

# The Board Report

*Monday, January 13, 2025*



**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>Mrs. Jill Hamlin</b>	<b>Board President</b>
<b>Mr. Matt Jarrell</b>	<b>Board Vice President/Student Affairs Chair</b>
<b>Ms. Denise Balason</b>	<b>Board Secretary/Personnel Chair</b>
<b>Mrs. Jenny Kennedy</b>	<b>Transportation Chair</b>
<b>Mrs. Joy Midgley</b>	<b>Facilities Chair</b>
<b>Mrs. Maureen Perkins</b>	<b>Educational Programs 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>

*This Hampton Township School Board Meeting was held in person at the Hampton Middle School Library. The meeting was recorded so community members could view it after it concluded.*

## **Members of Administration in Attendance**

<b>Dr. Michael Loughead</b>	<b>Superintendent of Schools</b>
<b>Dr. Rebecca Cunningham</b>	<b>Assistant Superintendent</b>
<b>Dr. Jacquelyn Removcik</b>	<b>Assistant Superintendent</b>
<b>Mr. Jeff Kline</b>	<b>Director of Administrative Services</b>
<b>Dr. Marguerite Imbarlina</b>	<b>High School Principal</b>

*\* absent*

*\*\* attended remotely*

## January 13, 2025

### Work Session

A video recording of the meeting can be viewed using the link posted on the district website.

### Student Awards

On behalf of the Board, Mr. Jarrell recognized and congratulated the winners of the 2024 Holiday Card Design Contest. The following students were recognized for their artwork:

- Jeanne Shelton, Grade 5, Central Elementary
- Avni Sharma, Grade 7, Hampton Middle School
- Maria Graper, Grade 11, Hampton High School

### Student Council Representatives Report

Andrew Craig (Junior Class President) and Teagan Turcsanyi (Junior Class Vice President) provided the Board with an update on Talbot Thon planning efforts. They encouraged community members to attend on March 21st during “community hours” from 5-8 p.m. Additional topics discussed included that prom will be held at the Omni William Penn Hotel, and registration is open for the High School and Community Blood Drive on January 29th.

### Public Comment

Mrs. Hamlin opened the meeting to public comment. One community member commented on the proposed 2025-2026 school calendars, expressing support for a weeklong spring break.

### Student Affairs

Mr. Jarrell introduced the following action items to be considered for Board approval at the January 21st Voting Meeting:

- Future Business Leaders of America (FBLA) Field Trip to the Pennsylvania FBLA State Leadership Conference, Hershey, PA, April 6-9, 2025, at a cost to the District not to exceed \$2,150.

Dr. Cunningham noted that students would miss three days of school. FBLA is requesting funding from the Board’s academic fund, which has a current balance of \$3,000.

- Hampton High School Girls’ Softball Field Trip to KSA Spring Training in Orlando, Florida, March 12-16, 2025, at no cost to the District.

Dr. Loughhead noted that students would miss two days of school and that the trip is funded by the students and booster group.

- Hampton High School Cheerleading Field Trip to the National High School Cheerleading Competition in Orlando, Florida, from February 7-11, 2025, at no cost to the District.

Dr. Loughead noted that students would miss three days of school, adding that qualifying for this competition is an honor for this group of students.

## **Educational Programs**

Mrs. Perkins presented the following action item to be considered for Board approval at the January 21st Voting Meeting:

- Proposed 2025-2026 High School Program of Studies

Dr. Imbarlina outlined various changes including new courses, removal of courses, updated course titles, and updated course descriptions. The executive summary of the changes is available on [BoardDocs](#). The proposed Program of Studies also includes updated graduation requirements for the Class of 2027 and beyond to include a state-required Personal Finance course and adds language about the new 3-2 flex instructional schedule. Under the new building schedule, students will attend eight 42-minute periods three days per week, while Wednesdays and Thursdays will feature four extended 80-minute periods and a 75-minute “Lunch and Learn” period.

