

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

Tuesday, June 27, 2006

6:00 P.M.

A. Opening Business

Call to Order -- The meeting of the Hanover Public school District Board of Education was called to order at 6:00 p.m. in the boardroom of the administration building.

Pledge of Allegiance

Roll Call - Board Members present: Mr. Baker, Dr. Daniels, Mr. Kauffman, Mr. Scholles, Mrs. Sunday, Mr. Zeigler

Board Members absent: Mr. West, Mr. Edwards

Mr. Frederick arrived at 6:06 p.m.

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

Also Present - Dr. Dillon, Mrs. Green, Mrs. Frock, Mrs. Gunnet, Mr. Lehman, Mr. Albin, Mr. Hershner, Mr. Kirby, Mrs. Schoonover, Mr. Czap, Ms. McDermitt, Steve Marroni, The Evening Sun

Mr. Yingst arrived at 7:00 p.m.

Eric Hartman, Steve Little and Erin Smith, HEA

Linda Yowaiski, Gillian Colley, Diane Wagaman and Robin Seymore, HPESP

B. Recognition of Visitors and Public Comment:

Public Comment: None

The Board adjourned at 6:02 p.m. to Executive Session for personnel reasons.

The Board reconvened at 6:34 p.m.

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C. Standing Committee Reports

Policy Committee – Sunday, Chair; Baker, Scholles – Mrs. Sunday stated that the “Wellness Policy” was included on the agenda for approval.

Negotiating Committee Classified – Scholles, Chief Negotiator; Baker, Edwards, West – Mr. Scholles stated that classified negotiations are scheduled for fact-finding July 17, 2006 at 12:00 p.m. and that a fact-finder has been assigned.

Negotiating Committee Professional – Sunday, Chief Negotiator; Frederick, Kauffman, Zeigler – Mrs. Sunday stated that negotiations are completed.

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) - Mr. Kirby gave an update on the LPN program and invited all present to attend the July 20, 2006 graduation.

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

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

Meet & Discuss Administrative - Sunday, Representative; Kauffman, Zeigler – Mrs. Sunday stated that a meeting was held with representatives of the Act 93 group and that a new Act 93 agreement was on the agenda for approval.

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

Lincoln Intermediate Unit Insurance Trust - Edwards, Representative, Green, Frock (Alternate) - No report

Lincoln Intermediate Unit Board of Directors - Edwards, Representative; Sunday (Alternate) – No report

Legislative Liaison with Pennsylvania School Board Association - Baker, Representative; Edwards (Alternate) – Mr. Baker asked those present for any items or issues they wished to have presented.

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

D. Legal Report: Mr. Yingst - No report

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E. Superintendent's Report: Dr. Dillon – Mrs. Gunnet and Mr. Albin presented an overview of the Summer Reading Academy.

F. New Business

1. **Minutes** of the May 23, 2006 board meeting.

BOARD ACTION:

Mrs. Sunday made a motion to approve the minutes of the May 23, 2006 Board meeting as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

2. **Personnel**

a) **Termination:** The Board was requested to approve the following termination:

Andrea Lester, middle school guidance secretary, effective April 12, 2006.

BOARD ACTION:

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

b) **Retirement:** The Board was requested to approve the following retirement:

Michael Crowl, facilities engineer, effective September 1, 2006. Mr. Crowl's last day of work will be June 16, 2006 and he will use accrued vacation through September 1, 2006.

BOARD ACTION:

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

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

Professional Employee(s):

Lynn Conrad, middle school librarian, effective June 20, 2006.

Erin Cotton, middle school IST teacher, effective June 27, 2006.

Ellissa Kauffman, elementary teacher, effective June 14, 2006.

Eric Toomey, high school guidance counselor, effective June 19, 2006.

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Classified Employee(s):

Elizabeth Bitner, summer worker, effective June 13, 2006.

Brenda Emler, ½ day adult patrol at Clearview Elementary, effective June 8, 2006.

Darin Sherfey, part-time custodian at Clearview Elementary, effective June 9, 2006.

Carolyn Small, secretary to the business manager and substitute custodian, effective June 23, 2006.

Donna Smith, secretary to the Supervisor of Special Education and Facilities Engineer, effective June 16, 2006.

BOARD ACTION:

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

- d) **Employment-** The Board was requested to approve the following employment items:

Professional Employee(s):

Martha Dows, elementary teacher, effective with the beginning of the 2006-2007 school year. Rate of compensation will be Instructional II Step 11.5.

