

HOPEWELL AREA SCHOOL BOARD  
REGULAR BUSINESS MEETING  
JUNE 28, 2021

The Board of Directors of the Hopewell Area School District conducted a virtual and in person Board meeting on Monday, June 28, 2021. This meeting was recorded.

An Executive Session was held, Wednesday, June, 23, 2021 and prior to the start of the meeting to discuss personnel matters. This announcement is being made to be in compliance with Act 84 of 1986, Pennsylvania's Sunshine Law, as amended.

The meeting was called to order at 7:05 p.m. by Darren Newberry, Board Vice President.

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

Daniel Caton (arrived at 7:07 p.m.)  
Lesia Dobo  
Matthew Erickson  
Lori McKittrick  
Darren Newberry  
Kathryn Oblak  
Daniel Santia  
Jeffrey Winkle (Via Zoom)  
Lindsay Zupsic

Also, in attendance were: Dr. Michelle Miller, Superintendent, Mr. John Salopek, Solicitor; Jennifer Conrad, Business Administrator; Nancy Barber, Secretary; Robert Kartychak, Principal; and visitors.

Mr. Newberry asked for approval of minutes.

MOTION #1

By Matt Erickson, seconded by Dan Santia, to approve the May 24, 2021 and June 14, 2021 Board Meeting Minutes. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

APPROVAL OF GROUPED ITEMS

MOTION #2

By Kathryn Oblak, seconded by Lesia Dobo, to approve items (1) through (3) as presented in accordance with School Board's agreement for grouping items in a single motion. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Tax Collectors' Report

1. Recommendation to accept report for taxes collected for the month of May, 2021, as presented, and make said report a part of these minutes.

Treasurer's Report

2. Recommendation to accept report of the Treasurer for the month of May, 2021, as presented, and make said report a part of these minutes.

Financial Statements

3. Recommendation to accept Financial Statements for the month of May 2021, as presented, and make said statements a part of these minutes.

VISITOR'S COMMENTS

Effective January 1, 2021, community members have the ability to sign up to be recognized during the Visitor's Section of a live Zoom meeting. The individual must also have a device that specifically states his/her name in order to be recognized. Written questions will no longer be accepted. When recognized, the individual will need to state his/her name and address and will have 3 minutes to make a statement and/or ask a question to the Board. The time will begin when the individual begins speaking. This time limit will include a possible response by the Board.

A response may be given during the meeting, however, it is also possible that no response be provided during the virtual 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.

Additionally, if a community member wishes to speak during this additional time, the community member must request to speak in the chat box. The Board President will ask for comments in the order in which the community member requested to speak. The individual must have a device that specifically states his/her name in order to be recognized. When recognized, the individual will have 3 minutes to make a statement and/or ask a question to the Board. The time will begin when the individual begins speaking. This time limit will include a possible response by the Board. A maximum of thirty minutes total will be reserved during the meeting for community members who request to speak in the chat room.

Bethany Pistorius, 2008 S. Trillium Drive, Aliquippa, PA

Mrs. Pistorius asked about the proposed tax increase. She stated that the preliminary budget called for a 2 mill increase and asked what the increase was for the final budget. Mr. Newberry said that the budget called for a 2.75 mill increase.

Mrs. Pistorius asked if the \$860,000.00 deficit would come from Capital Reserve and asked what the remaining fund balance would be after the 2020-2021 school year. Mrs. Conrad said that the deficit would come from the General Fund. However, she could not state what the current fund balance was because the school year had not officially ended and needs to be audited before final numbers are reported.

Mrs. Pistorius questioned the District as to their plan to eliminate specials teachers being pulled from their classes to cover for absent teachers. She said that this was an ongoing problem, not just due to Covid.

David Bufalini, 4027 Forest Drive, Aliquippa, PA

Mr. Bufalini thanked Mrs. Conrad for her service to the District and wished her all the best. He also thanked Dr. Miller and wished her well. He thought it was a great opportunity for her.

