

# The Board Report

*Tuesday, September 6, 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**

<b>Bryant Wesley II, Esq.</b>	<b>Board President</b>
<b>Mrs. Jill Hamlin</b>	<b>Board Vice President</b>
<b>Ms. Denise Balason</b>	<b>Board Secretary/Facilities Chair</b>
<b>Mr. Matt Jarrell</b>	<b>Transportation Chair</b>
<b>Mrs. Joy Midgley</b>	<b>Personnel Chair</b>
<b>Mr. Robert Shages</b>	<b>Treasurer/Policy &amp; Legislative Affairs Chair</b>
<b>Mr. Greg Stein</b>	<b>Technology Chair</b>
<b>Mr. Larry Vasko</b>	<b>Finance Chair</b>
<b>Mrs. Trisha Webb</b>	<b>Student Affairs Chair</b>

*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**

<b>Dr. Michael Loughead</b>	<b>Superintendent of Schools</b>
<b>Dr. Rebecca Cunningham</b>	<b>Assistant Superintendent of Schools</b>
<b>Mr. Jeff Kline</b>	<b>Director of Administrative Services</b>
<b>Dr. Ed McKaveney</b>	<b>Director of Technology</b>
<b>Mr. Josh Kellogg</b>	<b>Manager of Network and Cybersecurity</b>

*\* absent*

*\*\* attended remotely*

**September 6, 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**

(5:40)

Mr. Wesley opened the meeting and announced that a brief Voting Session to address personnel matters would precede the Work Session. Mr. Kline took roll call; all members were present. Mr. Wesley opened the meeting to public comment, but there were no comments at this time.

### **Personnel**

(6:49)

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

#### **Resignations**

- Mr. Frederic Wheeler who is retiring effective August 5, 2022. Mr. Wheeler was a 10 month/7 hour custodian at Central Elementary School.
- Mr. Matthew McAwley who is resigning effective August 8, 2022. Mr. McAwley was a Paraeducator (Class III) at Hampton Middle School.
- Mr. Timothy McCall who is retiring after over 29 years with the District effective September 2, 2022. Mr. McCall was a 12 month/8 hour custodian at Hampton High School.

#### **Administration**

- Changes to the following job descriptions effective September 6, 2022:
  - Director of Special Education
  - Class VII Administrative Assistant to the Assistant to the Superintendent and Director of Student Services

#### **Teachers**

- Mrs. Xiaojing Zhang as a Professional Employee World Language (Mandarin) Teacher at Hampton High School and Hampton Middle School, effective date to be determined. Salary is Master's +60, Step 13, at \$82,367. Mrs. Zhang is replacing Ms. Jun Angelini.

Mrs. Midgley asked how many students are currently enrolled in the Mandarin program and if the position is within the District's budget. Dr. Cunningham answered that there are approximately 65 high school and middle school students enrolled in the Mandarin program and that the position is within budget.

- Ms. Alisha Porter as a Long-Term Substitute Grade 3 Teacher at Poff Elementary School for the first semester of the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500, prorated. Ms. Porter is a substitute for Mrs. Lauren Humbert.
- Ms. Jessie Wehler as a Building Substitute at Central Elementary School effective August 22, 2022. Salary is \$26,500. This is an annual position.

- Ms. Sarah Losco 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. Nicole Martin as a Long-Term Substitute for Grade 5 at Poff Elementary School for the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500. This position is due to increases in enrollment.
- Mrs. Keri Hamberg as a Long-Term Substitute School Counselor at Hampton High School for the first semester of the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500, prorated. Mrs. Hamberg is a substitute for Mrs. Marlie Stein.
- Ms. Leann Bridge as a Long-Term Substitute for Special Education at Hampton High School and Hampton Middle School for the 2022-2023 School Year, effective August 22, 2022. Salary is \$35,500. This position is due to increases in special education caseloads.
- Mr. Logan Reynolds as a Building Substitute at Hampton Middle School effective September 6, 2022. Salary is \$26,500, prorated. This is an annual position.
- The following mentors for the 2022-2023 School Year:

Tom Clendaniel	Lynn Camilli
Amy Holtz	Terri Koprivnikar
John Lee	Joelle McMonigal
Christine Ruffner	

- Mr. Andrew Halter at Hampton High School and Mr. Sam Flowers at Hampton Middle School as the Auditorium Managers (Sound and Lighting) for the 2022-2023 School year at an hourly rate of \$33.00. For non-school events beyond the contracted day as a two (2) hour minimum.

