

HAMPTON TOWNSHIP SCHOOL DISTRICT  
 4591 SCHOOL DRIVE  
 ALLISON PARK, PENNSYLVANIA 15101  
 JANUARY 13, 2020 MINUTES

The Hampton Township Board of School Directors met on Monday, January 13, 2020, in the Dr. Harold Sarver Memorial Library at Hampton Middle School, 4589 School Drive, Allison Park, PA.

Meeting

Attendance: Ms. Denise Balason, Mrs. Jill Hamlin, Mr. Matt Jarrell, Mrs. Joy Midgley, Mr. Bob Shages, Mr. Greg Stein, Mr. Larry Vasko, Mrs. Trisha Webb, Mr. Bryant Wesley, Dr. Michael Loughead and Dr. Rebecca Cunningham, Messrs. Patrick Clair and Jeffrey Kline, along with a number of Hampton Township residents.

Attendance

The meeting was called to order followed by the Pledge of Allegiance. Mr. Wesley, President of the Board, served as Chairperson of the meeting. Mrs. Michelle Ambrose served as Recording Secretary.

There was no public comment this evening.

Public Comment

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Minutes from the December 2, 2019 Board of School Directors Reorganization Meeting were approved and incorporated into the official Minute book.

December 2, 2019  
 Meeting Minutes  
 Approved

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the following:

Payment of Bills

- November & December 2019 General Fund 10 Disbursements totaling \$3,677,135.99
- November & December 2019 Capital Fund 39 Disbursements totaling \$699,213.89
- November & December 2019 Cafeteria Fund 50 Disbursements totaling \$208,419.10

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved both the October & November 2019 Treasurer's Reports.

Treasurer's Report

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved both the October & November 2019 Student Activities Reports.

Student Activities  
 Report

The following information was presented and/or action taken on items submitted by Mr. Wesley during the President's Report.

President's Report

Mr. Wesley stated that, since the last meeting, the Board had met once in Executive Session to discuss legal and personnel matters.

Executive Session

Mr. Wesley stated that he would like to publicly welcome back Mr. Vasko to the HTSD Board of School Directors. Mr. Wesley indicated that Mr. Vasko was appointed by the Board to fulfill the remaining time of Mrs. Litwiler's term. Mr. Wesley noted Mr. Palmer, of Goehring, Rutter & Boehm, provided Mr. Vasko with the Oath of Office at the

Mr. Vasko -  
 Returning Board  
 Member

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end of last week, at the District's Administration Center.

Ms. Balason announce that the Board Members would be voluntarily donating blood together at the Blood Drive on January 29, 2020. Ms. Balason stated that donating blood is very important and she encouraged everyone to participate.

Board Secretary's Report

Mr. Clair stated that he was not at the Work Session held last Monday. Therefore, he took the opportunity to say a few words honoring Mrs. Litwiler and her memory. Mr. Clair stated that Mrs. Litwiler became a Board Member just before he was designated to the position of District Solicitor. Mr. Clair noted that he and Mrs. Litwiler had a long professional history together. Mr. Clair stated that he had a great respect for Mrs. Litwiler and the years she put forth on the Board. He stated that Mrs. Litwiler worked earnestly to have a full understanding of all matters regarding the District, and that she always worked toward what was best for the students of Hampton. Mr. Clair said it had been a blessing to work with Mrs. Litwiler over the past 30 plus years and that she would be missed both as a School Board Member and by him personally.

Solicitor's Report

The following information was presented and/or action taken on items submitted by Dr. Loughead during the Superintendent's Report.

Superintendent's Report

Dr. Loughead stated he had a brief report. He noted that January is School Board Recognition month and as such prior to the meeting the District held an appreciation dinner. He stated that District students were led by faculty members in providing entertainment and tasteful dinner. He noted that the dinner is a way to thank the Board Members for their service.

Board Recognition Dinner

The following information was presented and/or action taken on items submitted by Mrs. Webb of the Student Affairs Committee.

Student Affairs

Upon motion by Mrs. Webb, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the HHS Cheerleading Field Trip to the National High School Cheerleading Competition at Walt Disney World, Florida, February 5-10 at no cost to the District.

Cheerleading Field Trip, Walt Disney World, Florida

Upon motion by Mrs. Webb, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the HHS FBLA Field Trip to the Pennsylvania FBLA State Competition Conference, Hershey, PA April 6-8, 2020 at a cost to the District not to exceed \$2,400.

FBLA Field Trip, FBLA State Competition, Hershey, PA

There was no Facilities Report this evening.

