

**HANOVER PUBLIC SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES**

Tuesday, December 07, 2004

Immediately followed the Reorganization Meeting

A. Opening Business

Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 6:09 p.m. in the boardroom of the administration building.

Pledge of Allegiance

Roll Call -- Board Members present: Ms. Angelo, Dr. Daniels, Mr. Frederick, Mr. Kauffman, Mrs. Sunday, Mr. Zeigler

Board Members absent: Mr. Edwards, Mr. Scholles, Mr. West

Student Board Members absent: Tegan Colley and Ellen Scheivert (Elizabeth Sanders, alternate)

Also Present -- Mr. Yingst, Dr. Dillon, Mrs. Green, Mrs. Frock, Mr. Fry, Mrs. Gunnet, Mrs. Schoonover, Mrs. Pam Smith, Mrs. Bookwalter, Mrs. Herring, Mr. Doll, Mr. Crowl, Mrs. LeDane, Mrs. Worley, Sarah Mausolf, The Evening Sun; Vic Zeigler, Sharron Pate, Brian Gerlach, John Beddia, Crabtree, Rohrbaugh & Associates; Robert VanSant, Eric Hartman, HEA; Chris Hoover, Hoover Engineering Services, Inc.; Mrs. Sara Smith

B. Recognition of Visitors and Public Comment:

Public Comment: None

C. Student Board Members Report:

Allison Frederick and Tanner Bowersox updated the Board on academic and extracurricular events at the middle school.

D. Legal Report: Mr. Yingst – No report

E. Superintendent's Report: Dr. Dillon

Dr. Dillon informed the Board of the upcoming district holiday concerts and shared positive feedback of the great success of the first Senior Citizens Day hosted by the high school.

Mr. West arrived at 6:13 p.m.

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F. New Business

1. **Minutes** – The Board was requested to approve the minutes of the November 16, 2004 regular board meeting.

BOARD ACTION:

Mrs. Sunday made a motion to approve the minutes as presented. Seconded by Ms. Angelo and passed on a roll call vote of 7 to 0.

2. Buildings and Grounds

- a) **Construction Update – Information Item** – Mr. John Beddia, Crabtree, Rohrbaugh & Associates and Mr. Chris Hoover, Hoover Engineering Services, Inc. updated the Board on the construction projects. **(NO BOARD ACTION WAS REQUIRED.)**
- b) **Location for Athletic Stadium & Fields** – Following the construction update, the Board discussed the following options and study estimates for a stadium.

- | | |
|----------|--|
| Option 1 | Additions and renovation to the existing Sheppard & Myers field |
| Option 2 | New stadium between the high school and middle school with synthetic fiber surfacing |
| Option 3 | New stadium between the high school and middle school without synthetic fiber surfacing |

BOARD ACTION:

Mr. Frederick made a motion to pursue Option 2 – a new stadium between the high school and middle school **with** synthetic fiber surfacing. Seconded by Mr. Kauffman.

DISCUSSION: Mr. West stated he was not ready to make a decision.

Mr. Zeigler had questions regarding requirements as set forth by Penn Township.

Mrs. Green advised the Board that by voting on the motion they were not committed to a budget, but only to moving forward with the option plan.

The motion passed on a roll call vote of 5 to 2. Mr. West and Mr. Zeigler voted negative.

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Miss Colley arrived at 6:45 p.m.

- c) **Construction Administrator Request for Proposals** – The Board was requested to direct the administration to send out a request for proposals for construction administration services.

BOARD ACTION:

Mr. Frederick made a motion to direct the administration to send out a request for proposals for construction administration services. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

Miss Scheivert arrived at 6:53 p.m.

- d) **Other Business** –

Student Board Members Report: Colley, Scheivert

Miss Colley and Miss Scheivert updated the Board on the academic and extracurricular events at the high school.

The Board recessed to Executive Session at 7:22 p.m. to discuss legal matters and reconvened at 7:41 p.m.

