



## HAMBURG AREA SCHOOL DISTRICT BOARD AGENDA

Date: Monday, June 17, 2019  
Time: 6:30 p.m.  
Location: James A. Gilmartin Community Room  
Hamburg Area High School

**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**

- A. A copy of the minutes from previous meetings held on May 13, May 20, and June 3, 2019 were given to all members prior to this meeting.

**V. Public Comments**

**VI. Board Reports**

- A. Berks E.I.T. Committee – Ms. Zimmerman  
B. Joint Operating Committee – Mr. Raugh  
C. Committee on Legislative Action – Mr. Johnson  
D. Intermediate Unit – Mr. Specht  
E. Building Committee – Mr. Riegel  
F. President – Mr. Specht

**VII. Report of the Business Manager**

- A. Recommend approval of 2019-2020 Final General Fund Budget in the amount of \$43,712,335.  
B. Recommend approval of 2019-2020 real estate tax resolution  
C. Recommend approval of 2019-2020 per capita tax resolution  
D. Recommend approval of 2019-2020 homestead/farmstead resolution  
E. Recommend approval of 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
- F. Recommend approval of 2019-2020 Facilities Use Fee Schedule
- G. Recommend approval of 2019-2020 property and liability insurance renewals
1. Package – includes property, equipment breakdown, general and law enforcement liability, crime, automotive liability and physical damage
    - a) CM Regent at a cost of \$87,874
    - b) Includes an additional premium of \$1,362 to increase the violence expense (active shooter) coverage to \$1,000,000 from \$250,000
  2. Excess liability
    - a) CM Regent at a cost of \$4,751
  3. School leaders’ legal liability
    - a) CM Regent at a cost of \$17,356
  4. Volunteer
    - a) CM Regent at a cost of \$500
  5. Cyber liability
    - a) 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.
- 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).
- N. Recommend approval of the proposal from Bottling Group, LLC (Pepsi) for a three-year extension to the current agreement.

**VIII. Report of the Superintendent**

- A. Recommend approval of General Fund Treasurer's Report
- B. Recommend approval of General Fund and arbiter invoices submitted for payment
- C. Recommend approval of the Treasurer's Report/Food Service and Food Service invoices submitted for payment
- D. Recommend approval of the Treasurer's Report/Capital Reserve and Capital Projects fund and capital reserve fund invoice submitted for payment
- E. Recommend approval of the Treasurer's Report/Debt Service
- F. Recommend approval of the Treasurer's Report/Middle School and High School activity funds
- G. Recommend approval of disposal items presented on detailed listing
- H. Recommend approval of the Berks County Joint Purchasing Bid for Custodial Supplies
- 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.
- J. Recommend approval of the position description for Director, Safety and Security.
- K. Recommend approval of the following Administrative staff:
  - 1. Dr. Stanley Shawn Gravish, Director of Safety and Security

- a) Effective 7/1/2019 – 6/30/2020
  - b) Existing annual salary
2. Eugene McGorry, Acting Middle School Principal
- a) Replacing Dr. Stanley Shawn Gravish
  - b) Employed through Kelly Educational Staffing
  - c) Effective 7/1/2019 – 6/30/2020
  - d) \$225.00 per diem
- L. Recommend approval of the following position descriptions:
- 1. Building Clerk
  - 2. Coordinator, Facilities
  - 3. Food Service Employee
  - 4. Food Service Substitute
  - 5. Kitchen Manager
- M. Acknowledgement of the following separations:
- 1. Heidi Warmkessel, Extended School Year Paraprofessional
    - a) Effective 6/6/2019
  - 2. James Gerner, Assistant Coach, High School Softball
    - a) Effective 6/11/2019
- N. Recommend approval of the following Professional staff:
- 1. Delia Edling, Extended School Year Special Education Teacher
    - a) Anticipated employment term: 7/2/2019 – 7/25/2019
    - b) \$25.00 per hour, 9 hours per week
    - c) Schuylkill Haven
  - 2. Katelyn Jaxheimer, Extended School Year Special Education Teacher
    - a) Anticipated employment term: 7/2/2019 – 7/25/2019
    - b) \$25.00 per hour, 9 hours per week
    - c) Existing HASD employee
  - 3. Brittany Stauffer, Secondary Classroom Teacher, Credit Recovery
    - a) Effective 6/24/2019 – 7/25/2019
    - b) \$25.00 per hour, 12 hours per week
    - c) Current HASD employee

- 4. Jessica Frank, Middle School Teacher, Credit Recovery
  - a) Effective 6/17/2019 – 7/12/2019
  - b) \$25.00 per hour, 20 hours per week
  - c) Current HASD employee
- 5. Katelyn Jaxheimer, Middle School Teacher, Credit Recovery
  - a) Effective 6/17/2019 – 7/1/2019
  - b) \$25.00 per hour, 20 hours per week
  - c) Current HASD employee
- O. Recommend approval of the following Support staff:
  - 1. Bailey Ammons, Temporary Custodian
    - a) Effective 6/18/2019 – 8/16/2019
    - b) \$13.34 per hour, 40 hours per week
    - c) Leesport
  - 2. Kathy Maberry, Temporary Clerk (summer printing)
    - a) Effective 7/8/2019 – August, as needed
    - b) Existing hourly rate, up to 16 hours per week
    - c) Current HASD employee
- P. Request correction in hourly pay rate for Wyatt Conrad, Temporary Custodian, from \$10.00 to \$13.34, effective 6/10/2019.
- Q. Recommend approval of the 2019-2020 Confidential Non-Union Employee salaries.
- R. Recommend approval of Agreement with Conrad Weiser School District for one student to attend their Bio-Medical Science Program.
- S. Recommend approval of the Dual Enrollment Agreement with Reading Area Community College (RACC).
- 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.

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**

A. Board Summary

B. June Enrollment

**X. Dates to Remember**

July 15 Board Meeting 6:30 p.m.

**XI. New Business**

**XII. Adjournment**