

# The Board Report

*Monday, April 4, 2022*



**Disclaimer:** The Board Report is a synopsis of the Hampton Township School Board meetings and is not intended as a replacement for any official Board minutes.

# *~ A Tradition of Excellence ~*

## **The Hampton Township Board of School Directors**

**Bryant Wesley II, Esq. Board President**

**Mrs. Jill Hamlin**

**Ms. Denise Balason**

**Mr. Matt Jarrell**

**Mrs. Joy Midgley**

**Mr. Robert Shages**

**Mr. Greg Stein\*\***

**Mr. Larry Vasko**

**Mrs. Trisha Webb**

**Board Vice President**

**Board Secretary/Facilities Chair**

**Transportation Chair**

**Personnel Chair**

**Treasurer/Policy & Legislative Affairs Chair**

**Technology Chair**

**Finance Chair**

**Student Affairs Chair**

*This Hampton Township School Board Meeting was held in the Hampton Middle School Auditorium. The meeting was held in person and also audio/video recorded so that members of the community could view after the meeting concluded.*

## **Members of Administration in Attendance**

**Dr. Michael Loughead**

**Dr. Rebecca Cunningham**

**Mr. Jeff Kline**

**Dr. Ed McKaveney**

**Mr. Josh Kellogg**

**Mr. Rick Farino**

**Superintendent of Schools**

**Assistant Superintendent of Schools**

**Director of Administrative Services**

**Director of Technology**

**Manager of Network and Cybersecurity**

**Supervisor of Buildings and Grounds**

*\* absent*

*\*\* attended remotely*

**April 4, 2022**

## **Work Session**

A video recording of the meeting can be viewed [here](#). The time within the video that each section begins is indicated below.

### **Call to Order**

(8:00)

Mr. Wesley opened the meeting and announced that there would be opportunities for public comment at the beginning and end of the Work Session. There were no comments this evening.

Mrs. Midgley reminded everyone that the deadline to apply for the Hampton Alliance for Educational Excellence (HAEE) Anna Kuhn Memorial Scholarship is Friday, April 8, 2022. Interested senior students should visit [hamptonalliance.org](http://hamptonalliance.org) to apply.

The deadline for Rotary Scholarship applications for graduating seniors is Tuesday, April 19th. Additional information can be found in the HHS School Counseling Office.

### **Student Affairs**

(9:20)

Mrs. Webb introduced Alex Broderick and Isaac Thatcher to provide a Student Council Representatives Report to the Board.

Alex reported that Talbot Thon, held on March 25, 2022, was a very successful event that raised over \$35,000 for the Children's Hospital of Pittsburgh Foundation to support children with cancer. He said he enjoyed seeing students having fun together and thanked everyone who helped to support an amazing cause.

Isaac highlighted the success of the WPIAL title-defending Hampton boys swimming team, including the individual achievements of senior Will Retsch, who captured first place in the 200 IM at the state championships and set a WPIAL championship meet record.

Additionally, Isaac reported that student morale at the high school has risen since Talbot Thon and since the reduced COVID-19 mitigation protocols took effect. He noted that a tight-knit community has formed at the high school and that students are having a great time. Additionally, Alex shared that the upcoming Sadie Hawkins dance, organized by freshmen and sophomore Student Council officers, is Friday, April 8. He also noted that students are excited for Prom, which will be held May 6 at the Omni William Penn Hotel in downtown Pittsburgh. Largely being organized by junior class officers, this year's Prom event will be Moulin Rouge themed.

Dr. Loughead commented that the Talbot Thon fundraiser is completely organized by Hampton High School students. He noted how proud he is of the HHS students who planned this event and

complemented their enthusiasm, selflessness, and leadership. Alex shared that a lot of time and stress went into planning Thon, noting that it took a team effort.

Mrs. Webb then presented two items to be considered for Board approval at the April 11 meeting:

- The HHS Marching Band Field Trip to perform in the National Cherry Blossom Festival Parade in Washington, D.C., April 13-16, 2023 at no cost to the District.
- The requested Middle School Club Pilot: American Sign Language Club.

## Facilities

(16:24)

Mr. Jason Day of PJ Dick discussed several change orders relating to the Hampton High School renovation project and provided an update on the project, which included the following information:

- March was a busy month for construction even though the weather was not favorable.
- The general contractor continued working on the stormwater management system, starting on the final detention system in the rear of the building.
- The general contractor erected the pre-engineered metal for the storage building and began masonry work.
- Structural steel for the addition was completed in mid-March, and addition is beginning to take shape. Slab-on-grade work will commence in April.
- The general contractor started working on concrete curbs and sidewalks in the rear of the building.
- The electrical contractor continued interior infrastructure to the new addition and data center, and continued new panel work in the boiler room.
- The plumbing contractor commenced running main sprinkler line piping from the boiler room to the new addition.
- The mechanical contractor is waiting for the new addition as the bulk of their work is in there. They completed chilled water lines to the new addition within the existing building and worked on the cooling tower.
- The roofing contractor continued re-roofing as much as they could with the weather in March. They are 30% complete with re-roofing in Phase 2A.

