

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

Tuesday, November 22, 2005

7:00 P.M.

A. Opening Business

Call to Order -- The meeting of the Hanover Public School District Board of Education was called to order at 7:01 p.m. in the boardroom of the administration building.

Pledge of Allegiance

Roll Call - Board Members present: Ms. Angelo, Mr. Edwards, Mrs. Sunday, Mr. West, Mr. Zeigler

Board Members absent: Dr. Daniels, Mr. Frederick, Mr. Kauffman, Mr. Scholles

Student Board Members absent: Ellen Scheivert, Elizabeth Sanders Bakhtiar Shahid (Alternate)

Also Present - Mr. Yingst, Dr. Dillon, Mrs. Green, Mrs. Frock, Mr. Fry, Mrs. Gunnet, Mr. Hall, Mr. Crowl, Mrs. Krieger, Ms. McDermitt, Ashley Andyshak, Gettysburg Times; Courtney Lomax, The Evening Sun; Deb Sell, HPESP; Diane Wagaman, HPESP; Anthony Smith, Linda Yowaiski, HPESP; Mike Baker, Mrs. Sara Smith

B. Recognition of Visitors and Public Comment:

Public Comment: None

C. Standing Committee Reports

Policy Committee – Sunday, Chair; Angelo, Scholles – Mrs. Sunday stated that a policy is included on the agenda for approval.

Negotiating Committee Classified – Angelo, Chief Negotiator; Edwards, Scholles, West Ms. Angelo reported that the Committee met on November 21, 2005 and another meeting is scheduled. Mrs. Yowaiski noted that meeting dates and information have been exchanged.

Negotiating Committee Professional – Sunday, Chief Negotiator; Frederick, Kauffman, Zeigler – No report

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YST - Zeigler, Representative; West (Alternate) – Mr. Zeigler gave a report which highlighted academic and business matters at YST.

Recreation - Scholles, Representative; Kauffman (Alternate) – No report

PN Advisory - Daniels, Representative; Edwards (Alternate) – Mrs. Krieger gave an update on the current standing of each of the classes.

Meet & Discuss Professional - West, Representative; Angelo, Frederick – No report

Meet & Discuss Classified - Angelo, Representative; Daniels, Zeigler – No report

Meet & Discuss Administrative - Sunday, Representative; Kauffman, Zeigler – No report

Joint Wage Tax - Edwards, Representative; Zeigler (Alternate) – No report

Lincoln Intermediate Unit Insurance Trust - Edwards, Representative, Green, Frock (Alternate) – Mr. Edwards reported that the Trust met and discussed the fund balance of the Trust and the District.

Lincoln Intermediate Unit Board of Directors - Edwards, Representative; Sunday (Alternate) – Mr. Edwards reported that the Lincoln Intermediate Unit Executive Director, Dr. Clemens is retiring as of March 31, 2006. An outside consulting firm has been hired to conduct a search for a new executive director.

Legislative Liaison with Pennsylvania School Board Association - Angelo, Representative; Edwards (Alternate) – Ms. Angelo reported that a bill was signed into law that requires all school districts to allow home-schooled students to participate in extracurricular activities. She also advised that PDE's recommendations regarding certificates for elementary education were approved by the Chapter 49 Committee. Ms. Angelo stated that several senate bills have been introduced for property tax relief.

Academics, Arts and Athletics – Scholles, Representative; Frederick (Alternate) – No report

Student Board Members Report –Scheivert, Sanders, Shahid (Alternate) – No report

Middle School Students Report – Brown, Daubert – No report

D. Legal Report: Mr. Yingst – No report

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E. Consent Agenda:

Background: The following routine operational matters are presented for action by the Board of Directors. Items that require special attention may be removed from the consent agenda upon request.

Recommendation: Motion to approve items on the Consent Agenda.

1. **Minutes** of the October 25, 2005 board meeting.

2. **Personnel Committee**

Background:

a) **Resignations** – Board approval for the following resignations:

Classified Employees:

Joseph L'Etoile, standing adult patrol, effective immediately for health reasons.

Debra Mummert, adult patrol, effective September 23, 2005. It is to be noted that Mrs. Mummert voluntarily abandoned her position.

Student Worker:

Matthew Gordon, student custodian, effective immediately.

b) **Employment** – Board approval for the following employment items contingent upon the receipt of all necessary employment documents:

Classified Employee:

Lori Whitaker, adult patrol. Rate of compensation will be \$17.20 per day.

Substitute Employees:

Patsy Bortner, Natalie Keller, Kevin Leitzel and Kathleen Miserendino, day-to-day substitute teachers, effective for the 2005-2006 school year. Rate of compensation will be \$95.00 per day.