Mrs. Sunday made a motion to appoint Mr. Greg Zeigler as Hanover Public School District's representative to the York County School of Technology Joint Operating Committee, effective January 1, 2005 through January 1, 2008. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

3. Personnel

- a) **Retirement(s):** The Board was requested to approve the following retirement(s):

LPN Program

Rose Waxler, full-time LPN instructor, effective January 21, 2005. Ms. Waxler will be retiring with twenty-four years of service with the Hanover Public School District.

BOARD ACTION:

Ms. Angelo made a motion to approve the retirement as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 7 to 0.

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- b) **Resignation(s):** The Board was requested to approve the following resignation(s):

Classified Employee(s):

Annette Arigo, regular adult patrol at Washington Elementary, effective December 3, 2004, for personal reasons.

Jennifer Buckley, secretary at Washington Elementary, effective January 7, 2005, for personal reasons.

Nancy Paine, part-time custodian at the high school, effective immediately. Mrs. Paine was hired at the September Board meeting but has since declined the position.

Catherine Rhodes, adult patrol, effective December 6, 2004, for personal reasons.

Edward Secoski, student custodian, effective immediately for personal reasons.

Jason Stevens, computer technician, effective December 31, 2004 for personal reasons.

Stacey Topper, regular adult patrol at Clearview Elementary, effective December 3, 2004, for personal reasons.

Substitute Employee(s):

Dwight Robison, substitute teacher, removal of name from substitute listing, effective immediately.

Supplemental Employee(s):

Shawn Malehorn, security police, effective immediately, for personal reasons.

BOARD ACTION:

Ms. Angelo made a motion to approve the resignations as presented. Seconded by Dr. Daniels and passed on a roll call vote of 7 to 0.

- c) **Leave(s) of Absence** – The Board was requested to approve the following requests for leave of absence:

Paul Holub, Jr., full-time custodian at Hanover Street, request for medical leave of absence effective November 15, 2004 to approximately December 30, 2004. Mr. Holub will be using paid leave during this time.

Brenda Matthews, full-time custodian at Clearview Elementary, request for medical leave of absence effective November 1, 2004 through approximately March 8, 2005. Ms. Matthews will use accumulated paid leave prior to going on uncompensated FMLA leave.

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Amanda Wallick, learning support teacher at the high school, request to continue uncompensated childrearing leave through the end of the 2004-2005 school year.

BOARD ACTION:

Ms. Angelo made a motion to approve the leaves of absence as presented. Seconded by Dr. Daniels and passed on a roll call vote of 7 to 0.

- d) **Employment** – The Board was requested to approve the following employment items contingent upon the receipt of all necessary employment documents:

Administrative Employee(s):

Jay Czap, assistant principal at the middle school, effective January 24, 2005. Rate of compensation will be \$61,125, prorated for the 2004-2005 school year.

Classified Employee(s):

Suzanne Kurtz, part-time cafeteria worker at the middle school, effective upon completion of necessary paperwork. Rate of compensation will be \$9.52 per hour.

Substitute Employee(s):

John Andrews, Jennifer Brown, Kim Coleman, Dwayne Conley, Shane Jacoby, Albert Lowas, Monica Micik, Kirk Paul, Ronald Pearson, Kristopher Rusinko, and Roberta Weaver, day-to-day substitute teachers. Rate of compensation will be \$90.00 per day.

James Little, substitute middle school assistant principal, effective December 8, 2004 through January 21, 2005. Rate of compensation will be \$300 per day.

Nancy Zumbrum, change of status from extended learning support substitute to long-term substitute, effective December 7, 2004 through the end of the 2004-2005 school year. Rate of compensation will be \$35,574 prorated for the remainder of the 2004-2005 school year.

Michael Scheivert, student computer intern, effective December 16, 2004 through January 7, 2005. Rate of compensation will be \$6.25 per hour.

