

HOPEWELL AREA SCHOOL BOARD  
REGULAR WORK MEETING  
NOVEMBER 8, 2022

The Board of Directors of the Hopewell Area School District met in regular session on Tuesday, November 8, 2022, in the Central Administration Board Room as well as virtually, via Zoom. This meeting was recorded.

The meeting was called to order at 7:02 p.m. by Daniel Santia, Board President.

Prayer and Pledge of Allegiance was led by Ms. McKittrick. Roll call by the secretary followed. Those Directors in attendance were:

Carla Buxton  
Daniel Caton  
Matthew Erickson  
Victoria Gill  
Lori McKittrick  
Jeanette Miller  
Bethany Pistorius  
Daniel Santia

Members Absent

Lindsay Zupsic

Also present were: Dr. Robert Kartychak, Acting Superintendent; Johannah Robb, Business Administrator; John Salopek, Solicitor; Nancy Barber, Secretary; Ed Katkich, principal; and visitors.

MOTION #1

By Bethany Pistorius, seconded by Lori McKittrick, to approve the agenda as presented. MOTION carried by a unanimous vote of all Directors in attendance.

An Executive Session was held prior to the start of this meeting to discuss personnel. This announcement is being made to be in compliance with Act 84 of 1986, Pennsylvania's Sunshine Law, as amended

Mrs. Robb updated the Board on the 2021-2022 audit ending June 30, 2022. She was happy to report that the District ended with a surplus of approximately \$835,000.00. She told the Board that she would like to transfer \$300,000.00 of that surplus to the Capital Reserve fund. This would give the District more flexibility with major and/or emergency purchases.

Mrs. Miller asked if the surplus can be used for the upcoming bond payment.

Mrs. Robb explained that the surplus is in the General Fund. Bond payments and interest are paid from the general fund.

At this time, Dr. Kartychak reviewed items that would be voted on later in the meeting.

**Education/Curriculum/Instruction:** Matt Erickson, Chair; Jeanette Miller, Co-Chair

1. Free school privileges for Rayna Erb to attend Hopewell Area School District, effective immediately.
2. Free school privileges for Bethany and Jacob Garrison to attend Hopewell Area School District, effectively immediately.
3. Affiliation Agreement with Slippery Rock University for students enrolled in the School Nurse Certificate Program.
4. Stephanie Rodriguez, a student at Slippery Rock University, to complete her 50hour high school practicum, under the guidance of Sarah Ambrose.

**Personnel:** Dr. Erickson, Chair; Mrs. Zupsic, Co-Chair

1. Employment of Jessi Hewitt as an After School Fall Learning substitute teacher effective October 13, 2022 at the extended education rate per the Collective Bargaining Agreement.
2. Employment of Mallory Floyd as an After School Fall Learning substitute teacher effective October 26, 2022 at the extended education rate per the Collective Bargaining Agreement.
3. Request of Olivia Veights, elementary teacher, for an unpaid leave of absence effective November 23, 2022 through the end of the 2022-2023 school year, pursuant to Policy No. 339.
4. Request of Arlene Nalli, elementary art teacher, for an unpaid leave of absence effective December 9, 2022 through the end of the 2022-2023 school year, pursuant to Policy No. 339.
5. Employment of Nancy Altsman, part-time PIMS/Child Accounting Coordinator, at a rate of \$25.00 per hour, without benefits, effective November 9, 2022.

6. Resignation of Lauren Mazzant, paraprofessional at the Junior High School, effective November 16, 2022.

At this time, Dr. Kartychak began his review of those items that would be voted on at the November 22, 2022 Business meeting.

**Education/Curriculum/Instruction:** Matt Erickson, Chair; Jeanette Miller, Co-Chair

1. Approve the Memorandum of Understanding between the District and the Hopewell Education Association regarding Grievance Nos. 2020-5 and 2021-1 relating to the Art Department.
2. Approve the Memorandum of Understanding between the District and the Hopewell Education Association regarding Grievance No. 2020-3 relating to the French teaching position.

**Finance and Budget:** Ms. McKittrick, Chair; Mrs. Zupsic, Co-Chair

1. Agreement with Questeq for E-Rate Category 1 and 2 Strategy and Application Processes for the 2022-2023 school year at an approximate cost of \$7,500.00.
2. Fund balance assignments, restrictions and commitments as of June 30, 2022 as follows: **(Roll Call)**

Restricted for Stadium	\$
Committed for Budget	\$
Committed for Health Care	\$
Committed for Future Retirement Contribution	\$
Committed for Technology	\$
Unassigned	\$
Total Fund Balance	\$

3. Transfer of \$\_\_\_\_\_ from the General Fund to the Capital Reserve Fund as of June 30, 2022.
4. Resolution to amend the Hopewell Area School District’s 403(b) Retirement Plan as it pertains to hardship withdrawals.