Mr. Day also displayed photos of work being completed in the rear of the building, including concrete curbs and sidewalks, storage building, detention systems, and bulk fill work. He also showed pictures of progress on the new addition.

Mr. Day also commented on the following change orders that will be considered for Board approval on April 11:

1. PA Roofing Change Order #02 for the High School renovation project for a deduct in the amount of (\$94,911) for the labor, equipment and materials for the following:
  - a. PA Roofing – Credit – Deduct – For the deleted roofing scope of work to not remove

the existing roof insulation and to eliminate two new layers of roof insulation on the two classroom academic wings of the building in Roofing Phase 2B. The designed roofing R-value still will be achieved due to the added new layer of insulation and the cover board over the existing insulation left in place and the contract warranty shall apply for the new insulation, cover board, and rubber membrane installed over the existing insulation left in place.

2. Merit Electric Group Change Order #02 for the High School renovation project in the total amount of \$23,770 for the labor, equipment and materials for the following:
  - a. Merit Electric – Field Condition – Add – For electrical work required for the utility companies from the new utility pole to the boiler room and from the boiler room to the new Data Center. Value = \$18,692
  - b. Merit Electric – Owner Generated – Add – For the electrical changes to the Flex Studio Room excluding the cord reels. Power junction boxes to be installed in the ceiling only for future cord reels by the owner. Value = \$5,078
3. Merit Electric Group Change Order #03 for the High School renovation project for the labor, equipment and materials for the following:
  - a. Option #1 – Merit Electric Group Change Order #03 as listed below for an add of fourteen thousand fifty-two dollars and zero cents. Value = \$14,052
    - i. Owner Generated – Add for the door access control modifications to the electrical contractor’s scope of work per the previous door hardware coordination meeting on December 21, 2021, per the reviewed and returned Door Hardware submittal. Value = \$14,052

- OR -

- b. Option #2 – Merit Electric Group Change Order #03 as listed below. Approximate Value = \$8,387
    - i. Owner Generated – Add for the door access control modifications to three Library doors to the electrical contractor’s scope of work per the previous door hardware coordination meeting on December 21, 2021, per the reviewed and returned Door Hardware submittal. Approximate Value = \$8,387
4. East West Manufacturing Change Order #01 for the High School renovation project in the total amount of \$9,620 for the labor, equipment and materials for the following:
  - a. East West Manufacturing – Omission – Add – For the work to furnish and install two exhaust fans and not previously included in the contract documents. Value = \$5,110
  - b. East West Manufacturing – Owner Generated – Add – For the sheet metal ductwork adjustments above the Flex Studio. Value = \$1,103
  - c. East West Manufacturing – Field Condition – Add – On time and material to complete the replacement of the cooling tower water deflector panels that were discovered to be damaged and deteriorating when the work on the cooling tower commenced. Value = \$3,407
5. Vrabel Plumbing Change Order #02 for the High School renovation project in the total

amount of \$14,224 for the labor equipment and materials for the following:

- a. Vrabel Plumbing – Unforeseen Condition – Add – For the work to repair an existing sanitary sewer manhole (by gymnasium) and to replace another existing sanitary sewer manhole. Value = \$14,224

6. R.A. Glancy Change Order #04 for the High School renovation project in the total amount of \$10,622 for the labor, equipment and materials for the following:

- a. R.A. Glancy – Field Condition – Add – For the sitework and storm water management work. Value = \$20,837
- b. R.A. Glancy – Credit – Deduct – For the modifications to the Flex Studio ceiling and added acoustical Panels. Value = (\$809)
- c. R.A. Glancy – Omission – Add – For the sitework and stormwater management work to connect the existing gym storm water drainage into the new system. Value = \$15,988
- d. R.A. Glancy – Omission – Add – For the additional inlet structure for BMP-1 per CEC direction from the Storm Water Management Pre-Installation Meeting and submittal process. Value = \$3,473
- e. R.A. Glancy – Credit – Deduct – For adjusted sitework scope of work and sitework not required around the existing gym (concrete curve work). Value = (\$14,650)
- f. R.A. Glancy – Credit – Deduct – For the revised finish on the overhead storm doors and the overhead fire shutters per the submittal review. Value = (\$14,217)

7. R.A. Glancy Change Order #05 for the High School renovation project for the labor, equipment and materials for the following:

- a. Option #1 – RA Glancy Change Order #05 as listed below. Value = \$14,760
  - i. Owner Generated – Add – For the door hardware and access control modifications to the general contractor’s scope of work per the previous door hardware coordination meeting on December 21, 2021, per the reviewed and returned door hardware submittal. Value = \$14,760

