

# HERMITAGE SCHOOL DISTRICT REGULAR BOARD MEETING MINUTES MONDAY, NOVEMBER 21, 2022

The Board of Directors of the Hermitage School District convened for their regular meeting in the Central Office Board Room, 411 N. Hermitage Road, Hermitage, PA at 7:00 PM on Monday, November 21, 2022.

Directors in Attendance: Mrs. Becker, Mr. Bucci, Mrs. Hamelly, Mr. Kizak, Mr. Ruffo, Mr. Ristvey, Mr. Fustos

Directors Absent: Dr. Hand, Mrs. Perman

Also in Attendance: Dr. Bell, Mrs. Horvath, Mrs. Knauff, Mr. Shaffer, Mrs. Brest, Dr. Gill, Mr. Gingras, Dr. Hosick, Dr. Kemper, Mr. Kulbacki, Mr. McIltrout, Mrs. Wanchisn

All bowed their heads for a moment of silence.  
All present pledged allegiance to the flag.

A motion was made by Mr. Ruffo and seconded by Mrs. Becker that the Board waived the reading and approved the published minutes of the October 17, 2022, Work Session and Regular meeting minutes

	Roll Call:	7 – Yes	None – No	Unanimous
<u>Visitors (formal request):</u>	No			
<u>Visitors (informal):</u>	No			

## Mr. Ristvey presented the Finance Report

**Finance Reports**  
Attachments F-1 thru F-11

On motion by Mr. Ristvey and seconded by Mrs. Hamelly, the Board authorized the following Finance Reports be filed for audit with the understanding that the Treasurer and the Business Manager, have had the opportunity to review these Finance Reports, dated October 31, 2022; also that the School Board has had an opportunity to discuss the reports with the Administration.

- General Fund Reports
  - Cash & Investment Summary **(F-1)**
  - Condensed Board Summary Report **(F-2)**
- Real Estate Tax Report **(F-3)**
- Wage Tax Report **(F-4)**
- Capital Reserve Reports
  - Balance Sheet **(F-5)**
  - Statement of Revenues, Expenditures and Changes in Fund Balance **(F-6)**
- Cafeteria Reports
  - Balance Sheet **(F-7)**
  - Statement of Revenues, Expenditures and Changes in Net Assets **(F-8)**
  - Participation Reports **(F-9)**
- Fuel Quotes **(F-10)**
- Student Activities **(F-11)**

	Roll Call:	7 – Yes	None – No	Unanimous
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**Payment of Bills**  
Attachments F-12 thru F-13

On motion by Mr. Ristvey and seconded by Mrs. Becker, the Board approved the payment of the following accounts payable with the understanding that the Treasurer and the Business Manager have had the opportunity to review these accounts. The School Board has had an opportunity to discuss the accounts with the Administration.

- A. General Fund Accounts Payable list (Fund Accounting Check Register) for checks written October 14, 2022, to November 16, 2022, in the amount of \$604,511.65 (Check #78737 thru #78911). **(F-12)**
- B. General Fund Accounts Payable approval list, (Batch Proof) as of November 21, 2022, in the amount of \$574,498.70 (Proposed Check #78912 thru #79006). **(F-13)**

**Roll Call:                      7 – Yes                      None – No                      Unanimous**

**Real Estate/Per Capita Tax Exon**

On motion by Mr. Ristvey and seconded by Mrs. Becker, the Board approved the collection of Real Estate and Per Capita Taxes, has submitted a request for the following, which is in compliance with approved criteria for exonerations:

- A. 2022 Real Estate Duplicate exonerations in the amount of \$200.12.
- B. 2022 Per Capita Duplicate exonerations in the amount of \$4,850.00.

**Roll Call:                      7 – Yes                      None – No                      Unanimous**

**21-22 Budgetary Transfers**  
Attachment F-14

On motion by Mr. Ristvey and seconded by Mr. Ruffo, the Board acknowledged, for the record, the attached budget transfers, in accordance with Section 687 of the School Laws of Pennsylvania and by the local auditors for the 2021-2022 fiscal year, per Board Action taken on August 15, 2022.

**Roll Call:                      7 – Yes                      None – No                      Unanimous**

**Mrs. Hamelly presented the Building and Grounds Report**

**Acceptance of a Gift**

On motion by Mrs. Hamelly and seconded by Mr. Ristvey, the Board accepted the gift listed below in accordance with School Board Policy No. 915.1.

- The Salem Community Foundation donated 32 jackets for our varsity softball team.

**Roll Call:                      7 – Yes                      None – No                      Unanimous**

**Mrs. Becker presented the Personnel Report**

**Personnel Adjustments & Additions**  
Attachment P-1

On motion by Mrs. Becker and seconded by Mr. Ristvey, the Board approved the attached list of personnel changes for the 2022-2023 school year.

**Roll Call:                      7 – Yes                      None – No                      Unanimous**

**Mr. Ruffo presented the Transportation Report**

**Driver & Private Transp Contracts** On motion by Mr. Ruffo and seconded by Mrs. Becker, the Board approved the below listed bus drivers and the attached private transportation contracts for the 2022-2023 school year pending all clearances.

- STA - Additions: Steven Wotherspoon, Kimberly Hunchuk, Cheryl Bauder, Jacklyn Morris
- STA - Resignation: Justin Wallace 11/4/22
- ERDOS - Addition: Wendy Merrill 10/17/22
- ERDOS - Resignation: Paul Wetzel 10/3/22
- ERDOS - Resignation: Colleen Ciscell 10/14/22
  
- Transport one student to Hickory High School daily at a daily cost of \$28.

**Roll Call:**                      **7 – Yes**                      **None – No**                      **Unanimous**

**Mr. Shaffer presented the Legal Report**

**Legal Agreements**                      On motion by Mr. Ruffo and seconded by Mrs. Becker, the Board approved the following Attachments as Listed                      agreements listed below, upon legal review.

1. Nurse Provider Agreement with Aveanna Healthcare. **(L-1)**
2. Children’s Aid Society Linkage Agreement between Family Focus Program and HSD. **(L-2)**
3. ComDoc Managed Print Services and Maintenance Agreement. **(L-3)**
4. Joint Purchasing Agreement for 2023-2024 with Midwestern Intermediate Unit IV. **(L-4)**

**Roll Call:**                      **7 – Yes**                      **None – No**                      **Unanimous**

**Mr. Bucci presented the Student Activities Report**

**Student Activity Requests**                      On motion by Mr. Bucci and seconded by Mr. Ristvey, the Board approved the attached Attachment SA-1                      list of student activity requests for the 2022-2023 school year.

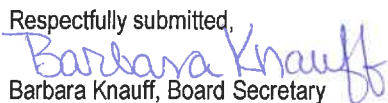
**Roll Call:**                      **7 – Yes**                      **None – No**                      **Unanimous**

**HSD Club Approval**

On motion by Mr. Bucci and seconded by Mrs. Hamelly, the Board approved the Middle School Grades 6-7 FBLA Club and the Middle School Grades 6-7 Robotics Club to operate for the benefit of the Hermitage School District students during the 2022-2023 school year.

**Roll Call:**                      **7 – Yes**                      **None – No**                      **Unanimous**

There being no further business, a motion was made by Mrs. Becker and seconded by Mrs. Hamelly that the meeting be adjourned at approximately 7:16 PM.

Respectfully submitted,  
  
Barbara Knauff, Board Secretary