

HOPEWELL AREA SCHOOL BOARD
REGULAR WORK MEETING
JUNE 14, 2022

The Board of Directors of the Hopewell Area School District met in regular session on Tuesday, June 14, 2022, in the Central Administration Board Room as well as virtually, via Zoom. This meeting was recorded.

The meeting was called to order at 7:04 p.m. by David Bufalini, Board President.

Prayer and Pledge of Allegiance was led by Mr. Bufalini. Roll call by the secretary followed. Those Directors in attendance were:

David Bufalini
Carla Buxton (Via Zoom)
Daniel Caton
Matthew Erickson
Lori McKittrick
Jeanette Miller
Bethany Pistorius
Daniel Santia

Members Absent
Lindsay Zupsic

Also present were: Dr. Robert Kartychak, Acting Superintendent; Frank Paganie, attending for John Salopek as Solicitor; Brooke Baker, Business Administrator; Nancy Barber, Secretary; and visitors.

MOTION #1

By Bethany Pistorius, seconded by Dan Santia, to approve the agenda as presented. MOTION carried by a unanimous vote of all Directors in attendance.

An Executive Session was held on May 24, 2022 and prior to this meeting to discuss personnel, litigation, labor relations matters and yearly threat assessment update. This announcement is being made to be in compliance with Act 84 of 1986, Pennsylvania's Sunshine Law, as amended

At this time, Dr. Kartychak reviewed items that would be voted on later in the meeting.

Education/Curriculum/Instruction: Dr. Erickson, Chair; Mrs. Miller, Co-Chair

Recommendation to approve the following:

1. Updated course descriptions for grades 5-8 at Hopewell Junior High School.

Dr. Kartychak said that the only change to the course descriptions previously approved was to add Coding for 5th grade students.

Athletics: Daniel Caton, Chair

Recommendation to approve the following:

1. Varsity and Junior Varsity cheerleaders to attend cheer camp at Slippery Rock University, July 22, 2022 through July 25, 2022. There will be no cost to the District.

Buildings and Grounds: Mr. Santia, Chair

Recommendation to approve the following:

1. Request of Waterways Association of Pittsburgh to use the Junior High School pool on Thursday, August 6, 2022 from approximately 11:30 a.m. until 2:30 p.m. for a survival rescue swim class.
2. Equipment to be discarded due to accident in band room:
 - a. Hartke keyboard amp
 - b. Behringer mixer
 - c. Sony receiver
3. List of Junior High School instruments for consignment with Brighton Music Center:
 - a. Jupiter Tuba JOB382 Serial Number 34526
 - b. Jupiter Tuba JOB382 Serial Number 32918
 - c. Bass Clarinet Vito Serial Number 3756E
 - d. Bass Clarinet Vito Serial Number 4425C
 - e. French Horn King 618 Serial Number 5595190
 - f. French Horn King 618 Serial Number 41379572
 - g. Violin
 - h. Eb Peck Horn
 - i. 2 empty instrument cases

Finance and Budget: Ms. McKittrick, Chair; Mrs. Zupsic, Co-Chair

Recommendation to approve the following:

1. Resolution #6-2022 a Resolution providing for adoption of the Final General Fund budget for the 2022-2023 General Fund budget, which projects revenues of \$43,056,843.00 and appropriations of \$44,568,093.00. The difference of \$1,511,250.00 will come from the Fund Balance.

Mrs. Miller stated that she would have rather voted on the Budget Resolution on June 28, 2022 so that community members could have more time for review. She did state, however, that all numbers were reviewed very carefully and believed that there were no other items that could be eliminated from the budget and that there was no choice but to raise taxes.

Mr. Bufalini agreed that no one on the Board wanted to raise taxes but that it is the right thing to do based on current financial needs of the District.

