

## BOARD OF DIRECTORS MEETING MINUTES

Monday, March 25, 2013

6:00 P.M.

- A. Opening Business
  - Call to Order
  - Pledge of Allegiance
  - Roll Call
    - Board Members: Mrs. Daubert, Mr. Edwards, Mr. Engle, Mrs. Funk, Mr. Kelly, Mrs. Lingg, Dr. O'Connor, Mr. Roland, Mr. Watson
    - Student Board Members: Linsey Bowersox, Zac Sheaffer, Garrett Reichart (alt)
    - Also Present:
- B. Recognition of Visitors
- C. Public Comments
  - HEA - Read Across America (Reagan Bitler & Megan Stitt)
  - Special Recognition - Certified Nursing Assistant Program ([enclosure](#))
- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of February 25, 2013, and March 11, 2013.
  - Minutes 2-25-13 ([enclosure](#))
  - Minutes 3-11-13 ([enclosure](#))

### BOARD ACTION:

- E. Committee Reports
  - York School of Technology – Kelly, Representative
  - Recreation – Lingg, Representative
  - PN Advisory – Funk, Representative
  - Meet & Discuss Professional, Classified & Administrative – Engle, Chair;  
Daubert, Funk
  - Joint Wage Tax – Edwards, Representative; O'Connor (Alternate)
  - Lincoln Intermediate Unit Insurance Trust – Wentz, Representative
  - Legislative Liaison with Pennsylvania School Board Association – O'Connor
  - Key Communicator's Network – All

Policy Committee – Watson, Chair; Engle, Funk, Lingg

Stadium Promotion Committee - Funk

Educational Programs Committee - Daubert, Chair; O'Connor, Watson

Student Board Members - Bowersox, Sheaffer, Reichart

F. Spotlight Report

- Curriculum Update

G. Director of Curriculum and Instruction Report - Dr. Pam Smith

- Official Keystone Results

H. Standing motions regarding Personnel

1. Employment - The Board is requested to approve the following employment items:

Classified Employee:

Marilyn Shultz, personal assistant, effective March 26, 2013. Rate of compensation will be \$10.32 per hour ([enclosure](#)).

Substitute Employee:

Theresa Henry, long-term substitute guidance counselor extension through the end of the 2012-2013 school year. Rate of compensation will remain the same as a long-term substitute.

2. LPN Salary Plan for 2013-2014 and 2014-2015 ([enclosure](#)).

BOARD ACTION:

3. New Business:

- a) Retirements ERIP - The Board is requested to approve the following retirements under Early Retirement Incentive Plan:

Professional Employees:

Effective June 6, 2013 end of the 2012-13 school year

Sara Little, High School Art Teacher, 38.3 total years all of which were at HPSPD

Emily Emig, High School Special Education Teacher, 35.59 total years with 20 of those with HPSPD

Carol Forbes, Elementary Librarian-- 28.5 years of service, with 17.3 of

those with HPSD

Deborah Herring, Elementary Teacher, 28 years of service with 13 of those with HPSD

David Cataldo, Social Studies Teacher, 28.59 total years of service with 8.3 of those with HPSD

Administrative Employee:

Tony Grimes, Maintenance Supervisor, effective June 30, 2013. Mr. Grimes will be retiring with 39.8 total years of service all of which are to the district.

Classified Employees:

Stacey Yost, Payroll Clerk, effective June 30, 2013, 33.75 total years of service with 30.8 of those at HPSD

Deborah Hare, Head Custodian, effective June 30, 2013, 28.8 yrs. total years all at HPSD

BOARD ACTION:

- b) Retirement - The Board is requested to approve the following retirement:

Administrative Employee:

Mary Brown, LPN Program Coordinator, retirement effective approximately September 1, 2013. Final date to be determined based on program requirements. Mrs. Brown retiring with 6.5 years of service all of which are at HPSD.

Professional Employee:

Mary McKim, elementary teacher, effective June 30, 2013. Mrs. McKim is retiring with 7 years of service to the district.

BOARD ACTION:

- c) Resignations - The Board is requested to approve the following resignations:

Classified Employees:

Beth Sanderson, adult patrol, effective June 6, 2013.

Katie Anderson, part-time teaching assistant, effective June 6, 2013.

Drena Laughman, part-time cafeteria worker, effective June 6, 2013.

