

## HAMBURG AREA SCHOOL DISTRICT COMMITTEE MEETING AGENDA



Date: Monday, June 3, 2024  
Time: 6:30 p.m. Doors open for public 6:20 p.m.  
Location: James A. Gilmartin Community Room  
Hamburg Area High School  
701 Windsor Street, Hamburg

**Mission Statement: To prepare learners to live lives of significance and meaning.**

Anyone wishing to speak to a specific agenda item or make general comments should fill out a request form and give it to the Board Secretary. All comments will be held during the public comment period. There is a five (5) minute limit on all speakers.

- I. Call to Order**
- II. Roll Call of Members**
- III. Pledge to the Flag**
- IV. Public Comments**
- V. Report of the Business Manager**
  - A. Recommend approval of the 2024-2025 Technology Equipment lease with Vantage Financial. This is a four year lease with annual payments of \$130,860 (cost of equipment is \$527,021.72) and an interest rate of -.45%. \*
  - B. 2024-2025 General Fund Final budget in the amount of \$56,717,670
  - C. 2024-2025 Real Estate tax resolution
  - D. 2024-2025 Homestead/Farmstead resolution
  - E. 2024-2025 Depository Institutions
    - 1. General Fund – M&T Bank, Tompkins Bank, Pennsylvania Local Government Investment Trust (PLGIT)
    - 2. Capital Reserve Fund – Pennsylvania School District Liquid Asset Fund (PSDLAF)
    - 3. Debt Service Fund – Tompkins Bank
    - 4. Food Service Fund – M&T Bank, PLGIT
    - 5. HS and MS Activity Funds – M&T Bank
  - F. 2024-2025 Facilities Use Fee Schedule
  - G. 2024-2025 property and liability insurance renewals with CM Regent and Travelers Insurance in the amount of \$154,492.
  - H. 2024-2025 volunteer accident insurance in the amount of \$500.
  - I. 2024-2025 workers' compensation insurance renewal with AmTrust in the amount of \$175,501.
  - J. 2024-2025 life and accidental death & dismemberment coverage with One America at a rate of \$.078/\$1000 coverage for an approximate total cost of \$15,647.
  - K. 2024-2025 long term disability coverage with Equitable at the rate of \$.138/\$100 for an approximate total cost of \$3,200.
  - L. Commit and assign fund balance in an amount to be determined later.

- M. HASD Administration to pay certain 2024-2025 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 to be subject to ratification by the Board at the next applicable Board meeting.
- N. HASD administration to perform 2023-2024 budgetary transfers necessitated by the annual single audit, with the said transfers to be subject to ratification by the Board at a later date.
- O. 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.
- P. 2024-2025 Custodial Supplies bid
- Q. 2024-2025 Confidential Salaries
- R. 2024-2025 through 2027-2028 Athletic Salary Schedule
- S. From the Capital Reserve Fund, HS Track Resurfacing proposal from American Athletic in the amount of \$486,400.
- T. First review of the following position descriptions (will be on the June 17<sup>th</sup> agenda for approval):
  - 1. Director, Operations
  - 2. Director, Information Technology
  - 3. Network Systems Specialist
  - 4. Technology Support Specialist
  - 5. Information Security Coordinator
  - 6. Special Education Coordinator

## **VI. Report of the Superintendent**

- A. Recommend acknowledgement of the following separations:
  - 1. Kathy Mextorf - Volunteer Musical Costume Design
    - Effective 05/28/2024
  - 2. Leah Salomonsen – Paraeducator and ESY Counselor
    - Effective 05/31/2024
  - 3. Elise Davey – Classroom Teacher, Elementary
    - Effective 06/03/2024
  - 4. Tracy Peppiatt - Speech and Language Specialist
    - Effective 06/03/2024
  - 5. Mike Donley – Classroom Teacher, Elementary
    - Resignation submitted for the purpose of retirement
    - Effective 06/03/2024
  - 6. Melissa Kerchner - Elementary Teacher
    - Effective 06/03/2024
  - 7. Patrick Hand - Dedicated Building Substitute
    - Effective 06/03/2024

8. Megan Keck - Dedicated Building Substitute
    - Effective 06/03/2024
  9. Nora Harrison - Dedicated Building Substitute
    - Effective 06/03/2024
  10. Brianna Denniston - Dedicated Building Substitute
    - Effective 06/03/2024
  11. Kylie Whitmoyer - Dedicated Building Substitute
    - Effective 06/03/2024
  12. Tami Bensinger - Dedicated Building Substitute
    - Effective 06/03/2024
  13. Bradley Buck – Grounds & Maintenance Technician
    - Effective 06/14/2024
  14. Manette Boyer - Paraeducator
    - Resignation submitted for the purpose of retirement
    - Anticipated last workday 09/20/2024 / Retirement date 06/05/2025
- B. Recommend approval of the following Administrative staff: \*
1. Andrew Diehl – Director, Information Technology
    - Replacing Than Wright
    - Effective 06/24/2024
    - Annual Salary (prorated for term of employment): \$115,000
    - Qualification: Master degree; Cybersecurity and Information Assurance
- C. Recommend approval of the following Professional staff: \*
1. Nicholas Stramara - School Counselor, Middle School
    - Replacing Chuck Kutz
    - Effective 09/01/2024
    - Annual Salary: \$53,883 / Master's Step 2
    - Certification: Education Specialist I; 1839, School Counselor PK-12
- D. Recommend approval of the following Support Staff:
1. Shelby Bowen – Building Secretary
    - Replacing Nicolette Hoover
    - Effective 07/01/2024
  2. Joseph Dunlap – ESY Paraeducator (one-on-one)
    - Effective 07/01/2024 – 07/05/2024
    - Hourly rate: \$50 / 7 hours per day
  3. Christian Brown – Temporary Custodian (Summer help)
    - Correction in pay rate approved May 20, 2024 from \$10 to \$13.34.
- E. Recommend approval of the following Extended School Year (ESY) Counselor, effective 07/09/2024 – 07/26/2024): \*
1. Paige Behm
    - \$1000 stipend

2. Joseph Dunlap
  - \$1000 stipend

F. Recommend approval of the following Extended School Year (ESY) Junior Counselors, effective 07/09/2024 – 07/26/2024: \*

1. Lily Bentz
2. Maile Bentz
3. Hunter Edwards
4. Savannah Litschi
5. Kayden Newpher
6. Kendel Pentz
7. Kaitlyn Peters

G. Recommend approval of the following Extra-curricular staff: \*

1. Kaitlin Herflicker - Head Coach, Middle School Cheerleading
  - Replacing Natalie Macbeth
  - Effective upon receipt of all required employment documents
  - Stipend: \$1914 / Step 1
2. Courtney Gougler - Head Coach, Middle School Field Hockey
  - Replacing Donna Wertz
  - Effective 06/04/2024
  - Stipend: \$3021 / Step 3

**VII. Information Items**

**VIII. Dates to Remember**

| Month | Day | Event         | Time      |
|-------|-----|---------------|-----------|
| June  | 17  | Board Meeting | 6:30 p.m. |
| July  | 15  | Board Meeting | 6:30 p.m. |

**IX. New Business**

**X. Adjournment**

Notes:

1. The Board may act on items marked with an asterisk (\*)