2. Resolution #7-2022, a Resolution levying a tax during the 2022-2023 School Fiscal Year upon real estate within the territorial limits of the School District and fixing the rate thereof at 84.45 mills.
3. Resolution #8-2022, a Resolution requesting the Chief County Assessor to direct the inspection and reassessment of all taxable property within the territorial limits of the School District to which major improvements were made after September 1, 2021, and not included in the tax duplicate certified to the Treasurer of the School District for the School Fiscal Year beginning July 1, 2022 and ending June 30, 2023.
4. Resolution #9-2022, a Resolution authorizing rates of discounts and penalties on real estate taxes for the 2022-2023 School Fiscal Year.
5. Resolution #10-2022, a Resolution providing for the installment payment of real estate taxes during the School Fiscal Year 2022-2023.
6. Resolution #11-2022, a Resolution reenacting for the 2022-2023 School Fiscal Year the tax upon transfers of real estate situated within the territorial limits of the School District, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act.
7. Resolution #12-2022, a Resolution reenacting for the 2023 Calendar Year the tax upon salaries, wages, commissions, compensations, net profits, and other earned income of residents, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act.
8. Resolution #13-2022, a Resolution reenacting for the 2022-2023 School Fiscal Year the tax upon natural persons engaging in an occupation within the territorial limits of the School District, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act.
9. Resolution #14-2022, a Resolution reenacting for the 2022-2023 School Fiscal Year the mercantile tax upon the gross receipts of wholesale and retail business activity performed or rendered within the territorial limits of the School District, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act.

10. Resolution #15-2022, a Resolution authorizing the Homestead and Farmstead Exclusion real estate assessment reductions for the Hopewell Area School District's Fiscal Year beginning July 1, 2022, under the provisions of the Taxpayer Relief Act (Act 1 of 2006).

Mrs. Baker stated that the District would receive approximately \$300,000.00 more this year than last year and that residents who qualify for the Homestead/Farmstead exemption would receive approximately \$60.00 additional dollars in tax relief.

11. Purchase Drum Major uniforms from DeMoulin Brothers & Company in the amount of \$999.09 through COSTARS Cooperative Purchasing Program with the funds to be taken from the Capital Reserve.
12. Student Accident Insurance through Andrew J. Benedict Insurance Agency, Inc. in the amount of \$14,400.00.

Personnel: Dr. Erickson, Chair; Mrs. Zupsic, Co-Chair

1. Resignation of Dr. Kellee Oliver, Coordinator of Pupil Personnel Services, effective July 8, 2022.
2. Employment of Dana Maurer, long-term substitute teacher at the Senior High School, effective May 23, 2022 through May 31, 2022.
3. Employment of Michael Demich, substitute custodian, effective June 6, 2022.
4. Employment of Jude Fritz, summer custodial help, effective June 6, 2022.
5. Modify the daily compensation for Elementary Breakfast Monitor to \$6.50. per day, effective the 2022-2023 school year.
6. Elimination of the Reprographics Operator position.
7. Elimination of the Senior High School Attendance Secretary position.
8. Senior High School Attendance Secretary/Reprographics Operator job description.
9. Creation of the Senior High School Attendance Secretary/Reprographics Operator position.
10. Agreement with Facilities Management Systems, Inc. to provide the District a Buildings and Grounds Director, effective June 6, 2022 through June 30, 2024.

11. Employment of Danielle McCutcheon as a K-6 summer school teacher at the extended rate, per the Collective Bargaining Agreement.
12. Resignation for retirement of Kate Gustafson, English teacher at the Senior High School, effective August 21, 2022.
13. Employment of Sarah Firich, swim instructor, effective May 9, 2022.
14. Employment of Mallory Floyd, lifeguard, effective June 1, 2022.

Transportation: Daniel Caton, Chair; Daniel Santia, Co-Chair

Recommendation to approve the following:

1. Renew Transfinder license and move to Amazon Cloud services in the amount of \$3,900.00.

At this time, Dr. Kartychak began his review of those items that would be voted on at the June 28, 2022 Business meeting.

Education/Curriculum/Instruction: Dr. Erickson, Chair; Mrs. Miller, Co-Chair

1. Membership renewal in the Tri-State Area School Study Council for the 2022-2023 school year in the amount of \$700.00.
2. Membership renewal with Pennsylvania School Boards Association for the 2022-2023 school year in the amount of \$12,007.28.
3. Renew Agreement with the Stepping Stones Group to provide supplemental school psychologist for the 2022-2023 school year at a rate of \$79.00 per hour.
4. Outreach Services Agreement with Western Pennsylvania School for Blind Children for the 2022-2023 school year.
5. Request for Services Agreement with Holy Family Specialized Learning for the 2022-2023 school year.