Mr. Bufalini asked the Board to wait until the new Board was seated in December to begin their Superintendent search, or, at the very least, have individuals elected during the Primary election to be involved in the process. He congratulated Dr. Kartychak on his appointment as Acting Superintendent.

Mr. Newberry continued with committee recommendations and discussion.

**Educational/Curriculum/Instruction by Matthew Erickson, Chair**

**MOTION #3**

By Matt Erickson, seconded by Lesia Dobo, to approve the reconfiguration of the Art Department, effective the 2021-2022 school year. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

**MOTION #4**

By Matt Erickson, seconded by Dan Santia, to approve the Service Agreement with the Children's Institute for the 2021-2022 school year. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #5

By Matt Erickson, seconded by Kathryn Oblak, to approve the renewal Agreement with the Stepping Stones Group to provide supplemental school psychologist for the 2021-2022 school year at a rate of \$77.00 per hour. MOTION carried by a vote of eight to one, with Mrs. Zupsic voting no. She said that she does not oppose the position, but would like to see a cap on the hourly rate.

MOTION #6

By Matt Erickson, seconded by Lori McKittrick, to approve the membership renewal with Pennsylvania School Boards Association for the 2021-2022 school year in the amount of \$11,657.04. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #7

By Matt Erickson, seconded by Lesia Dobo, to approve the membership renewal in the Tri-State Area School Study Council for the 2021-2022 school year in the amount of \$700.00. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #8

By Matt Erickson, seconded by Lori McKittrick, to approve the renewal of PA-Educator, the District's clearinghouse for professional applications, effective July 1, 2021 through June 30, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #9

By Matt Erickson, seconded by Kathryn Oblak, to approve Nathaniel Bray, a student at Geneva College, to complete his student teaching beginning January 2022, under the supervision of Erin Caputo. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #10

By Matt Erickson, seconded by Lori McKittrick, to approve Jonathon Dellicarpini, a student at Slippery Rock University, to complete his student teaching in the fall of 2021, under the supervision of Chad McConville. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

APPROVAL OF GROUPED ITEMSMOTION #11

By Matt Erickson, seconded by Dan Santia, to approve items (1) through (3) as presented in accordance with School Board's agreement for grouping items in a single motion. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

1. Memorandum of Understanding by and between the Hopewell Area School District and the Hopewell Township Police Department for procedures to be followed when specific incidents happen on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity.
2. Memorandum of Understanding by and between the Hopewell Area School District and the Independence Township Police Department for procedures to be followed when specific incidents happen on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity.
3. Memorandum of Understanding by and between the Hopewell Area School District and the Raccoon Township Police Department for procedures to be followed when specific incidents happen on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity.

MOTION #12

By Matt Erickson, seconded by Dan Santia, to approve the renewal Agreement with Precision HR to provide substitute paraprofessionals and substitute nurses on an as needed basis for the 2021-2022 school year. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #13

By Matt Erickson, seconded by Kathryn Oblak, to approve the PDE Emergency Instructional Time Template that provides flexibility in meeting instructional days/minutes for remote learning if closure of school is needed for 2021-2022 school year. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #14

By Matt Erickson, seconded by Dan Santia, to approve the Services Agreement with the Allegheny Intermediate Unit for the 2021-2022 school year. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #15

By Matt Erickson, seconded by Dan Santia, to approve the Private Industry Council submitted a grant application to the Department of Health and Human Services, Administration for Children and Families, Region III, to provide summer programming. The tentative schedule is for the weeks of July 12th and July 19th, Monday through Thursday from 9:00am - 1:00pm. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**Buildings and Grounds by Daniel Santia, Co-Chair**MOTION #16

By Dan Santia, seconded by Kathryn Oblak, to approve the request of Lady Viking Basketball Boosters to use the Senior High School student parking lot on October 19, 2021 from 4:00 p.m. until 8:00 p.m. for a food truck fundraiser. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**Finance and Budget by Lori McKittrick, Chair**MOTION #17

By Lori McKittrick, seconded by Dan Santia, to approve items (1) and (2) and to ratify item (3) as presented, in accordance with School Board's agreement for grouping items in a single motion. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

