

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

June 17, 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 6:35 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, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

Absent – Cory M. Johnson, Laura “Lolly” Leshner

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

OTHERS PRESENT

Richard Mextorf, Superintendent; Michele Zimmerman, Business Manager; Christopher Beissel, High School Principal; Damian Buggy, High School Dean of Students; Shawn Gravish, Middle School Principal; Tim Easter, Middle School Dean of Students; Teresa Freiwald, Chief Learning Officer; Christopher Spohn, Director Operations & Product Development; Russell Farbiarz, Solicitor; Cindy Sunday, Secretary (NM); Visitors – Yvonne Stitzel, John R. H. Ide, Andrea Heckman, Andrew Hoffman, Marge Quinn, Ashley Munoz

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 May 13, May 20 and June 3, 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, Andrew C. Raugh,
 Maggie Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion carried with seven directors voting “yes”.

PUBLIC COMMENTS

Mr. Specht asked for public comments.

Yvonne Stitzel, Perry Township – Thanked the board for all the support they gave her during her time as President of the Perry PTO.

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 – Talked about handicap access to the softball field and a 5' retaining wall at the stadium.
President – Mr. Specht

REPORT OF THE BUSINESS MANAGER

- A. Recommend approval of 2019-2020 Final General Fund Budget in the amount of \$43,712,335. (see Exhibit XXVh-10)

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades to approve the 2019-2020 Final General Fund Budget in the amount of \$43,712,535.

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

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

“NO” - None

Motion carried with seven directors voting “yes”.

- B. Recommend approval of the 2019-2020 real estate tax resolution (see Exhibit XXVh-11)

A motion was made by Todd D. Hummel, seconded by Brian N. Riegel to approve the 2019-2020 real estate tax resolution.

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

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

“NO” - None

Motion carried with seven directors voting “yes”.

C. Recommend approval of the 2019-2020 per capita tax resolution

A motion was made by Todd D. Hummel, seconded by Brian N. Riegel to approve the 2019-2020 per capita tax resolution (see Exhibit XXVh-12)

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

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

“NO” - None

Motion carried with seven directors voting “yes”.

D. Recommend approval of the 2019-2020 Homestead/Farmstead resolution

A motion was made by Bradley R. Faust, seconded by Todd D. Hummel to approve the 2019-2020 Homestead/Farmstead resolution. (see Exhibit XXVh-13)

A motion was made by Todd D. Hummel, seconded by Brian N. Riegel to approve the 2019-2020 per Honestead/Farmstead tax resolution

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

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

“NO” - None

Motion carried with seven directors voting “yes”.

E. Recommend approval of the 2019-2020 Depository institutions

1. General Fund – M&T Bank, Tompkins Vist Bank, Pennsylvania Local Government Investment Trust (PLGIT)
2. Capital Reserve Fund – Pennsylvania School District Liquid Asset Fund (PSDLAF)
3. Debt Service Fund – Tompkins Vist Bank
4. Food Service fund – M&T Bank, PLGIT
5. Activity Funds – M&T Bank

A motion was made by Brian N. Riegel, seconded by Todd D. Hummel to approve the 2019-2020 Depository Institutions.

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

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

“NO” - None

Motion carried with seven directors voting “yes”.

F. Recommend approval of the 2019-2020 Facilities Use Fee Schedule

A motion was made by Todd D. Hummel, seconded by Brian N. Riegel to approve the 2019-2020 Facilities Use Fee Schedule. (see Exhibit XXVh-14)

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

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

“NO” - None

Motion carried with seven directors voting “yes”.

G. Recommend approval of 2019-2020 property and liability insurance renewals

- i. Package – includes property, equipment breakdown, general and law enforcement liability, crime, automotive liability and physical damage
 1. CM Regent at a cost of \$87,874
 2. Includes an additional premium of \$1,362 to increase the violence expense (active shooter) coverage to \$1,000,000 from \$250,000
- ii. Excess liability
 1. CM Regent at a cost of \$4,751
- iii. School leaders’ legal liability
 1. CM Regent at a cost of \$17,356
- iv. Volunteer
 1. CM Regent at a cost of \$500
- v. Cyber liability
 1. ACE America Insurance Co. at a cost of \$8,794

- H. Recommend approval of 2019-2020 worker's compensation insurance renewal with New Jersey Manufacturers Insurance Company at a cost of \$127,150.
- I. Recommend approval of 2019-2020 life and accidental death & dismemberment coverage with One America at a cost of \$.085/\$1000 coverage for an approximate total of \$15,675.
- J. Recommend approval of 2019-2020 long-term disability insurance with One America at a cost of \$.153/\$1000 coverage for an approximate total of \$3,076.

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades to approve 2019-2020 Property and liability insurance renewals, the 2019-2020 workers compensation renewals, the 2019-2020 Life and accidental death & dismemberment coverage with One America and the 2019-2020 long-term disability insurance with One America.