Athletics: Daniel Caton, Chair

Recommendation to approve the following:

1. Varsity volleyball to attend camp at Indiana High School August 2-4, 2022. There will be no cost to the District.

Finance and Budget: Ms. McKittrick, Chair; Mrs. Zupsic, Co-Chair

1. Renew the following insurance coverage through Utica Insurance Company and UPMC (for worker’s compensation) for the period July 1, 2022 through June 30, 2023. This coverage will be provided through the A.J. Gallagher Agency.

Privacy and Network Liability	\$6,274.00
General Liability/Excess Liability	\$85,491.00
Automobile	\$28,286.00
Workers Compensation	\$170,470.00

2. E-Rate Category 1 services for Lit Fiber WAN through Crowncastle for the 2022-2023 school year in the amount of \$2,875.52. This cost represents Hopewell’s 50% E-Rate discount of this service.
3. Purchase 120 Dell Laptops from Candoris in the amount of \$109,887.60 through PEPPM Cooperative Purchasing Program which will be paid with ARP ESSER funds.
4. Purchase 190 HP Chromebooks from Questeq in the amount of \$48,366.40 through COSTARS Cooperative Purchasing Program which will be paid with ARP ESSER funds.
5. Proposal from Doing Better Business (DDB) for renewal lease purchase of 2 District copiers, financed by a 60-month purchase lease through DLL Financing, at a monthly cost of \$356.98, effective July 1, 2022.

Personnel: Dr. Erickson, Chair; Mrs. Zupsic, Co-Chair

1. Payment of spring coaches beyond the regular season. (**Attachment**)

VISITOR’S COMMENTS

Effective October 12, 2021, a maximum of thirty minutes total will be reserved during the Board meeting for community members who request to speak. At any time the Board may allow additional time for the visitors portion of the Board meeting.

Whether the community member is participating virtually, or in-person, the community member will:

- State their name and township
- Have up to three minutes to make a statement and/or ask a question to the Board
- Only be able to speak once during the visitors portion of the board meeting
- Have their time begin when the individual begins to speak

It is recommended that community members wishing to speak during the visitors portion email the Board Secretary prior to the board meeting, however the online chat will be monitored during the visitors portion of the meeting for anyone wishing to speak.

A response may be given during the meeting, however, it is also possible that no response be provided during the Board meeting. The Board will instruct the Superintendent, the Business Administrator and/or the Solicitor to either respond to the inquiry or do further research and report back to the Board and/or the resident. For any question that requires a response, the District will contact the individual directly to respond or will share responses at the following Board meeting.

Shawna Selinsky

Mrs. Selinsky asked how much will the tax increase cost taxpayers.

Mr. Salopek, solicitor, who participated via Zoom, explained that a home with a market value of \$100,000.00 and an assessed value of \$50,000.00 would cost taxpayers an additional \$175.00.

Mrs. Selinsky also asked what the Capital Reserve was. Mrs. Baker explained that it was an account the District transfers money into to save for large building projects or purchases.

Mrs. Selinsky also wanted to know what the status of repairs were for the Junior High School. In the past she has reported issues, but stated that no action has been taken to make repairs. She gave Mr. Bufalini pictures of issues and asked why problems haven't been addressed.

Mr. Bufalini and Mr. Santia assured Mrs. Selinsky that the District is doing everything possible to keep the school going.

Don Skinner

Mr. Skinner thanked the Board for all that they do. He understands that it is a very difficult job.

Mr. Skinner stated that he was concerned that the District had not hired a superintendent and asked why the District received so few applicants and why there were no internal candidates.

Dr. Kartychak replied that in order to be a superintendent that you need a letter of eligibility from the Department of Education and that he was the only one in the District with those credentials.

At this time, Mr. Bufalini returned to Education/Curriculum/Instruction.