Jennifer Koishal, elementary teacher effective with the beginning of the 2006-2007 school year. Rate of compensation will be Instructional I Step 4.

Patricia Sprenkle, elementary teacher, effective with the beginning of the 2006-2007 school year. Rate of compensation will be Masters Step 13.

Classified Employees(s):

Tena Shaffer, healthroom assistant at the middle and high schools, effective tentatively for August 21, 2006. Rate of compensation will be \$13.92 per hour

Summer Interns- Employment effective June 8, 2006 to approximately August 18, 2006 and rate of compensation will be \$6.25 per hour.

Marie Finnegan, personnel office

Brittani Smith, business office

Jennifer Strevig, elementary buildings

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Supplemental Employee(s):

Patricia Clouser, tax enumerator under a separate supplemental contract effective July 1, 2006 through June 30, 2007, whereby neither she nor the district shall make contributions to PSERS on her behalf. Nor shall any of this service time be counted towards any creditable service for retirement purposes. Contract rate will be \$8.00 per hour not to exceed a gross total amount of \$2,000.

Paul Hentz, district web page manager under a separate supplemental contract effective July 1, 2006 through June 30, 2007, whereby neither he nor the district shall make contributions to PSERS on his behalf. Nor shall any of this service time be counted towards any creditable service for retirement purposes. Contract rate will be \$5,000.00.

Jill Slocum, gameworker, effective for the 2005-2006 school year. Rate of compensation will be as listed on the SA-107A "Athletic Event Report for Payment" for each appropriate position.

Summer Employee(s):

Matthew Burke and **Katie Spangler**, regular summer workers, effective June 12, 2006 and June 26, 2006, respectively. Rate of compensation will be \$6.25 per hour.

James Winand, transfer from substitute summer worker to regular summer worker, effective June 12, 2006. Rate of compensation will remain the same at \$6.25 per hour.

A.J. Yingst, transfer from regular summer worker to substitute summer worker, effective June 12, 2006. Rate of compensation will remain the same at \$6.25 per hour.

Substitute Employee(s):

Diana Spangler, substitute custodian, effective June 5, 2006. Rate of compensation will be \$6.25 per hour.

BOARD ACTION:

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

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- e) **Tenure-** The Board was requested to award tenure to the following temporary professional employees:

**Karla Brezniak
Jonathan Carothers
Erin Cotton
Daniel "Bo" Koishal
Bryn McLane
Carrie Price
Kelly Ulsh
Jason Weigle**

BOARD ACTION:

Mr. Scholles made a motion to grant approval for tenure as presented. Seconded by Mr. Kauffman and passed on a roll call vote of 7 to 0.

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

Paul Holub, Jr., request for leave of absence/FMLA effective May 26, 2006 to approximately August 3, 2006, but not to exceed allowable time. Mr. Holub will use all paid leave prior to beginning uncompensated FMLA leave.

Sara Myers, request for childbearing/childrearing/FMLA leave, effective tentatively August 28, 2006 to approximately November 3, 2006. Mrs. Myers will use paid leave prior to beginning uncompensated FMLA leave.

Victoria Pfisterer, request for childbearing/childrearing/FMLA leave, effective tentatively August 24, 2006 to approximately September 12, 2006. Mrs. Pfisterer will use paid leave prior to beginning uncompensated FMLA leave.

BOARD ACTION:

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

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- g) **Supplemental/Substitute Rate Schedule for 2006-2007** – The Board was requested to approve the 2006-2007 Supplemental/Substitute Rate Schedule as **enclosed**.

BOARD ACTION:

Mr. Scholles made a motion to approve the Supplemental/Substitute Rate Schedule for 2006-2007 as presented. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

- h) **2006-2007 LPN Salaries** – The Board was requested to approve the 2006-2007 LPN Program salaries for full-time instructors based upon the collective bargaining agreement. Salaries for full-time LPN instructors are based upon the collective bargaining salary schedule and then prorated on time worked.

BOARD ACTION:

Mr. Scholles made a motion to approve the 2006-2007 LPN Salaries as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- i) **Act 93 Agreement**- The Board was requested to approve the Act 93 Agreement effective July 1, 2006 to June 30, 2008.

BOARD ACTION:

Mr. Scholles made a motion to approve the Act 93 Agreement as presented. Seconded by Mr. Baker.