1. General Fund payments in the amount of \$367,267.47
2. Cafeteria Fund payments in the amount of \$109,128.91
3. General Fund payments in the amount of \$2,250,671.49

MOTION #18

By Lori McKittrick, seconded by Dan Santia, to approve Resolution #6-2021 a Resolution providing for adoption of the Final General Fund budget for the 2021-2022 General Fund budget, which projects revenues of \$42,254,159.00 and appropriations of \$43,114,696.00. The difference of \$860,537.00 will come from the Fund Balance. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #19

By Lori McKittrick, seconded by Lesia Dobo, to approve Resolution #7-2021, a Resolution levying a tax during the 2021-2022 School Fiscal Year upon real estate within the territorial limits of the School District and fixing the rate thereof at 80.95 mills. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

APPROVAL OF GROUPED ITEMSMOTION #20

By Lori McKittrick, seconded by Dan Santia, to approve items (1) through (8) as presented in accordance with School Board's agreement for grouping items in a single motion. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

1. Resolution #8-2021, 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, 2020, and not included in the tax duplicate certified to the Treasurer of the School District for the School Fiscal Year beginning July 1, 2021 and ending June 30, 2022.
2. Resolution #9-2021, a Resolution authorizing rates of discounts and penalties on real estate taxes for the 2021-2022 School Fiscal Year.
3. Resolution #10-2021, a Resolution providing for the installment payment of real estate taxes during the School Fiscal Year 2021-2022.
4. Resolution #11-2021, a Resolution reenacting for the 2021-2022 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.
5. Resolution #12-2021, a Resolution reenacting for the 2022 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.
6. Resolution #13-2021, a Resolution reenacting for the 2021-2022 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.
7. Resolution #14-2021, a Resolution reenacting for the 2021-2022 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.
8. Resolution #15-2021, a Resolution authorizing the Homestead and Farmstead Exclusion real estate assessment reductions for the Hopewell Area School District's Fiscal Year beginning July 1, 2021, under the provisions of the Taxpayer Relief Act (Act 1 of 2006).

MOTION #21

By Lori McKittrick, seconded by Dan Santia, to approve E-Rate Category 1 services for Lit Fiber WAN through Crowncastle for the 2021-2022 school year in the amount of \$4,320.96. This cost represents Hopewell’s 50% E-Rate discount of this service. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance

MOTION #22

By Lori McKittrick, seconded by Matt Erickson, to approve renewing the following insurance coverage through Utica Insurance Company and UPMC (for worker’s compensation) for the period July 1, 2021 through June 30, 2022. This coverage will be provided through the A.J. Gallagher Agency. MOTION carried by an affirmative roll call vote of all Directors in attendance, with the exception of Mr. Newberry, who abstained.

Privacy and Network Liability	\$10,831.00
General Liability/Excess Liability	\$77,748.00
Automobile	\$27,961.00
Workers Compensation	\$208,591.00

MOTION #23

By Lori McKittrick, seconded by Dan Santia, to approve request of Boost Living, LLC to purchase parcels 66-213-0148-.001 and 66-213-0148.002 located in Independence Township out of the Beaver County Repository. All delinquent taxes from 2019-2020 tax year and prior years are exonerated. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

Ms. McKittrick wanted to speak, but was interrupted by Mr. Newberry.

Mr. Newberry stated that the Board had worked very hard, especially Ms. McKittrick, Mrs. Zupsic, Mrs. Conrad and Mrs. Baker. He believed that, although the budget wasn’t perfect, it was one that everyone could live with.

Ms. McKittrick stated that moving forward there were many changes, especially with personnel. She welcomed Dr. Kartychak as Acting Superintendent and stated that, hopefully, he can unify all employees.