BOARD ACTION:

- d) Employment - The Board is requested to approved the following employment items:

Supplemental Employee:

James Blake, assistant varsity track coach, effective for the 2012-2013 school year. Rate of compensation will be \$1,746.00 (current).

Mark Williams, head junior varsity baseball coach, effective for the 2012-2013 school year. Rate of compensation will be \$1,781.00(returning).

BOARD ACTION:

- e) Leave of Absence - The Board is requested to approve the following leave of absence:

Alexis Hoke, FMLA leave of absence, effective August 19, 2013 to approximately October 4, 2013 but not to exceed 12 weeks of FMLA. Mrs. Hoke will be using paid leave prior to beginning leave without pay.

BOARD ACTION:

- f) Outsourcing MOU for Mowing Services - The Board is requested to approve the MOU for Mowing Services ([enclosure](#))

BOARD ACTION

- g) Approval to Advertise - The Board is requested to approve to advertise the following positions:

Payroll Clerk ([enclosure - job description](#))  
Practical Nursing Program Coordinator/Financial Aid Officer

BOARD ACTION:

- h) DISCUSSION - Approval to Advertise for the following position:

Facilities Manager ([enclosure - job description](#))

I. Standing Motions regarding Policy

1. Policies - The Board is requested tentative approval for the following policies:

- [232](#) Student Involvement in Decision-Making
- [601](#) Fiscal Objectives
- [602](#) Budget Planning
- [603](#) Budget Preparation
- [604](#) Budget Hearing
- [605](#) Tax Levy

- [607](#) Tuition Fees
- [608](#) Bank Accounts
- [610](#) Purchases Subject to Bid
- [613](#) Joint Purchasing
- [614](#) Payroll Authorization
- [616](#) Payment of Bills
- [618](#) Student Activity Funds
- [621](#) Local Taxpayer Bill of Rights
- [802](#) School Organization
- [803](#) School Calendar
- [805](#) Emergency Evacuation/Emergency Preparedness
- [807](#) Opening Exercises/Flag Displays

BOARD ACTION:

2. Informational - Regulations
  - [232-R1](#) Participatory Decision Making
  - [610-R1](#) Bidding Requirements
  - [805-R1](#) Evacuation of Schools

J. Standing Motions regarding Curriculum

1. York Adams Academy - The Board is requested to approve the contract for five sets for York Adams Academy for 2013-2014 at a cost of \$3,292 per seat ([enclosure](#)).

BOARD ACTION:

K. Standing Motions regarding Building and Grounds

1. Informational: Building & Grounds Meeting Report - March 14, 2013 ([agenda](#)) ([minutes](#)).
2. Floor Tile Bid for Middle School - The Board is requested to approve the floor tile bid for the Middle School from capital reserve funds at a cost of \$96,516.00 from Continental Flooring (total of 4 bids received) ([enclosure](#)).

BOARD ACTION:

L. Standing Motions regarding Finance

1. Check Registers - The Board is requested to approve the following check registers: General Fund including athletic, middle school and high school activity accounts totaling \$1,280,269.71, Capital Reserve totaling \$51,385.21, and Cafeteria totaling \$61,147.29. Grand total \$1,392,802.21. ([cafeteria](#)) ([capital reserve](#)) ([general fund](#))
2. Monthly Reports - February - The Board is requested to approve the following monthly reports (enclosures)

[Investment Report](#)

[Board Summary](#)

[Tax Collector](#)

[Student Activities Report MS](#)

[Student Activities Report HS](#)

BOARD ACTION:

3. New Business:

- a) York County Alliance For Learning (YCAL Grant) - The Board is requested to approve a grant receipt in the amount of \$400.00 for Deb Rinker (4th Grade Teacher) for a project entitled Sparking an Interest in Electricity ([enclosure](#))

BOARD ACTION:

- b) The Board is requested to approve the PlanCon Resolution ([enclosure](#)).

BOARD ACTION:

- c) The Administration recommends Board approval of a settlement agreement with the District.

BOARD ACTION:

M. Other Business

N. Public Comment

O. Next meeting date:

The planning meeting will be Monday, April 8, at 6 PM in the boardroom.  
The next board meeting will be Monday, April 22, at 6 PM in the boardroom.

P. Adjournment