DISCUSSION: Mrs. Sunday stated that several corrections to the wording needed to be made to correctly reflect the employee and dependent contributions.

With these changes so noted, the motion was passed on a roll call vote of 7 to 0.

- j) **Change Cafeteria Position:** The Board was requested to approve the following change to cafeteria position hours:

Delete- 3.5 hour position from 10:00 am to 1:30 pm

Add- 3.5 hour position from 7:00 am to 10:30 am

BOARD ACTION:

Mr. Scholles made a motion to approve the change in the cafeteria position as presented. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

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- k) **Security Benefit Flexible Benefits Plan** – The Board was requested to approve the resolution adopting the Security Benefit Flexible Benefits Plan (**enclosure**).

BOARD ACTION:

Mr. Scholles made a motion to approve the Security Benefit Flexible Benefits Plan as presented. Seconded by Mrs. Sunday and passed on a roll call vote of 7 to 0.

- l) **Vacancies-**

Assistant Superintendent
Facilities Engineer
Healthroom Assistant
Elementary Secretary
Secretary to the Supervisor of Special Education/Facilities Engineer
Secretary to the Business Manager
Middle School Guidance Secretary
Part-time Custodian (3 positions)
Adult Patrol

2006-2007

Math Coach
Elementary Teacher(s)
Middle School IST
Middle School Librarian
High School Language Arts Teacher
Middle School Language Arts Teacher
High School Guidance Counselor
(NO BOARD ACTION WAS REQUIRED.)

- m) **Other Business** - None

3. Curriculum and Technology

- a) **Wellness Policy** – At the recommendation of the Board Policy Committee, the Board was requested to approve the final adoption of the new District Wellness Policy. The policy will be effective July 1, 2006.

BOARD ACTION:

Mrs. Sunday made a motion to approve the Wellness Policy as presented. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

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- b) **Safe and Drug Free Schools Consortium** - The Board was requested to approve the Hanover Public School District's participation in the Lincoln Intermediate Unit Consortium for Safe and Drug Free Schools for the 2006-2007 school year with an allocation amount of \$4,775.

BOARD ACTION:

Mrs. Sunday made a motion to approve participation in the Lincoln Intermediate Unit Safe and Drug Free Schools Consortium as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- c) **Federal Programs Grant Application** – Board approval to grant the administration permission to apply for the following federal program grants for the 2006-2007 school year:

Title I – Improving Basic Programs
Title II Part A – Improving Teacher Quality
Title II Part D – Educational Technology
Title V – Innovative Education
Title III – Limited English Proficiency

BOARD ACTION:

Mrs. Sunday made a motion to approve permission to apply for the federal program grants as presented. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

- d) **Other Business** – None

4. Budget and Finance

- a) **Cafeteria Bids** – The Board was requested to award the following cafeteria bids for the 2006-2007 fiscal year:

Bakery Products	Butter Krust Baking Company
Milk, Miscellaneous Drinks, Ice Cream	Turkey Hill Dairy

BOARD ACTION:

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

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- b) **York County School of Technology Authority Resolution** – The Board was requested to approve the resolution approving the refunding of the existing York School of Technology Authority debt.

BOARD ACTION:

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

- c) **Revenue Neutral Tax Rate** – The Board was requested to approve the revenue neutral tax rate of 15.44 mills. This is the tax rate that makes the reassessment revenue neutral as required by Act 91 of 2004. (This must be done prior to approving any increases for 2006-2007 millage.)

BOARD ACTION:

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

- d) **2006-2007 Budget Adoption** – The 2006-2007 budget, which was tentatively approved at the meeting of May 24, 2005 was on public display and advertised accordingly on June 7, 2006 and June 17, 2006. The Board was requested to approve a 2006-2007 budget totaling \$23,493,230. This budget includes a 1.48 mill increase from the revenue neutral tax rate of 15.44 mills and fund balance use of \$846,514.

BOARD ACTION:

Mr. Kauffman made a motion to approve the 2006-2007 Budget as presented. Seconded by Mr. Frederick.

DISCUSSION: Mr. Baker read a statement reflective of his concerns with the proposed budget. Mr. Kauffman stated that those board members that voted to approve the teacher's contract had also virtually voted to approve this budget, due to the fact that almost 80% of the budget is made up of costs associated with the teachers' contract.

The motion passed on a roll call vote of 5 to 2. Mr. Zeigler and Mr. Baker cast negative votes.

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- e) **Budget Resolutions** – The Board was requested to approve the budget resolutions as presented.

