

HOLLIDAYSBURG AREA SCHOOL DISTRICT
MINUTES

The Hollidaysburg Area School Board met virtually and in person for a **Committee of the Whole and Voting Meeting, Wednesday, February 10, 2021**. Dr. Sommer called the meeting to order at 7:25p.m. and opened the meeting with the pledge to the flag.

Call to Order
Pledge to Flag

Roll call was taken by Mrs. Baker with eight members present. Attending in person were Dr. Sommer, President, Ms. Frye, Ms. Hartman, Mr. Nichols and Mr. Stephens. Attending virtually were Mr. Brenneman, Vice-President, Dr. Mitchell and Mr. Gallagher. Mr. Snyder was absent.

Roll Call

Also present in person were Dr. Gildea, Superintendent, Mrs. Mitchell, Assistant Superintendent, Mrs. Baker, Business Manager/Board Secretary, Mrs. Thomas, Director of Accounting Operations/Treasurer, Mr. Caldwell, Director of Human Resource/Transportation, Mr. Nihart, Director of Physical Plant, Mr. Arthur, Director of Technology, Attorney Carl Beard, Sr., Solicitor, Mrs. Koehle, Director of Special Education, Mr. Harrington, Mr. Hartline, Mr. Keagy, Dr. Letcher, Mr. Madden, Mrs. Dobrowolsky, and an Altoona Mirror representative.

Attending virtually were, Mrs. Summerville, Data Management Administrator, Mr. DeLattre, Mrs. Snyder and Mrs. Albarano.

Public Comment

Public Comment

Dr. Gildea introduced Pa State Representative, Jim Gregory, 911 Poplar Avenue, Hollidaysburg. Mr. Gregory acknowledged the difficult job that board members faced during the school year and encouraged board members to reach out to him if he can be of assistance.

Carol Frederick, 1104 Newry Lane, Duncansville, Melissa O'Conner, 1408 Teds Way, Duncansville, Kerrie Meiser, 1011 4th Avenue, Duncansville encouraged the board to be proactive and plan for an in-person graduation while following safety and social distancing guidelines.

Student Representative Report

Student Representative
Report

Per Board Policy 004.2-Student Representatives to the Board, Travis Saylor, Senior Representative and Mark McCoy, Junior Representative presented the monthly report to the board.

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Committee Report / Ms. Frye

Policy Committee Chair, Lonna Frye presented a report from the January 27, 2021 Policy Committee Meeting.

Policy Committee
Report

Business Office Report / Mrs. Baker

Announcements: The board met in executive session Sunday, January 24, 2021 at 7:00p.m. for school health and safety and Wednesday, February 10, 2021 at 6:00p.m. for personnel.

Announcements

Meetings for March, 2021:

Athletic Committee - Virtual
Wednesday, March 10, 2021
Time: 5:00 p.m.

Committee of the Whole/Voting - Virtual
Wednesday, March 10, 2021
Time: 7:00 p.m.

All future meetings of the Board of Directors and Board Committee Meetings will be held virtually to the public through the end of the 2021 calendar year.

All board meeting agendas are available for public viewing (3) days prior to each meeting date on BoardDocs. BoardDocs web address is <https://www.boarddocs.com/pa/hasd/Board.nsf>. Interested parties should enter the public site.

On motion of Ms. Frye, seconded by Ms. Hartman, Per Board Policy 006 Meetings, the board approved the minutes of the following meetings:
December 2, 2020 Finance Committee
December 2, 2020 Reorganization/Special Voting
December 9, 2020 Committee of the Whole/Voting
The motion carried on a roll call vote with eight yes vote and zero no votes.

Minutes

RBC Capital Markets, LLC Engagement Letter and Disclosures:
The confirmation is pursuant to the securities and exchange commission's Municipal Advisor Rule and to provide certain disclosures

RBC Capital Markets,
LLC. Engagement Letter
and Disclosures

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as required by the Municipal Securities Rulemaking Board, Rule G-17 and the Securities Exchange Commission's Municipal Advisor Rules (MA Rules) which provide for certain exemptions which permit an underwriter to provide advice and recommendations to a municipal entity. This will fulfill RBC Capital Markets, LLC's requirement pursuant to the rules to seek the District's written acknowledgment they have received these documents. This is non-binding.

