

HAMPTON TOWNSHIP SCHOOL DISTRICT  
4591 SCHOOL DRIVE  
ALLISON PARK, PENNSYLVANIA 15101  
MAY 08, 2017 MINUTES

The Hampton Township Board of School Directors met on Monday, May 08, 2017 in the Dr. Harold Sarver Memorial Library at the Hampton Middle School, 4589 School Drive, Allison Park, PA.

Meeting

Attendance: Ms. Denise Balason, Mrs. Mary Alice Hennessey, Mrs. Pam Lamagna, Mrs. Cathy Lueers, Mr. Greg Stein, Mr. Larry Vasko, Mr. Bryant Wesley, Dr. Michael Loughhead and Dr. Rebecca Cunningham, Messrs. Jeffrey Kline and Patrick Clair along with a number of Hampton Township residents.

Attendance

Mrs. Gail Litwiler participated via teleconferencing.

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

Dr. Imbarlina, Building Principal Hampton High School, along with several Senior class students presented a review of the AP Capstone program. The students provided a summary of their personal experiences being among the first class to complete both of the required courses in the program, AP Seminar and AP Research. The Seniors discussed choosing their personal research topics, methodology, paper and presentation. The students noted some obstacles they encountered during the research process, as well as challenges of interacting with companies, professionals and various other individuals. The students then recapped their final presentation. The presentations were required to be 15-20 minutes in length and made to a committee of faculty members.

HHS Presentation  
– AP Capstone

Dr. Imbarlina highlighted aspects of the AP Capstone program and the benefits presented to the students who completed this curriculum. Dr. Imbarlina stated that the program is facilitated by two teachers, Mr. Andrew Halter and Ms. Shannon Roos. Dr. Imbarlina noted both faculty members logged extensive professional development hours just to ensure that the program could be offered by the District. She continued indicating the two faculty members then worked diligently in facilitating the program, mentoring the students and guiding the student's research methods. She stated that the AP Capstone program offers multiple benefits to the students from learning how to research, defending their chosen thesis and interacting with professional adults in a research setting. Dr. Imbarlina stated that the research conducted is parallel to the work put forth in some doctorate programs, and as such, provided the students with challenging obstacles and an array of benefits that will only help them through college and later in life.

Mrs. Hennessey and Dr. Loughhead recognized District students for their various accomplishments during the Student Awards presentation.

Student Awards

Mrs. Hennessey and Dr. Loughhead recognized the Hampton High School and Middle School students who participated in the National Latin Exam. Nationwide over 100,000 students participated in the exam. The District had several students finish with the Maxima Cum Laude award for their excellent performance. Under the direction of Dr.

HHS & HMS  
Students –  
National Latin  
Exam

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Survinsky, the District was proud to recognize the accomplishment of the Latin students.

Mrs. Lamagna, Dr. Loughhead along with Ms. Alana Kulesa, Director of Strategic Education Initiatives, Carnegie Science Center, presented an award to the following faculty members for their participation in the Carnegie STEM Excellence Pathway Program:

- Mr. Andrew Halter
- Mrs. Marlyn Lux
- Dr. Jacquelyn Removcik

Carnegie Science  
Center STEM  
Excellence  
Pathways Award

Mr. Bryant Wesley opened the floor for public comment.

Comments

Mr. Mark Farabaugh addressed the Board Members in regard to an email he had sent earlier in the day. Mr. Farabaugh's email and public comment centered on the annual budget process in particular the differences in the estimated fund balance and actual fund balance each year. Mr. Farabaugh stated the annual estimated balance is consistently significantly lower than the actual end of the year balance. Mr. Farabaugh inquired why there was such a notable difference between the two amounts every year. Mr. Farabaugh then questioned the Board Members as to their review of the budget and if they personally noted the discrepancy in the estimated and actual fund balance.

End of the Year  
Fund Balance

Mr. Clair responded to Mr. Farabaugh stating that the District follows protocol and routinely participates in two types of audits as required. Mr. Clair stated an annual audit is completed by an independent private CPA firm. He stated this audit is publically shared in the CAFR report each year. He stated that the state's Auditor General office also performs routinely scheduled audits. Mr. Clair noted that the state audit occurs every few years. The state audit encompasses multiple years during a single audit. Mr. Clair indicated that any violation detected during either audit process would entail some level of corrective action. The corrective actions vary depending upon the violation. Mr. Clair noted that the District has not had any corrective actions implemented.