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

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

"NO" -None

Motion carried with seven directors voting "yes".

- K. Recommend approval to commit and assign fund balance in an amount to be determined later.
- L. Recommend approval for the HASD Administration to perform 2018-2019 budgetary transfers necessitated by the annual single audit and said transfers to be subject to ratification by the Board at a later date.
- M. Recommend approval to utilize cooperative purchasing agreements including, but not limited to: CoStars, Keystone Purchasing Network (KPN), US Communities, Amazon Business, E&I Cooperative Services, and The Interlocal Procurement System (TIPS).

A motion was made by Todd D. Humel, seconded by Brian N. Riegel to recommend approval to commit and assign fund balance in an amount to be determined later; Recommend approval for the HASD Administration to perform 2018-2019 budgetary transfers necessitated by the annual single audit and said transfers to be subject to ratification by the board at a later date; recommend approval to utilize cooperative purchasing agreements including , but not limited to: CoStars, Keystone Purchasing Network (KPN) US Communities, Amazon Business, E&I Cooperative Services, and The Interlocal Procurement System (TIPS)

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

- N. Recommend approval of the proposal from Bottling Group, LLC (Pepsi) for a three-year extension to the current agreement.(see Exhibit XXVh-15)

A motion was made by Todd D. Hummel, seconded by Bradley R. Faust to recommend approval of the proposal from Bottling Group, LLC (Pepsi) to a three-year extension to the current agreement.

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

VIII. Report of the Superintendent

- A. Recommend approval of General Fund Treasurer's Report (see Exhibit XXVh-16)
- B. Recommend approval of General Fund and arbiter invoices submitted for payment (see Exhibit XXVh-17)
- C. Recommend approval of the Treasurer's Report/Food Service and Food Service invoices submitted for payment (see Exhibit XXVh-18)
- D. Recommend approval of the Treasurer's Report/Capital Reserve and Capital Projects fund and capital reserve fund invoice submitted for payment (see Exhibit XXVh-19)
- E. Recommend approval of the Treasurer's Report/Debt Service(see Exhibit XXVh-20)
- F. Recommend approval of the Treasurer's Report/Middle School and High School activity funds (see Exhibit XXVh-21)
- G. Recommend approval of disposal items presented on detailed listing (see Exhibit XXVh-22)
- H. Recommend approval of the Berks County Joint Purchasing Bid for Custodial Supplies (see exhibit XXV-23)
- I. Recommend approval for continuation of contract with Kelly Educational Staffing for the 2019-2020 school year, effective 7/1/19. Substitute services will include administrative, professional, and support staff. 2019-2020 contract to include Acting Middle School Principal.

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades to approve the general fund treasurer's report, general fund and arbiter invoices submitted for payment in the amount of \$833,011.93 (check #00076691 – 00076744 and *D0000834 - *D0000909 and arbiter invoices in the amount of \$2,291.25, Food Service Treasurers report and invoices in the amount of \$74,537.88 check #00007956 – 00007965 and *D0000107 - *D0000118, Treaurer's report Capital Reserve and Capital Projects fund and capital projects fund invoice in the amount of \$14,,579.60 (ck# 00001250) submitted for payment, Treasurers Report Debt Service, Treasurers report High School and Middle School Activity Fund, disposal items presented on detailed listing, Berks County Joint Purchasing Bid for custodial supplies, continuation of contract with Kelly Educational Staffing for 2019-2020 school year , effective 7/1/19.

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

J. Recommend approval of the position description for Director, Safety and Security.

A motion was made by Maggie L. Rhoades, seconded by Todd D. Hummel to approve the position description for Director, Safety and Security. (see Exhibit XXVh-24)

Before the vote was taken, Mr. Grim expressed that he feels this should be an armed position.

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

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Maggie L. Rhoades,
Brian N. Riegel, Brian R. Specht

“NO” -Andrew C. Raugh

Motion carried with six directors voting “yes” and one director voting “no”.

K. Recommend approval of the following Administrative staff:

1. Dr. Stanley Shawn Gravish, Director of Safety and Security
 1. Effective 7/1/2019 – 6/30/2020
 2. Existing annual salary
2. Eugene McGorry, Acting Middle School Principal
 1. Replacing Dr. Stanley Shawn Gravish
 2. Employed through Kelly Educational Staffing
 3. Effective 7/1/2019 – 6/30/2020
 4. \$225.00 per diem

A motion was made by Todd D. Hummel, seconded by Bradley R. Faust to approve the administrative staff presented.