On motion of Mr. Nichols, seconded by Mr. Brenneman, the board approved RBC Capital Markets, LLC for the engagement as sole underwriter or bank loan agent for a proposed Series of 2021 General Obligations Bonds to finance the refinancing of the District's Series 2016A Bonds and any potential Capital Projects. The motion carried on a roll call vote with eight yes votes and zero no votes. **Exhibit 1**

On motion of Mr. Stephens, seconded by Ms. Hartman, the board approved the following:

Financial Reports for January, 2021. The reports included the Treasurer's Report, List of Payments, Investment Portfolio, YTD Expenditures/Revenues, Budget Transfers, Food Service Profit and Loss for December, 2020 and Senior High Student Store Profit and Loss for December, 2020. **Exhibit 2**

Treasurer's Reports

Contracts/Agreements

Per Board Policy 006 Meetings, the following contracts/agreements:

1. Contract with Follett Book Fairs for (Charles W. Longer,) effective May 17, 2021 through May 21, 2021 for staff, students and parents to purchase books and educational products from Scholastic No Cost **Exhibit 3**
2. Contract with Follett Book Fairs for (Foot of Ten), effective May 17, 2021 through May 21, 2021 for staff, students and parents to purchase books and educational products from Scholastic No Cost **Exhibit 4**
3. Contract with Follett Book Fairs (Frankstown), effective May 17, 2021 through May 21, 2021 for staff, students and parents to purchase books and educational products from Scholastic No Cost **Exhibit 5**
4. Contract with Follett Book Fairs (Junior High), effective March 8, 2021 through March 12, 2021 for staff, students and parents to

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purchase books and educational products from Scholastic No
Cost **Exhibit 6**

5. Agreement with Penn Highlands Community College effective February 10, 2021 through September 10, 2030 for Freshman and Sophomore observations of students in grades K-6. No Cost **Exhibit 7**
6. Contract with HealthEquity for HSA Threshold Administrative Fee Cost: \$1.75/account per month *This is a digital contract **Exhibit 8**
7. Letter of Engagement with Young, Oakes, Brown & Company, P.C. to audit the HASD Senior High Additions and Alterations Project, Plancon J, No. 3355 Cost: Not to exceed \$3,225 **Exhibit 9**
8. Agreement for an Independent Educational Evaluation with Steven P. Kachmar, M.A., Ph.D., NCSP effective 2/10/2021 through the completion of the evaluation Cost: \$3,750 **Exhibit 10**

The motion carried on a roll call vote with eight yes votes and zero no votes.

On motion of Mr. Nichols, seconded by Ms. Hartman, Per Board Policy 619-District Audit, the board accepted the following audits with no findings:

Greater Altoona Career
and Technology Audits

- Greater Altoona Career and Technology Center Financial Statements and Auditor's Report on Basic Financial Statements for Year Ended June 30, 2020 **Exhibit 11**
- Greater Altoona Career and Technology Center Auditor's Report on Schedule of Expenditures of Federal Awards Compliance and Internal Control for Year Ended June 30, 2020 **Exhibit 12**

The motion carried on a roll call vote with eight yes votes and zero no votes.

On motion of Ms. Hartman, seconded by Mr. Stephens, the board approved the following:

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Federal Program Budget Adjustments

2020-2021 BUDGET

2020-2021 IDEA-B Section 619 Project \$1,896

*These budget adjustments also will be approved in the 2020-2021 budget transfers. **Exhibit 13**

Per Board Policy 706.1 Disposal of Surplus Property/Textbooks/Supplies, disposal of various obsolete equipment and books. **Exhibit 14**

Per Board Policy 702, Gifts, Grants and Donations, the following donations:

Staples, Altoona:

| Description | Quantity |
|-------------------------------------|------------|
| Boxes of crayons (24 count) | 48 boxes |
| Hand sanitizer | 72 bottles |
| Erasers (packs of 3) | 84 packs |
| Pencils | 1,008 |
| Packs of colored pencils (12 count) | 96 packs |
| Folders | 154 |

Centene Corporation:

| Description | Quantity |
|-------------|----------|
| Adult Masks | 2,350 |
| Youth Masks | 1,800 |

The motion carried on a roll call vote with eight yes votes and zero no votes.

