

## BOARD OF DIRECTORS MEETING AGENDA

Tuesday, May 28, 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
  -
- D. Approval of Minutes from Past Meetings - The Board is requested to approve the minutes of April 22, 2013, and May 13, 2013.
  - Minutes 4-22-13 ([enclosure](#))
  - Minutes 5-13-13 ([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 (October 23, 2013, January 22, 2014; April 16, 2014)
  - 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

- Middle School/High School SAP Team

G. Superintendent's Report - Dr. Alan Moyer

- PA Standards & PA Common Core Standards ([enclosure](#))
- Teacher Effectiveness Project ([enclosure](#))
- Differentiated Supervision Plan (enclosure)
- School Performance Profile ([enclosure](#))
- Proposed Leadership Structure 2013-14 School Year
- New Student Representative on Borough Council-Zachary Sheaffer

H. Standing motions regarding Personnel

1. Employment - The Board is requested approval for the following employment items contingent upon receipt of all required employment paperwork:

Summer Reading Academy Employees:

Dates of the Academy will be June 24, 2013, through August 2, 2013. Rate of compensation will be \$20.00 per hour. All costs are paid through Title I Funds.

Lead Teacher:

Heather Wagaman

Teachers:

Melissa McKim

Liz Sheaffer

Sherry Knox

Amy Stratton

Deb Rinker

Substitute Teachers:

Marilyn Shultz

Laura Staub

2. School Physicians - The Board is requested to approve the following school physicians for the 2013-2014 school year:

School Physicians:

Dr. Kurt Thomas (Consulting Physician)

Dr. Thomas Rapp  
Dr. Douglas Masucci

School Dentist:

Dr. Henry Hoffacker

3. In-Service Memorandum of Understanding - The Board is requested to approve the Memorandum of Understanding for the First Day In-Service for 2013-2014 ([enclosure](#)) ([enclosure](#)).
4. Conferences/Workshops - The Board is requested to approve the following conferences/workshops ([enclosure](#)):

Crystal McDermitt	School Nutrition Programs Conferences June 9 and 10, 2013 Penn Stater Conference Center Hotel Cost to District - \$395.64
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BOARD ACTION:

5. New Business:

- a) Resignation - The Board is requested approval for the following resignation:

Connie Hahn, crossing guard, effective June 6, 2013.

BOARD ACTION:

- b) Employment - The Board is requested approval for the following employment items contingent upon receipt of all required employment paperwork:

Supplemental Employee:

Colton Dils, summer maintenance worker, effective June 3, 2013. Rate of compensation will be \$10.00 per hour (completed).

LPN Employee:

Amanda Kessler, full-time LPN instructor, effective date to be determined. Rate of compensation will be \$58,000.00. ([enclosure](#))

Teresa Lucker, part-time LPN instructor, effective date to be determined. Rate of compensation will be \$28.00 per hour. ([enclosure](#))

BOARD ACTION:

- c) Permission to Advertise - The Board is requested approval to advertise the following position:

Crossing Guard

BOARD ACTION:

- d) Board Secretary (per School Code section 404) - The Board is requested to appoint Troy Wentz as board secretary for a four-year term beginning July 1, 2013.

BOARD ACTION

- e) Professional Development Leave Report- End of leave report submitted by Megan Stitt following conclusion of her Professional Development Leave informational purposes ([enclosure](#)).

I. Standing Motions regarding Policy

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

- [250](#) Student Recruitment
  - [250-R1](#) Reservation of Consent
  - [250-R2](#) Authorization for Release of Student Records
- [804](#) School Day
  - [804-R1](#) School Day Exceptions
- [811](#) Bonding
  - [811-R1](#) Bonded Positions

BOARD ACTION:

2. Policies - The Board is requested tentative approval for the following policies from the Policy Committee:

- [812](#) Property Insurance
- [814](#) Copyright Material
- [818](#) Contracted Services
- [916](#) School Volunteers
- [236](#) Student Assistance Program

BOARD ACTION:

3. Regulations from the Policy Committee (informational only):

- [004.1-R1](#) Student Representatives

4. Regulations to delete from the Policy Committee (informational only):

- [113-R](#) Students with Special Emotional Needs

- [113.1-R1](#) Allocation of Classroom Space to Low Incidence Special Education Students
5. Policies - The Board is requested tentative approval for the following policies from the Budget & Finance Committee:
- [612](#) Purchases Not Budgeted
  - [617](#) Petty Cash Funds
    - [617-R1](#) Petty Cash Funds
    - [618-R1](#) Student Activity Funds

BOARD ACTION:

J. Standing Motions regarding Building and Grounds

1. Demand Response Contract - EnerNoc 3 year agreement - The Board is requested to the approve the EnerNoc 3 year agreement ([enclosure](#)).