### **Custodial and Maintenance**

- Mr. Matt Aliff as a 10 month/8 hour custodian at Hampton High School, effective September 6, 2022. Hourly rate is \$23.18. Mr. Aliff is replacing Mr. Tom Cicconi.
- Mr. Zac Ridenour as a 10 month/5 hour custodian at Hampton High School, effective September 1, 2022. Hourly rate is \$24.18. Mr. Ridenour is replacing Mr. Jerrod Cumberland.
- Mr. Judd Stauber as the Night Lead Custodian at Central Elementary School, effective August 2, 2022. Hourly rate is \$26.59.
- Change in status for Ms. Jessica Boehm moving from a 10 month/8 hour custodian at Hampton High School to a 10 month/7 hour custodian at Central Elementary School effective August 29, 2022. There is no change in hourly rate. Ms. Boehm replaces Mr. Frederic Wheeler.

### **Paraprofessional, Pareducator, and Administrative Assistant**

- Mrs. Chelsea Szramowski as a Clerical Paraprofessional (Class II) at Central Elementary School, effective August 22, 2022. Hourly rate is \$16.55 for the 60-day probationary period and \$16.80 per hour thereafter. Mrs. Szramowski is replacing Mrs. Cari Hartle's position.
- Mrs. Lauren Casselberry as a Paraeducator (Class III) at Poff Elementary School, effective August 22, 2022. Hourly rate is \$19.20 for the 60-day probationary period and \$19.45 per hour thereafter. This is a new position.

- Mrs. Jamie Gynn as a 2-hour Paraprofessional (Class I) at Wyland Elementary School, effective August 22, 2022. Hourly rate is \$16.55 for the 60-day probationary period and \$16.80 per hour thereafter. Mrs. Gynn is replacing Mrs. Joan Kravets.
- Mrs. Tricia Sovek as a 2-hour Paraprofessional (Class I) at Central Elementary School, effective August 22, 2022. Hourly rate is \$16.55 for the 60-day probationary period and \$16.80 per hour thereafter. Mrs. Sovek is replacing Mrs. Kristen Ninehouser.
- Mrs. Jacquelyn White as a Paraeducator (Class III) at Poff Elementary School, effective August 22, 2022. Hourly rate is \$18.01 for the 60-day probationary period and \$18.26 per hour thereafter. Ms. White is replacing Mr. Matt McAwley's position.

## Supplementals

The Administration's recommendation of the following corrected 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
Kathryn Feehan	Co-Bus Monitor	Central	2.27	12	\$331
Dainen Holler	Co-Bus Monitor	Central	9.73	12	\$1421
Raymond Raible	AV-Computer Coordinator	Wyland	5	5	\$720
Raymond Raible	Safety Patrol Sponsor	Wyland	5	5	\$730
Paige Serbin	Bus Monitor	Wyland	12	12	\$1,752

Mr. Wesley thanked Mrs. Midgley for efficiently going through the personnel agenda. He also thanked Dr. Cunningham and her team for filling all these positions, which he noted is both difficult and time consuming.

The Voting Session was adjourned.

## Student Affairs

(6:49)

Mrs. Webb introduced Kai and William to provide a Student Council Representatives Report to the Board.

Kai thanked the Board for the opportunity to present on the successes of Hampton High School so far this school year, in addition to the upcoming activities and events that Student Council is planning. He stated that the high school's Back to School Bash on September 2nd was a huge success, and that it was a nice way for students to kick off the school year. He announced that the high school's Activities Fair is Friday, September 9th for students to explore and gather information on a variety of clubs, sports, and school programs. He also reported that Homecoming preparations are underway, and a

pep assembly is being planned for September 23rd. Following Homecoming, Kai says the Student Council will shift its planning efforts towards Talbot Thon.

William reported that the high school's mask-optional policy has been popular among the student body. He shared that the counseling office has been conducting surveys which are indicating positive improvements to students' overall mental health. In response to a Board member's question, William stated that the renovations have not significantly impacted students this school year compared to last year. William said the renovations have brought welcomed improvements to parking and outdoor seating areas. Kai noted that more students are purchasing parking passes this year. Revenue from the parking passes supports Student Council sponsored events and activities.

Mrs. Webb then presented two items to be considered for Board approval at the September 12 meeting:

- High School Club Name Change, from the Student Science Research Club to the Astronomy Club
- Requested High School Club Pilot: Karaoke Club

Mr. Stein commented that the Karaoke Club is a marvelous idea and wondered where the club would meet. Dr. Cunningham answered that the club, as part of its goals, would be responsible for determining an appropriate space to meet. Dr. Loughead stated that he believes students are returning to enjoying being together, which coincides with the successful opening events as the Student Council representatives stated earlier in the meeting.