Katie Demi and Sarah Enoff, substitute cafeteria workers. Rate of compensation will be \$8.50 per hour.

Kyle Dillon, student computer intern, effective December 18, 2005 through January 22, 2006. Rate of compensation will be \$6.25 per hour.

Lisa Myers and Michelle Williams, substitute lunchroom/playground supervisor and teaching/personal assistant, effective immediately. Rate of compensation will be \$8.50 per hour for all positions.

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Patti Sager, substitute school nurse and healthroom assistant, effective immediately. Rate of compensation will be \$95.00 per day.

Rhonda Seibel, extended substitute librarian, effective November 17, 2005 to approximately January 6, 2006. Rate of compensation will be \$187.23 per day. Mrs. Seibel will be covering the uncompensated leave of Lynn Conrad.

Volunteer:

Lewis Stambaugh, volunteer assistant wrestling coach

- c) **Conferences/Workshops** – Board approval for the following conferences/workshops:

Susan Green PASBO Annual Conference
March 7-10, 2006
Hershey, PA
Cost-\$575.00 (includes mileage)

Bj Frock PASBO Annual Conference
March 7-10, 2006
Hershey, PA
Cost-\$375.00

Michael Crowl PASBO Annual Conference
March 7-10, 2006
Hershey, PA
Cost-\$375.00

- d) **Leave of Absence** – Board approval for the following request for leave of absence:

Lynn Conrad, request for uncompensated leave of absence for restoration of health, effective November 17, 2005 to approximately January 6, 2006.

- e) **Vacancies:**

Assistant Superintendent
Assistant High School Principal

Middle School Science Teacher

Cafeteria Food Truck Driver
Middle School Guidance Secretary
Adult Patrol (1 position)
Part-time Custodian (1 position)
Full-time Custodian Floater

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Head Junior Varsity Baseball Coach
Head Junior Varsity Softball Coach

Middle School Newspaper Advisor
Middle School Winter Sports Cheerleading Head Coach
Clearview Intramural #1

(NO BOARD ACTION WAS REQUIRED.)

Recommendation: Board approval of the Personnel Committee items is recommended.

3. Curriculum and Technology Committee

Background:

No business brought forward.

4. Budget and Finance

Background:

a) **Monthly Reports** – Board approval of the following reports for the month of October:

- Tax Collector Report
- Treasurer's Report
- Investment Report
- Budget Expenditure Report
- Revenue Budget Summary
- Cafeteria Report
- Student Activities Reports
- Transfer Report

Recommendation: Board approval of the Budget and Finance Committee items is recommended.

5. Buildings and Grounds Committee

Background:

a) **High School Commons Area** – Board approval of the installation of carpet tiles in the high school commons area because of its low maintenance and sound absorbing qualities with an estimated cost of \$4,200. This will be paid for from the capital reserve budget.

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Recommendation: Board approval of the Building and Grounds Committee items is recommended.

END OF CONSENT AGENDA

APPROVAL OF CONSENT AGENDA

Mrs. Sunday made a motion to approve the Consent Agenda as presented. Seconded by Mr. West and passed on a roll call vote of 5 to 0.

The Board recessed to Executive Session to discuss legal matters at 7:19 p.m.

Mr. Frederick arrived at 7:25 p.m.

The Board reconvened at 7:35 p.m.

F. New Business

1. **Superintendent's Report: Dr. Dillon** – Dr. Dillon and Board members recognized Ms. Angelo's efforts for six years of service to the Hanover Public School District Board of Education.

2. Personnel

f) **Position Change** – The Board was requested to approve the following position change along with approval of a new job description:

From MS Intramurals Boys Basketball Program #4 to Gymnastics Intramurals Coach

BOARD ACTION:

Ms. Angelo made a motion to approve the position change and new job description as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 6 to 0.

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

Classified Employees:

Andrea Lester, middle school guidance secretary. Rate of compensation will be \$8.67 per hour.

Eva Myers, full-time floater custodian. Rate of compensation will be \$8.67 per hour.

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Diana Spangler, temporary reassignment from cafeteria worker to cafeteria food truck drive, effective October 26, 2005 until such time that the position is filled. Rate of compensation will remain the same.

Substitute Employees:

Brita Byers, Adrienne Herndon, Tracie Humbert and Linda Rigler, substitute teachers, effective November 14, 2005. Rate of compensation will be \$95.00 per day.

Melanie Hirt, extended 5th grade substitute teacher, effective December 2, 2005 to approximately February 13, 2006. Rate of compensation will be \$187.23 per day. Ms. Hirt will be covering the maternity leave of Mrs. Julie Sterner.

Grace Martz, substitute teaching and personal assistant and substitute clerical worker, effective immediately. Rate of compensation will be \$8.50 per hour for all positions.