2021-2022 Budget Presentation No. 2: Retirement

Mrs. Baker presented the second 2021-2022 budget presentation on employee retirement costs and the district's long-range plan to fund retirement costs.

Superintendent's Report / Dr. Gildea

Dr. Gildea presented the Phased Reopening Health and Safety Plan – February Update. The plan includes a detailed description of a virtual option that was developed to meet the needs of a percentage of the population who aren't comfortable returning to a full in person setting which was voted on at the January meeting.

Federal Program Budget
Adjustments

Disposal of Obsolete
Furniture/Equipment

Donations

2021-2022 Budget
Presentation:
Retirement

Phased Reopening
Health and Safety Plan –
February Update

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Dr. Gildea recognized different groups of individuals who were instrumental in developing the plan as well as the community and students for their patience

Dr. Gildea recommended that the board approve the February Update of the Phased Reopening Health and Safety Plan moving forward to maintain status quo and to adjust accordingly to keep students safe while receiving a quality education.

On motion of Ms. Hartman, seconded by Mr. Nichols, the board approved the Phased Reopening Health and Safety Plan – February Update as presented. The motion carried on a roll call vote with seven yes votes and one no vote. Mr. Stephens cast the dissenting vote. **Exhibit 15**

On motion of Ms. Frye, seconded by Mr. Gallagher, the board approved the following:

Per Board Policy 803 School Calendar, the revised 2020-2021 school calendar. (Revised to accommodate virtual learners and quarantined students) **Exhibit 16**

Revised 2020-2021
School Calendar

Per Board Policy 803 School Calendar, the 2021-2022 school calendar **Exhibit 17**

2021-2022 School
Calendar

Driver's Ed End of Course Skill Test and Driver Test Route for the 2021-2022 school year. This approval will continue to allow our PA certified driver's education teacher to administer driver's testing to obtain a PA Driver's License **Exhibit 18**

2021-2022 Driver's Ed
End of Course Skill Test

Per Board Policy 127 Assessment System, 2021-2022 Assessment Options which are district-wide assessments that are routinely used within the Hollidaysburg Area School District **Exhibit 19**

2021-2022 Assessment
Options

The motion carried on a roll call vote with eight yes votes and zero no votes.

On motion of Ms. Hartman, seconded by Mr. Nichols, the board tabled the approval of the 2020-2021 Summer School Program until the March, 10, 2021 meeting. The motion carried on a roll call vote with eight yes vote and zero no votes.

2020-2021 Summer
School Program
- Tabled

Targeted Support and Improvement Plan - JH and SH
Presentation: Dr. Maureen Letcher and Mrs. Lydia Dobrowolsky

Targeted Support and
Improvement Plan – JH
and SH

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Under the Every Student Succeeds Act (ESSA) states were asked to develop a system for identifying schools that needed support or improvement. The senior high school and junior high school were identified as needing targeted support and improvement in November of 2019. The TSI designation was due to performance of one or more of our student groups that fell below the state determined threshold. As per the requirements, the senior high and junior high school have developed building improvement plans.

On motion of Mr. Brenneman, seconded by Ms. Hartman, the board approved the Targeted Support and Improvement Plan for the Junior and Senior High Schools as presented. The motion carried on a roll call vote with eight yes votes and zero no votes. **Exhibit 20**

Technology Budget Presentation
Presentation by Justin Arthur, Director of Technology

Technology Budget
Presentation

Mr. Arthur provided an overview of the district's technology infrastructure, shared how an increase in bandwidth and/or a change to the Chromebook program will impact the 5-year plan, and sought board guidance on how to proceed as the technology budget is finalized.