Facilities

The following information was presented and/or action taken on items submitted by Mrs. Hamlin, on behalf of Mrs. Litwiler of the Educational Programs Committee.

Educational Programs

Upon motion by Mrs. Hamlin, seconded by Mr. Stein and carried unanimously by voice vote, the board approved the 2020-2021 Hampton High School Program of Studies.

2020-21 HHS POS

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<p>Upon motion by Mrs. Hamlin, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the AIU Kindergarten Memorandum of Understanding.</p>	<p>AIU Kindergarten MOU</p>
<p>Upon motion by Mr. Stein, seconded by Mr. Vasko and carried unanimously by voice vote, the Board tabled the motion of the 2020-2021 District Calendar Option #2.</p>	<p>Tabled, 2020-2021 District Calendar, Option #2</p>
<p>The following information was presented and/or action taken on items submitted by Mrs. Midgley of the Personnel Committee.</p>	<p>Personnel</p>
<p>Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board accepted the resignation of Mrs. April Richards who resigned effective December 17, 2019. (Mrs. Richards was the Administrative Assistant to the Building Principal at Hampton High School.)</p>	<p>Resignation, Mrs. April Richards</p>
<p>Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board accepted the resignation of Mrs. Sharon Joyner who is resigning from the District effective January 15, 2020. (Mrs. Joyner is the Administrative Assistant to the Assistant Principals at Hampton High School.)</p>	<p>Resignation, Mrs. Sharon Joyner</p>
<p>Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board accepted the resignation of Ms. Stephanie Witt who is resigning effective January 19, 2020. (Ms. Witt is an Academic Support Teacher at Hampton High School.)</p>	<p>Resignation, Ms. Stephanie Witt</p>
<p>Upon motion by Mrs. Midgley, seconded by Mrs. Hamlin and carried by voice vote of 8-0-1, with Mr. Stein abstaining, the Board approved a change in the start date for Ms. Rebecca Schratz as a Building Substitute at Hampton Middle School from January 10, 2020 to January 2, 2020 through the remainder of the 2019-2020 School Year. Salary is \$21,500, pro-rated. (Ms. Schratz will be replacing Ms. Samantha Jenkins.)</p>	<p>Change of Start Date, Mrs. Rebecca Schratz, Building Substitute, HMS</p>
<p>Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved a change in contractual time for Ms. Katey Yurchick, moving from a .5 Special Education Temporary Professional Employee (TPE), to a .7 Special Education Temporary Professional Employee (TPE) due to the increased population of special education students at Central Elementary effective January 2, 2020.</p>	<p>Change in Contractual Time, Ms. Katey Yurchick, .7 Spec. Edu. TPE, Central</p>
<p>Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Mr. Zachary Staszak as a Building Substitute at Hampton High School effective January 2, 2020 through the remainder of the 2019-2020 School Year. Salary is \$21,500, pro-rated. (Mr. Staszak is replacing Ms. Hannah Swartz.)</p>	<p>Mr. Zachary Staszak, Building Substitute, HHS</p>
<p>Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Mr. Troy Schaltenbrand as a Substitute Orchestra Teacher at Hampton Middle School from December 20, 2019 until approximately February 13, 2020. Salary is the Day-to-day Substitute rate of \$100 per day. (Mr. Schaltenbrand is a substitute for Ms. Amy Stepson.)</p>	<p>Mr. Troy Schaltenbrand, Substitute Orchestra Teacher, HMS</p>

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Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Mrs. Brigitte Gibbons as a Class V – Administrative Assistant to the Athletics Director effective January 2, 2020. Salary is \$22.07 per hour for the 30-day probationary period and \$22.32 per hour thereafter. (Mrs. Gibbons is replacing Mrs. Yolanda Schwab.)

Mrs. Brigitte Gibbons, Class V-Administrative Asst. to Athletics Director

Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Mrs. Yolanda Schwab for up to 5 additional days of clerical support and training in the Athletics Director’s office from January 2, 2020 through the remainder of the 2019-2020 School Year. Salary will be \$23.02 per hour.

Mrs. Yolanda Schwab, Approved for up to 5 Additional Days of Training

Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Ms. Amanda Filutze as a Class III Paraeducator at Wyland Elementary School, effective January 2, 2020. Salary is \$16.61 per hour for the 60-day probationary period and \$16.86 per hour thereafter. (This is a new position due to the increased population of special education students at Wyland Elementary.)

