

# The Board Report

*Monday, August 1, 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.**

**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 President**

**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**

**Dr. Jackie Removcik**

**Dr. Marguerite Imbarlina**

**Dr. Laurie Tocci**

**Superintendent of Schools**

**Assistant Superintendent of Schools**

**Director of Administrative Services**

**Director of Technology**

**Manager of Network and Cybersecurity**

**Assistant to the Superintendent**

**Hampton High School Principal**

**Wyland Elementary School Principal**

*\* absent*

*\*\* attended remotely*

**August 1, 2022**

## **Voting Meeting**

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**

(3:49)

Mr. Wesley opened the meeting and announced that there would be a voting session at the beginning of the meeting to vote on personnel matters, followed by a work session. Mr. Kline took roll call; eight Board members were present. Mrs. Midgley participated remotely.

### **Personnel**

(5:15)

Mrs. Midgley recommended and the Board unanimously approved the following items:

#### **Resignations**

- Ms. Gabriella Gloeckner who is resigning effective July 12, 2022. Ms. Gloeckner was a Long-Term Substitute for Grade 1 at Poff Elementary School for Mrs. Claire Leventis.
- Mrs. Greta Wicks who is resigning effective July 15, 2022. Mrs. Wicks was a 2-hour Paraprofessional (Class I) at Poff Elementary School.
- Mrs. Jun Angelini who is resigning effective November 4, 2022. Mrs. Angelini is a World Language Teacher at Hampton High School.

#### **Administration**

- Changes to the following job descriptions effective July 1, 2022:
  - Assistant Superintendent
  - Assistant to the Superintendent

#### **Teachers**

- Correction to the cost per hour for the Summer/Extended School Year Teacher from \$27.00 to \$37.00 for Amanda Carey, effective July 1, 2022.
- Mr. Jason Moore as a Long-Term Substitute Grade 7 English Teacher at Hampton Middle School for the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500. Mr. Moore is a substitute for Mr. David Hartman.
- Mrs. Jessica Patouillet as a FTE Professional Employee Grade 8 English Teacher at Hampton

Middle School, effective August 22, 2022. Salary is Master's Step 2, at \$64,200. Mrs. Patouillet is replacing Ms. Dejana Raggi, who resigned.

- Ms. Kaitlyn Hamlin as a Long-Term Substitute Family & Consumer Science Teacher at Hampton High School and Hampton Middle School from August 22, 2022 through approximately November 30, 2022. Salary is \$35,500, prorated. Ms. Hamlin is a substitute for Mrs. Susan Perry.
- Mrs. Noelle Fleischmann as a Building Substitute at Hampton High School for the 2022-2023 School Year, effective August 22, 2022. Salary is \$26,500. This is an annual position.
- Ms. Miranda Prosser as a Long-Term Substitute for Grade 1 at Poff Elementary School for the first semester of the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500, prorated. Ms. Prosser is a substitute for Mrs. Claire Leventis.
- Ms. Hailey Hamilton as a Building Substitute at Poff Elementary School for the 2022-2023 School Year, effective August 22, 2022. Salary is \$26,500. This is an annual position.
- Ms. Kayla Freehling as a Long-Term Substitute for Grade 7 Science Teacher at Hampton Middle School for the first semester of the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500, prorated. Ms. Freehling is a substitute for Mrs. Julia Lang.
- Ms. Kayla Rock as a Building Substitute at Hampton Middle School for the 2022-2023 School Year, effective August 22, 2022. Salary is \$26,500. This is an annual position.
- Ms. Kirsten Nelson as a Certified School Nurse at Hampton High School, effective date to be determined. Salary is Master's Step 2 at \$64,200. Ms. Nelson is replacing Dr. Melanie Haynes.
- The following list of mentors for the 2022-2023 School Year:

Greg Adamczyk	Cathy Close
Gwen Cohen	Dina Dunmire
Leticia Dunstan	Amy Faith
Courtenay Garrett	Jessica Heranic
Joseph Lagnese	Angela Lamars
Amy Leya	Lisa Milsom
Lauren Mytinger	Stacy Sespico
Shanna Struble	Lori Valentine
Amy Baxter	

- The District Custodial Night Lead positions for the 2022-2023 School Year:

Greg Adamczyk	Cathy Close
Gwen Cohen	Dina Dunmire
Leticia Dunstan	Amy Faith
Courtenay Garrett	Jessica Heranic
Joseph Lagnese	Angela Lamars
Amy Leya	Lisa Milsom
Lauren Mytinger	Stacy Sespico
Shanna Struble	Lori Valentine

- Mr. Joseph Bayer and Mr. Timothy Schogren as the Certified Pool Operators for the District for the 2022-2023 School Year at an annual stipend of \$250 each.
- Mr. Joseph Bayer and Mr. Timothy Schogren as the Certified Public Pesticide Applicators for the District for the 2022-2023 School Year at an annual stipend of \$250 each.
- Mr. Zac Ridenour as the 10 month/40 hour per week District-wide Custodial Substitute for the 2022-2023 School Year at an hourly rate of \$13.00 per hour. This is an annual position.

### **Paraprofessional/Paraeducator/Administrative Assistant**

- Mr. Matthew Melovitz as a Paraeducator (Class III) at Hampton High School, effective August 22, 2022. Hourly rate is \$18.01 for the 60-day probationary period and \$18.26 per hour thereafter. Mr. Melovitz is replacing Mrs. Jeanine Burke's position.
- Mrs. Lisa Riddell as the Administrative Assistant to the Director of Technology (Class VII), effective approximately August 8, 2022. Hourly rate is \$26.86 for the 30-day probationary period and \$27.11 per hour thereafter. Mrs. Riddell is replacing Mrs. Jennifer Hearn.

### **Supplementals**

The following conditional appointments for 2022-2023, each at a rate of \$146 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 2022-2023 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 2022-2023:

NAME	POSITION	BUILDING	POINTS	RANGE	TOTAL STIPEND
Dakoda Fickes	Volleyball Assistant Coach	HS	36	30/38	\$5,256
Mary Ann Stephens	Volleyball Assistant Coach	MS	23	19/23	\$3,358
Brittnee Stepanik	Kindergarten Curriculum Leader		13	11/15	\$1,898
Courtenay Garrett	Grade 1 Curriculum Leader		15	11/15	\$2,190
Shanna Struble	Grade 2 Curriculum Leader		15	11/15	\$2,190
Lisa Milsom	Grade 3 Curriculum Leader		13	11/15	\$1,898
Wendi Hunter	Grade 4 – ELA Curriculum Leader		15	11/15	\$2,190
Lauren Rodriguez	Grade 4 – Math Curriculum Leader		15	11/15	\$2,190
Joell McMonigal	Grade 5 – ELA Curriculum Leader		15	11/15	\$2,190
Stephanie Moser	Grade 5 – Math Curriculum Leader		15	11/15	\$2,190
Sydney Funtal	K – 5 Science Curriculum Leader		11	11/15	\$1,606
Jennifer Morgan	K – 5 Social Studies Curriculum Leader		11	11/15	\$1,606
Tony Howard	6-12 Business & Computer Department Liaison		5	5/7	\$730
Melinda Jackson	6-12 Family & Consumer Science Department Liaison		7	5/7	\$1,022
Ryan Scott	6-12 Technology Education Department Liaison		7	5/7	\$1,022
Elizabeth Casey	Librarian K-12 Department Liaison		5	5/7	\$730
Sean Desguin	K-12 Music Department Head		15	11/15	\$2,190
Lisa Woods	K-12 Art Department Head		12	11/15	\$1,752
Mark Gartner	K-12 Physical Education Department Head		15	11/15	\$2,190

## **Addendum**

- Ms. Chandler White as an Academic Support Math teacher at Hampton High School effective August 22, 2022. Salary is \$32,500. Ms. White is replacing Ms. Caroline Repola.
- Ms. Linh Nguyen as a Paraprofessional (Class I) at Poff Elementary School, effective August 22, 2022. Hourly rate is \$17.75 for a 30-day probationary period and \$18.00 per hour thereafter. Ms. Nguyen is replacing Mrs. Greta Wicks.

## **Public Comment**

(18:05)

Mr. Wesley opened the meeting to public comment on the voting agenda; there were no comments at this time. He announced that there would be another opportunity for public comment following the work session. The voting meeting was adjourned.