Supplemental Employee(s):

Connie Speck, assistant high school musical producer, effective for the 2004-2005 school year. Rate of compensation will be \$1,208.

BOARD ACTION:

Ms. Angelo made a motion to approve the employment items as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

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- e) **Job Description Revision** - The Board was requested to approve the following job descriptions as amended:

Delete: Teaching Assistant (Elementary)
Teaching Assistant (Middle/High School)

New (revised as one): Teaching Assistant

Revised: Personal Assistant

BOARD ACTION:

Ms. Angelo made a motion to approve the revised job descriptions as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

- f) **Administrative Holiday** – The Board was requested to approve December 30th as a district holiday for administrators for the 2004-2005 school year. If approved, this date will be exchanged for the Easter Monday holiday.

BOARD ACTION:

Ms. Angelo made a motion to approve December 30th as a district holiday for administrators as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

- g) **Full-Time Kindergarten Position** – The Board was requested to approve increasing the part-time kindergarten teaching position at Washington Elementary, to full-time, pending a minimum enrollment of fifteen students.

BOARD ACTION:

Ms. Angelo made a motion to approve the full-time kindergarten position as presented. Seconded by Mr. Kauffman and passed on a roll call vote of 7 to 0.

- h) **Conferences/Workshops** – The Board was requested to approve the following conferences/workshops:

| | |
|-------------------------|---|
| Robert Pelletier | Bellwood Antis Holiday Tournament |
| Daniel Koishal | December 28-29, 2004 |
| Chuck Beans | Bellwood, PA |
| | Cost - \$1,072.81 (\$436.10 lodging & meals to be paid by Athletic Boosters, \$636.71 transportation to be paid by District.) |

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**Ralph Kuhn
Jason Rice
Brad Zeigler**

Hempfield Wrestling Tournament
December 10-11, 2004
Hempfield, PA
Cost - \$1,554 (\$574 lodging, meals & bus
to be paid by Athletic Boosters, \$980 for mileage,
registration and substitute teacher fee to be paid
by District.)

BOARD ACTION:

Ms. Angelo made a motion to approve the conferences/workshops as presented.
Seconded by Mr. Zeigler and passed on a roll call vote of 7 to 0.

- i) **Other Business** – None

4. Curriculum and Technology

- a) **Revisions to Board Policy #915** – The Board was requested to approve the final adoption of the revisions to Board Policy #915. The revisions were tentatively adopted at the November 16, 2004 Board meeting.

BOARD ACTION:

Mr. West made a motion to approve the final adoption of the revisions to Board Policy #915. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- b) **Other Business** – None

5. Budget and Finance

- a) **Lawrence B. Sheppard Foundation Donation** – The Board was requested to approve a \$2,500 donation from the Lawrence B. Sheppard Foundation to help fund the Sonny Sheppard Relays.

BOARD ACTION:

Mr. Kauffman made a motion to approve the donation as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

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- b) **Science Labs Donation** – The Board was requested to approve the donation of innovative science labs for Hanover Street Elementary and Washington Elementary from the Hanover Foundation for Excellence in Education, Inc.

BOARD ACTION:

Mr. Kauffman made a motion to approve the donation of the innovative science labs as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

- c) **Check Registers** – The Board was requested to approve the following check registers:

- General Fund including athletic, middle school and senior high
- Building Project
- Cafeteria

BOARD ACTION:

Mr. Kauffman made a motion to approve the check registers as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

- d) **Monthly Reports** – Due to the timing of the meeting, the monthly reports will be presented at the January meeting. **(NO BOARD ACTION WAS REQUIRED.)**
- e) **Other Business** – None

ADJOURNMENT:

The meeting was adjourned at 7:55 p.m.

Susan M. Green, Board Secretary

THE NEXT REGULARLY SCHEDULED BOARD MEETING IS SCHEDULED FOR JANUARY 25, 2005 AT 7:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.