Mr. Wesley interjected stating he was personally offended by Mr. Farabaugh's email and his insinuations this evening. Mr. Wesley stated Mr. Farabaugh was implying that Board Members were "hiding" money in order to continually raise taxes. Mr. Wesley stated these insinuations were outrageous and infuriating.

Mr. Wesley stated that he is a Certified Public Accountant (CPA) and has performed audits on various entities. Mr. Wesley noted, in his professional experience, the District executes a very comprehensive budget and publically posts the entire process. Mr. Wesley stated that the District requires Board action on budget transfers which are also published for public viewing and occur during Voting Sessions. He noted that many types of entities are not required and do not share willingly their annual budget documentation or process. Mr. Wesley indicated, as comprehensive as the documents may be, there will be individuals that may not comprehend the information. However as a skilled CPA, Mr. Wesley stated he does review and understand the information in the budget documents

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and the financial process to formulate the annual budget.

Mr. Wesley noted that the District operates a Fund Budget and Fund Accounting is different from Business or For Profit Accounting. Mr. Wesley indicated that the budget transfers from the General Fund to the Capital Fund for the designation of Capital Projects is highly recommended in Fund Accounting. He indicated that without these types of transfers the General Fund would appear to have a much larger unrestricted fund balance, when in actuality the money is designated to specific future projects. Mr. Wesley stated the District could also wait and make transfers much later in the budgetary process or even at the end of the fiscal year; however, it would not change the need to increase taxes.

Mr. Wesley concluded stating the Board has always tried to maintain a fiscally responsible budget that allocates funds to meet the needs of the District, faculty and students while balancing the impact on tax payers. Mr. Wesley stated that the District is permitted to raise taxes provided the unrestricted fund balance remains below 8% each year. Mr. Wesley indicated that the Board and District Administration work diligently to maintain the lowest tax rate possible.

Mr. Paul Hanna addressed the Board asking for a set number or “trigger point” that the District would decide to hire additional teachers to aid in reducing class size numbers at the elementary level. Mr. Hanna stated his appreciation for the work already put forth by the Board and Administration on this matter. However, Mr. Hanna stated along with his own family, any resident researching possible alternatives such as parochial, private or charter school have deadlines to apply for these programs. Mr. Hanna stated that not knowing the District’s intentions for the upcoming year complicated that decision-making process on where to enroll his children.

Elementary Class  
Size

Dr. Loughead responded to Mr. Hanna. Dr. Loughead stated he appreciated everyone’s patience in the process. Dr. Loughead stated that the current budget does include hiring (3) full time teachers. Dr. Loughead noted that further adjustments may need to be made, and he asked that he be permitted to share the District’s plans in June with the 2017-18 Final Budget review and a better estimate on enrollment numbers at the elementary level.

Upon motion by Mrs. Lamagna, seconded by Mr. Shages and carried unanimously by voice vote, the Minutes from the April 10, 2017 Board of School Directors Voting Meeting were approved and incorporated into the official Minute Book.

April 10, 2017  
Minutes Approved

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

Payment of Bills

- April 2017 General Fund 10 Disbursements totaling \$3,007,506.16
- April 2017 Capital Reserve Fund 39 Disbursements totaling \$9,000.00
- April 2017 Cafeteria Fund 50 Disbursements totaling \$25,945.39