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

“YES”- Bradley R. Faust, Leon J. Grim, Todd D. Hummel, Maggie L. Rhoades,
Brian N. Riegel, Brian R. Specht

“NO” -Andrew C. Raugh

L. Recommend approval of the following position descriptions:

1. Building Clerk (see Exhibit XXVh-25)
2. Coordinator, Facilities (see Exhibit XXVh-26)
3. Food Service Employee (see Exhibit XXVh-27)
4. Food Service Substitute (see Exhibit XXVh-28)
5. Kitchen Manager (see Exhibit XXVh-29)

A motion was made by Todd D. Hummel, seconded by Brian N. Riegel 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, Andrew C. Raugh,
Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” -None

Motion carried with seven directors voting “yes”.

M. Acknowledgement of the following separations:

1. Heidi Warmkessel, Extended School Year Paraprofessional
 1. Effective 6/6/2019
2. James Gerner, Assistant Coach, High School Softball
 1. Effective 6/11/2019

N. Recommend approval of the following Professional staff:

1. Delia Edling, Extended School Year Special Education Teacher
 1. Anticipated employment term: 7/2/2019 – 7/25/2019

2. \$25.00 per hour, 9 hours per week
3. Schuylkill Haven
2. Katelyn Jaxheimer, Extended School Year Special Education Teacher
 1. Anticipated employment term: 7/2/2019 – 7/25/2019
 2. \$25.00 per hour, 9 hours per week
 3. Existing HASD employee
3. Brittany Stauffer, Secondary Classroom Teacher, Credit Recovery
 1. Effective 6/24/2019 – 7/25/2019
 2. \$25.00 per hour, 12 hours per week
 3. Current HASD employee
4. Jessica Frank, Middle School Teacher, Credit Recovery
 1. Effective 6/17/2019 – 7/12/2019
 2. \$25.00 per hour, 20 hours per week
 3. Current HASD employee
5. Katelyn Jaxheimer, Middle School Teacher, Credit Recovery
 1. Effective 6/17/2019 – 7/1/2019
 2. \$25.00 per hour, 20 hours per week
 3. Current HASD employee

O. Recommend approval of the following Support staff:

1. Bailey Ammons, Temporary Custodian
 1. Effective 6/18/2019 – 8/16/2019
 2. \$13.34 per hour, 40 hours per week
 3. Leesport
2. Kathy Maberry, Temporary Clerk (summer printing)
 1. Effective 7/8/2019 – August, as needed
 2. Existing hourly rate, up to 16 hours per week
 3. Current HASD employee

A motion was made by Todd D. Hummel, seconded by Leon J. Grim to approve the professional staff and support staff presented.

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

- P. Request correction in hourly pay rate for Wyatt Conrad, Temporary Custodian, from \$10.00 to \$13.34, effective 6/10/2019.

A motion was made by Bradley R. Faust, seconded by Todd D. Hummel, to approve the change in hourly rate from Wyatt Conrad from \$10.00 to \$13.34 per hour,

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

- Q. Recommend approval of the 2019-2020 Confidential Non-Union Employee salaries.

A motion was made by Todd D. Hummel, seconded by Brian R. Riegel, to approve the 2019-2020 Confidential Non-Union Employee Salaries. (see Exhibit XXVh-30)

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

- R. Recommend approval of Agreement with Conrad Weiser School District for one student to attend their Bio-Medical Science Program. (see Exhibit XXVh-31)
- S. Recommend approval of the Dual Enrollment Agreement with Reading Area Community College (RACC).(see Exhibit XXVh-32)
- T. Recommend approval to participate in the Child Nutrition Program between the Hamburg Area School District and B.C.T.C.
- U. Recommend approval of the following student trip:

- 1. Senior Class Trip 2020; Kalahari Resorts, Pocono Manor; May 8 – May 10, 2020; approximately 50 students, 2 chaperones; no cost to the District.

A motion was made by Todd D. Hummel, seconded by Brian N. Riegel to approve the Agreement with Conrad Weiser for their Bio-Medical Science Program, The Dual Enrollment Agreement with Reading Area Community College (RACC), to participate in the Child Nutrition Program between HASD and BCTC, to approve the 1920 Senior Class trip to Kalahari Resorts.

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

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

“NO” -None

Motion carried with seven directors voting “yes”.

- V. Review of the following position descriptions (will be on July 15 Board Agenda for approval):
 - 1. School Counselor - revised
 - 2. Behavior Specialist

IX. Information Items

- 1. Board Summary
- 2. June Enrollment

X. Dates to Remember

July	15	Board Meeting	6:30 p.m.
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XI. New Business

Dr. Mextorf said there will be an executive session prior to the next meeting to discuss personnel.

Mr. Raugh asked if the board should pass resolutions regarding Act 44 School Safety and security. Dr. Mextorf said PARSS is addressing these issues on behalf of school districts.

XII. Adjournment

A motion was made by Todd D. Hummel, seconded by Maggie L. Rhoades, to adjourn the meeting at 7:30 p.m. Motion carried.

MINUTES APPROVED ON
July 15 , 2019

RECORDED BY

Cynthia A, Sunday

Brian R. Specht, President