



## HAMBURG AREA SCHOOL DISTRICT BOARD AGENDA

Date: Monday, June 25, 2018  
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 (May 21 and June 4, 2018)**

**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. Student Council – Miss Christman
- G. President – Mr. Specht

**VII. Report of the Business Manager**

- A. Recommend approval of 2018-2019 General Fund Final Budget in the amount of \$41,823,812 with no real estate tax increase.
- B. Recommend approval of 2018-2019 Real Estate tax resolution.
- C. Recommend approval of 2018-2019 Per Capita tax resolution.
- D. Recommend approval of 2018-2019 Homestead/Farmstead Resolution.
- E. Recommend approval of 2018-2019 depository institutions for the 2018-2019 year:

1. **General Fund** – M&T Bank, Tompkins-Vist Bank, Wells Fargo 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. **Activities Funds** – M&T Bank

F. Recommend approval of 2018-2019 Facilities Use Fee Schedule.

G. Recommend approval of 2018-2019 insurance renewals with the PSBA Insurance Trust at costs of:

1. Package (property, GL, crime, EDP, boiler & machinery)	\$ 102,533
2. Automobile	4,157
3. Excess liability	6,686
4. School leaders' legal liability	24,407
5. Volunteer insurance program	500
6. Cyber, privacy, network security liability	<u>8,805</u>
	\$ 147,088

H. Recommend approval of 2018-2019 workers' compensation insurance with Brickstreet Insurance at a cost of \$86,303.

I. Recommend approval to commit fund balance in an amount to be determined later.

J. BE IT RESOLVED that the administration of the Hamburg Area School District may perform 2017-2018 budgetary transfers necessitated by the annual single-unit audit and said transfers to be subject to ratification by the Board at a later date.

K. Recommend approval to utilize cooperative purchasing agreements including but not limited to CoStars, Keystone Purchasing Network (KPN), and US Communities.

L. From the Capital Reserve Fund, recommend approval to purchase John Deere X758 tractor with mower deck, two-stage snow blower, and front blade from the PA State Power Equipment contract in the amount of \$15,686.22.

M. From the Capital Reserve Fund, recommend approval to purchase and installation of a video storage appliance, three additional interior cameras, and one additional exterior camera for Tilden Elementary in the amount of \$20,465.

- N. From the Capital Reserve Fund, recommend approval to purchase and installation of five additional interior cameras and one additional exterior camera for the Middle School in the amount of \$17,796.
- O. From the Capital Reserve Fund, recommend approval to purchase and installation of eleven additional interior cameras and four additional exterior cameras for the High School in the amount of \$28,062.
- P. From the Capital Reserve Fund, recommend approval to purchase and installation of five additional interior cameras for Perry Elementary in the amount of \$14,256.
- Q. From the Capital Reserve Fund, recommend approval for system upgrades to the Tilden Elementary intercommunications system in the amount of \$18,798.
- R. From the Capital Reserve Fund, recommend approval for system upgrades to the Middle School intercommunications system in the amount of \$9,986.

**VIII. Report of the Superintendent**

- A. Recommend approval of the Treasurer's Report/General Fund**
- B. Recommend General Fund Invoices submitted for payment**
- C. Recommend approval of the Treasurer's Report/Cafeteria Fund and Cafeteria Fund Invoices submitted for payment**
- D. Recommend approval of the Treasurer's Report/Capital Reserve and Capital Projects Fund**
- E. Recommend approval of the Treasurer's Report/Debt Service Fund**
- F. Recommend approval of the Treasurer's Report/Activity Fund (High School and Middle School)**
- G. Recommend approval of disposal items presented on detailed listing**
- H. Recommend approval of the Berks County Joint Purchasing Bid for Custodial Supplies**
- I. Acknowledgement of the following separations
  - 1. Justine Reading, Head Coach, Field Hockey
    - Effective 6/8/2018
  - 2. Christine Ryan, High School Music Teacher
    - Resignation for the purpose of retirement
    - Effective 6/11/2018
  - 3. Mark Meinhart, Director of Facilities