**- OR -**

- b. Option #2 – A Glancy Change Order #05 as listed below. Approximate Value = \$11,060
  - i. Owner Generated – Add – For the door hardware and access control modifications for the overall project doors including but not limited to, loading dock doors, new addition doors, and three library doors to the general contractor’s scope of work per the previous door hardware coordination meeting on December 21, 2021, per the reviewed and returned door hardware submittal. Value = \$11,060

Mr. Day explained that Options #1 and #2 for agenda items 3 and 7 are tied together. Mr. Farino recommended Option #2 for both items. These two change orders relate to card reader access for doors in the new Library Media Center and storage building. The Board agreed that PJ Dick should pursue Option #2. Mr. Farino will later install the electronic locks with a savings of about \$5,000.

In closing, Mr. Day reported that the District is in a good position with the project. He said that his team always tries to find ways to provide the District with what it requires and purchased for the High School renovation project, while looking for ways to save money along the way.

## HTSD Five-Year Facilities Improvement Plan and Budget

Mr. Farino presented information about Hampton Township School District's Five-year Facilities Improvement Plan and Budget for 2022-2027, utilizing the District's Fund 39 balance. Dr. Loughead explained that these purchases are mid-sized annual capital projects and do **not** cover large projects such as the current High School renovation project or other large capital projects.

Mr. Farino's presentation included the following tentative purchases for the 2022-2023 school year:

- Hampton Middle School — Install air conditioning unit in the HMS Innovation Studio at a cost of \$50,000. Originally designed as a woodshop, the Innovation Studio does not currently include air conditioning. Mr. Farino noted the Innovation Studio is utilized often throughout the school day.
- Hampton Middle School — Roof repairs at a cost of \$5,900.
- Poff Elementary School — Convert office space into a conference room at a cost of \$8,500. Dr. Loughead explained that Poff previously utilized empty classrooms as conference rooms when enrollment was lower. Now that enrollment has increased, there is not adequate space for an appropriately sized conference room.
- Wyland Elementary School — Purchase a new auto scrubber at a cost of \$13,000 replacing a 17-year-old device.
- Administration Center — Kitchen upgrades at a cost of \$3,500.
- Athletic Department — Portable bleachers at Fridley Field at a cost of \$2,500.
- HVAC — Filter and belt replacements at a cost of \$5,745.
- HVAC — Add two new self-contained A/C units at Hampton Middle School in the server room at a cost of \$23,000.
- HVAC — New hot water tank for Central Elementary at a cost of \$10,084.
- HVAC — Replace the field house ice machine at a cost of \$5,000.
- Kitchen — Hampton Middle School cafeteria table replacement program at a cost of \$4,044.
- Kitchen — Reach-in cooler for Hampton Middle School at a cost of \$28,371.
- Kitchen — Central Elementary cafeteria table replacement program at a cost of \$3,538.

The total amount for the 2022-2023 school year is approximately \$127,000.

Mrs. Midgley asked about a \$45,000 line item in the Athletic Department budget for 2023-2024 to upgrade elementary school fields, suggesting the funds could rather be used on the high school gymnasium floor or turf field. Mr. Farino said this line item may be revisited in the future.

## Educational Programs

(1:03:52)

Ms. Hamlin presented the following action item to be considered for approval at the April 11 meeting:

- Allegheny Intermediate Unit Kindergarten Memorandum of Understanding.

Dr. Cunningham explained that this memorandum of understanding guides Kindergarten transition



activities for students and families at Hampton. The District's Kindergarten Team, led by Dr. Colleen Hannagan (Principal of Poff Elementary), has been working on activities and opportunities for Kindergarten students and families to ensure they receive a warm welcome to Hampton next school year.

## Finance

(1:05:25)

There are no action items on the agenda.

Mr. Kline presented the District's Local Tax Revenue Update as of March 31, 2022. He reported that collections continue to progress well and exceed expectations. Real estate tax collections are up 4.97 percent over last year; earned income taxes are up 9.7 percent; real estate transfer taxes are up at 13.81 percent; and both delinquent real estate taxes and delinquent earned income taxes are up significantly.

Mr. Kline also presented on the District's 2022 Bond Issue Summary. He reported that on March 29, 2022, the District closed on a \$10 million Bank Qualified (BQ) bond issue. The bond issue will settle on May 3, 2022. Mr. Kline explained that the Board had previously discussed its options between choosing a Bank Qualified or Non-Bank Qualified (NBQ) bond issuance.

Additionally, Mr. Kline provided a report on 2022-2023 Health Insurance Rates. He reported that the Allegheny County School Health Insurance Consortium's (ACSHIC) rates will increase by 8 percent. In the District's preliminary budget presented in January, the District made a conservative estimate that the increase would only be 5 percent. Mr. Kline said the rate had been around 3 percent for the past 7-8 years. This health insurance rate increase will be incorporated into the District's budget.