Ms. Amanda Filutze, Class III Paraeducator, Wyland

Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the following updated job descriptions:

HESPA Job Descriptions

- Class IV – Health Office Assistants
- Class VI – Administrative Assistant to the High School Principal
- Class VI – Administrative Assistant to the High School Assistant Principal

Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the following as substitute Class II Paraprofessionals and Class III Paraeducators for the District effective January 2, 2020:

District Paraprofessional/Paraeducator Substitutes

- Linh Nguyen
- Pam Phelan

Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Mr. Joseph Sulkowski as the Night Lead Custodian at Hampton Middle School, effective December 16, 2020. Salary is \$21.90 per hour.

Mr. Joseph Sulkowski, Night Lead Custodian, HMS

Upon motion by Mrs. Midgely, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the following Building/Coaching Supplemental positions for the 2019-2020 School Year, at a rate of \$136 per point:

2019-2020 Building/Coaching Supplemental Positions

NAME	POSITION	BUILDING	POINTS	RANGE	TOTAL STIPEND
Zachary Staszak	HS Auditorium Manager	HHS	11.9 (pro-rated points)	17	\$1,618.40

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Shannon Zewe	Volunteer MS Cheerleading Coach	HMS	n/a	n/a	n/a
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Upon motion by Mrs. Midgley, seconded by Mr. Stein and carried unanimously by voice vote, the Board accepted the resignation of Mrs. Regina Lang who is resigning after 30 years with the District, effective January 8, 2020. (Mrs. Lang was a HTSD Cafeteria employee.)

Resignation,  
Mrs. Regina Lang

The following information was presented and/or action taken on items submitted by Mr. Stein of the Finance Committee.

Finance

Upon motion by Mr. Stein, seconded by Mrs. Hamlin and carried unanimously by voice vote, the Board approved the Budget Transfers totaling \$600 as follows:

Budget Transfer

- Wrestling Dues & Fees      \$600

Upon motion by Mr. Stein, seconded by Mrs. Hamlin and carried unanimously by voice vote, the Board approved the 2020 Joint Purchasing Agreement & Resolution with the Allegheny Intermediate Unit for the following utilities and materials: gasoline, diesel fuel, electricity and natural gas.

2020 Joint  
Purchasing  
Agreement a&  
Resolution

The following information was presented and/or action taken on items submitted by Mr. Shages of the Policy and Legislative Affairs Committee.

Policy and  
Legislative Affairs

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the second reading and adoption of revised Policy No. 246 "School Wellness."

Second Reading &  
Adoption Revised  
Policy No. 246

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the second reading and adoption of revised Policy No. 702.5 "Advertising and Revenue Enhancements."

Second Reading &  
Adoption Revised  
Policy No. 702.5

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the first reading of Policy No. 217 "Graduation Requirements."

First Reading  
Policy No. 217

There was no Technology Report this evening.

Technology

There was no Transportation Report this evening.

Transportation

The following information was presented by Mr. Stein during the A. W. Beattie Career Center Report.

A.W. Beattie  
Career Center

Mr. Stein stated that he was elected to the office of Vice President for the Joint Operating Committee at A.W. Beattie.

Greg Stein, JOC  
Vice President

Mr. Stein stated the Rotary would be providing the A.W. Beattie Board with a luncheon on Thursday.

Rotary Luncheon

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The following information was presented by Mrs. Hamlin during the HAEE Report.

HAEE

Mrs. Hamlin stated that the last HAEE Board Meeting was held in November. Mrs. Hamlin noted that at this meeting a mini grant was passed for the Middle School Art Department. The grant was for a T-shirt design competition for all HMS students to participate in.

Grant Approval

Mrs. Hamlin noted that the HAEE Board has a few vacancies that need filled. She indicated that the HAEE Board is a great opportunity for community members to acclimate themselves with serving on a board, community events and educational information. Mr. Wesley noted that there is a term limit for the HAEE Board members of three years.

HAEE Board  
Vacancies

Mr. Wesley opened the floor to public comment.

Public Comment

Mr. Mark Farabaugh inquired about the Special Board Meeting scheduled for Monday, January 27, 2020 and if the Board intended to take action (vote) on items at that meeting. Dr. Loughhead and Mr. Wesley stated that the Board did intend to take action on educational items. Mr. Farabaugh stated the publication of the Special Board Meeting on the website did not indicate that any action would be taken and that perhaps that should be communicated in a clearer manner.

Special Board  
Meeting, January  
27, 2020

Upon motion by Mr. Shages, seconded by Mr. Stein and carried unanimously by voice vote the meeting was adjourned.



Denise Balason, Secretary