Education/Curriculum/Instruction by Matthew Erickson, Chair

MOTION #2

By Matt Erickson, seconded by Bethany Pistorius, to approve the updated course descriptions for grades 5-8 at Hopewell Junior High School. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Athletics by Daniel Caton, Chair

MOTION #3

By Dan Caton, seconded by Dan Santia, to approve the Varsity and Junior Varsity cheerleaders to attend cheer camp at Slippery Rock University, July 22, 2022 through July 25, 2022. There will be no cost to the District. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Buildings and Ground by Daniel Santia, Chair

MOTION #4

By Dan Santia, seconded by Matt Erickson, to approve the request of Waterways Association of Pittsburgh to use the Junior High School pool on Thursday, August 6, 2022 from approximately 11:30 a.m. until 2:30 p.m. for a survival rescue swim class. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #5

By Dan Santia, seconded by Bethany Pistorius, to approve the equipment to be discarded due to accident in band room. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

- a. Hartke keyboard amp
- b. Behringer mixer
- c. Sony receiver

MOTION #6

By Dan Santia, seconded by Dan Caton, to approve the list of Junior High School instruments for consignment with Brighton Music Center. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

- a. Jupiter Tuba JOB382 Serial Number 34526
- b. Jupiter Tuba JOB382 Serial Number 32918

- c. Bass Clarinet Vito Serial Number 3756E
- d. Bass Clarinet Vito Serial Number 4425C
- e. French Horn King 618 Serial Number 5595190
- f. French Horn King 618 Serial Number 41379572
- g. Violin
- h. Eb Peck Horn
- i. 2 empty instrument cases

Finance and Budget by Lori McKittrick, Chair

MOTION #7

By Lori McKittrick, seconded by Bethany Pistorius, to approve Resolution #6-2022 a Resolution providing for adoption of the Final General Fund budget for the 2022-2023 General Fund budget, which projects revenues of \$43,056,843.00 and appropriations of \$44,568,093.00. The difference of \$1,511,250.00 will come from the Fund Balance. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #8

By Lori McKittrick, seconded by Dan Santia, to approve Resolution #7-2022, a Resolution levying a tax during the 2022-2023 School Fiscal Year upon real estate within the territorial limits of the School District and fixing the rate thereof at 84.45 mills. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #9

By Lori McKittrick, seconded by Bethany Pistorius, to approve Resolution #8-2022, a Resolution requesting the Chief County Assessor to direct the inspection and reassessment of all taxable property within the territorial limits of the School District to which major improvements were made after September 1, 2021, and not included in the tax duplicate certified to the Treasurer of the School District for the School Fiscal Year beginning July 1, 2022 and ending June 30, 2023. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #10

By Lori McKittrick, seconded by Dan Santia, to approve Resolution #9-2022, a Resolution authorizing rates of discounts and penalties on real estate taxes for the 2022-2023 School Fiscal Year. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #11

By Lori McKittrick, seconded by Bethany Pistorius, to approve Resolution #10-2022, a Resolution providing for the installment payment of real estate taxes during the School Fiscal Year 2022-2023. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #12

By Lori McKittrick, seconded by Dan Santia, to approve Resolution #11-2022, a Resolution reenacting for the 2022-2023 School Fiscal Year the tax upon transfers of real estate situated within the territorial limits of the School District, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #13

By Lori McKittrick, seconded by Bethany Pistorius, to approve Resolution #12-2022, a Resolution reenacting for the 2023 Calendar Year the tax upon salaries, wages, commissions, compensations, net profits, and other earned income of residents, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #14

By Lori McKittrick, seconded by Bethany Pistorius, to approve Resolution #13-2022, a Resolution reenacting for the 2022-2023 School Fiscal Year the tax upon natural persons engaging in an occupation within the territorial limits of the School District, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #15

By Lori McKittrick, seconded by Dan Santia, to approve Resolution #14-2022, a Resolution reenacting for the 2022-2023 School Fiscal Year the mercantile tax upon the gross receipts of wholesale and retail business activity performed or rendered within the territorial limits of the School District, the same heretofore imposed pursuant to the authority contained in the Local Tax Enabling Act. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #16