## **International Field Trips**

Dr. Imbarlina and Dr. Loughead presented a recommendation to add guidelines for international field trips to the District’s existing field trip policy, citing potential educational opportunities such as language and cultural immersion. The proposed revision to Policy #121: Field Trips would include specific requirements such as one year advance notice for trip planning, an educational component requirement, District authority to cancel trips due to international circumstances, and for participants to have their own health insurance.

## **Student Achievement Report**

Dr. Removcik presented the District’s 2023-2024 Student Achievement Report, analyzing standardized assessment data across multiple areas: PSSA (Math, ELA, Science), Keystone (Literature, Biology, Algebra 1), and SAT/NOCTI, along with other District success measures. For context, she compared Hampton’s assessment results to those of the top ten Southwestern PA Districts as ranked by the Pittsburgh Business Times. The complete Student Achievement Report presented during the meeting can be viewed [HERE](#).

Dr. Removcik then outlined the District’s data-driven initiatives, which include implementing a new elementary math curriculum (Into Math), maintaining extended Tier I math instruction at the Middle School through tutorial periods, implementing new math interventions at the middle school level, piloting new ELA interventions at the middle school, using benchmark assessments for both ELA and math, and continuing data team work and analysis across all levels.

Beyond standardized testing, Dr. Removcik discussed additional success measures, particularly the Portrait of a Talbot competencies. The District has created learning progressions for four grade bands (K-2, 3-5, 6-8, and 9-12), and school design teams are currently working to integrate the Portrait of a Talbot competencies into instruction. Future improvement strategies include adding a grant-funded elementary instructional coach for the second semester, supporting ongoing school design team work, conducting additional K-12 faculty learning walks, and hosting a student learning exhibition in May.

## **2025-2026 School Calendars**

Dr. Loughead presented two school calendar options that the Board will consider approving at the February 3rd Voting Meeting/Work Session at 7 p.m. at A.W. Beattie Career Center. [Option #1](#) follows the traditional calendar similar to previous years, with the first day of school on August 21st and the last on June 9th. This option includes consistent breaks, such as a long winter break, spring break near Easter, and a day off after Thanksgiving. [Option #2](#) introduces a week-long spring break in late March, in response to parent feedback. Dr. Loughead noted that Option #1 is preferred by faculty and administration as it aligns with the District's academic goals.

## **Finance**

### **Annual Comprehensive Financial Report Presentation**

Mr. Peter Vancheri of Hosack, Specht, Muetzel & Wood presented the June 30, 2024 Annual Comprehensive Financial Report Presentation. The full report can be viewed [HERE](#). Mr. Vancheri stated that the independent audit revealed that Hampton Township School District's financial statements, as of June 30, 2024, were presented fairly and accurately. The Child Nutrition Program was tested for the audit, and no material weaknesses or significant deficiencies were found.

Additionally, the report showed that 2023-2024 general fund revenues (including other financing sources) were \$62,723,505 and actual expenditures (including other financing uses) were \$63,514,442 resulting in a deficit of \$790,937. The deficit of \$790,937 was unfavorable by \$390,937 when compared to the budgeted deficit of \$400,000. Mr. Kline discussed several causes of unfavorable variance, the largest being regular programs employee benefits exceeding the budgeted amount by \$497,823, due to unanticipated additional employees enrolling in medical, vision, and dental programs, as well as district-paid insurance for employees on leave and the costs of replacement substitute teachers.

### **2025-2026 Proposed Budget & Planning Document**

Mr. Kline projects that the District will need a millage increase of 0.92 mills, which is at the Act 1 index of 4.0%, to offset the projected shortfall of \$1,602,382. The District is required to adopt a preliminary budget or pass the Not to Exceed Resolution prior to the end of January. Mr. Kline recommends that the Board approves the "do not exceed" resolution. The projected fund balance is \$3.82 million or

4.93% of the 2025-2026 budget. Mr. Kline noted an 8% fund balance is preferred. The District intends to balance the 2025-2026 budget without the use of the existing \$294,000 in stabilization funds. If successful, those funds will be used to increase the depleted general fund balance or for capital project expenses. The current version of the budget does not include funds for Phase II of the High School Construction project.

