

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

**March 12, 2018**

The Committee-of-the Whole meeting of the Board of Directors of the Hamburg Area School District was called to order by President, Brian R. Specht, at 6:30 p.m. in the James A. Gilmartin Community Room of the Hamburg Area High School, Windsor Street, Hamburg, Pennsylvania.

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

Bradley R. Faust, Todd D. Hummel, Cory M. Johnson, Andrew C. Rough, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

Absent – Leon J. Grim, Laura “Lolly” Leshner

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

**OTHERS PRESENT**

Richard J. Mextorf, Superintendent; Michele Zimmerman, Business Manager; Chris Spohn, High School Principal; Chris Beissel, High School Assistant Principal; Dr. Shawn Gravish, Middle School Principal; Tim Easter, Middle School Dean of Students; Andrea Berger, Elementary Principal; Matthew Ammons, Special Education Director; Kimberly Byassee, Transportation and Child Accounting Co-ordinator; Teresa Freiwald, Chief Learning Officer; Mark Meinhart, Facilities Director; Than Wright, Technology Supervisor; Chaslyn Christman, Student Representative; Russell Farbiarz, Solicitor; Cindy Sunday, Board Secretary; Press – John Kutz, Hamburg Item; Visitors: John R.H. Ide, Dave Mengle, Andrea Heckman, Teresa McCarthy, Steve Gilbert

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

**PUBLIC COMMENTS**

Mr. Specht asked for public comments.

***John Ide, Hamburg*** – Recording Minutes. Mr. Ide suggested the Board minutes be recorded.

**V. REPORT OF THE BUSINESS MANAGER**

A. Review of 2017-2018 General Fund Budget Balance

March 12, 2018

Page 2 of 6

Ms. Zimmerman discussed the YTD financial results and the balance of our fund balance or savings accounts.

The 10 years prior to last year had a balanced budget. Last year (2016-17) had a \$582,000 deficit prediction and ended with a 1.1 million dollar surplus. This was with a .25 mill tax increase. This year a budget was approved with a 1.46 million deficit but was stated that is not where it would end up because we budget conservatively, because our history of year end results, and because included funds for innovation and for positions and other items that we knew might not happen but that we needed to include so that we continue to provide the education that our learners need. Currently is deficit is estimated to be about \$250,000.

Ms. Zimmerman also discussed our savings and stated there are 4 buckets.

- Restricted and committed fund balance
- Capital Reserve Fund
- Unassigned fund balance
- Assigned fund balance
  - Cover budget and actual deficits
  - Purchase replacement cycle equipment
  - Maintain programs and staff
  - Provide funds for innovation

B. Transfer of \$2,500,000 from General Fund to Capital Reserve (will be on March 26 agenda for approval.)

C. Transfer of \$1,813,607 from General Fund assigned balance to General Fund unassigned balance (will be on March 26 agenda for approval)

## VI. REPORT OF THE SUPERINTENDENT

Dr. Mextorf discussed some classroom visits he had recently conducted and the exciting things that are happening. He stated in two weeks how the district vision is working and how funds are allocated.

### A. Board Discussion – Wood Carpet for Tilden Elementary – Brian Riegel

Mr. Riegel discussed how the mulch at Tilden is becoming a safety issue.

The Building Committee visited the Tilden Township playground where the wood carpet is used. The committee feels it is very nice and working well.

March 12, 2018

He also discussed how it is possible some of the mulch at Tilden could be recycled and used in other areas.

He reviewed the bids received and said the wood carpet for Tilden will be on the March 26 agenda.

**B. Acknowledgement of the following leave of absence:**

- i. June Weiskircher, Paraprofessional, Tilden
  - Anticipated effective dates: 3/20/2018 – 5/21/2018

**C. Recommend Approval of the following Professional Staff: \***

- i. Alexandra Casatelli, Licensed Professional Substitute
  - Short-term substitute assignment for Lindsay Tucker through 4/30/2018
  - Effective upon receipt of required employment documents
  - Certificate: Instructional I, Special Education PK-8
  - Applicable substitute rate
  - Easton
- ii. Daniel Sauder, BCIU Guest Teacher
  - Effective 3/12/2018
  - Emergency Permit: PK-12
  - Daily substitute rate
  - Wyomissing

**D. Recommend Approval of the following Support Staff: \***

- i. Shelby Bowen, Substitute Aide / Temporary Personal Care Assistant
  - Temporary assignment - replacement for Elisabeth Schreffler (substitute aide), Perry
  - Anticipated employment dates: 3/13/2018 – 4/15/2018, with possible extension through 6/7/2018
  - \$13.34 per hour, 6 hours per day (temporary assignment) / \$9.25 per hour, substitute
  - Hamburg

**E. Recommend Approval of the following Volunteers: \***

- i. High School
  - John Landan, III
  - Jill Middlecamp-Landan
- ii. High School/Middle School
  - Beverly Behm
  - Amy Fister
- iii. Middle School
  - Tammy Wollyung
- iv. Tilden
  - Mary Clark
  - Cynthia Lamm
  - Sara Linderman
  - Ashley Roberts
  - Anthony Velilla

A motion was made Todd D. Hummel, seconded by Maggie L. Rhoades to approve the professional staff, support staff and volunteers presented.

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

“YES” - Bradley R. Faust, Todd D. Hummel, Cory M. Johnson, Andrew C. Raugh, Maggie L. Rhoades, Brian N. Riegel, Brian R. Specht

“NO” - None

Motion was carried with seven directors voting “yes”.

**F. Student Trip –**

- i. 5<sup>th</sup> grade Perry and Tilden to Philadelphia, PA and Adventure Aquarium, Camden, NJ May 24, 2018. (will be on March 26 agenda for approval)

**VII. Information Items**

**A. March Enrollment**

**B. Board Policies for vote on March 26 agenda**

- i. 150 – Title 1 Comparability of Services
- ii. 302 – Employment of Superintendent/Assistant Superintendent
- iii. 311 – Reduction of Staff
- iv. 808 – Food Service
- v. Recind/Retire 310 – Abolish Position

**VIII. Dates to Remember**

|       |       |   |  |
|-------|-------|---|--|
| Mar   | 26-29 | - | Snow Make-up Days                        |
|       | 30    | - | Spring Holiday Recess School Closed      |
| April | 2     | - | Spring Holiday Recess School Closed      |
| April | 9     | - | School Board Committee Meeting 6:30 p.m. |
|       | 23    | - | School Board Meeting                     |

**IX. New Business**

Brian Riegel reminded the board about the Building Committee meeting on March 16 at Perry Elementary 6:45.

Andrew Raugh recognized the Middle School for their success with What's Cool in Manufacturing and receiving the Outstanding Editing Award. There were 29 schools which competed and 16 awards were given.

March 12, 2018  
Page 6 of 6

**X. ADJOURNMENT**

A motion was made by Brian N. Riegel, seconded by Todd D. Hummel, to adjourn the meeting at 7:07 p.m. Motion carried

**MINUTES APPROVED ON**  
**March 26, 2018**

**RECORDED BY**

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Cynthia A. Sunday

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Brian R. Specht, President