John Whitaker, substitute adult patrol, effective November 21, 2005. Rate of compensation will be \$17.20 per day.

Professional Employee:

Matthew Baker, seventh grade science teacher, effective upon release from current employer. Rate of compensation will be Instructional II, Step 8 of the 2005-2006 salary schedule.

Supplemental Employees:

Michael Adams, school security police and game manager, effective for the 2005-2006 season. Rate of compensation will be \$10.00 per hour and \$35.00 per event, respectively.

Tara Bahn, Gymnastics Intramurals Coach, effective for the 2005-2006 season. Rate of compensation will be \$424.00.

Gameworker:

John Gilpin, effective for the 2005-2006 school year. Rate of compensation will be as listed on the SA-107a "Athletic Event Report for Payment".

Volunteer:

Jamie Coll, volunteer boys basketball assistant

BOARD ACTION:

Ms. Angelo made a motion to approve the employment items as presented. Seconded by Mr. Edwards and passed on a roll call vote of 6 to 0.

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Substitute Employee:

Joan Helm, substitute cafeteria worker. Rate of compensation will be \$8.50 per hour.

BOARD ACTION:

Ms. Angelo made a motion to approve the employment item as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 5 to 0. Mr. Zeigler abstained from voting.

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

Tara Bahn US All-Star Track & Field Clinic
December 15-16, 2005
Atlantic City, NJ
Cost - \$375.00

Jason Weigle US All-Star Track & Field Clinic
December 15-16, 2005
Atlantic City, NJ
Cost - \$375.00

Julie Kuhn Ultimate Performance Coaching Seminar
January 12-13, 2006
Atlantic City, NJ
Cost - \$290.00 (lodging & mileage to be paid by employee)

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 6 to 0.

- i) **Administrative Holiday** – The Board was requested to approve December 30th (for New Year's Eve) as a district holiday for administrators for the 2005-2006 school year. If approved, this date will be exchanged for the Easter Monday holiday.

BOARD ACTION:

Ms. Angelo made a motion to approve the change to the administrative holiday as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 6 to 0.

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- j) **Leave of Absence** – The Board was requested to approve the following request for leave of absence:

Classified Employee:

Suzanne Kurtz, cafeteria worker, uncompensated leave of absence for restoration of health, effective November 17, 2005 to approximately January 3, 2006.

BOARD ACTION:

Ms. Angelo made a motion to approve the request for leave of absence as presented. Seconded by Mr. Zeigler and passed on a roll call vote of 6 to 0.

- k) **Retirement** – The Board was requested to approve the following retirement:

Classified Employee:

Robert Yealey, high school custodian, effective February 1, 2006. Mr. Yealey's last day of work will be December 5, 2005 and then Mr. Yealey will be using paid time through February 1st. Mr. Yealey would like to request to remain on the substitute custodial list after his retirement. Mr. Yealey will retire with approximately 16 years of service to the 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 6 to 0.

- l) **Other Business** – None

3. Curriculum and Technology

- a) **Bridge to Success – Information Item** – Dr. Dillon gave an overview of the Bridge to Success program. **(NO BOARD ACTION WAS REQUIRED.)**
- b) **Board Policy for Possession/Use of Asthma Inhalers** – At the request of the Board Policy Committee, the Board was requested to approve the final adoption of a new policy to address the possession/use of asthma inhalers by students. The policy was tentatively adopted at the October 25, 2005 Board meeting.

BOARD ACTION:

Mr. West made a motion to approve the final adoption of the new policy to address the possession/use of asthma inhalers by students. Seconded by Mr. Frederick and passed on a roll call vote of 6 to 0.

- c) **Other Business** – None

4. Budget and Finance

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

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

BOARD ACTION:

Mrs. Sunday made a motion to approve the check registers as presented. Seconded by Mr. Edwards and passed on a roll call vote of 6 to 0.

c) **Other Business** – None

5. Buildings and Grounds

b) **Other Business** – Mr. Frederick made a motion to approve geo-technical testing on the Doubleday site. Seconded by Mr. West.

DISCUSSION:

Mr. Frederick stated that it would be prudent for the district to look into the Doubleday site as a possible option to relocate the new Washington Elementary school. Reasons for looking into this option include: relief of traffic congestion, cost savings for a simplified school design, safety of children and educational benefits due to phasing.

Mrs. Sunday stated that the site would be a central location for subsequent re-districting and that the site would be conducive for a larger building.

The motion passed on a roll call vote of 6 to 0.

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ADJOURNMENT:

The meeting was adjourned at 8:10 p.m.

Susan M. Green, Board Secretary

THE NEXT REGULARLY SCHEDULED BOARD MEETING IS DECEMBER 6, 2005 AT 6:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.

sbs