Mr. Shages expressed disappointment in the tennis courts that are currently being utilized by the Girls Tennis team. He commented that the District contributed \$65,000 towards renovating the courts owned by Hampton Township in 2015. He stated that the courts are not in proper condition. Ms. Hamlin agreed and questioned how the courts can be considered safe.

## **Facilities**

(26:24)

Mr. Jason Day of PJ Dick reported that since the Board last met the school year has begun and all necessary inspections have been completed. He noted that he was glad to hear that life is getting back to normal for students at the high school.

Mr. Day also discussed several change orders relating to the Hampton High School renovation project that will be considered for approval at the Sept. 13 meeting:

1. East West Manufacturing Change Order #03 for the High School Renovation Project in the total amount of \$5,456 for the labor, equipment and materials for the following:
  - a. East West Manufacturing — Field Condition — Add — Add on time and material to relocate the piping elbows for the existing chilled and hot water due to the unforeseen field conflict at the new overhead storm door location in existing "E" Hallway. (East West RFCO #08) Value = \$5,456
2. RA Glancy Change Order #09 for the High School Renovation Project in the total amount of \$55,445 for the labor, equipment and materials for the following:

- a. RA Glancy — Field Condition — Add — Add per the Unit Price Over Excavation Summary quantity overages for UG-1 and UG-2 for the over excavation under new asphalt paving areas thru 8-26-22. (RA Glancy PCO #028) Value = \$24,771
- b. RA Glancy — Field Condition — Add — Add on time and material to complete over excavation per the 3rd party Geotechnical Engineer’s direction at an area behind the new Storage Building and at the bulk fill area toe of slope near BMP-5, storm inlet 32, and SAN MH3 as documented in the Daily Field Reports DFR-21-06304-03 and DFR-22-02075-03 from the Geotechnical Engineer. (RA Glancy PCO #029) Value = \$30,674

Regarding the change order for over excavation, Mr. Day explained that that base bid contained a certain quantity for over excavation. However, the third-party inspector would sometimes instruct the contractor to dig further in order to build a compatible subbase. Mr. Day noted that previous estimates for over excavation were upwards of \$150,000. He stated that the final change order amount of \$55,445 is a good price for the District. In response to Mr. Wesley’s question, Mr. Day explained that this change order was the result of unforeseen field conditions. Mr. Day also confirmed that the engineers and architects were made aware of this change order and gave their approval.

Mr. Day also informed the Board that there could be several additional change orders on the September 12 agenda relating to the roofing contractor — two “adds” and two “credits.” The first “add” stems from the contractor running into an issue in the area by the pool entrance lobby that required the use of adhesive instead of mechanical fastening screws. The other “add” relates to the roofing contractor’s assistance in helping fix the deteriorated gypsum pool roof deck. The majority of the credits involve unit prices that the contractor did not have to use. Between those four items, the District should anticipate a credit of about \$11,000.

In response to Mr. Stein’s question, Mr. Day said the use of adhesive is an approved assembly for the manufacturer to glue to the metal deck, which should also be covered under the warranty.

Mr. Day reported that the project is generally on schedule. The road from the gravel lot to Topnick Drive still needs to be paved and completed. The addition is tracking on pace, while the receiving and IT area is a few weeks behind schedule. Mr. Day said this is due to supply chain issues with door frames and doors. Overall, Mr. Day is satisfied with where the project is headed. Starting school on time and having parking available to students were two major goals that were met.

Mr. Day also displayed photos of work being completed in the addition area, front site work, rear site work, loading dock and custodial area, and stormwater management. Mr. Day reported that site work will wrap up by the end of September and landscaping will continue into the following month. The addition is on track for completion in early December. Dr. Loughead pointed out that while the addition will be completed in early December, it won’t be available for student use until after winter break in January.

In response to Board member questions, Mr. Day provided the following information:

- Trim and case work is being completed by a Butler-based fabricator.
- Civil & Environmental Consultants (CEC) will inspect cuts in the sidewalk near the retention pond.
- RA Glancy will look into issues related to leaks in the new storage building.

- CEC has followed up on foam replacement and reported that the work is acceptable.
- The contractors will begin demobilizing after the addition is completed in December. The trailer complex is currently being demobilized now that the next phase of excavation work is beginning.

Dr. Loughead also provided clarification on the after-school parking situation for the band. He noted that the high school is working on adding additional line striping at the request of the band director, Mr. Chad Himmler. He reported that students involved in extracurricular activities have been cooperating with parking near the pool. The marching band has been utilizing the Blue Field in the meantime.

Mr. Day also provided an update on lighting fixtures in the parking areas. The site light poles have not yet arrived as a result of supply chain issues. They are scheduled to arrive in mid-late October. In the meantime, temporary lighting has been provided by the site contractor.