By Lori McKittrick, seconded by Dan Santia, to approve Resolution #15-2022, a Resolution authorizing the Homestead and Farmstead Exclusion real estate assessment reductions for the Hopewell Area School District's Fiscal Year beginning July 1, 2022, under the provisions of the Taxpayer Relief Act (Act 1 of 2006). MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #17

By Lori McKittrick, seconded by Jeanette Miller, to approve the purchase of Drum Major uniforms from DeMoulin Brothers & Company in the amount of \$999.09 through COSTARS Cooperative Purchasing Program with the funds to be taken from the Capital Reserve. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #18

By Lori McKittrick, seconded by Bethany Pistorius, to approve Student Accident Insurance through Andrew J. Benedict Ins. Agency, Inc. in the amount of \$14,400.00. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Personnel by Matthew Erickson, ChairMOTION #19

By Matt Erickson, seconded by Dan Santia, to accept the resignation of Dr. Kellee Oliver, Coordinator of Pupil Personnel Services, effective July 8, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #20

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Dana Maurer, long-term substitute teacher at the Senior High School, effective May 23, 2022 through May 31, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #21

By Matt Erickson, seconded by Dan Santia, to approve the employment of Michael Demich, substitute custodian, effective June 6, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #22

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Jude Fritz, summer custodial help, effective June 6, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #23

By Matt Erickson, seconded by Dan Santia, to modify the daily compensation for Elementary Breakfast Monitor to \$6.50. per day, effective the 2022-2023 school year. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #24

By Matt Erickson, seconded by Lori McKittrick, to approve the elimination of the Reprographics Operator position. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #25

By Matt Erickson, seconded by Bethany Pistorius, to approve the elimination of the Senior High School Attendance Secretary position. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #26

By Matt Erickson, seconded by Lori McKittrick, to approve the Senior High School Attendance Secretary/Reprographics Operator job description. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #27

By Matt Erickson, seconded by Dan Santia, to approve the creation of the Senior High School Attendance Secretary/Reprographics Operator position. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #28

By Matt Erickson, seconded by Bethany Pistorius, to approve the Agreement with Facilities Management Systems, Inc. to provide the District a Buildings and Grounds Director, effective June 6, 2022 through June 30, 2024. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #29

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Danielle McCutcheon as a K-6 summer school teacher at the extended rate, per the Collective Bargaining Agreement. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #30

By Matt Erickson, seconded by Jeanette Miller, to accept the resignation for retirement of Kate Gustafson, English teacher at the Senior High School, effective August 21, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #31

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Sarah Firich, swim instructor, effective May 9, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #32

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Mallory Floyd, lifeguard, effective June 1, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #33

By Matt Erickson, seconded by Dan Santia, to approve the employment of the following teachers for ESY/CCS (non-HASD employees are pending clearances. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

- a. Michael Marchetti
- b. Molly McDonald
- c. Amanda Scott
- d. Arleen Tierney

- e. Nicole Brautigam
- f. Gabriella Gloeckner
- g. Marissa Matts
- h. Samuel Phillips

MOTION #34

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of the following paraprofessionals for ESY. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

- a. James Armstrong
- b. Amy Carl
- c. Kerri McShane
- d. Michelle Shannon
- e. Sandra Stewart

MOTION #35

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of the following nurses for ESY. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

- a. Laura Emery
- b. Adriane Prickett

Transportation by Daniel Caton, Chair

MOTION #36

By Dan Caton, seconded by Dan Santia, to approve the renewal of the Transfinder license and move to Amazon Cloud services in the amount of \$3,900.00. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Other Business

None

Upcoming School Board Meetings

June 28, 2022, Regular Business Meeting in the Central Administration Board Room and held virtually.

MOTION by Dan Santia, seconded by Bethany Pistorius, that the meeting be adjourned. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Mr. Bufalini adjourned the meeting at 7:59 p.m.

HOPEWELL AREA SCHOOL BOARD

David Bufalini, Board President

Nancy Barber, Secretary