BOARD ACTION:

Mr. Kauffman made a motion to approve the resolutions as presented. Seconded by Mr. Frederick and passed on a roll call vote of 5 to 2. Mr. Zeigler and Mr. Baker cast negative votes.

- f) **Budget Transfer Authority** – The Board was requested to grant approval for the business manager to make the necessary transfers for the 2005-2006 fiscal year up to and including the completion of the local audit.

All transfers needed, will be brought back to the Board at the completion of the local audit.

BOARD ACTION:

Mr. Kauffman made a motion to grant approval for the business manager to make the transfers as presented. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

- g) **Medical Services** – The Board was requested to approve the following medical services for 2006-2007:

Dr. Kurt Thomas - school district's consulting physician

Dr. Vernon Preston – school district's physician for all home football games

School Physicians -

Dr. Douglas Masucci

Dr. Kurt Thomas

Dr. Kae Kim

Dr. Thomas Toner

Dr. Brian Knop

Dr. Thomas Rapp

Dr. James Uslin

School Dentists –

Dr. Jon Hart

Dr. William Green

Dr. Henry Hoffacker

BOARD ACTION:

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

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- h) **Agreement with the Instrumental Music Parents Club (IMPC) Inc.** –The Board was requested to approve the Agreement between the Hanover Public School District and the IMPC which allows the IMPC to operate the refreshment stand at Sheppard and Myers Athletic Field for the period July 1, 2006 through June 30, 2010.

BOARD ACTION:

Mr. Kauffman made a motion to approve the Agreement with the Instrumental Music Parents Club (IMPC) Inc. as presented. Seconded by Mr. Scholles.

DISCUSSION: Mr. Zeigler requested that the language in the agreement in regards to the responsibility of cleaning and picking up trash be changed to reflect the current practices.

Mr. Kauffman made a motion to withdraw his previous motion and table this item. Seconded by Mr. Baker and passed on a roll call vote of 7 to 0.

- i) **Licensed Practical Nursing Agreement of Clinical Affiliation** – The Board was requested to approve Agreements of Clinical Affiliation for the period of July 1, 2006 through June 30, 2010 with the following companies:

- Hanover Hall Nursing Center
- Hanover Hospital
- Cross Keys Village – The Brethren Home Community

BOARD ACTION:

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

- j) **Bid Change** – The Board was requested to award Quill Corporation with an additional \$218.56 from the general supplies bid. Two of the low bidders are unable to supply the product. Quill is the next lowest bidder in both cases.

BOARD ACTION:

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

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- k) **Donation from Golf Cart Services, Inc.** – The Board was requested to approve a donation from GolfCart Services, Inc. for use of a golf cart for Student Appreciation Day at the Hanover Senior High School valued at approximately \$200.

BOARD ACTION:

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

- l) **Monthly Reports** – The Board was requested to approve the following reports for the month of May 2006:

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

BOARD ACTION:

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

- m) **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 Mr. Scholles and passed on a roll call vote of 7 to 0.

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- n) **School Solicitor Retainer** – The Board was requested to approve the change to the 2005-06 retainer to \$6,750 (no change from 2004-05) and to approve the 2006-07 retainer for the district solicitor, James Yingst, in the amount of \$6,750. The hourly rate will be \$155. The retainer is unchanged from 2004-2005. There is a \$5 increase in the hourly rate requested by Mr. Yingst.

BOARD ACTION:

Mr. Kauffman made a motion to approve the change to the school solicitor retainer and hourly rate as presented. Seconded by Mr. Frederick and passed on a roll call vote of 7 to 0.

- o) **Athletic Training Services**- The Board was requested to approve a three-year contract for Athletic Training services with Hanover Hospital.

BOARD ACTION:

Mr. Kauffman made a motion to approve the contract for Athletic Training Services as presented. Seconded by Mr. Frederick.

DISCUSSION: Mr. Baker requested that the motion be tabled until he had a chance to read through the contract.

Mr. Kauffman made a motion to withdraw his previous motion and table this item. Seconded by Mr. Scholles and passed on a roll call vote of 7 to 0.

- p) **Other Business** – None

5. Buildings and Grounds

- a) **Other Business** - None

ADJOURNMENT: 7:20 PM

THE NEXT REGULARLY SCHEDULED BOARD MEETING IS JULY 25, 2006 AT 6:00 PM IN THE BOARDROOM OF THE ADMINISTRATION BUILDING.