

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

June 19, 2023

The Regular meeting of the Board was called to order by President, Todd D. Hummel at 6:30 p.m. This meeting was held in the James A. Gilmartin Community Room of Hamburg Area high school.

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

Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Todd Hummel

Absent – Tonia Krick, Laura “Lolly” Leshner, Birgit White

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

OTHERS PRESENT

Richard Mextorf, Superintendent; Michele Zimmerman, Business Manager; Alyssa Fink, High School Assistant Principal; Tim Easter, Middle School Principal; Rob Marra, Special Education and Student Services Director; Elaine Ruppert, Facilities Director; Than Wright, Technology Supervisor; James Mancuso, District Solicitor; Cindy Sunday, Board Secretary; Visitors – John R.H, Ide, Andrea Meyers, Blaze Meyers

Mr. Hummel opened the meeting with the pledge to the flag.

IV. Approval of previous meeting minutes May 22 and June 5, 2023

A motion was made by Toni McFadden, seconded by Bradley Faust to approve the minutes from May 22 and June 5 as written.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Todd Hummel

No - None

Motion carried with six directors voting yes.

V. Public Comments

Mr. Hummel asked for public comments. There were no public comments.

Mrs. White arrived at the meeting at 6:32. There are now seven directors present at the meeting.

VI. Board Reports

- A. Berks E.I.T. Committee – Ms. Zimmerman
- B. Joint Operating Committee – Mr. DeAngelo
- C. Committee on Legislative Action – Mrs. McFadden
- D. Intermediate Unit – Mr. Hummel
- E. President – Mr. Hummel

VII. **Report of the Business Manager**

- A. Recommend approval of 2023-2024 General Fund Final Budget in the amount of \$54,829,724.(see Exhibit XXVlc-64)

A motion was made by Ryan Gebely, seconded by Birgit White to approve 2023-2024 General Fund Final Budget in the amount of \$54,829,724.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- B. Recommend approval of 2023-2024 Real Estate tax resolution (see Exhibit XXVlc-65)

A motion was made by Ryan Gebely, seconded by Birgit White to approve the 2023-2024 Real Estate Tax Resolution.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- C. Recommend approval of 2023-2024 Homestead/Farmstead resolution (revised) (see Exhibit XXVlc-66)

A motion was made by Bradley Faust, seconded by Birgit White to approve the 2023-2024 Homestead/Farmstead Resolution.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- D. Recommend approval of 2023-2024 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. HS and MS Activity Funds – M&T Bank
- E. Recommend approval of 2023-2024 Facilities Use Fee Schedule (see Exhibit XXVIc-67)

A motion was made by Birgit White, seconded by Toni McFadden to approve the 2023-2024 Depository Institutions and Facility Use Fee Schedule.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- F. Recommend approval of 2023-2024 property and liability insurance renewals with CM Regent and Travelers in the amount of \$146,560.
- G. Recommend approval of 2023-2024 volunteer accident insurance in the amount of \$500.
- H. Recommend approval of 2023-2024 workers' compensation insurance renewal with AmTrust at a premium of \$154,767.

A motion was made by Bradley Faust, seconded by Thomas DeAngelo to approve 2023-2024 property and liability insurance renewals with CM Regent and Travelers in the amount of \$164, 650; 2023-2024 volunteer accident insurance in the amount of \$500; 2023-2024 workers' compensation insurance renewal with AmTrust at a premium of \$154,767.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- I. Recommend approval of 2023-2024 life and accidental death & dismemberment coverage with Equitable at a cost of \$.078/\$1,000 coverage at an approximate total of \$15,546.
- J. Recommend approval of 2023-2024 long-term disability coverage with Equitable at the rate of \$.138/\$100 for an approximate total of \$3,086.

A motion was made by Ryan Gebely, seconded by Toni McFadden to approve the 2023-2024 life and accidental death & dismemberment coverage with Equitable at a cost of \$.078/\$.078/\$1,000 and 2023-2024 long-term disability coverage with Equitable at the rate of at the rate of \$.138/\$100 for an approximate total of \$3,086.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

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 HASD administration to pay certain 2023-2024 invoices in advance of Board of Director approval if delaying the payment would result in (1) a late charge or (2) students or staff missing an event. Payment of these invoices are subject to ratification by the Board at the next applicable Board meeting.
- M. Recommend approval for HASD administration to perform 2022-2023 budgetary transfers necessitated by the annual single audit with said transfers to be subject to ratification by the Board at a later date.
- N. 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, The Interlocal Procurement System (TIPS), Sourcewell, and PEPPM.

A motion was made by Ryan Gebely, seconded by Birgit White Recommend approval to commit and assign fund balance in an amount to be determined at a later date; approval for HASD administration to pay certain 2023-2024 invoices in advance of Board of Directors approval if delaying the payment would result in (1) a late charge or (2) students or staff missing and event. These invoices are subject to ratification BY THE Board at the next applicable Board meeting.; Recommend approval for HASD Administration to perform 2022-2023 budgetary transfers necessitated by the annual single audit with 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, The Interlocal Procurement System (TIPS), Sourcewell, and PEPPM.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- O. Recommend approval of 2023-2024 Custodial Supplies bid (see Exhibit XXVIc-68)

A motion was made by Thomas DeAngelo, seconded by Ryan Gebely to approve the 2023-2024 Custodial Supplies bid.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- P. Utilizing funds from the School Mental Health & Safety and Security Grants, proposal in the amount of \$59,288.78 with Berkshire Systems Group, Inc. for security cameras (will be on July 17 agenda for approval)