## Local Tax Revenue Update

Mr. Kline presented the local tax revenue update as of December 31, 2025. Real estate tax collections have lagged expectations due to numerous assessment appeals and reductions related to the revised Allegheny County Common Level Ratio (CLR). Earned income taxes are slightly lagging 2023-2024 collections, but this can be attributed to 2023-2024 collections being greater than the 2024-2025 budgeted amount. Delinquent real estate taxes are lagging the previous year's amount and are trending short of budget but are expected to pick up during the remainder of the year.

Mr. Vasko presented two items to be considered for Board approval at the January 21st meeting:

- 2025-2026 Act 1 "Not to Exceed" Budget Resolution.
- Budget Transfers totaling \$3,070.00.

## Facilities

Mrs. Midgley presented two action items to be considered for Board approval at the January 21st meeting:

- Proposal from Gateway Engineers for Construction Administration Services for the Hampton Middle School and Fridley Field paving project as part of a joint bid with the Township for their 2025 Pavement Maintenance Project in an amount not to exceed \$14,000.00.

Dr. Loughhead commented on this being the first time the District is partnering with Hampton Township, which should result in a favorable price.

- Granite Telecommunication Agreement to provide cellular telecommunication services that will replace a limited number of landlines that serve district school buildings.

Mr. Kline said this agreement is due to the District's current provider not covering all its landline needs within the budget. The new arrangement should provide an annual cost savings and will allow an additional method for phone calls in the event the land lines are down.

## Energy Savings Performance Contract

Mr. Kline reported that the District is exploring an energy savings performance contract, which involves partnering with a contractor to design and implement projects that reduce energy costs, such as upgrading lighting to LEDs, while addressing other construction needs. The costs of these projects are offset by the utility savings, ensuring the contract remains budget-neutral or positive. Two companies have been consulted and there is support for conducting a preliminary study. The study will also analyze high school energy demand factors to lower electric rates. The contractors should present a proposal this spring.

## Personnel

Ms. Balason presented the following action items to be considered for Board approval at the January 21st meeting:

### Resignation

- Ms. Maura Carrozza, who resigned effective December 19, 2024. Ms. Carrozza was the Elementary Floater Building Substitute.
- Ms. Iris Rugero, who resigned effective December 12, 2024. Ms. Rugero was a two-hour Paraprofessional at Central Elementary School.
- Mr. Ryan Guidos, who resigned effective January 12, 2025. Mr. Guidos was a Building Substitute Teacher at Hampton Middle School.
- Mrs. Kelli Hartle, who resigned after 4 years with the District, effective January 6, 2025. Mrs. Hartle was a Paraeducator at Poff Elementary School.
- Ms. Emma Loevner, who resigned effective January 3, 2025. Ms. Loevner was a Long-Term Substitute for Ms. Rebecca Zimmerman at Central Elementary School.

### Teachers

- Mrs. Shanna Struble as a Teacher on Special Assignment as the Elementary Portrait of a Talbot Instructional Coach, effective date to be determined, through the end of the 2024-2025 School Year. There is no change in salary.
- Dr. Brooke Stebler to continue as a .4 Long-Term Substitute Enrichment and Instructional Coach at Hampton Middle School through the remainder of the 2024-2025 School Year. Salary remains \$15,000.
- Mrs. Kayla Rock to continue as a .6 Long-Term Substitute Enrichment and Instructional Coach at Hampton Middle School through the remainder of the 2024-2025 School Year. Salary remains \$22,500.
- Ms. Savannah Lohr as a Long-Term Substitute Health and Physical Education Teacher at Hampton High School, effective January 2, 2025, through the remainder of the 2024-2025 School Year. Salary is \$37,500, prorated based on actual days worked. Ms. Lohr is replacing Mrs. Erika Yigdall.
- Change in status for Ms. Makenzie Treser, moving from a Long-Term Substitute Grade 6 Reading Teacher at Hampton Middle School to a Building Substitute at Hampton Middle School, effective January 22, 2025, through the remainder of the 2024-2025 School Year. Salary remains \$37,500.
- Mr. Derek Brinkley as a Mentor for the 2024-2025 School Year.
- Ms. Olivia Scheller as a sponsor of the HMS Voices Club at Hampton Middle School for the 2024-2025 School Year.