Upon motion by Mr. Shages, seconded by Mrs. Lamagna and carried unanimously by

March 2017

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voice vote, the Board approved the March 2017 Treasurer's Report.	Treasurer's Report
Upon motion by Mr. Shages, seconded by Mrs. Lamagna and carried unanimously by voice vote, the Board approved the March 2017 Student Activity Report.	March 2017 Student Activity Report
The following information was presented and/or action taken on items submitted by Mr. Wesley in the President's Report.	President's Report
Mr. Wesley stated that since the last meeting, the Board has met once in Executive Session to discuss legal and personnel matters.	Executive Session
There was no Board Secretary's Report this evening.	Board Secretary's Report
There was no Solicitor's Report this evening.	Solicitor's Report
The following information was presented and/or action taken on items submitted by Dr. Loughead in the Superintendent's Report.	Superintendent's Report
Dr. Loughead stated that the District is recognizing "Teacher Appreciation Week" with various activities. He indicated that he and Dr. Cunningham were personally stopping at each building to take time to thank the faculty for their hard work and dedication. Dr. Loughead stated that the teachers are the heart of the District and they are greatly appreciated.	Teacher Appreciation Week
Dr. Loughead noted the Pittsburgh Business Times published their latest ranking of public school districts. Dr. Loughead announced that Hampton Township School District ranked #3 this year. He indicated that the District has been able to steadily remain consistent in their ranking from year to year, while some other neighboring districts may jump around in rankings. Dr. Loughead stated this level of consistency from the District is reflective of the focus on curriculum in the District and the instruction by the faculty.	Pittsburgh Business Times School Ranking
Dr. Loughead reminded the Board of the upcoming "Remake Learning Days" event at Hampton Middle School. Dr. Loughead stated the event is scheduled for Wednesday, May 17, 2017 from 5:30 p.m. until 8:30 p.m. He encouraged everyone to attend and planned on presenting information on the District's digital transformation plan.	Remake Learning
Dr. Loughead stated that the HHS Musical cast and crew were looking forward to the Gene Kelly Awards that will be announced on Wednesday, May 10, 2017.	Gene Kelly Award Announcements
Dr. Loughead concluded his report highlighting the various standings and accolades of the District's Athletic Teams this Spring season. Dr. Loughead stated that the District was having a remarkable Spring sports season.	Spring Sports - Teams Standings

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

Student Affairs

Upon motion by Mrs. Hennessey, seconded by Mrs. Lamagna and carried unanimously by voice vote, the Board approved the following Overnight/Outside of the Area Field Trip:

HHS Forensics Club Trip to National Catholic Forensic League Tournament

- HHS Forensics trip to the National Catholic Forensic League Tournament, Louisville, Kentucky, from May 25-29, 2017

Upon motion by Mrs. Hennessey, seconded by Mrs. Lamagna and carried unanimously by voice vote, the Board approved the following groups to be recognized as Civic and Service Associations within the definition contained in the Local Option Small Games of Chance Act (Act 195 of 1990):

Small Games of Chance Resolution

- Hampton Touchdown Club (Football Boosters)
- Hampton Ultimate Club
- Hampton Boys Lacrosse Booster Group

There was no Facilities report this evening.

Facilities

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

Educational Programs

Upon motion by Mr. Wesley, seconded by Mr. Shages and carried unanimously by voice vote, the Board approved the 2017-2018 HTSD Assessment Schedule.

2017-2018 HTSD Assessment Schedule

Upon motion by Mr. Wesley, seconded by Mrs. Hennessey and carried unanimously by voice vote, the Board approved the proposal of services with the Arts Education Collaborative for the 2017-2018 fiscal year, not to exceed \$8,384.60

2017-18 POS with the Arts Education Collaborative

Upon motion by Mr. Wesley, seconded by Mrs. Hennessey and carried unanimously by voice vote, the Board approved a Memorandum of Understanding with the Caring Foundation.

MOU with the Caring Foundation

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

Finance

Upon motion by Mr. Vasko, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the Consumable Supply Bids for the 2017-2018 School Year at a total amount of \$150,990.74.

2017-2018 Consumable Bid Approval

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Upon motion by Mr. Vasko, seconded by Mrs. Lamagna and carried unanimously by voice vote, the Board approved the 2017-2018 A.W. Beattie Career Center Budget with Hampton's share as follows:

2017-2018 A.W.  
Beattie Career  
Center Budget

• Capital Budget	\$ 2,491
• Operating Budget	\$518,973
• Debt Service	\$119,496
Total	\$640,960

Upon motion by Mr. Vasko, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the renewal of the Senior Citizen Property Tax Rebate Resolution for 2017-2018 with the revised income brackets as follows:

Senior Citizens  
Property Tax  
Rebate Resolution  
for 2017-2018

Income Level Guidelines (From Line 12 of the PA-1000 form)			HTSD Rebate Amount
\$0	to	\$8,000	\$375
\$8,001	to	\$15,000	\$300
\$15,001	to	\$18,000	\$200
\$18,001	to	\$24,000	\$125

Upon motion by Mr. Vasko, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the 2017-2018 Proposed Final Budget, with revenues of \$49,940,953, expenditures of \$50,742,953 and the utilization of \$702,000 from the PSERS Stabilization Fund and \$100,000 from the unreserved fund balance. The real estate tax rate will increase from 18.39 mills to 18.87 mills, which represents an increase of 0.48 mills or 2.61%.