VIII. Report of the Superintendent

- A. Recommend approval of the General Fund Treasurer's Report (see Exhibit XXVIc-69)
- B. Recommend approval of the General Fund invoices submitted for payment and Arbiter pay(see Exhibit XXVIc-70)
- C. Recommend approval of Food Service Profit and Loss Statement and invoices submitted for payment(see Exhibit XXVIc-71)
- D. Recommend approval of the Capital Reserve Treasurer's Report and invoices submitted for payment (see Exhibit XXVIc-72)

- E. Recommend approval of the Debt Service Treasurer's Report (see Exhibit XXVIc-73)
- F. Recommend approval of the High School and Middle School Activity Funds Treasurer's Reports and invoices submitted for payment (see Exhibit XXVIc-74)
- G. Recommend approval of disposal items presented on detailed listing (see Exhibit XXVIc-75)

A motion was made by Ryan Gebely second by Birgit White to approve the general fund treasurers report, general fund invoices in the amount of \$1,208,544.19 (ck# 0000080521 – 0000080575 and D001002835 – D001002902 and Arbiter payments in the amount of \$124.00; Food Service Profit and Loss report and invoices in the amount of \$136,121.34 ck# 000008517 – 000008526 and D00000565 – D000000575 ; Capital Reserve Treasurer Report and invoices in the amount of \$12,492.90(ck#000001327) ; Debt Service Treasurer Report; High School Activity Fund Treasurer Report invoices in the amount of \$20,578.57 (ck# 0000013490 – 0000013509)Middle School Activity Fund Treasurer Report invoices in the amount of \$680.87 (ck #0000041006 – 000004108) Disposal Items Presented on Detailed Listing.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- H. New substitute teacher and nurse rates effective 07/01/2023:

1. \$150.00 – flat rate
2. \$187.50 – former District teachers and nurses, including retirees and employees who resign amicably from employment.

A motion was made by Thomas DeAngelo, seconded by Ryan Gebely to approve the New Substitute Teacher and nurse rates effective 07/01/2023.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- I. Recommend approval of 2023-2024 Confidential Staff Salaries (see Exhibit XXVIc-76)

A motion was made by Ryan Gebely, seconded by Bradley Faust to approve the 2023-2024 Confidential Staff Salaries.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- J. Recommend approval of the following position descriptions:
 1. Classroom Teacher, Innovation (see Exhibit XXVIc-77)
 2. Temporary Custodian, Temporary Employee (see Exhibit XXVIc-78)
 3. Director, Safety & Security (see Exhibit XXVIc-79)
 4. Director, Special Education & Student Services (see Exhibit XXVIc-80)

A motion was made by Birgit White, seconded by Ryan Gebely to approve the position descriptions presented.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- K. Acknowledgement of the following separations:
 1. Kelly James – Paraeducator
 - Effective 06/02/2023
 2. Phil Kistler – Head Coach, Winter Track & Field. Head Coach, Spring Track & Field. Head Coach, Cross Country.
 - Effective 06/02/2023 (Track & Field)
 - Effective at the end of the 2023 season (Cross Country)

- L. Recommend approval of the following Professional staff:
1. Blaze Meyers – High School Science Teacher

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- Replacing Doreen Ottaviani
- Effective 08/21/2023
- Salary: \$76,180, Master / Step 12
- Certifications: Instructional II, 8440 Earth & Space Science 7-12; 8450 General Science 7-12

- M. Recommend approval of the following Extra-curricular staff:

1. Leon Blatt – Head Coach, High School Track & Field
 - Replacing Phil Kistler
 - Effective 6/20/2023
 - Stipend: \$7059 / Step 3
2. Phil Kistler – Assistant Coach, High School Track & Field
 - Replacing Leon Blatt
 - Effective 6/20/2023
 - Stipend: \$3300 / Step 3
3. Santos Martinez – Assistant Coach, High School Boys' Basketball (50%)
 - Replacing Robert Flowers
 - Effective 06/20/2023
 - Stipend: \$2023 / Step 3

A motion was made by Brad Faust, seconded by Birgit White to approve the professional staff and Extra-curricular staff presented.

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

Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

- N. Recommend approval of Affiliation Agreement with Kutztown University to accept student teachers, interns, and student observers in the Hamburg Area School District (see Exhibit XXVIc-81)

A motion was made by Birgit White, seconded by Toni McFadden to approve the Affiliation Agreement with Kutztown University.

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

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Yes - Thomas DeAngelo, Bradley Faust, Ryan Gebely, Steven Gilbert, Toni McFadden, Birgit White, Todd Hummel

No - None

Motion carried with seven directors voting yes.

O. 2023-2024 Athletic Handbook (will be on July 17 agenda for approval)

IX. Information Items

- A. May Board Summary
- B. June Enrollment

X. Dates to Remember

| <u>Month</u> | <u>Day</u> | <u>Event</u> | <u>Time</u> |
|--------------|------------|---------------|-------------|
| July | 17 | Board Meeting | 6:30 p.m. |
| August | 14 | Board Meeting | 6:30 p.m. |
| | 28 | Board Meeting | 6:30 p.m. |

XI. New Business

Mr. Gebely stated that his daughter went to sixth grade camp and it was a wonderful experience. He believes we should do more events like this.

XII. Adjournment

A motion was made by Ryan Gebely, seconded by Toni McFadden to adjourn the meeting at 6:55 p.m. Motion carried.

MINUTES APPROVED ON
July 17, 2023

RECORDED BY

Todd D. Hummel

Cynthia A. Sunday