BOARD ACTION:

2. New Business:

- a) DISCUSSION AND REVIEW - Cell Tower, Sheppard and Myers Review of Lease Agreement and Exhibits for possible approval June 10, 2013 ([land lease agreement](#)) ([exhibit 1](#)) ([exhibit 2](#)) ([exhibit 3](#)) ([exhibit 4](#))

K. 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 \$1,314,000.33, Capital Reserve totaling \$938.02, and Cafeteria totaling \$70,032.81. Grand total \$1,384,971.16 ([cafeteria](#)) ([capital reserve](#)) ([general fund](#))

BOARD ACTION:

2. Monthly Reports - April - 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. LIU Custodial, General, Paper and Art Bid - The Board is requested to approve the following LIU Joint Purchasing Bid Awards for 2013-2014 (enclosures):

[Custodial](#)

Calico Industries, Inc.	\$ 540.94
Hassinger and Company, Inc.	\$ 419.60
Hillyard Inc.-Lancaster, PA	\$ 69.96
Quaker City Paper Co.	\$ 101.10
W.B. Mason	\$ 52.44
Xpedx-Harrisburg	\$ 309.75
Total	\$1,493.79

[General](#)

Cascade School Supplies	\$ 1,785.43
Elgin School Supply Co. Inc.	\$ 829.70
Kurtz Brothers	\$ 743.24
National Art and School Supplies	\$ 2,000.72
Pyramid School Products, Inc.	\$ 4,631.14
Quill	\$ 2,949.76
School Specialty Inc.	\$ 1,301.86
Standard Stationery Supply Co.	\$ 1,012.56
Total	\$15,254.41

[Paper](#)

Contract Paper Group, Inc.	\$ 68.66
Kurtz Brothers	\$1,845.97
W.B. Mason	\$7,911.66
Total	\$9,826.29

[Art](#)

Blick Art Materials	\$ 190.81
Cascade School Supplies	\$1,570.10
Commercial Art Supply	\$ 45.60
Elgin School Supply Co. Inc.	\$ 122.82

Kurtz Brothers	\$ 699.05
National Art and School Supplies	\$2,548.97
Office Basics Inc.	\$ 152.64
Pyramid School Products, Inc.	\$ 889.68
School Specialty Inc.	\$ 996.04
The Ceramic Shop	\$ 459.48
Total	\$7,675.19

BOARD ACTION

4. Transportation Request for Proposal for 2013-2014 - The Board is requested to approve Lincoln Bus Lines for the Athletic, Band, and Field Trips transportation for the 2013-2014 school year per the rates enclosed ([enclosure](#)).  
(2 RFP's received, 4 mailed out)

BOARD ACTION

5. Athletic Budget Approval for 2013-2014 - The Board is requested to approve the 2013-2014 Athletic Budget ([enclosure](#)).

BOARD ACTION

6. Cafeteria Budget Approval and Pricing for 2013-2014 - Approval of the cafeteria budget for the 2013-2014 school year ([enclosure](#)) and meal pricing for the 2013-2014 school year:
  - Breakfast \$1.00 (no change)
  - Elementary Lunch \$2.30 (previously \$2.20)
  - Secondary Lunch \$2.55 (previously \$2.45)
  - Adult Lunch \$3.00 (no change)
  - Milk \$0.50 (no change)

BOARD ACTION

7. Treasurer Appointment for 2013-2014 (per School Code section 404) - The Board is requested to appoint Dr. James O'Connor as Treasurer for the 2013-2014 fiscal year.

BOARD ACTION

8. Non Resident Tuition Approval for 2013-2014 - The Board is requested to approve the Non Resident Tuition Rates for the 2013-2014 school year of Elementary \$10,263.68 or \$57.02 per day (\$10,150.20 prior year) Secondary \$11,639.14 or \$64.66 per day (\$11,778.62 prior year) ([enclosure](#))

BOARD ACTION

9. Plan Con K Document - Project Refinancing - The Board is requested to approve the Pennsylvania Department of Education response to Plan Con K Project Refinancing as part of the minutes of the District ([enclosure](#)).

BOARD ACTION

10. Depositories for 2013-2014 - The Board is requested to approve Susquehanna Banks as depository (with administration exploring other institutions) and PSDLAF and PLIGIT as banking institutions for the 2013-2014 school year ([enclosure](#)).

BOARD ACTION

11. Student Accident Insurance - The Board is requested to approve the Sports Insurance and optional student accident program underwritten by ACE American Insurance Company, administered by American Management Advisors, Langhorne, Pennsylvania, and serviced by Christian-Baker Company, Camp Hill, Pennsylvania and the optional student accident insurance:
  - All Sports (grades 7-12): Plan AA, \$1,000,000 medical maximum
  - Total premium \$7,934 (\$7,930 prior year) includes additional rider for students school to work programs:
  - Optional Student Accident Insurance (offered to parents to purchase) Plan A
    - Primary Benefits \$1,000,000 medical maximum
    - Total premium \$88.00 for 24 hour coverage (no increase)
    - School time coverage \$22.00 (no increase)
    - Dental (to be purchased with above plans) \$8.50 (no increase)

BOARD ACTION:



12. Practical Nursing Program Tuition - The Board is requested to approve the tuition increase for the Practical Nursing Program beginning July 1, 2013 at the rate of \$9,000 (prior \$8,600) for Pennsylvania students and the rate of \$11,340 for non-PA residents (prior \$10,940) ([enclosure](#)).

BOARD ACTION:

O. Standing Motions - Miscellaneous

1. Memorandum of Understanding - The Board is requested to approve the Memorandum of Understanding between Hanover Public School District and Hanover Borough Police and Hanover Public School District and Penn Township Police from beginning May 13, 2013 ([enclosure](#)) ([enclosure](#)).

BOARD ACTION:

The planning meeting will be Monday, June 10, at 6 PM in the boardroom.  
The next board meeting will be Monday, June 24, at 6 PM in the boardroom.

O. Adjournment