Mrs. Robb stated that the IRS has made the rules regarding a hardship distribution more lenient and the District needs to update their plan accordingly.

**Personnel:** Dr. Erickson, Chair; Mrs. Zupsic, Co-Chair

1. Resignation for retirement of Denise Stevens, Cook at the Junior High School, effective April 14, 2023.
2. Employment of \_\_\_\_\_, special education teacher at the Junior High School, effective \_\_\_\_\_.
3. Appointment of Ryan Brown, Junior High volunteer assistant basketball coach.
4. Resignation of Reon Nesmith, volunteer assistant boys basketball coach.
5. Payment of fall coaches beyond the regular season. (**Attachment**)

**Transportation:** Dan Caton, Chair

1. Participation in the Allegheny Intermediate Unit's joint purchasing program for the purchase of gasoline and diesel fuel for the 2023-2024 school year.

**VISITOR'S COMMENTS**

Effective October 12, 2021, a maximum of thirty minutes total will be reserved during the Board meeting for community members who request to speak. At any time the Board may allow additional time for the visitors portion of the Board meeting.

Whether the community member is participating virtually, or in-person, the community member will:

- State their name and township
- Have up to three minutes to make a statement and/or ask a question to the Board
- Only be able to speak once during the visitors portion of the board meeting
- Have their time begin when the individual begins to speak

It is recommended that community members wishing to speak during the visitors portion email the Board Secretary prior to the board meeting, however the online chat will be monitored during the visitors portion of the meeting for anyone wishing to speak.

A response may be given during the meeting, however, it is also possible that no response be provided during the Board meeting. The Board will instruct the Superintendent, the Business Administrator and/or the Solicitor to either respond to the inquiry or do further research and report back to the Board and/or the resident. For any question that requires a response, the District will contact the individual directly to respond or will share responses at the following Board meeting.

No visitors wished to address the Board.

At this time, Mr. Santia returned to Education/Curriculum/Instruction

**Education/Curriculum/Instruction by Matthew Erickson**

**MOTION #2**

By Matt Erickson, seconded by Bethany Pistorius, to approve free school privileges for Rayna Erb to attend Hopewell Junior High School, effective immediately. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**MOTION #3**

By Matt Erickson, seconded by Lori McKittrick, to approve free school privileges for Bethany and Jacob Garrison to attend Hopewell Area School District, effectively immediately. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**MOTION #4**

By Matt Erickson, seconded by Bethany Pistorius, to approve the Affiliation Agreement with Slippery Rock University for students enrolled in the School Nurse Certificate Program. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**MOTION #5**

By Matt Erickson, seconded by Carla Buxton, to approve Stephanie Rodriguez, a student at Slippery Rock University, to complete her 50-hour high school practicum, under the guidance of Sarah Ambrose. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**Personnel by Matt Erickson**

**MOTION #6**

By Matt Erickson, seconded by Jeanette Miller, to approve the employment of Jessi Hewitt as an After School Fall Learning substitute teacher effective October 13, 2022 at the extended education rate per the Collective Bargaining Agreement. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

**MOTION #7**

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Mallory Floyd as an After School Fall Learning substitute teacher effective October 26, 2022 at the extended education rate per the Collective Bargaining Agreement. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #8

By Matt Erickson, seconded by Carla Buxton, to approve the request of Olivia Veights, elementary teacher, for an unpaid leave of absence effective November 23, 2022 through the end of the 2022-2023 school year, pursuant to Policy #339. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #9

By Matt Erickson, seconded by Lori McKittrick, to approve the request of Arlene Nalli, elementary art teacher, for an unpaid leave of absence effective December 9, 2022 through the end of the 2022-2023 school year, pursuant to policy #339. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #10

By Matt Erickson, seconded by Bethany Pistorius, to approve the employment of Nancy Altzman, part-time PIMS/Child Accounting Coordinator, at a rate of \$25.00 per hour, without benefits, effective November 9, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

MOTION #11

By Matt Erickson, seconded by Carla Buxton, to accept the resignation of Lauren Mazzant, paraprofessional at the Junior High School, effective November 16, 2022. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Upcoming School Board Meetings

November 22, 2022, Regular Business Meeting in the Central Administration Board Room and held virtually.

MOTION by Matt Erickson, seconded by Bethany Pistorius, that the meeting be adjourned. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

Mr. Santia adjourned the meeting at 7:28 p.m.

HOPEWELL AREA SCHOOL BOARD

Daniel Santia, Board President

Nancy Barber, Secretary