Mr. Brenneman initiated a motion, seconded by Ms. Hartman to approve the technology proposal Option A or B as presented. The motion carried on a roll call vote with eight yes votes and zero no votes. **Exhibit 21**

Technology Proposal

On motion of Ms. Frye, seconded by Mr. Stephens, the board approved personnel items 1 through 38, 2-10-21 REV 2-10-21 at 1:23p.m. The motion carried on a roll call vote with eight yes votes and zero no votes. **Exhibit 22**

Personnel

President's Report / Dr. Sommer

On motion of Mr. Brenneman, seconded by Mr. Gallagher, Per Board Policy 000 Board Policy/Procedure/Administrative Regulations the board approved the following policies on a first reading:

First Reading of Policies

| Policy No | Policy Name | Policy Status |
|------------|--------------------------------------------------------------|---------------|
| Policy 103 | Discrimination/Title IX Sexual Harassment Affecting Students | REVISED |
| Policy 111 | Lesson Plans | REVISED |

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| | | |
|----------------------|----------------------------------------------------------------|-----------------------|
| Policy 113.1 | Discipline of Students with Disabilities | REVISED |
| Policy 113.2 | Behavior Support | REVISED |
| Policy 113.4 | Confidentiality of Special Education Student Information | NEW |
| Policy 122 | Extracurricular Activities | REVISED |
| Policy 123 | Interscholastic Athletics | REVISED |
| Policy 123.2 | Sudden Cardiac Arrest | REVISED |
| Policy 203 | Immunizations and Communicable Diseases | REVISED |
| Policy 203.1 | Handling and removal of Body Fluids | REVIEWED - NO CHANGES |
| Policy 204 | Policy 204 | REVISED |
| Policy 209 | Health Examinations/Screenings | REVISED |
| Policy 209.1 | Food Allergy Management | REVIEWED - NO CHANGES |
| Policy 209.2 | Diabetes Management | REVISED |
| Policy 210 | Use of Medications | REVISED |
| Policy 210.1 | Possession/Use of Asthma Inhalers/Epinephrine Auto-injectors | REVISED |
| Policy 210.2 | Naloxone Administration in Schools | REVISED |
| Policy 218.3 | Discipline of Students Convicted/Adjudicated of Sexual Assault | REVISED |
| Policy 314 | Physical Examinations | REVISED |
| Policy 318 | Attendance and Tardiness | NEW |
| Policy 331 | Job Related Expenses | NEW |
| Policy 332 | Working Periods | NEW |
| Policy 334 | Sick Leave | NEW |
| Policy 340 | Responsibility for Student Welfare | NEW |
| Policy 705 | Facilities and Workplace Safety | REVISED |
| Policy 904 | Public Attendance at School Events | REVISED |
| Policy 904 – Attach. | Public Attendance at School Events | NEW |
| Policy 907 | School Visitors | REVISED |

The motion carried on a roll call vote with eight yes vote and zero no votes.

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At the November 18, 2020 Voting Meeting, the board approved the appointment of Stacey Thomas as the Primary Delegate for the Blair County Tax Claim Bureau effective November 19, 2020 to fill the position vacated by the resignation of Sherry Socie.

Correction to
Appointment
Primary Delegate to Tax
Collection Bureau

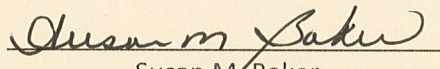
Per Board Policy 005, Organization and on motion of Ms. Hartman, seconded by Nichols, the board made a correction to the appointment as follows:

The appointment is for Stacey Thomas as the Primary Delegate for the Blair County Tax Collection Bureau, not the Blair County Tax Claim Bureau, effective November 19, 2020 to fill the position vacated by the resignation of Sherry Socie.

The motion carried on a roll call vote with eight yes votes and zero no votes.

There being no further business to be brought before the board, Dr. Sommer declared the meeting adjourned at 9:38p.m.

Adjourn


Susan M. Baker
Board Secretary