## **Work Session**

### **Facilities**

(18:42)

Mr. Jason Day of PJ Dick provided an update on the Hampton High School renovation project and commented on the following change orders that will be considered for Board approval on August 8:

- East West Manufacturing Change Order #02 for the High School Renovation Project in the total amount of \$8,270 for the labor, equipment and materials for the following:
  - East West Manufacturing - Omission – Add for the ductwork modification due to the conflict with the wood bulkhead per RFI #045. (East West RFCO #05) Value = \$2,870
  - East West Manufacturing - Omission – Add to provide acoustic sound barrier in-fill at the AHU-020 curb per Project RFI #108 (East West RFCO #06) Value = \$5,400
- Vrabel Plumbing Change Order #04 for the High School Renovation Project for the deduction of (\$1,191) for the labor, equipment and materials for the following:
  - Vrabel Plumbing - Unforeseen Condition – Add for the work on time and material to sawcut existing floor, demolish floor, excavate, cut existing pipe, repair existing pipe, backfill, and patch with concrete at two areas to expose the existing clogged underground sanitary sewer line in the Receiving Area that was jetted out by others at the direction of the design team and district.
  - (Vrabel PCO #009) Value = \$6,030
  - Vrabel Plumbing - Credit – Deduct for the exterior utility sitework not required to move and lower existing water and gas lines per ASI #018.
  - (Vrabel PCO #010) Deduct Value = <\$15,474>

- Vrabel Plumbing - Omission – Add for the work required to remove existing sprinklers and install new sprinklers for the renovation of the penthouse greenhouse at the direction of the design team per RFI #0105. (Vrabel PCO #011) Value = \$3,178
- Vrabel Plumbing - Unforeseen Condition – Add for the work on time and material to relocate and/or re-install various existing sprinkler pipe and sprinkler heads in new ceiling areas and for the installation of the new overhead storm doors within the existing building per RFI #0104. (Vrabel PCO #012) Value = \$2,144
- Unforeseen Condition – Add for the work on time and material to repair the existing site waterline, which was not located as indicated on the existing utility plans, that was damaged during the excavation by others for new SWM piping on July 6, 2022. (Vrabel PCO #013) Value = \$2,931
- Merit Electric Group Change Order #05 for the High School Renovation Jason Day, PJ Dick Project in the total amount of \$8,092 for the labor, equipment and materials for the following:
  - Merit Electric - Omission – Add to provide correct power to the overhead storm doors per project RFI #0071. (Merit RFCO-EC-13R2) Value = \$5,483
  - Merit Electric - Field Condition – Add to move existing Duquesne Light meter to existing building wall and to extend the concrete duct bank around loading dock concrete area and new storm piping. (Merit RFCO-EC-16) Value = \$4,709
  - Merit Electric - Credit - Deduct to delete the added work from Change Order #01 for work in new Data E111 due to work not required per subsequent review and coordination between trades. (MEG RFCO-EC-06 just as a credit) Deduct Value = <\$1,100>
  - Merit Electric - Credit – Deduct to delete the enclosure and transceiver at the Storage Building per coordination with the School District IT Department. (MEG RFCO-EC-018) Deduct Value = <\$1,000>
- RA Glancy Change Order #08 for the High School Renovation Jason Day, PJ Dick Project in the total amount of \$12,617 for the labor, equipment and materials for the following:
  - RA Glancy - Field Condition – Add to provide eight (8) replacement exterior door thresholds at the rear exterior aluminum doors behind the auditorium due to the existing thresholds being deteriorated and corroded per the direction of the school district. (RA Glancy PCO #023) Value = \$2,981
  - RA Glancy - Owner Generated – Add to provide interior modifications to the new IT and interior receiving area including a pocket door, cabinets swing door, and wall type modifications per ASI #016. (RA Glancy PCO #024) Value = \$5,674
  - RA Glancy - Omission – Add for the weir plate stiffeners for Manhole #050 per the submittal review. (RA Glancy PCO #025) Value = \$1,699
  - RA Glancy - Field Condition – Add on time and material to provide underdrains at the rear bulk fill areas to drain unforeseen underground springs at the direction of the 3rd party geotechnical inspector. (RA Glancy PCO #026) Value = \$4,819
  - RA Glancy - Credit – Deduct to delete the added work from Change Order #02 for work in new Data E111 due to work not required per subsequent review and coordination between trades. (RA Glancy PCO #005R just as a credit) Deduct Value = <\$2,556>



Mr. Jarrell and Mr. Wesley inquired about the process of reviewing change orders. Mr. Day explained that PJ Dick and DRAW Collective work together to review each change order before recommending them to the Board. Mr. Day noted that site issues have accounted for most of the District's change orders so far. Overall, change orders costs have amounted to roughly 1.5% of the contract value — which Mr. Day noted is a “reasonably low percentage.”