- Effective 6/15/2018
- J. Acknowledgement of the following leaves of absence
1. Amy Hummel, Classroom Teacher, Perry Elementary
    - Anticipated leave dates: 10/1/2018 – 11/26/2018
- K. Recommend approval of the following Professional staff
1. Jessica Frank, Classroom Teacher, Middle School Summer School
    - Effective 6/18/2018 – 7/6/2018
    - Mon-Fri, 2.5 hours per day
    - \$25.00 per hour
    - Existing HASD employee
  2. Peter Karpew, Classroom Teacher, Middle School Summer School
    - Effective 6/18/2018 – 7/6/2018
    - Mon-Fri, 2.5 hours per day
    - \$25.00 per hour
    - Existing HASD substitute employee
  3. Sara Jackson, Classroom Teacher, High School Music
    - Replacement for Christine Ryan
    - Effective 7/1/2018
    - \$47,763.00 (Bachelor's/Step 16)
    - Existing HASD substitute employee
  4. Danielle Fritz, Professional Substitute Teacher
    - Effective 6/25/2018
    - Certification: Instructional I 2825, PK-4
    - Applicable substitute rate
    - Hamburg
  5. Ashley Roberts, Substitute Nurse
    - Effective 6/25/2018
    - Licensed RN
    - \$110.00 per diem
    - Hamburg

L. Recommend approval of the following Support staff

1.Elaine Ruppert

- Interim Building and Grounds Coordinator
- Effective 6/18/2018
- Additional \$384.62 per pay

2.Nicolette Hoover, Tilden Elementary Building Clerk

- Replacement for Jean Good
- Effective 7/30/2018
- 10-month position / 8 hours per day
- \$13.34 per hour

3.Sharon Strausser, Substitute Nurse, Paraprofessional & Food Services

- Effective upon receipt of required employment documents
- Applicable substitute rate
- Hamburg

M. Recommend approval of the following co-curricular / extracurricular staff

1.Peter Karpew, Head Coach, Junior High Wrestling

- Replacing
- Effective 7/1/2018
- \$3,365.00 (step 3)
- Existing HASD substitute employee

2.Matthew Prince, Assistant Coach, Middle School Boys Soccer

- Replacement for Nathan Parent
- Effective 7/1/2018
- \$1,739.00 (step 1)
- Hamburg

N. Recommend approval of 2018-2019 proposed salaries for confidential (non-union) employees.

O. Recommend approval to increase substitute rate for clerical and paraprofessional staff from \$9.25 to \$10.00 per hour, effective 7/1/2018.

P. Recommend approval to enter into contract with Kelly Educational Staffing for the 2018/2019 academic year effective 7/1/2018. Substitute service will include professional and support staff, as well as Spanish translation services on an as-needed basis.

Q. Recommend approval of the following text books:

1.Course: Chemistry in the Community

Text: *Chemistry in the community*, 6<sup>th</sup> edition. American Chemical Society. ISBN: 978-1-4292-1952-5

2.Course: Anatomy and Physiology

Text: *Hole's Essentials of Human Anatomy & Physiology*. Shier, Butler, and Lewis. McGraw-Hill Education. ISBN: 978-0-07-903-972-9

3.Course: Biology

Text: *Biology*. Miller and Levine. Pearson. ISBN: 978-0-328-92512-4

R. Recommend approval of the Dual Enrollment Agreement with Reading Area Community College (RACC)

S. Recommend allowing Brea Borrell to enter into Bio-Medical Science Program with Conrad Weiser School District with an approximate cost of \$12,289.42

T. Recommend granting Professional Employee Contracts to the following individuals:

1.Justin Brown

2.Aaron Gill

3.Gwen Sites

4.Janis Umberger

T. Recommend approval to participate in the Child Nutrition Program between the Hamburg Area School District and B.C.T.C.

**IX. Information Items**

A. June Enrollment

**X. Dates to Remember**

July	16	Board Meeting	6:30 p.m.
August	13	Board Meeting	6:30 p.m.

August	15-16	New Teacher Orientation	
	21-22	Professional Development	
	23	First Day of School Grades 1-12	
		Staggered start for kindergarten	
		August 23 and 24	
	27	Board Meeting	6:30 p.m.

**XI. New Business**

**XII. Adjournment**

**Note: The Board met in Executive Session prior to this meeting to discuss a personnel issue.**