacher, Special Education
  - a) Effective 4/10/2019
- 6. Terena Metcalf, Temporary Paraprofessional
  - a) Effective 4/10/2019
- 7. Connie Bechtel, Temporary Paraprofessional
  - a) Effective 4/17/2019
- 8. Cody Miller, Assistant Coach, Varsity Wrestling
  - a) Effective 4/16/2019
  - b) Will remain a Volunteer Assistant Coach, Wrestling
- L. Acknowledgement of the following leaves of absence:
  - 1. Gerald Weiss, Classroom Teacher, Physics
    - a) Anticipated effective dates: 4/17/2019 – 6/7/2019
  - 2. Lori Crider, Classroom Teacher, Elementary
    - a) Anticipated effective dates: 4/24/19 – 5/10/2019
- M. Acknowledgement of the following Support Staff adjustments:
  - 1. Jennifer Neuin, Custodian
    - a) Internal transfer from Tilden Second Shift to High School First Shift
    - b) Replacing Rhonda Kilner
    - c) Effective 4/26/2019
  - 2. Jutta Dixon, Custodian
    - a) Internal transfer from High School Second Shift to Tilden Second Shift
    - b) Replacing Lloyd Heckman
    - c) Effective 4/26/2019

3. Lloyd Heckman, Custodian
  - a) Internal transfer from Tilden Second Shift to High School Second Shift
  - b) Replacing Jutta Dixon
  - c) Effective 4/26/2019

N. Recommend approval of the following Professional staff:

1. Logan Hartman, Short-term Substitute Teacher, Physics
  - a) Replacing Gerald Weiss
  - b) Effective 4/15/2019 – 6/7/2019
  - c) \$150.00 per day
  - d) Certifications: 6800 - Mathematics 7-12, 8470 – Physics 7-12
  - e) Hamburg

O. Recommend approval of the following Support Staff:

1. Drew Dawkins, Second Shift Custodian, Tilden
  - a) Replacing Jennifer Neuin
  - b) Effective 4/30/2019
  - c) \$13.34 per hour
  - d) Hamburg
2. Anthony Schappell, Second Shift Custodian, Middle School
  - a) Replacing Keith Hertzog
  - b) Effective 4/30/2019
  - c) \$13.34 per hour
  - d) Hamburg

P. Recommend approval of the following Extracurricular staff:

1. Justin Brown, Wilderness Club Advisor
  - a) Replacing Benjamin Hetrich



- b) Effective 4/4/2019
- c) Stipend: \$779.00 (prorated for remainder of 2019)

Q. Recommend approval of the following volunteers:

1. All Buildings
  - a) Nicholas Smith
2. High School
  - a) Allysa Wenrich
3. High School, Middle School
  - a) Joseph Carl
  - b) Carrie Keen
4. High School, Tilden
  - a) Lorraine Ramirez
5. Middle School, Tilden
  - a) Pollyanne Bonning
  - b) Lori Moyer
6. Tilden
  - a) Nicole Henne-Brown
  - b) Bradley Stauffer
  - c) Angela Vespico
  - d) John Vespico
  - e) Jessica Wagner
  - f) Lynn Weller

A motion was made by Brian N. Riegel, seconded by Todd D. Hummel to approve the professional staff, support staff, extracurricular staff and volunteers presented.

A roll call voice vote was taken on the motion as follows

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Laura “Lolly” Leshner,  
Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with eight directors voting “yes”.

**IX. Information Items**

1. Board Summary
2. High School Music Trip – May 1-3, 2020 – Williamsburg, Virginia – 100 students, 20 chaperones – student funded – will be on May 13 agenda for approval
- 3.

**X. Dates to Remember**

May	13	Committee of the Whole Meeting	6:30 p.m.
	20	Board Meeting	6:30 p.m.
	23	Early Dismissal – Act 80 Day	
	24	No School For Students	
	27	Memorial Day – School Closed	
June	3	Committee of the Whole Meeting	6:30 p.m.
	7	Last day of School for Students; Early Dismissal	
	7	Commencement	6:00 p.m.
	17	Board Meeting	6:30 p.m.

**XI. New Business**

**XII. Adjournment**

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades, to adjourn the meeting at 9:10 p.m. Motion carried.

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**MINUTES APPROVED ON  
May 20, 2019**

**RECORDED BY**

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Brian R. Specht, President

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Cynthia A, Sunday