

HAMBURG AREA SCHOOL DISTRICT BOARD MEETING AGENDA



Date: Monday, June 17, 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. Approval of previous meeting minutes May 20 and June 3, 2024**
- V. Public Comments**
- 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. Gebely
 - E. Student Council – Miss Morgan Lutz or Miss Kayla Rogers
 - F. President – Mr. Gebely
- VII. Report of the Business Manager**
 - A. Recommend approval of the 2024-2025 General Fund Final budget in the amount of \$56,717,670
 - B. Recommend approval of the 2024-2025 Real Estate tax resolution
 - C. Recommend approval of the 2024-2025 Homestead/Farmstead resolution
 - D. Recommend approval of the 2024-2025 Facilities Use Fee Schedule
 - E. Recommend approval of the 2024-2025 property and liability insurance renewals with CM Regent and Travelers Insurance in the amount of \$154,492
 - F. Recommend approval of the 2024-2025 volunteer accident insurance in the amount of \$500
 - G. Recommend approval of the 2024-2025 workers' compensation insurance renewal in the amount of \$175,501
 - H. Recommend approval of the 2024-2025 life and accidental death and dismemberment coverage with One America at a rate of \$.078/\$1000 coverage for an approximate cost of \$15,647
 - I. Recommend approval of the 2024-2025 long term disability coverage with Equitable at the rate of \$.138/\$1000 for an approximate cost of \$3,200

- J. Recommend approval of the 2024-2025 Custodial Supplies bid
- K. Recommend approval of the 2024-2025 Confidential Salaries
- L. Recommend approval of the 2024-2025 through 2027-2028 Athletic Salary Schedule
- M. Recommend approval of a five year lease in the amount of \$12,192/year with Vantage Financial for Promethean active panel displays
- N. From the Capital Reserve Fund, recommend approval of the HS Track Resurfacing proposal from American Athletic in the amount of \$486,400.
- O. Recommend approval of Board Policy 913 – Nonschool Organizations/Groups/Individuals
- P. Recommend approval to commit and assign fund balance in an amount to be determined later.
- Q. Recommend approval of the 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
- R. Recommend approval for the 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.
- S. Recommend approval for the HASD Administration to enter 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.
- T. 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 Systems (TIPS), Sourcewell, and PEPPM.

VIII. Report of the Superintendent

- A. Recommend approval of the General Fund Treasurer's Report
- B. Recommend approval of the General Fund invoices submitted for payment
- C. Recommend approval of Food Service Profit and Loss Statement and invoices submitted for payment
- D. Recommend approval of the Capital Reserve Treasurer's Report and invoices submitted for payment
- E. Recommend approval of the Debt Service Treasurer's Report
- F. Recommend approval of the High School and Middle School Activity Funds Treasurer's Reports and invoices submitted for payment
- G. Recommend approval of disposal items presented on detailed listing

- H. Ratify addendum with Education Staffing Solutions (ESS) effective July 1, 2024, through June 30, 2028. No change in rates.
- I. First review of the following position descriptions:
1. School Board Secretary
 2. Executive Assistant to the Superintendent
- J. Request approval of the following position descriptions:
1. Director, Operations
 2. Director, Information Technology
 3. Network Systems Specialist
 4. Technology Support Specialist
 5. Information Security Coordinator
 6. Special Education Coordinator
- K. Acknowledgement of the following separations:
1. Katelynn Cornell – Assistant Coach, Middle School Track
 - Effective 05/31/2024
 2. Zena Lutz – Head Coach, Varsity Softball
 - Effective 05/31/2024
 3. Audrey Arms – School Counselor
 - Effective 06/03/2024
 4. Brianna Denniston – Assistant Coach, High School Track
 - Effective 06/10/2024
- L. Recommend approval of the following Administrative staff:
1. Shawn Gravish – Director of Operations
 - Effective 07/01/2024
 - Annual salary: \$135,000
 2. John Henne – Assistant Principal, Middle School
 - Replacing Ryan McGinley
 - Effective 07/01/2024
 - Annual salary: \$82,500
 3. Alyssa Fink – Assistant Principal, High School
 - Effective 07/01/2024
 - Compensation adjustment: \$90,000
 4. Matthew Bertschy – Director, Transportation
 - Effective 07/01/2024
 - Compensation adjustment: \$76,500
- M. Recommend approval of the following Professional staff:
1. Kristin Newpher – Special Education Coordinator
 - Effective 08/19/2024
 - Will remain on current salary scale/step
 - Approved to work up to 10 additional days during the summer at per diem rate of pay

N. Recommend approval of the following Support staff:

1. Kate Crider – Technology Assistant (summer help)
 - Effective 07/01/2024 – 08/16/2024
 - Hourly rate: \$13.34 / 7.5 hours per day
2. Ian Moyer – ESY Junior Counselor
 - Effective 07/15/2024 – 07/26/2024
 - Hourly rate: \$13.34
3. Pamela Newman – Paraeducator
 - Replacing Courtney Burkey
 - Effective 08/19/2024
 - Hourly rate: \$13.34 / 7 hours per day
 - Qualification: BCIU Paraeducator Certification

O. Recommend approval of the following Confidential staff:

1. Than Wright - Information Security Coordinator
 - Effective 07/01/2024
 - Annual Compensation: \$80,000
2. Erik Shinton - Network Systems Specialist?
 - Replacing Matthew Bertschy
 - Effective 07/01/2024
 - Annual Compensation: \$60,000

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

1. Jason Dusko – Stage Manager
 - Replacing Matthew Bertschy
 - Effective 07/01/2024
 - Stipend: \$2,000
2. Anna Heitman – Color Guard
 - Replacing Cena Lindenmuth
 - Effective 07/01/2024
 - Stipend: \$1,500
3. Nathan Rothermel – Musical Choreographer
 - Replacing Cheryl Bucheit
 - Stipend: \$1,000
 - Effective 07/01/2024

IX. Information Items

A. May 2024 Board Summary Report

X. Dates to Remember

Month	Day	Event	Time
July	17	Board Meeting	6:30 p.m.

XI. Adjournment

Note: The Board met in Executive Session prior to this meeting to discuss personnel