In closing, Mr. Wesley thanked Mr. Day and his team for their dedication to this project. Mr. Wesley stated that the traffic flow at the high school is much improved. Mr. Day added that the District and Board have been great to work with.

## Educational Programs

(1:03:52)

Ms. Hamlin presented the following action item to be considered for approval at the September 12 meeting:

- Renewal of Optional Masking Health & Safety Plan

Dr. Loughead reported that the new Health & Safety Plan does not contain any major changes from the plan that the District was following at the end of last school year. The District is required to review its Health & Safety Plan every six months, with no additional review required by the state Departments of Education or Health. The District is required to post its Plan to its website.

Dr. Loughead explained that one change in the new plan is in the area of contact tracing and exposure. In alignment with CDC guidelines, Dr. Loughead said this change will be helpful from the standpoint of students being able to return to school safely much earlier. He commented that HTSD has been fortunate that the community has been very careful with this process which has allowed returning students to do so safely.

HTSD is no longer required to report weekly Covid-19 case totals to the Department of Health. Dr. Loughead stated that HTSD is cooperating with the Allegheny County Health Department in voluntarily providing this information to them. He noted, however, that this information is based on the community voluntarily sharing with school nurses.

Dr. Loughead commented that HTSD has returned to school with a “very normal” opening with little to no disruptions. Students no longer experience lengthy isolations from the classrooms. Because of this, HTSD has discontinued providing constant virtual instruction for students out of the classroom. He said the District is very pleased with the ability to support students with direct instruction, and that while virtual instruction was necessary, he stated that all involved felt it was not a high quality experience. He says HTSD has been very fortunate in helping students who were isolated from the classroom for illness by helping them return and catch up using a variety of techniques.

Additionally, Dr. Loughead noted that HTSD will receive weekly updates from the Health Department,

and that the District continues working to do what's best for its students as they proceed with a very successful opening to the school year.

Dr. Loughead clarified that students who test positive for Covid-19 may return to school after five days. The day after a positive test counts as the first full day.

- AIU Title I Non-Public School Agreement

Dr. Cunningham explained that this is an annual agreement between the District and AIU to provide supplemental math and reading services for non-public schools. The funding comes out of the District's Title I budget.

### **3rd Day Enrollment**

Dr. Loughead reported that the District is experiencing a decline in enrollment. Over the last several years, class sizes of 240-250 students who have graduated from Hampton High School are being replaced by first grade classes in the range of about 190 students. Dr. Loughead reported that the District has been seeing this trend for several years.

On a positive note, Dr. Loughead shared that Hampton Online Academy numbers have returned to the normal range of 20-25 students. He noted that the number of students enrolled in HOA was much larger in previous years due to the pandemic. Cyber charter school numbers have also come down from over 30 students to the mid-20s — which is a “good sign” Dr. Loughead said. Additionally, the number of students attending independent or private schools has remained the same over the course of many years.

Dr. Loughead noted that slight variances occur occasionally at the elementary level. For example, Poff Elementary School saw an increase in the number of fifth grade students this year that required a third class.

## **Finance**

(1:07:29)

While there were no agenda items to discuss this evening, Mr. Vasko reminded everyone that the District cannot make budget transfers within 90 days of the new school year. There will not be any budget transfers until October. Mr. Kline reported that there also will not be a local tax revenue update until October due to the timing and variances associated with real estate taxes collected and remitted up to the August 31 discount period.

## **Technology**

(1:08:30)

There was no report this evening.

## **Policy and Legislative Affairs**

(1:08:34)

Mr. Shages introduced two items to be considered for approval at the September 12th meeting:

- Second Reading of Policy #800.1: Electronic Signatures

- Second Reading of Policy #913: Requests From Non-School Groups

Ms. Balason also reported that the Board will vote on PSBA Officer Elections at the September 12th meeting. There is one candidate for each office.

## **Transportation**

(1:09:42)

While there were no agenda items to discuss this evening, Mr. Kline reported that the transportation opening has gone well. The main challenges this year are more bus riders as Covid-19 concerns decrease and new bus drivers who are learning the routes. The bus times for the new high school start time implemented last year were easy to achieve due to lower than normal ridership. Therefore, the times worked well last year, but are in some cases a struggle this year. Several bus adjustments were made last week and more are being made this week.

## **Public Comment & Adjournment**

(1:11:30)

Mr. Wesley opened the meeting to public comment, but there were no comments at this time. The meeting was adjourned, and the Board held a brief executive session to discuss legal and personnel matters.

Mr. Wesley called the meeting to order and thanked everyone in attendance for coming. He said there would be an opportunity for public comment at the beginning of the meeting, but there were no comments this evening.