

HOPEWELL AREA SCHOOL BOARD  
REGULAR WORK MEETING  
APRIL 12, 2016

The Board of Directors of the Hopewell Area School District met in regular session on Tuesday, April 12, 2016, in the Board Room, Administration Building, 2354 Brodhead Road, Hopewell Township.

The meeting was called to order at 7:01 p.m. by David Bufalini, Board President.

Prayer and flag salute was led by Mrs. Dobo. Roll call by the secretary followed. Those Directors in attendance were:

John Bowden (via Telephone Conference)  
David Bufalini  
Lesia Dobo  
Rob Harmotto (via Video Conference)  
Lori McKittrick  
Daniel Santia  
Anna Segner  
Jeffrey Winkle

Members absent:

Christopher Galzerano

Also in attendance were: Dr. Charles M. Reina, Superintendent; Dr. Jacie Maslyk, Assistant Superintendent; John Salopek, Solicitor; Johannah M. Robb, Business Administrator; Nancy Barber, Secretary; Douglass Rowe, Edward Katkich, and Korri Kane, Principals; Dr. Lynn Utchell, Director of Special Education, Kellee Oliver, School Psychologist; Sheri Douglass, Director of Transportation; and citizens.

Dr. Reina announced that the following items would be voted on later in the meeting. He then reviewed the agenda in its entirety.

**Finance and Budget:** Mr. Bowden, Chair; Mr. Winkle, Co-Chair

1. Exoneration of the following property tax collectors from uncollected 2015 taxes: Mary Ellen Oros, Independence Township; Diane Palsa, Hopewell Township; and Pam Petrella, Raccoon Township.

**Legislative:** Mr. Winkle, Chair; Ms. McKittrick, Co-Chair

Recommendation to approve the following:

1. Resignation of Christopher Galzerano, Board Member, effective April 12, 2016.

**Personnel:** Mr. Harmotto, Chair; Mrs. Segner, Co-Chair

1. Elect and appoint Michelle M. Miller, Ed.D., as District Superintendent for the term of five (5) years beginning July 1, 2016 and to approve the Employment Agreement, dated April 12, 2016, as presented

The remaining items will be voted on during the April 26, 2016 meeting.

**Education/Curriculum/Instruction**

1. Awarding 185 high school diplomas to Hopewell High School Senior Class of 2016. Further, awarding of said diplomas is contingent upon student completion of all graduation requirements. (Copy in Superintendent's Office).
2. Memorandum of Understanding between the Hopewell Area School District and the Hopewell Education Association with respect to online education, effective July 1, 2016 through June 30, 2017.
3. Contract with American Staffing Services, Inc. to provide nursing services on an as needed basis for the 2016-2017 school year.
4. Contract with Bayada Home Health Care, Inc. to provide one on one nursing services to a student attending the Western Pennsylvania School for the Blind.
5. Contract with Trinity Health Solutions, LLC to provide Occupational, Physical and Speech Therapy services, on an as needed basis, for the 2016-2017 school year.
6. Change of Department name from Business Education to Business, Computer and Information Technology (to include: Business, Computer, Tech Ed, Family and Consumer Science, and InnovatED, and any related course(s) of study).

**Buildings and Grounds**

1. Request from Terry Borkovic to use Gym A at Hopewell Junior High School for a girls volleyball camp from June 6 through June 10, 2016.
2. Request of Hopewell Youth Softball to use the Junior High School softball field from April 27, 2016 through May 16, 2016 for games and practices.

3. Request from Joseph Sullivan for the Hopewell Community Big Band to use the Junior High School gym or Senior High School auditorium on Tuesday evenings beginning June 14 through July 26 as a potential indoor facility to be used in the event of rain.
4. Request from Our Lady of Fatima to use the Senior High School soccer fields on Tuesday and Wednesday evenings from April through June for soccer practice.

### **Finance and Budget**

1. e-Service financial services contract with CSIU, effective July 1, 2016 through June 30, 2017, at an approximate cost of \$25, 000.00.
2. e-Service student information system (SIS) contract with CSIU, effective July 1, 2016 through June 30, 2017, at an approximate cost of \$31,560.00.
3. Renewal Services Agreement with the Omni Financial Group to provide third party administrative services for our 403(b) Plan in the amount of \$2,148.00.
4. Revised workers compensation physician panel, effective July 1, 2016. (**Attachment**)
5. Contracts to provide telecommunication services with Comcast for a period of three years, effective July 1, 2016.

### **Legislative**

1. Discussion/Recommendation:
  - Policy #240, Student Contests;
  - Universal Grant Guidelines/Allowability of Costs;
  - Universal Grant Guidelines/Cash Management;
  - Universal Grant Guidelines/Conflict of Interest;
  - Universal Grant Guidelines/Procurement; and
  - Universal Grant Guidelines/Travel Reimbursement

### **Nutrition**

1. Contract with Nutrition, Inc. to provide management services for the 2016-2017 school year. This would be Year 2 of 4 renewal periods under the food service management company bid effective July 1, 2014.

### **Personnel**

1. Resignation for retirement of Diana Zikovich, Head Cook at Hopewell Elementary School, effective June 30, 2016.

2. Change of employment status for Kathy Martin from substitute bus aide to permanent bus aide, effective March 18, 2016.
3. Employment of Rodney Weaver, assistant football coach, effective April 27, 2016.
4. Revised job description for Coordinator of Pupil Personnel Services.
5. Appointment of Kellee Oliver as Coordinator of Pupil Personnel Services.
6. Substitute employee rosters.

### **Visitors**

No visitors wished to address the Board.

At this point in the meeting Mr. Bufalini returned to Finance and Budget.

### **Finance and Budget by John Bowden**

#### **MOTION #1**

By John Bowden, seconded by Anna Segner to approve the exoneration of the following property tax collectors from uncollected 2015 taxes: Mary Ellen Oros, Independence Township; Diane Palsa, Hopewell Township; and Pam Petrella, Raccoon Township. MOTION carried unanimously by an affirmative vote of all Directors in attendance.

### **Legislative by Jeffrey Winkle**

#### **MOTION #2**

By Jeffrey Winkle, seconded by Daniel Santia, to accept the resignation of Christopher Galzerano, Board Member, effective April 12, 2016. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

### **Personnel by Rob Harmotto**

#### **MOTION #3**

By Anna Segner, seconded by Jeff Winkle, to elect and appoint Michelle M. Miller, Ed.D., as District Superintendent for the term of five (5) years beginning July 1, 2016 and to approve the Employment Agreement, dated April 12, 2016, as presented. MOTION carried unanimously by an affirmative roll call vote of all Directors in attendance.

**Other Business**

Mr. Salopek informed the Board that they had 30 days to fill the vacancy on the Board. There was discussion as to whether to advertise the vacancy, as they were under no obligation to do so. After discussion, Mrs. Barber was directed to place an ad in the Beaver County Time on the following Sunday to advertise the vacancy.

Mr. Bufalini welcomed Dr. Miller to the District. He also thanked Mr. Galzerano for his time on the Board. He took this opportunity to thank his fellow Board members for the hours spent and the hard work that they did in their search for a new superintendent.

**Adjournment**

There being no further discussion or recommendations to come before the Board of Directors, Mr. Bufalini asked for a motion for adjournment.

MOTION by Lesia Dobo, seconded by Daniel Santia, that the meeting be adjourned.  
MOTION CARRIED.

Mr. Bufalini adjourned the meeting at 7:33 p.m.

HOPEWELL AREA SCHOOL BOARD

David Bufalini, President

Nancy Barber, Secretary