**Personnel by Matthew Erickson, Chair**

MOTION #24

By Matt Erickson, seconded by Dan Santia, to approve the Memorandum of Understanding regarding the recall of a professional employee. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance



MOTION #25

By Matt Erickson, seconded by Lori McKittrick, to approve payment of spring coaches beyond the regular season. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #26

By Matt Erickson, seconded by Dan Santia, to appoint Nancy Barber as School Board Secretary for the period July 1, 2021 to June 30, 2025 at an annual salary of \$2,500.00. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #27

By Matt Erickson, seconded by Dan Santia, to accept the resignation of Dr. Michelle Miller, Superintendent of Schools, effective August 13, 2021. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

Mr. Newberry thanked Dr. Miller for her support and hard work for the District.

MOTION #28

By Matt Erickson, seconded by Kathryn Oblak, to appoint Robert J. Kartychak, Ed.D., as Acting Superintendent, effective August 14, 2021, with an additional stipend of \$750 per week in addition to his 2021-22 salary, as well as benefits as provided in the District's Act 93 Plan and to grant Dr. Kartychak a leave of absence from his current position as Assistant High School Principal while serving as the Acting Superintendent. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #29

By Matt Erickson, seconded by Dan Santia, to utilize services of Beaver Valley Intermediate Unit to conduct and facilitate superintendent search, as presented. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #30

By Matt Erickson, seconded by Lesia Dobo, to accept the resignation of Sean Veights, Senior High School math teacher, effective June 22, 2021. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #31

By Matt Erickson, seconded by Kathryn Oblak, to approve the employment of Brittany Covalt, Senior High School science teacher, at Step 4 of the Master's scale, effective August 23, 2021. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

MOTION #32

By Matt Erickson, seconded by Lindsay Zupsic, to approve the employment of Gina Jones, substitute custodian, effective June 18, 2021. 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 Justin Marchionda, summer and substitute custodian, effective June 22, 2021. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #34

By Matt Erickson, seconded by Lindsay Zupsic, to approve the employment of Marikay Cain, summer custodian/cleaner, effective June 10, 2021. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #35

By Matt Erickson, seconded by Kathryn Oblak, to accept the resignation of Sean Scalise, custodian at the Senior High School, effective June 30, 2021. Mr. Scalise would like to be on the 500-hour substitute list. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**Transportation by Daniel Santia, Chair**

MOTION #36

By Dan Santia, seconded by Dan Caton, to approve the Agreement with Petroleum Traders for the roll-over of fuel from the 2020-2021 school year to the 2021-2022 school year. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #37

By Dan Santia, seconded by Kathryn Oblak, to ratify the authorization of the disposition of seven (7) buses listed below at the 422 Auction in July or August, 2021. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

- Old Bus 40 – 4DRBUAAN57A268734 – 2006 International 72-passenger
- Bus 42 – 4DRBUAAN97A268736 – 2007 International 72 passenger
- Bus 43 – 1BAKGCPA5AF271813 – 2009 Blue Bird 72 passenger
- Bus 45 – 1GBKG316191100032 – 2009 Chevy Thomas – 18+1 passenger
- Bus 46 – 1GB6G5BG2B1144549 – 2011 Chevy Collins – 30 passenger
- Bus 47 – 1GB6G5BG0B1144436 – 2011 Chevy Collins – 30 passenger
- Bus 50 – 4DRBUAANXEB418876 – 2014 International – 72 passenger
- Bus 54 – 4DRBUAAN3BB263261 – 2011 International – 72 passenger

Bus 55 – 4DRBUAAN7BB263263 – 2011 International – 72 passenger  
Old Van 3 – 1FTNE2EW2BDA29091 – 2011 Ford 9 passenger van

Auction/scrap:

Old van 9 – 1GDHG35U861242612 – GMC 9 passenger van

Old van 15 – 1GNDV23108D208751 – Chevy 7 passenger van

### Superintendent's Report

Dr. Miller thanked Mrs. Conrad for her hard work and support.

### Solicitor's Report

Mr. Salopek also thanked Mrs. Conrad for everything she has done for him through the years.

### Unfinished Business

None

### Upcoming School Board Meetings

July 19, 2021, Regular Business Meeting, via Zoom and in person

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

Mr. Newberry adjourned the meeting at 7:40 p.m.

HOPEWELL AREA SCHOOL BOARD

Darren Newberry, Board Vice President

Nancy Barber, Secretary