2017-2018  
Proposed Final  
Budget

*(The Proposed Final Budget is consistent with the Preliminary Budget #2 presented and reviewed by the Board at the April 24, 2017 Special Board Meeting.)*

Upon motion by Mr. Vasko, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved the Resolution placing the Standby Bond Purchase Agreement & Remarketing Services for the 2007 Bonds with PNC Bank & PNC Capital Markets, LLC.

Stand By Bond  
Purchasing  
Agreement &  
Remarketing  
Services for 2007  
Bonds - PNC

Mrs. Litwiler left the meeting due to technical difficulties.

Mrs. Litwiler –  
Left Meeting

The following information was presented and/or action taken on items submitted by Mrs. Lamagna of the Personnel Committee.

Personnel

Upon motion by Mrs. Lamagna, seconded by Mrs. Hennessey and carried unanimously by voice vote, the Board accepted the resignation of Ms. Jennifer Leyes, who is resigning after two years with the District, effective June 9, 2017. (Ms. Leyes is the Class II –

Resignation, Ms.  
Jennifer Leyes

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Attendance Secretary at Hampton High School.)

Upon motion by Mrs. Lamagna, seconded by Mrs. Hennessey and carried unanimously by voice vote, the Board approved Mrs. Catherine Duffy, as an Elementary Building Substitute (Floater) from April 26, 2017 through the remainder of the 2016-2017 School Year. Salary is \$20,000, pro-rated. (Mrs. Duffy is replacing Ms. Rachel Zang.)

Mrs. Catherine  
Duffy, Elementary  
Building  
Substitute  
(Floater)

Upon motion by Mrs. Lamagna, seconded by Mrs. Hennessey and carried unanimously by voice vote, the Board approved Ms. Maria Frantz, to continue as a Long-Term Substitute Special Education Teacher at Wyland Elementary School, from April 08, 2017 through the remainder of the 2016-2017 School Year. Salary remains \$29, 500, pro-rated. (Ms. Frantz is a substitute for Mrs. Christy Edinger.)

Ms. Maria Frantz,  
LTS Special  
Education  
Teacher; Wyland

Upon motion by Mrs. Lamagna, seconded by Mr. Stein and carried unanimously by voice vote, the Board approved Ms. Renee Watterson, moving from a Substitute Custodian to the 10 Month/40 Hours per Week District-wide Custodial Substitute, effective May 9, 2017. Salary is \$13.00 per hour.

Ms. Renee  
Watterson,  
10M/40 Hr.  
District-Wide  
Custodial Sub

Upon motion by Mrs. Lamagna, seconded by Mrs. Hennessey and carried unanimously by voice vote, the Board accepted the resignation of Ms. Dianna Lawry who is retiring from the District effective June 12, 2017. (Ms. Lawry is a Class I-D Paraprofessional at Hampton Middle School.)

Resignation, Ms.  
Dianna Lawry

There was no Policy/Legislative Affairs report this evening.

Policy/ Legislative  
Affairs

There was no Transportation report this evening.

Transportation

There was no Technology report this evening.

Technology

The following information was presented and/or action taken on items submitted by Mr. Vasko in the A. W. Beattie Career Center Report.

A.W. Beattie  
Report

Mr. Vasko announced some upcoming events for A.W. Beattie Career Center:

Upcoming Events

- May 24, 2017 is the Senior Recognition Night
- May 25, 2017 is the End-of-year Picnic

Mr. Vasko stated the Senior Recognition Night does unfortunately conflict with HTSD Senior Scholars Banquet. However, he reminded the Board Members that they were all invited to the end-of-year picnic the next day.

Mr. Vasko reported AWBCC had 715 students enrolled into programs for the upcoming 2017-2018 School Year.

2017-2018  
Enrollment  
Statistic

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There was no HAEE report this evening.

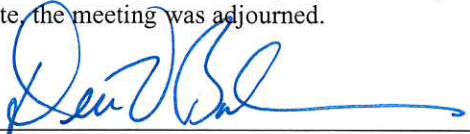
HAEE Report

There was no further public comment.

Public Comment

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

Adjournment

  
\_\_\_\_\_  
Denise Balason, Secretary