## **Paraprofessionals, Paraeducators, and Administrative Assistants**

- Mrs. Sandra DalDosso as the Administrative Assistant to the Principal at Central Elementary School, effective January 6, 2025. Hourly rate is \$22.46 for the 60-day probationary period and \$22.71 thereafter. Mrs. DalDosso is replacing Mrs. Karen Murphy.
- Ms. Elizabeth Sciallo as a Two-Hour Paraprofessional (Class I) at Central Elementary School effective January 13, 2025. Hourly rate is \$17.59 for the 60-day probationary period and \$17.84 thereafter. Ms. Sciallo is replacing Ms. Iris Rugero.

## **Custodial/Maintenance**

- Change in status for Mr. Wallace Rapp moving from HVAC 1st Assistant to HVAC Head effective January 1, 2025. The hourly rate is \$36.50 with a probationary period effective until June 30, 2025. Mr. Rapp is replacing Mr. Daniel Hartle's former position.
- Mr. David Wick as a 10 month/8 hour custodian with an initial assignment at Central Elementary School, effective January 13, 2025. The hourly rate is \$24.18. Mr. Wick is replacing Mr. Lewis Tupper.

## **Administration**

- Mrs. Lisa Milsom as a part-time Interim Principal at Poff Elementary School, effective date to be determined, through the end of the 2024-2025 School Year, with a \$200 per day stipend in addition to her current salary. Mrs. Milsom is substituting for Dr. Colleen Hannagan, who will be on special assignment two days per week.

## **Technology**

There was no report this evening.

## **Policy and Legislative Affairs**

Mr. Shages presented the following items to be considered for Board approval at the January 21st meeting:

- First Reading of Policy #121: Field Trips.

Dr. Loughead stated that this revised policy was carefully crafted with the assistance of Dr. Cunningham. The District studied similar policies used by other school districts. Dr. Cunningham noted that the focus of the revised policy includes information on school district sponsored international field trips. The revised policy offers additional guidance on the approval process for international trips, fundraising, insurance and emergency treatment parameters, criteria for vendors of travel services, as well as follow-up actions after the international trip has concluded, including a summary written report and detailed financial accounting.

- First Reading of Policy #222: Tobacco and Vaping Products.

Dr. Cunningham stated that the focus for the revisions for Policy #222 was to include vaping products



in the tobacco policy, as vaping is of a concern to the health and well-being of the students. The policy includes revised definitions of tobacco and vaping, as well as the prohibition of possession of medical marijuana, and expanded requirements for reporting instances of possession, use, purchase or sale.

- First Reading of Policy #610: Purchases Subject to Bid/Quotation.
- First Reading of Policy #611: Purchases Budgeted.

Dr. Cunningham stated that these two policies were up for revision as the threshold amounts for competitive bids and price quotations, as well as the amount of purchases budgeted that are not subject to bid, have changed. The new amounts are reflected in the policy revisions.

Mr. Shages announced that he is running for re-election on the Allegheny County Intermediate Unit (AIU) Board of Directors. A vote to approve his candidacy will take place at the January 21st meeting.

## **Transportation**

There was no report this evening.

## **Public Comment & Adjournment**

Mrs. Hamlin opened the meeting to public comment. Three community members participated in public comment, discussing a range of topics from supporting transfer students, the high school program of studies, and the proposed 2025-2026 calendars.

Mrs. Hamlin motioned to adjourn the meeting, and the Board held an executive session to discuss legal and personnel matters.