Mr. Day presented photos of the construction progress at the High School, which included the new storage building, work involving the power shut down, paving, and the new addition. He reported that the roof membrane on the entire roof is now complete and noted that the roofing project is almost finished. Mr. Day commented that it was a team effort with Dr. McKaveney and the District's tech team during the utilities changeover and getting services back online.

Mr. Day reported that school will start at the High School on August 25 despite paving tracking a week behind schedule. His team planned on meeting with District administration to discuss a contingency plan for traffic in the event paving is not completed before the start of school. He reported that the front drive and parking lot will be completed for students and staff to park in front of the school by August 25.

Additionally, Ms. Balason presented the following item to be considered for Board approval at the August 8 Voting Meeting:

- Name Change for Wyland Elementary Baseball Field to “Howell Field”

Dr. Loughhead explained the Board policy for naming fields, buildings, and classrooms at Hampton Township School District. A recommendation is first made to the Superintendent who determines whether to bring the recommendation before the Board. The baseball field at Wyland Elementary School is currently unnamed. The recommendation before the Board is to rename the field after recently retired Wyland custodian Don “Dipper” Howell.

Dr. Laurie Tocci (Wyland Elementary School Principal) shared stories and sentiments about Mr. Howell's legacy at Wyland and how he touched the lives of so many students, teachers, staff, and community members. A committee of 16 teachers led by Lynn Zdinak planned a “Mr. Howell Day” on June 7 to celebrate his retirement — which included a morning full of gifts, tributes, songs, and celebration. Dr. Tocci commented on Mr. Howell's remarkable ability to remember each student's name, noting that he was an amazing role model and friend to all. She said she would appreciate it if the Board would consider renaming the field in his honor.

Several Board members commented on their full support for this action. Mr. Jarrell wondered if the field should be called “Don Howell Field” or “Mr. Howell Field.” Dr. Tocci said she will take those recommendations back to the committee for consideration.

Mr. Scott Docherty (Hampton High School Class of '74) presented plans for Phase II of the Remembrance Garden at the High School. Mr. Docherty's class was the first class to attend all four years at the newly-built High School. The Remembrance Garden Committee previously raised funds to install a memorial statue called “Fly Away” that depicts a young girl with a smile on her face releasing a dove.

The committee is asking the Board for permission to complete Phase II of the project to install a



statue of a dog in the Remembrance Garden. Mr. Docherty noted that talbots were hardworking hunting dogs known for being loyal, gentle, kind, and high-spirited — most similar to a modern white lab. The committee wishes to install a statue of a white lab made of bronze in the Remembrance Garden. Mr. Docherty shared that Hampton Township School District is the only school in the country that has the talbot as its mascot.

Mrs. Donna Fisher-Meritte, registered architect and Class of '73, shared plans for the design concept. The statue would feature a 4-foot-wide by 2-foot-high reinforced concrete base that would double as a bench. She noted that the dog (30 inches high) would be sitting and looking friendly and happy.

Dr. Imbarlina reported that the memorial bricks underneath the flagpole have been removed and new concrete was added. The bricks were removed and placed by the Remembrance Garden and will act as the base for the dog statue. She thanked the Remembrance Garden Committee for their generosity and dedication to this project.

Mr. Docherty explained that the custom-designed statue will take up to four months to create. Phase II of the project, if approved, could begin in the early spring.

Mr. Wesley thanked the Remembrance Garden Committee for their time and effort relating to this project.

## **Student Affairs**

(1:08:35)

Mrs. Webb presented the following two items to be considered for Board approval at the August 8 Voting Meeting:

- Submission of the 11/11/22 Act 80 Day for the 2022-2023 School Year

Dr. Loughhead explained that this is a routine application done annually for this day which counts as a school day.