Mr. Vasko reported that the Board will have a special meeting on Monday, April 25, to discuss the budget.

## Personnel

(1:13:07)

Mrs. Midgley presented the following action items to be considered for approval at the April 11 Voting Meeting:

### Teachers

- Mrs. Noelle Fleischmann as a Building Substitute at Hampton High School from March 23, 2022 through the remainder of the 2021-2022 School Year. Salary is \$22,000, prorated. Mrs. Fleischmann is replacing Ms. Casey Edwards.
- Ms. Sarah Egeland, moving from an Academic Support Language Arts Teacher at Hampton High School to a Long-Term Substitute English Teacher at Hampton High School from approximately April 6, 2022 through the remainder of the 2021-2022 School Year. Salary is \$33,500, prorated. Ms. Egeland will be a substitute for Mrs. Alison McBee.



- Approve the following as Guest Substitute Teachers for the Hampton Township School District, effective April 4, 2022. Salary is \$100 per day for day 1-30 and then \$120 per day thereafter. These substitutes will be utilized on an as-needed basis.

Erin Bender	Nicole McDonnell
Andrea Bornn	Kimberly Mycyk
Christa Burneff	B. Ann Pearl
Kelly Goode	Alexis Saponsky
Amber Marshall	Eva Shaltes

**Paraeducator/Paraprofessional/Administrative Assistant**

Mrs. Joan Kravets as a Paraprofessional (Class I) at Wyland Elementary School effective March 22, 2022. Hourly rate is \$16.10 per hour for the 60-day probationary period and \$16.35 per hour thereafter. Mrs. Kravets is replacing Ms. Marla Kohan’s position.

**Custodial**

- Change in status for Mr. Darryl Fabian, moving from a 12 month/8 hour Head Custodian at Poff Elementary School to a 12 month/8 hour Head Custodian at Hampton Middle School effective April 6, 2022. Hourly rate is \$27.60 per hour. Mr. Fabian is replacing Mrs. Donna Halter.
- Mr. Matt Aliff as a Substitute Custodian effective April 1, 2022. Hourly rate is \$12.00 per hour for days 1-20 and \$12.50 per hour thereafter.

**Supplementals**

The Administration recommends approval of the following conditional appointments for 2021-2022, each at a rate of \$139 per point, with each such appointment being conditioned on the District making a subsequent determination that the supplementary position and work associated with such position is needed and approved and will continue during the coronavirus pandemic following future guidance from the Commonwealth. Each appointment shall be effective only where the position is approved and operational and where the work associated with such position is actually being performed. This conditional appointment does not obligate the District to approve some, all or any of the supplementary positions for 2021-2022 and does not guarantee any of the persons listed below that his or her supplementary position will be needed and in place, or that it will continue uninterrupted, in 2021-2022:

NAME	POSITION	BUILDING	POINTS	RANGE	TOTAL STIPEND
Kaitlin Hamlin (replacing Kate Mahoney)	Middle School Assistant Girls’ Softball Coach	MS	20	16/20	\$2,780

**Technology**  
(1:15:15)

There were no action items on the agenda.

## **Policy and Legislative Affairs**

(1:15:25)

Mr. Shages presented two policies to be considered for a first reading at the April 11th voting meeting:

- Policy #610: Purchases Subject to Bid/Quotation
- Policy #611: Purchases Budgeted

Dr. Cunningham explained that these two policies, which have not been revisited since 2004, are related. She said the policies are being revised based on a templated policy provided by the Pennsylvania School Boards Association (PSBA).

Additionally, Mr. Shages reported that the five candidates for the Allegheny Intermediate Unit (AIU) Board, including himself, presented at the AIU on Thursday, March 31. He reminded the HTSD Board to cast their votes.

He also shared that the AIU released a communications services hand book and branding standards, which aligns with the District's recently approved policy changes relating to logo usage. Finally, he reported that the AIU Allegheny County Legislative Forum convened on March 31, with roughly 140 online participants and 50 in attendance. Topics discussed included curriculum, academic standards, and finances.

## **Transportation**

(1:24:22)

There were no action items on the agenda.

## **Public Comment**

(1:24:34)

There were no public comments at this time; however, Mr. Vasko shared that A.W. Beattie Career Center is experiencing record enrollment this year. He encouraged interested students to apply as soon as possible if they are considering attending A.W. Beattie next year. Dr. Loughead said the District will issue a reminder for interested students to apply. Dr. Loughead noted that the increased enrollment highlights the quality of programming at A.W. Beattie.

## **Adjournment**

Mr. Wesley announced that the meeting was adjourned, and the Board entered an executive session to discuss legal and personnel matters.