- HHS Boys Soccer Field Trip to Preseason Soccer Camp at Edinboro University, August 17-19, 2022, at no cost to the District

Dr. Cunningham said she spoke with Mr. Bill Cardone (Athletic Director) who related that these student-athletes are very excited for their trip to Edinboro.

## **Educational Programs**

(1:10:05)

Mrs. Hamlin presented the following action items to be considered for Board approval at the August 8 meeting:

- 2022-23 Hampton Online Academy Handbook

Dr. Removcik reported that there were not a significant amount of changes from the previous school year. Proposed revisions include language changes to better reflect the language in the High School

Program of Studies and updates to the calendar for the upcoming school year. In response to Mr. Shages' question, Dr. Removcik shared that the cost per student for Hampton Online Academy ranges between \$4,000 and \$5,000 compared to \$15,000 to \$20,000 for Cyber Charter.

- 2022-23 Hampton Township School District Assessment Schedule

Dr. Removcik explained that the assessment schedule is similar to the District's schedule for the previous school year. She noted that assessments for the previous school year represented a more typical assessment experience. She anticipates that the District will release its typical student achievement report later this fall.

Ms. Hamlin asked why the typical student achievement report was not released last year. Dr. Removcik explained that results received last year at this time from standardized assessments were not typical. She said the percentage rate declined roughly 25% across the state. Therefore, these results did not accurately reflect programming. However, the District continued to administer benchmark assessments and use those assessments to make decisions about how to best support students.

## **Finance**

(1:14:03)

Mr. Kline reported that the District will receive approximately \$141,000 more in basic education and special education subsidies than was planned for in the 2022-23 budget. The increase in subsidies will be held for cost increases not contained in the budget, such as fuel costs, supplies and enrollments in cyber schools.

Mr. Vasko noted that the District recently passed a budget for 2022-23 that included a shortfall.

## **Technology**

(1:15:51)

There were no action items to discuss this evening, but Mr. Stein reported that the District received its order of devices. Dr. Loughhead noted that the District expects to distribute devices to students and staff as the school year begins.

## **Policy and Legislative Affairs**

(1:17:23)

Mr. Shages presented the following action items to be considered for Board approval at the August 8 meeting:

- First Reading of Policy #800.1: Electronic Signatures
- First Reading of Policy #913: Requests from Non-School Groups

Dr. Cunningham stated that both policies address recommendations from the Pennsylvania School Board Association (PSBA). She noted that Policy #800.1 was Board approved in 2012, and the proposed replacement policy would allow the District to move towards utilizing a digital format for signatures. Policy #913 was last amended in 2020 and contains language revisions recommended by PSBA to provide

additional clarification for non-school organizations, groups and individuals who wish to disseminate non-school materials.

## **Transportation**

(1:19:11)

Mr. Jarrell presented the following action item to be considered for Board approval at the August 8 voting meeting:

- 2022-2023 Transportation Routes

## **Public Comment and Adjournment**

(1:19:32)

Mr. Wesley opened the meeting to public comment.

1:19:44

A community member with three children in the District inquired about the Health and Safety Plan for the upcoming school year. Dr. Loughead stated that the Plan that was approved in March 2022 is currently in effect, which stipulates that masking is optional under any conditions. The community member also expressed that he enjoyed hearing about the history of the Remembrance Garden and Mr. Howell's legacy.

1:23:04

A community member expressed concern about the process of obtaining an IEP for his child. He stated that he is willing for his child to try public school but put forth that his child needs an autistic support program. Dr. Loughead stated that the District honors the IEP team's decision regarding the recommendation.

Following Public Comment, Mr. Vasko thanked Hampton Township Police Chief Thomas Vulakovich for inviting Board members to the active shooter training held at Wyland Elementary School. He and Mr. Stein attended the training, and Mr. Vasko stated that it was eye-opening and reassuring that police are preparing for a situation that hopefully never happens.

Dr. Cunningham stated that HTSD is very proud of the Hampton Township Police Department for coordinating advanced training opportunities with several area police agencies — who went through classroom exercises and training scenarios in response to an active shooter situation. She said HTSD is grateful for the opportunity to have watched this training unfold, and to the police agencies who keep Hampton and area schools safe.

Mr. Wesley also thanked Chief Vulakovich for working with HTSD administration over the years to address school safety. Then he announced that the meeting was adjourned, and the Board entered an executive session to discuss legal and personnel matters.